

# WEST FELTON PARISH COUNCIL

**Chairman:** Cllr David Walker

**Clerk to the Parish Council:** Rosemary Wood of 5 Newtown Gardens, Baschurch, Shrewsbury SY4 2HF

Tel: 01939 262881 [westfeltonpc@gmail.com](mailto:westfeltonpc@gmail.com)

5 October 2022

To: All Members of West Felton Parish Council

Dear Sir/Madam

**NOTICE IS HEREBY GIVEN** that a **Meeting of West Felton Parish Council** will be held at 7:30pm on **TUESDAY 11 OCTOBER 2022** at West Felton Methodist Church Hall and Members are hereby summoned to attend for the purpose of transacting the following business.

*R. A. Wood*

Rosemary Wood

*Clerk to the Parish Council*

## AGENDA

54.22	<b>TO RECEIVE APOLOGIES FOR ABSENCE</b>
55.22	<b>INTERESTS IN AGENDA ITEMS</b> a) Declaration of any matter to be discussed at the meeting relating to anything included in a Member's Register (Disclosable Pecuniary Interests and Other Registerable Interests). b) To consider any applications for dispensation delivered to the Clerk prior to the meeting. c) Declaration of any Non-Registerable Interests in any matter to be discussed at the meeting.
56.22	<b>MINUTES OF PARISH COUNCIL JULY 2022 MEETING</b> To resolve that the minutes of the meeting of the parish council held on 12 July 2022 are a correct record.
57.22	<b>PUBLIC PARTICIPATION SESSION</b> - a period of 15 minutes will be set aside for the public to speak on items on the agenda (this may be extended at the discretion of the Chairman).
58.22	<b>TO RECEIVE AND NOTE REPORTS</b> a) <b>Police</b> b) <b>Shropshire Council elected councillor</b> c) <b>Clerk</b> d) <b>Other Reports</b> - from councillors attending meetings, training sessions and site visits on behalf of the Parish Council
59.22	<b>FINANCE</b> a) <b>Income received</b> - to note: (i) Wilson Memorials, resident monument fee plot CG35 (£40 chq) (ii) J&J Milne, single resident burial plot 165 (£160) (iii) J&J Milne, resident interment fee plot 165 (£55) (iv) Edmund Rowlands, single resident ashes interment fee plot 20 (£30) (v) Jones & Hughes, resident monument fee plot 47 (£40 chq) b) <b>Payments made since July meeting to note:</b> (i) Rosemary Wood, Clerk's net pay July 2022 (£660.40) (ii) Rosemary Wood, Clerk's net pay August 2022 (£660.40) c) <b>Outstanding Payments</b> - to approve: (i) Rosemary Wood, Clerk's net pay September 2022 (£660.40) (ii) Rosemary Wood, quarterly payment (July to September 2022) (mileage £30.93, office consumables £4.16, Home Working Allowance £41.04) (total £76.13) (iii) Balfours A/C Miss K T Jacson, playing field rent 29/9/22 – 24/3/23 (£100)

	<p>(iv) DM Payroll Service Ltd, payroll administration 2022/23 (£120)  (v) H2O Clear, bus shelter clean July x3 (£35)  (vi) SALC, Introduction to Town Planning (Cllr Grove) (£95)  (vii) SALC, Code of Conduct training (x6 Members) (£180)  (viii) SALC, Fundamentals for Councillors (Cllr Ozagir) (£30)  (ix) PKF Littlejohn LLP, external audit 2021/22 (£240) (incl VAT £40)  (x) Graham Taylor, quarterly grounds maintenance 1 July to 30 Sept 2022 (£1,065) (incl VAT £177.50)</p> <p>d) <b>Other income/invoices received after agenda sent out</b>  e) <b>Quarterly finances</b> (at 30 September 2022) – to consider and approve the following:  (i) Receipts and Payments  (ii) Budget Report  (iii) Bank Reconciliation  (iv) Reserves Statement</p>
60.22	<p><b>YEAR END ACCOUNTS &amp; AUDIT</b>  To note the following:  a) <b>Exercise of rights relating to the annual accounts</b> – to note that the accounting records and all documents relating to those records for the financial year ending on 31 March 2022 were made available for inspection by any person interested during the period commencing on 20 June 2022 and ending on 29 July 2022.  b) <b>Completion of limited assurance review</b> – to note that the external auditor has advised that the limited assurance review for the year ended 31 March 2022 has been completed and has certified that there are no matters giving cause for concern and no other matters to be drawn to the attention of the council.  c) <b>Notice of conclusion of audit</b> – to note that a notice of conclusion of audit together with the completed AGAR has been published, including on the council’s website.  d) <b>Audit appointments 2022/23 to 2026/27</b> – to consider option to opt-out.</p>
61.22	<p><b>PLANNING MATTERS</b>  a) <b>Comments submitted to Shropshire Council using Clerk’s delegated power</b> – to note:  (i) <b>Ref:</b> 22/03513/FUL (validated 1 August 2022)  <b>Address:</b> <u>Rednal Industrial Estate</u> Site A, Rednal, West Felton  <b>Proposal:</b> Erection of commercial (B2 use class) building  <b>Comment:</b> The parish council has no objection to the application  (ii) <b>Ref:</b> 22/03172/FUL &amp; 22/03173/LBC (validated 15 August 2022)  <b>Address:</b> <u>The Fords</u>, Queens Head, West Felton, Oswestry SY11 4JL  <b>Proposal:</b>  22/03172/FUL: Application under Section 73A of the Town and Country Planning Act 1990 for Change of use of part of field from agricultural to glamping; installation of toilet and shower Cubicles inside barn and remedial works to part of barn  22/03173/LBC: Works to facilitate installation of toilet and shower cubicles inside barn and remedial works to part of barn in association to change of use to glamping site affecting a Grade II Listed Building  <b>Comment:</b> The parish council strongly objects to the applications, as follows:  • <u>Heritage value:</u> The impact of glamping and associated vehicle movements would have a negative impact on the heritage value, given that this includes a listed building. There is also concern about loss of artifacts of heritage value in the barn, including a manger and troughs.  • <u>Impact on neighbouring properties:</u> Concern over residential amenity for neighbouring land owners, including the impact of noise and activities such as BBQs. It has, for example, been reported to the parish council that during the hot summer weather the applicant had a bonfire and BBQ adjacent to a standing field of wheat.  • <u>Vehicle movements:</u> The effluent tank would need to be emptied (possibly frequently) requiring tanker movements along narrow access routes.  • <u>Disregard for planning system:</u> It is noted that the applicant appears to have no respect for the planning system, having already used the agricultural land for glamping without permission and having constructed a toilet block and effluent tank without consent when they were aware of the LBC status. Furthermore, despite planning permission having been refused, the applicant continued with glamping and development of the site.</p>

