

ABBOTS BROMLEY PARISH COUNCIL

Minutes of the Parish Council Meeting

Held on Wednesday 25th March 2026 at 7.00 pm.

Held at Abbots Bromley Village Hall pursuant to notice having been given.

Present:

Cllr K. Baker, Cllr E. Rodway-Bowden (Acting-chair), Cllr H. Lockey, Cllr N. Round

In attendance:

Miss L. Parsons (Clerk)

Members of the Public Attending:

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No.	Item	Action
1.	Apologies for absence Apologies offered from Cllr N. French, Cllr T. Froggatt, Cllr R. Garth, Cllr R. Love	
2.	Public Session	
	<u>War Memorial</u>	
2.1	Resident and representative for Royal British Legion (RBL) attended to thank Cllr Garth for her work on the War Memorial and requested an article is put in the bulletin, article to be drafted by resident and sent to Cllr Baker.	KB to pass article to HL
2.2	Resident requested details of the works carried out and how the funds collected by residents was used for these works. Clerk confirmed that the base was given a significant clean and the lettering was redone, War memorials trust advised restrictions on what could be cleaned and what materials can be used to ensure the monument isn't damaged. Residents collected around £1,000 towards works to the memorial. The full cost of the works was £3,451 with £1,690 grant from the War Memorial Trust, the remaining was funded by monies collected by residents and the Parish Council.	
2.3	Resident advised that the posts are not looking their best and should be considered for replacement if any further works are done on the war memorial. Clerk confirmed this can be considered within future budget setting activities.	
	<u>Poppies</u>	
2.4	Representative for RBL confirmed that after discussion with Cllr Garth that wreaths would be removed from the War Memorial in January to protect it from damage as advised by the War Memorials Trust. January	

was decided as it allows time for the wreaths to be displayed and people to pay their respects but protects the memorial from long term damage.

- 2.5 Large Abbots Bromley poppies were taken down on Lichfield Road and Uttoxeter Road, but the third one seems to be missing. Hedges and surrounding areas have been checked. The lamppost poppies are starting to age and break; more will be required for this year.

LP order
poppies

BKV

- 2.6 Resident advised that they had received the email re BKV and will send information about the community activities of RBL and the Nostalgia Team.

Abbots Bromley Community Fire station

- 2.7 Representative for the Fire station thanked Cllr Lockey for the fantastic bulletin article.
- 2.8 It is advised that there are still no active recruitment leads, the availability of the fire service in February was 30%, which was slightly up from 25% in January, it is expected that March will be less.
- 2.9 Community Fire station will send over photos and evidence for the BKV application.

HL place in
next Bromley
Bulletin

3. Declarations of Interests

None offered.

4. To approve Policies for 2025/26

A review of the current policies was undertaken by the Clerk. A list of current policies, suggested policies and their review dates were reviewed by councillors.

Policies were approved with actions taken to update policies required by 26 APR 2026. Councillors approved the Policies suggested to be added and advised the communication policy will be updated to include how the PC communicate with residents. List of policies can be seen in other documents.

LP circulate
revised
policies,
giving
sufficient time
for review
before next
PC meeting

5. To adopt the 2025 NALC Financial regulations

Resolved, Model Financials regulations to be adopted to Abbots Bromley remits.

6. To approve the Risk Register for 2025/26

Risk register was approved subject to consistency of hard copies kept at the clerk's home on document categories and SharePoint to be added to the risk register.

LP add
SharePoint to
risk register

7. To approve the Grass Cutting Tender for 2026/27

Item to be deferred to the next agenda, a week extension on the tender granted by Councillors.

8. To approve the Internal Auditor for 2025/26

Resolved.

9. To approve the Parish Council Representative to the Abbots Bromley United Charities Trust

Bryn Walters is appointed as the Parish Council Representative to the Abbots Bromley United Charities Trust to replace Phil Ryan

EB-R follow-up with BW

- Proposed by: Cllr Rodway-Bowden
- Seconded by: Cllr Round

Cllr K Baker queried whether the PC would receive a report from United Charities as the PC representative.

10. To update Matters arising

Please see Matters arising in other documents.

- 10.1** Cllr Baker requested updates for- Burial Ground and land requests, Goose Lane bus Shelter, Letter to Nick Phillips, Millenium play area gate repair, Village sign posts and Swan lane car park.

11. Traffic, Parking and HighwaysGeneral Maintenance

- 11.1** Cllr Rodway-Bowden continues to actively report all highways issues on the report it app. Resolutions have been confirmed for potholes, road markings and street signs. Areas of concern within the month were School House Lane, Goose Lane, Leather Hill Lane and the High Street.

Black Cat Highways data

- 11.2** The Traffic Planning Group has met three times. At the last meeting they were considering parking and the associated congestion on the high street. It is essential that data is included in the highways plan.
- 11.3** It is suggested that Black Cat machines are hired, small black units that monitor traffic speed, traffic volume and traffic length. For the high street it will be useful for traffic volume and length.
- 11.4** It has been confirmed that County Council will not accept SID sign data but County Council use the 'Black Cats' from this company to carry out their surveys
- Cllr Rodway-Bowden queried if we have assurance that County would accept this data within our Traffic Plan. Confirmation that it would be accepted should be received prior to placing an order.
- Clerk to ask other parishes if they have had a recent traffic survey and what data they supplied within the traffic survey.
- 11.5** Cllr Baker requested the PCs opinion on contributing to an article in a road safety magazine regarding County Councils not accepting SID data. Councillors agreed.

LP check with CC

LP check with other parishes

12. Recreation & Village Property

- 12.1 Clerk to check when the repairs will be carried out by DSK. LP
- 12.2 Swivel disk appears to have an issue. Cllr Rodway-Bowden has spoken to the company who advise the equipment needs servicing. Councillors are satisfied that the equipment is inspected four times annually and repaired where necessary by DSK.
- 12.3 The footpath between School House Lane and Gallimore's Field is owned by Abbots Bromley PC. One-third of the footpath is not paved. Clerk to get quotes for materials and ask Friel homes if they have any spare chatter. LP

13. Communication & Engagement

- 13.1 Thanks offered to Cllr Lockey for the March 2026 bulletin.
- Business advertisements
- 13.2 Discussion was held around advertising within the bulletin. Within this issue adverts were included by the editor based on adverts seen within the village or on social media. HL prepare

It was agreed that there will be a nominal charge for businesses of £25 quarter of a page and £100 for a full-page advert. Charities and community activities will not be charged but all adverts are at the discretion of the editor as the bulletin is paid for by parishioners and the content needs to be controlled for value for money and community interest.

- 13.3 The next bulletin will be distributed during the summer, around August.

Visitor Guides

- 13.4 Visitor guides are running low. Cllr Lockey has edited the front page of the visitor guides and advised that better photos are required. Visitor guides are expensive to print due to the fold of the document. Cllr Lockey to put into a new format and send to Clerk to order some from the printers. LP send latest version to HL
HL prepare

It was agreed to order 100 Guides in the present format.

14. Planning

Please see planning document attached.

15. Representative ReportsABSA

No update at this time.

Village Hall

No update other than discussed during this meeting.

Almshouses

No update at this time.

16. Financial Matters

Resolved as per attached Payments March.

17. Agenda items for next meeting

BKV & Burial Ground

18. Date, time and place of future meetings

Parish Assembly 29th April 2026 7pm.

DRAFT