

MINUTES OF THE PARISH COUNCIL MEETING OF LOWER PENN PARISH COUNCIL HELD AT VICTORY HALL, LOWER PENN HELD ON THURSDAY 2ND JULY 2026 AT 7.15pm

Councillors: S McEwen (Chairman), D Hughes, D Williams, M Mulvihill, G Fanthom, Mrs C Taylor, K Crane.

Also in attendance: Mrs J Cree (Clerk), District Cllr R Reade and 5 members of the public.

78/26. Apologies for Absence.

Apologies of absence were received from County / District Cllr Mrs V Wilson.

79/26. Declarations of Councillors' Interest.

Cllr R Reade declared an interest in anything to do with planning applications.

80/26. Public Forum - Democratic fifteen-minute period / public question time

Standing orders were raised to enable members of the public to speak

The following items were raised: -

- Concern was expressed over the speed of vehicles at the end of Grey Hound Lane / Penstone Lane, a pedestrian in the walkway sign would help. Signs can the responsibility of Staffordshire County Highways, Cllr K Crane will look into this matter, and if they cannot assist the Parish Council will look at purchasing the signs required from a local printer. It was noted that this is South Staffs District Council Railway Walk access, so the District Council have a responsibility to ensure peoples safety. Cllr R Reade will speak to Maggie Quinn to see if she can facilitate getting warning signs for the area and report back.
- It was noted that from a previous accident the Armco barrier is in the hedge at this location.
- Traffic accessing Robins Nest Farm, to deposit rubbish, they are accessing the site very early in the morning and driving fast also in and put of the site on the narrow lanes.
- LGR Update – we are waiting to hear how this will impact Parish Councils.

Standing orders were reinstated.

81/26. To receive for confirmation and adoption, the Minutes of the Parish Council meeting held on 4th June 2026.

The minutes of the above meeting were agreed and accepted. They were proposed by Cllr D Hughes and seconded by Cllr G Fanthom.

82/26. County / District Councillors to address the Council on any matters relevant to the Parish

District Cllr R Reade reported that: -

- Robins Nest Farm application for 2 dwellings was refused by SSDC, and they appealed which was refused. The site then started to fill with rubbish, hedges and trees were removed not on land in their ownership. He has sent in the photographs of the rubbish, of various types, domestic / office. He has spoken to the Officers at SSDC, Enforcement have taken this onboard, and they are going to contact the County Council who are responsible

for waste licences, as the site owner does not have one. All vehicles should have a waste transfer licence, to move waste, so this should be looked at also.

- It has been made clear what Greenbelt is to protect the urban spread, it depends if this is near the boundary if it is re classified as Greybelt.

The Chairman reported he had spoken with the District / County Cllr Mrs V Wilson and reported the following:-

- Lower Penn is the only one that has submitted an application for the SSDC legacy funds to date.
- The new consultation from SSDC, he is working through this with the help of her.
- He is also working with Laura Moon on S106 funds, in case housing happens in the village, then funds are available for compensation.

83/26 To fill vacant seats via co-option if any further candidates come forward

No new candidates have come forward.

84/26. Planning Matters to be discussed

Current

26/00365/AGR - Notification for prior approval for erection of an agricultural building and five Polytunnels - Land North Of Dirty Foot Lane, Lower Penn

26/00497/FULHH Proposed front wall and gates 263 Castlecroft Road, Castlecroft

The above were noted at this time.

Decisions

26/00332/VAR Removal of Condition 5 (Biodiversity Enhancement Plan) of approved application 22/00877/FUL - Pumping Station Dimmingsdale Road, Lower Penn - APPROVED Subject to Conditions

26/00329/FULHH - 88 Springhill Lane Lower Penn - Proposed double and single storey extension, raised patio and driveway alterations - Refused.

These were noted.

Appeals / Enforcement

Land At: 43 Springhill Park, Lower Penn - Alleged Breach: Appeal against Enforcement Notice 25/00146/BOC relating to without planning permission, construction of a ground floor rear extension at a height exceeding the height measured from natural ground level within approved plans 24 03 05 Boundary Treatment and Levels and 24 03 10C Floor Plans and Elevations of planning permission 25/00429/VAR, located in the approximate position coloured blue on the Plan attached to this Notice. The Chairman is talking to the officer in charge, to see if Lower Penn can support them.

The Lindens, Penstone Lane – the Clerk will look up any previous planning references, and report this to Enforcement but there is a large barn and skips of scrap metal on the site. This can be seen from the railway walk.

No update on the Radford Lane site, however Cllr R Reade reported that it is thought that the concrete bases should be removed as part of the enforcement.