	<ul style="list-style-type: none"> <li>• <u>Sustainability of any future expansion</u>: There is particular concern over the likelihood of future expansion into a major development, given that the land is much bigger. Any future expansion would be completely unsustainable. If Shropshire Council is minded to grant permission then any future expansion/sequential development should be controlled by condition.</li> </ul> <p><b>b) Planning Application notified by Shropshire Council for information only – to note:</b>  <b>Ref:</b> 22/03284/AGR  <b>Address:</b> <u>Land at Smith Coppice, West Felton SY11 4HG</u>  <b>Proposal:</b> Installation of earth banked slurry lagoon and all associated works</p> <p><b>c) Planning Applications notified by Shropshire Council – to consider:</b></p> <p><b>(i) Ref:</b> 22/03706/TPO (validated 30 August 2022) (consultation period extended for parish council)  <b>Address:</b> <u>11 School Road, West Felton, Oswestry SY11 4HH</u>  <b>Proposal:</b> To prune branches to give two metres clearance over road and telegraph wire, and removal of dead wood from 1no. Oak protected by Shropshire Council (Land between Oak Farm Lane and Holyhead Road, West Felton) TPO 2012 (Ref: SC/00088/12)</p> <p><b>(ii) Ref:</b> 22/03905/FUL (validated 12 September 2022)  <b>Address:</b> <u>Top Farm, Henbarns, Haughton, West Felton, Oswestry SY11 4HE</u>  <b>Proposal:</b> Erection of replacement livestock and storage buildings and all associated works</p> <p><b>(iii) Ref:</b> 22/04432/TPO (validated 16 September 2022)  <b>Address:</b> <u>3 Congreve Close, West Felton, Oswestry SY11 4QL</u>  <b>Proposal:</b> Fell 1no. Oak protected by Shropshire Council (Land to the north of Tedsmore Road, West Felton) TPO 2016 (Ref: SC/00259/16)</p> <p><b>d) Planning Decisions notified by Shropshire Council – to note:</b></p> <p><b>(i) Ref:</b> 22/02107/FUL (validated 19 May 2022)  <b>Address:</b> <u>6 Congreve Close, West Felton SY11 4QL</u>  <b>Proposal:</b> Erection of two storey side extension  <b>Decision:</b> Grant Permission</p> <p><b>(ii) Ref:</b> 22/02589/FUL (validated 30 May 2022)  <b>Address:</b> <u>Garden Cottage, Tedsmore, West Felton SY11 4HD</u>  <b>Proposal:</b> Erection of two storey rear extension (resubmission)  <b>Decision:</b> Grant Permission</p> <p><b>(iii) Ref:</b> 22/03513/FUL (validated 1 August 2022)  <b>Address:</b> <u>Rednal Industrial Estate Site A, Rednal, West Felton</u>  <b>Proposal:</b> Erection of commercial (B2 use class) building  <b>Decision:</b> Grant Permission</p> <p><b>e) Planning correspondence or decisions received after agenda sent out – to note</b></p>
62.22	<p><b>PARISH GROUNDS &amp; ASSETS</b></p> <p><b>a) Grounds Maintenance and safety reports – to consider and note</b></p> <p><b>b) Bus shelter cleaning – to consider approval of increase in price of basic clean to £15 per shelter (total £45)</b></p> <p><b>c) WI tree at playing field – to note position and type of tree to be planted</b></p> <p><b>d) Defibrillator – to consider involvement of the parish council with the defibrillator installed at the village hall</b></p> <p><b>e) Hanging baskets – to consider future use or disposal of parish council’s hanging baskets</b></p> <p><b>f) CIL spending Task &amp; Finish group – to receive and consider an update</b></p>
63.22	<p><b>NEXT MEETING</b></p> <p>To note the date, time and location of the next Parish Council Meeting, to be held on Tuesday 8 November 2022 at 7:30pm in West Felton Methodist Church Hall.</p>
64.22	<p><b>EXCLUSION OF PRESS AND PUBLIC</b></p> <p>To resolve that in accordance with s1(2) Public Bodies (Admission of Meetings) Act 1960, members of the public and press be excluded from the remainder of the meeting on the grounds that the following items to be considered involve the likely disclosure of confidential information:</p> <p><b>a) Planning enforcement cases – to consider/note</b></p> <p><b>b) Public Open Space / s106 Alma Close play equipment – to consider response from Shropshire Council and any action to take</b></p>