

WEST FELTON PARISH COUNCIL

Chairman: Cllr John Thornhill

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

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7 May 2025

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 MAY 2025** at West Felton CE Primary School 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

14.25	TO ELECT A CHAIRMAN, AND CHAIRMAN TO SIGN DECLARATION OF ACCEPTANCE OF OFFICE
15.25	TO ELECT A VICE-CHAIRMAN, AND VICE CHAIRMAN TO SIGN DECLARATION OF ACCEPTANCE OF OFFICE
16.25	DECLARATION OF ACCEPTANCE OF OFFICE – to note Declarations of Acceptance of Office signed by councillors and received prior to commencement of the meeting, and if necessary to consider permitting any councillor a delay in signing of their Declaration of Acceptance of Office until a later meeting fixed by the council.
17.25	TO RECEIVE APOLOGIES FOR ABSENCE
18.25	INTERESTS IN AGENDA ITEMS <ul style="list-style-type: none">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) Declaration of any Non-Registerable Interests in any matter to be discussed at the meeting.c) To consider any applications for dispensation delivered to the Clerk prior to the meeting.
19.25	MINUTES OF PARISH COUNCIL 8 APRIL 2025 MEETING To resolve that the minutes of a meeting of the parish council held on 8 April 2025 are a correct record.
20.25	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).
21.25	PARISH COUNCIL REPRESENTATION ON OUTSIDE BODIES To nominate councillors to represent the Parish Council on the following bodies: <ul style="list-style-type: none">a) West Felton CE Primary Schoolb) SALC Oswestry Area Committeec) West Felton Village Halld) ABP Liaison Committeee) Helicopter Noise Groupf) Other
22.25	TO RECEIVE AND NOTE REPORTS <ul style="list-style-type: none">a) Policeb) Shropshire Council elected councillorc) Clerk

	<p>d) Other Reports - from councillors attending meetings, training sessions and site visits on behalf of the Parish Council</p>
23.25	<p>ANNUAL ARRANGEMENTS</p> <p>a) Adoption of the General Power of Competence (GPC):</p> <p>(i) To resolve that the council meets the eligibility criteria for GPC having (1) a Clerk holding a relevant qualification; and (2) two thirds of council members elected.</p> <p>(ii) To resolve to formally adopt GPC.</p> <p>b) Insurance policy - to consider renewal documentation and agree whether to enter into a one or three year policy.</p> <p>c) SALC/NALC affiliation – to confirm renewal as per budget</p> <p>d) SLCC membership – to confirm payment of Clerk’s membership as per budget</p> <p>e) Banking – to review the following banking arrangements:</p> <p>(i) Bank mandate</p> <p>(ii) Direct debits</p> <p>(iii) Savings accounts</p> <p>(iv) Internet banking</p>
24.25	<p>FINANCE</p> <p>a) Income received - to note:</p> <p>(i) Shropshire Council, precept 2025/26 (£22,119)</p> <p>(ii) Nationwide, interest 1-30 April 2025 (£97.81)</p> <p>(iii) Jones & Hughes, additional inscription on plot 3 (£120)</p> <p>b) Outstanding Payments - to approve:</p> <p>(i) Rosemary Wood, Clerk’s net pay for April 2025 (£851.08)</p> <p>(ii) HMRC: income tax (£2.60), employer NICs (£65.50)(total: £68.10)</p> <p>(iii) SALC, ALC affiliation fees (£828.92)</p> <p>(iv) H2O Clear, bus shelter basic clean (£45)</p> <p>(v) DM Payroll Services Limited, administration of payroll 2025/26 (£120)</p> <p>(vi) Scottish Power, streetlight electricity charges 31/3/24 to 31/3/25 (£1,634.57) (incl VAT £77.84)</p> <p>(vii) Gallagher Insurance, insurance premium 1 June 2025 to 31 May 2026 (ref 21.25(b)) (£1,867.10)</p> <p>c) Unity Bank Service Charge – to note service charge of £6 deducted from account for April 2025.</p> <p>d) Other income/invoices received after agenda sent out</p> <p>e) Clerk’s pension – to approve arrangements for NEST pension</p>
25.25	<p>PLANNING MATTERS</p> <p>a) Planning Applications notified by Shropshire Council – to consider the following:</p> <p>(i) Ref: 25/01396/OHL (validated 8 April 2025) Address: <u>Llynclys To Maesbury Marsh</u> Proposal: 11kV Overhead Electricity Distribution Line Rebuild</p> <p>(ii) Ref: 25/01250/FUL (validated 7 May 2025) Address: <u>Rednal Airfield</u>, Rednal, West Felton Proposal: Construction and installation of a Battery Energy Storage System (BESS), with access, associated infrastructure, landscape and ecological enhancements</p> <p>b) Planning Decisions notified by Shropshire Council – to note the following decisions:</p> <p>(i) Ref: 25/00684/VAR (validated: 21/02/2025) Address: <u>The Laurels Barn</u>, Grimpo, West Felton Proposal: Removal of condition no 8 attached to planning permission reference 06/14461/FUL dated 04/08/2006 Decision: Grant Permission</p> <p>(ii) Ref: 25/00647/FUL (validated: 28/02/2025) Address: <u>Pradoe Barn, Haughton</u>, West Felton Proposal: Installation of 2no. flush fitting conservation steel rooflights, alterations to an existing window opening to form a door Decision: Grant Permission</p> <p>(iii) Ref: 25/00648/LBC (validated: 28/02/2025) Address: <u>Pradoe Barn, Haughton</u>, West Felton Proposal: Installation of 2no. flush fitting conservation steel rooflights, alterations to an existing window opening to form a door Decision: Grant Permission</p>

	<p>c) Planning correspondence or decisions received after agenda sent out – to note</p> <p>d) Planning application submissions 2024/25 – to note summary of planning application submissions made by parish council during 2024/25</p>
26.25	<p>PARISH GROUNDS & ASSETS</p> <p>a) Grounds maintenance and safety reports – to consider and note</p> <p>b) Fox Lane bus shelter – to consider whether to investigate any repairs to the damaged panel in the Fox Lane bus shelter.</p> <p>c) Shropshire Council Joint Energy Scheme – to note new annual rate of £1,329.83 plus VAT from 1 May 2025 for supply of streetlight energy under the Shropshire Council Joint Energy Scheme.</p>
27.25	<p>PARISH PROJECTS/ISSUES</p> <p>Shropshire Council Environmental Maintenance Grant 2025/26 – to consider whether to submit a grant application</p>
28.25	<p>POLICIES AND PROCEDURES</p> <p>a) To review the following policies:</p> <ul style="list-style-type: none"> (i) Standing Orders (ii) Financial Regulations (iii) Code of Conduct (iv) Scheme of Delegation <p>b) Burial stone inscriptions – to consider whether to permit burial stone inscriptions to be added to existing stones with reference to deceased persons not interred in the plot.</p>
29.25	<p>ORDINARY MEETINGS OF THE PARISH COUNCIL 2025/26</p> <p>To agree dates to hold meetings for the period June 2025 to May 2026.</p>
30.25	<p>EXCLUSION OF PRESS AND PUBLIC</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 item to be considered involves the likely disclosure of confidential information:</p> <p>To consider preliminary details of a housing development proposed by Chartland Homes.</p>