Cllr Mrs C Taylor reported that in the Parish some new homeowners are putting in planning applications some aren't, they are not always adhering to the approved plans. If anything is seen it should be raised with SSDC to see if Planning permission is required or if they have permitted development. It was suggested that a meeting with SSDC Planning Officers would be helpful to understand the different situations.

BESS

Confirmation from Laura Moon was received that an appeal has not been made in respect of application 24/01102/FULM, and the deadline has been passed for an appeal to happen. Members thanked former Cllr D Everett and his wife, for their hard work on this application. In terms of next steps, the applicant would need to submit a new application should they wish to pursue the proposal in the future.

Langley Road has not been connected to the grid as far as is known, an FOI was sent to NESO to ask for information on the review of February 2026. A seven-page response was received, our request was within their remit, however, it then stated it was confidential. So, no information has been received. This was taken up with SSDC, and discussions have been taken up with MP Mike Wood, and he is preparing a BESS bill on safety. Mrs L Everett will help the Chairman in supporting this initiative as a volunteer.

Cllr D Hughes spoke with residents who reported that there are many posters around the Parish that make the area look untidy. The Chairman reported that he has spoken to Mrs Everett who agreed, and will be removing the posters.

It was noted that there have been no new BESS applications as the grid are now looking at solar energy not storing energy.

85/26. To receive an update on ongoing Parish Council Projects / works and items for SSDC funding

Cllr D Williams left the meeting at this point 20.15pm.

a) Community Speed-watch update on sessions undertaken in the last month

For part of the National Speed-watch week, Springhill Lane will be the site for Saturday. Cllr Mrs C Taylor reported on what happens, following the data being recorded; if the speed is a set amount over the limit the Police will visit the vehicle owner, if it's a lesser speed then they are written to.

b) Speed Indicator Device data

Cllr K Crane reported that all the data is being shared with the Police, and the only solution to stop the speeding is to have a permanent Speed camera sited. Cllr D Hughes will post the latest speed data on the Facebook pages.

In the budget for 2026/27 we set aside a sum of funds to purchase 4 more signs. It was agreed to hold this until September and review this decision, as if no action is taken on the data given, is it worth purchasing more signs.

c) Community Activities (updates on local activities/events)

The following items were noted: -

Gentleman songsters performing on September the 5th, and they have been involved with publicity with the BBC, they have recorded 4 songs that is available on Amazon.

The quiz evening was a great success, and further events are planned.

Cllr D Hughes shares any information onto the Facebook page for Lower Penn, any information please forward to him, members thanked him for undertaking this for the Parish.

d) Victory Hall Update

Cllr D Hughes reported that the stage has been painted and the boarding around the main hall walls has been painted, the site has been weed sprayed also. Members of the Council formally thanked the volunteers for all their help. The piano and organ are to be scrapped. Next week they will trim the areas around the site, then bring in some skips to clear the rubbish.

The fence needs to be painted and external woodwork around the hall.

It was agreed that the Clerk send a thank you card to the volunteer that has repainted the stage.

The planting by the bins is to be removed, any plants that can be reused will be and a slab base to be laid in its place to neaten the area.

The fence panels need to be re-fitted, and this will finish the area off. The date to be agreed via the WhatsApp group.

An AGM is being planned for the Committee, the Clerk to have copies of the exact date, the constitution and the accounts to share with members. The Parish Council are the trustee not individuals who sit on the management committee of the hall.

Cllr G Fanthom has put forward having a flagpole on the site. Swindon have installed one at their village hall, the Clerk has the details, this could be included in the survey.

e) BKV improve communications and support

Steve Bryant has been very active in the village and has been looking into internet speeds amongst many other things. A lot of items in the survey to be sent out impact the BKV, members thanked Steve Bryant for all his help.

Litter pick days are being organised and Cllr D Hughes will publicise them. The Roughts will be a date in the week, and as many as possible volunteers to attend as the area is quite large. The dates arranged are as follows:-

26th July - Langley Road and Market Lane

23rd August - Dimmingsdale, Penstone Lane, and Dene Road

27th September – Springhill Lane, down Greyhound Lane

25th October - Radford Lane
TBC – The Roughs

f) War Memorial / Stone

Cllr Mrs C Taylor reported that she is still putting the options together, and the preferred option is by Victory Hall and have metal poppies on the green.

g) Neighbourhood Plan (inc residents meeting when appropriate / noticeboards)

Cllr D Hughes reported that he has sent the survey to the Chairman to look through, and he will discuss this further with him. This to be delivered by hand.

h) P A System

Cllr D Hughes reported that this is in hand.

i) Noticeboards

The survey may impact the requirement for noticeboards as it is a question in the survey, also the locations.

j) Phone box and other community proposals

This will be relocated by Victory Hall, Cllr D Hughes is still waiting for information from BT to help move the box.

k) Grass Cutting

The grass cutting contractor cuts Castlecroft and the area outside the pub and village green, on alternate weeks.

