

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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8 June 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 14 JUNE 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

29.22	DECLARATION OF ACCEPTANCE OF OFFICE – to note Declarations of Acceptance of Office signed by new co-opted Members and received prior to commencement of the meeting, and if necessary to consider permitting a delay in signing of Declarations of Acceptance of Office until a later meeting fixed by the council.
30.22	TO RECEIVE APOLOGIES FOR ABSENCE
31.22	DISCLOSABLE PECUNIARY INTERESTS AND ANY OTHER INTERESTS IN THE AGENDA ITEMS a) Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests b) To consider any applications for dispensation c) Declaration of any other interests in the agenda items
32.22	MINUTES OF PARISH COUNCIL MAY 2022 MEETING To resolve that the minutes of the meeting of the parish council held on 10 May 2022 are a correct record.
33.22	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).
34.22	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
35.22	FINANCE a) Income received - to note: Audrey Kirkham Funeral Directors Ltd, double resident plot and interment (R Nicholls deceased, CG30) (£190) (received 13 May 2022) b) Outstanding Payments - to approve: (i) Rosemary Wood, Clerk's net pay May 2022 (£660.40) (ii) Gallagher insurance, insurance premium 1/6/22 – 31/5/23 (£1,446.21) (iii) West Felton Methodist Chapel, grant award (ref item 116.21(a)) (£500) (iv) West Felton WI, grant award (ref item 116.21(b)) (£200) (v) Bernard Townson, internal audit 2021/22 (£150)

	<p>c) Replacement of cheques - to note return to Clerk by Graham Taylor of cheque numbers 007 and 008 (ref items 6.22(c)(i)&(ii)) due to Unity Bank rejecting payee on cheques, and to approve reissuing of payments by BACs.</p> <p>d) Other income/invoices received after agenda sent out</p> <p>e) Annual CIL Neighbourhood Monitoring Form 2021/22 – to approve for submission to Shropshire Council</p>
36.22	<p>ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2021/22 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 2022/23 – 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 20 June 2022 and ending on Friday 29 July 2022</p>
37.22	<p>PLANNING MATTERS</p> <p>a) To consider the following Planning Applications notified by Shropshire Council:</p> <p>(i) Ref: 22/02107/FUL (validated 19 May 2022) Address: <u>6 Congreve Close</u>, West Felton, Oswestry SY11 4QL Proposal: Erection of two storey side extension</p> <p>(ii) Ref: 22/02332/FUL (validated 18 May 2022) Address: <u>Manor House Farm</u>, Old Rectory Gardens, West Felton, Oswestry SY11 4LE Proposal: Conversion of historic gate house building to form an ancillary annex to the main dwelling (resubmission)</p> <p>(iii) Ref: 22/02333/LBC (validated 18 May 2022) Address: <u>Manor House Farm</u>, Old Rectory Gardens, West Felton, Oswestry SY11 4LE Proposal: Conversion of historic gate house building to form an ancillary annex to the main dwelling affecting a Grade II Listed Building (resubmission)</p> <p>b) To note Planning Decisions notified by Shropshire Council:</p> <p>(i) Ref: 21/05775/VRA106 (validated 16 December 2021) Address: <u>Alma House, The Cross</u>, West Felton, Oswestry SY11 4EH Proposal: Variation of a planning obligation attached to OS/01/11849/OUT Decision: Withdrawn</p> <p>(ii) Ref: 22/01515/FUL (validated 29 March 2022) Address: <u>Lythwell Cottage</u>, West Felton, Oswestry SY11 4LD Proposal: Erection of two storey side extension Decision: Grant Permission</p> <p>(iii) Ref: 22/01516/FUL (validated 29 March 2022) Address: <u>6/7 Woolston Road</u>, West Felton, Oswestry SY11 4LB Proposal: Demolition of existing cottages and erection of 1 no. dwelling Decision: Grant Permission</p> <p>(iv) Ref: 22/01636/VAR (validated 4 April 2022) Address: <u>West Felton C of E School</u>, Grimpo Road, West Felton, Oswestry SY11 4JR Proposal: Variation of condition 5 of planning permission ref 12/00103/FUL (retention of a 3-bay demountable unit for use as an additional classroom, associated external play areas and canopy to link existing buildings) to allow for the retention of the demountable accommodation for a further temporary period of 10 years Decision: Grant Permission</p> <p>c) To note any planning correspondence or decisions received after agenda sent out</p>
38.22	<p>HIGHWAYS</p> <p>To consider and note the following planned road closures:</p> <p>a) Heath Houses Junction to Harp Farm Junction, Sutton: Start Date: 24 June; End Date: 25 June; Purpose: Road Closure, boundary box install and tap main for logger; Works Promoter: Severn Trent Water; Enforcement Pattern: all the time; Diversion route: https://one.network/?tm=121779986</p>

	<p>(as reported at council meeting on 10 May 2022)</p> <p>b) <u>Woolston Road, West Felton</u>: Start Date: 27 July; End Date: 29 July; Purpose: Road Closure, new clean water connection; Promoter: Severn Trent Water; Enforcement Pattern: all the time; Diversion route: https://one.network/?tm=128828324</p>
39.22	<p>PARISH GROUNDS & ASSETS</p> <p>a) Grounds Maintenance and safety reports – to consider and note</p> <p>b) Quotes for picnic table and burial ground sign – to consider quotes from grounds maintenance contractor for replacement of picnic table at playing field (ref item 23.22(a)) and repair/replacement of sign on burial ground gate</p> <p>c) CIL spending Task & Finish group report – to consider report setting out recommendations of spending priorities</p>
40.22	<p>POLICIES AND PROCEDURES</p> <p>Standing Orders – to consider revising Standing Orders by replacing standing order 18 with NALC’s new model standing order 18 (revised April 2022)</p>
41.22	<p>NEXT MEETING</p> <p>To note the date, time and location of the next Parish Council Meeting, to be held on Tuesday 12 July 2022 at 7:30pm in West Felton Methodist Church Hall.</p>