

WEST FELTON PARISH COUNCIL

Chairman: Cllr David Walker

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

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7 June 2023

To: All Members of West Felton Parish Council

Dear Sir/Madam

NOTICE IS HEREBY GIVEN that the **ANNUAL MEETING** of West Felton Parish Council will be held at **7:30pm** on **TUESDAY 13 JUNE 2023** 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

30.23	TO RECEIVE APOLOGIES FOR ABSENCE
31.23	INTERESTS IN AGENDA ITEMS 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.
32.23	MINUTES OF PARISH COUNCIL MAY 2023 MEETING To resolve that the minutes of the annual meeting of the parish council held on 9 May 2023 are a correct record.
33.23	PUBLIC PARTICIPATION SESSION - 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).
34.23	PARISH COUNCIL REPRESENTATION ON OUTSIDE BODIES To nominate a second councillor to represent the Parish Council on the SALC Oswestry Area Committee.
35.23	TO RECEIVE AND NOTE REPORTS a) Police b) Shropshire Council elected councillor c) Clerk d) Other Reports - from councillors attending meetings, training sessions and site visits on behalf of the Parish Council
36.23	FINANCE a) Income received - to note: (i) Shropshire Council, CIL Neighbourhood Fund 2022 (£10,003.98) (ii) Nationwide, interest May 2023 (£194.92) b) Outstanding Payments - to approve: (i) Rosemary Wood, Clerk's net pay May 2023 (£738.92) (ii) Graham Taylor Grounds Maintenance, Burma Bridge repairs (£672) (incl VAT £112); ivy clearance and disposal from burial ground walls (£324) (incl VAT £54) (total invoice £996) (incl VAT £166) (iii) Bernard Townson, internal audit 2022/23 (£150) c) Other income/invoices received after agenda sent out

37.23	<p>ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2022/23 PART 3</p> <p>a) Annual Internal Audit Report and written report – to consider report and agree any action to take in response</p> <p>b) Annual Governance Statement (Section 1) – to complete and authorise the signing of it by the Chairman and Clerk</p> <p>c) Accounting Statements (Section 2) (as prepared and signed by the Responsible Financial Officer) – to approve and authorise the signing of it by the Chairman</p> <p>d) Explanation of Variances – to approve for submission to the External Auditor</p> <p>e) Internal Auditor 2023/24 – to agree appointment</p> <p>f) Notice of Electors’ Rights – to note Clerk’s intention to display the Notice of Electors’ Rights for the period commencing on Monday 3 July 2023 and ending on Friday 11 August 2023</p>
38.23	<p>PLANNING MATTERS</p> <p>a) Planning Applications notified by Shropshire Council – none at time of issuing agenda</p> <p>b) Planning Decisions notified by Shropshire Council – none at time of issuing agenda</p> <p>c) Other planning correspondence – to consider the following Appeal notification received from Shropshire Council: Application Ref: 22/04688/FUL Appeal Ref: 23/03145/REF (appeal start date: 2 June 2023) Address: Breidden, 46 Woolston Road, West Felton Proposal: Erection of two storey extension with single storey element following partial demolition of garage and associated internal alterations (revised scheme)</p> <p>d) Planning correspondence or decisions received after agenda sent out – to note</p>
39.23	<p>HIGHWAYS</p> <p>To note the following road closures (all previously notified at May parish council meeting):</p> <p>a) Tedsmore Hall Start Date: 14 June; End Date: 16 June; Purpose: to carry out a new water connection; Promoter: Severn Trent Water; Diversion route:</p> <p>b) West Felton Carnival Start Date: 9 July; End Date: 9 July; Purpose: the West Felton Carnival takes place on 9th July 2023. Roads will be closed for various periods between 1230pm and 3pm. Roads affected are: Holyhead Rd, School Rd, The Avenue, Tedsmore Rd, Fox lane, Woolston Rd and Threadneedle St.; Enforcement pattern: all the time; Diversion route: https://one.network/?tm=133834653</p> <p>c) Cefn-y-wern Junction to Haughton Farm Junction Start Date: 3 July; End Date: 4 July; Purpose: road closure – marker post install; Works Promoter: Severn Trent Water; Enforcement pattern: 24hrs; Diversion route: https://one.network/?tm=133866084</p>
40.23	<p>PARISH GROUNDS & ASSETS</p> <p>a) Grounds safety and maintenance reports – to consider and note</p> <p>b) Grimpo defibrillator quote – to consider</p> <p>c) Tree survey quote – to consider</p>
41.23	<p>POLICIES & PROCEDURES</p> <p>a) To review the following policies:</p> <p>(i) Training Policy</p> <p>(ii) Action Plan</p> <p>b) Place Plan Review – to consider</p>
42.23	<p>NEXT MEETING</p> <p>To note the date, time and location of the next Parish Council Meeting, to be held on Tuesday 11 July 2023 at 7:30pm in West Felton Methodist Church Hall.</p>