Cllr Mrs C Taylor to forward additional areas to be cut to the Clerk and she will ask the contractor to price these areas.

l) Newssheet

The Chairman and Cllr D Hughes will bring forward ideas for the newssheet to the September meeting.

86/26. Clerks report

There were 2 items South Staffordshire Local Plan - Scoping Consultation and Call for Sites, Local Nature Recovery Strategy consultation and they were noted.

87/26. Accounts for payment and accounts to the 30th June 2026

The accounts for payment were agreed as listed below: -

£551.04	Clerks Salary	July (and August)
£315.95	HMRC	July (and August)
£28.55	EE and Microsoft	July (and August)
£405.00	BG Services	June (and July)

The accounts to the 30th June 2026 are attached as appendix 1 to these minutes.

88/26. Items for future agendas to be sent in before the end of August.

Photos for website / social media; to look at restricting parking on the green; To look at holding a meeting in January.

89/26. Date of next meeting – Thursday 3rd September 2026

Meeting closed at 9.40pm

Appendix 1 to the minutes of Lower Penn Parish Council meeting held on the 2nd July 2026

BALANCE SHEET FOR 30th June 26

OPENING BALANCES 1/4/26

BUSINESS PREMIUM ACCOUNT 20560022	£2,055.85
BUSINESS ACCOUNT 10106240	£19,125.22
CURRENT ACCOUNT	£13,081.07
BALANCES AT 31/03/2026	£34,262.14

RECEIPTS	£25,814.38
PAYMENTS	£5,633.45
	£54,443.07

BUSINESS PREMIUM ACCOUNT 20560022	£2,061.71
BUSINESS ACCOUNT 10106240	£19,179.71
CURRENT ACCOUNT	£33,297.65
unpresented income	£0.00
Unpresented cheques	-£96.00
BALANCES AT 30/06/2026	£54,443.07

Income received

	Total		
10/04/2026	£ 1,576.53	a	hmrc vat
22/04/2026	£24,177.50	b	precept
02/06/2026	£ 54.49	c	interest
02/06/2026	£ 5.86	d	interest
	£25,814.38		

Expenditure

power	Budget ref no	DATE	AMOUNT GROSS	REF NO	CHQ NO	SUPPLIER	DESCRIPTION
lga 1972 s112 (2)	3	26/04/2026	£551.04	1	200963	J CREE	SALARY
Open Spaces OSA 1906s10	7	04/04/2026	£135.00	2	200964	B G Services	Grounds maintenance
lga 1972 s112 (2)	1	26/04/2026	£178.35	3	200965	HMRC	APRIL
LGA 1972 s 143 (1) (b)		02/04/2026	£368.89	4	200966	SPCA	Annual Subs
lga 1972 s146a, ss 111, 114 & 143	6	07/04/2026	£667.24	5	200967	Zurich Insurance	Insurance
s137 - lga 1972 s137	R	08/04/2026	£1,075.40	6	200968	UVE Planning	
lga 1972 s112 (2)		17/04/2026	£57.10	7	200969	Microsoft / EE	
Account & Audit regis 2015 s51 (1) LGA 1972 s111	4	07/04/2025	£120.00	8	200970	RUTELLE	INTERNAL AUDIT
	April	Total	£3,153.02				
lga 1972 s112 (2)	3	26/05/2026	£551.04	9	200971	J CREE	SALARY
lga 1972 s111		26/05/2026	£57.10	9	200971	J Cree	EE and Microsoft
Open Spaces OSA 1906s10	7	04/05/2026	£405.00	10	200974	B G Services	Grounds maintenance
lga 1972 s112 (2)	1	26/05/2026	£178.35	11	200972	HMRC	APRIL
	May	Total	£1,191.49				
	Overall	Total	£4,344.51				
lga 1972 s112 (2)	3	26/06/2026	£551.04	12	200975	J CREE	SALARY
lga 1972 s111		26/06/2026	£28.55	13	200978	J Cree	EE and Microsoft
Open Spaces OSA 1906s10	7	01/06/2026	£405.00	14	200976	B G Services	Grounds maintenance
lga 1972 s112 (2)	1	26/06/2026	£178.35	15	200972	HMRC	APRIL
lga 1972 s142	18	13/02/2026	£96	16	200989	SPCA	TRAINING
lga 1972 s111		01/06/2026	£30.00	17	200980	Wombourne printers	Flyers
	June	Total	£1,288.94				
	Overall	Total	£5,633.45				
power	Budget ref no	DATE	AMOUNT GROSS	REF NO	CHQ NO	SUPPLIER	DESCRIPTION