

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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2 October 2024

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 8 OCTOBER 2024** 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

71.24	TO RECEIVE APOLOGIES FOR ABSENCE
72.24	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) 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.
73.24	MINUTES OF PARISH COUNCIL 10 SEPTEMBER 2024 MEETING To resolve that the minutes of a meeting of the parish council held on 10 September 2024 are a correct record.
74.24	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).
75.24	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
76.24	FINANCE a) Income received - to note: Nationwide, interest 1-30 September 2024 (£108.50) b) Outstanding Payments - to approve: (i) Rosemary Wood, Clerk's net pay September 2024 (£797.76) (ii) HMRC, income tax (7.20), employer NICs (£6.48) (total: £13.68) (iii) Rosemary Wood, quarterly payment: mileage (£47.81), office consumables (£13.55), home working allowance (£41.04) (total £102.40) (iv) PKF Littlejohn LLP, limited assurance review (£378) (incl VAT £63) c) Other income/invoices received after agenda sent out d) Quarterly finances (at 30 September 2024) – to consider and approve the following: (i) Receipts and Payments (ii) Budget Report (iii) Bank Reconciliation (iv) Reserves Statement

77.24	<p>YEAR END ACCOUNTS & AUDIT</p> <p>To note the following:</p> <ul style="list-style-type: none"> a) Exercise of rights relating to the annual accounts – to note that the accounting records and all documents relating to those records for the financial year ending on 31 March 2024 were made available for inspection by any person interested during the period commencing on 3 June 2024 and ending on 12 July 2024. b) Completion of limited assurance review – to note that the external auditor has advised that the limited assurance review for the year ended 31 March 2024 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) Notice of conclusion of audit – to note that a Notice of Conclusion of Audit together with the completed AGAR has been published, including on the council’s website.
78.24	<p>PLANNING MATTERS</p> <ul style="list-style-type: none"> a) Planning Applications notified by Shropshire Council – to consider (none at time of issuing agenda) b) Planning Decisions notified by Shropshire Council – to note (none at time of issuing agenda) c) Planning correspondence or decisions received after agenda sent out – to note
79.24	<p>HIGHWAYS</p> <p>To note the following road closures (as noted at September meeting):</p> <ul style="list-style-type: none"> a) <u>Twyford Lane, West Felton</u> Start Date: 29 Oct 2024; End Date: 31 Oct 2024; Promoter: Severn Trent Water; Enforcement pattern: all the time; Closure and diversion route: https://one.network/?tm=139131144 b) <u>Grimpo Road, Grimpo</u> Start Date: 24 Oct 2024; End Date: 24 Oct 2024; Purpose: road closure – pole replacement; Promoter: Openreach; Enforcement pattern: 09:30-14:30hrs; Closure and diversion route: https://one.network/?tm=139882211
80.24	<p>PARISH GROUNDS & ASSETS</p> <ul style="list-style-type: none"> a) Grounds safety and maintenance reports – to consider and note b) Gov.uk domain names – to consider for the Parish Council.
81.24	<p>PARISH PROJECTS/ISSUES</p> <ul style="list-style-type: none"> a) Conservation Area signs – to consider advice from Shropshire council and possible locations and sign design. b) Asset of Community Value – to note submission by the Clerk under delegated power (ref item 69.24(c)) of an application to register the Punch Bowl pub as an Asset of Community Value. c) Community engagement – to consider how to better engage with the community. d) Household recycling centres – to consider making a representation regarding the booking system for use of recycling centres.
82.24	<p>NEXT MEETING</p> <p>To note the date, time and location of the next Parish Council Meeting, to be held on Tuesday 12 November 2024 at 7:30pm in West Felton CE Primary School.</p>