

# 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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3 July 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 9 JULY 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

45.24	<b>TO RECEIVE APOLOGIES FOR ABSENCE</b>
46.24	<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) 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.
47.24	<b>MINUTES OF PARISH COUNCIL 11 JUNE 2024 MEETING</b> To resolve that the minutes of a meeting of the parish council held on 11 June 2024 are a correct record.
48.24	<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).
49.24	<b>CO-OPTION</b> To consider applications for co-option onto the Council.
50.24	<b>TO RECEIVE AND NOTE REPORTS</b> a) Police b) Shropshire Council elected councillor c) Clerk d) <b>Other Reports</b> - from councillors attending meetings, training sessions and site visits on behalf of the Parish Council
51.24	<b>FINANCE</b> a) <b>Income received</b> - to note: (i) Nationwide, interest 1-30 June (£181.72) (ii) WE Price, interment fee plot CG14 (£30) (BACs) (iii) ME & A Hughes, additional inscription plot CG14 (£40) (cheque) (iv) WE Price, burial deed plus interment fee x2 plot CG36 (£280) (BACs) b) <b>Outstanding Payments</b> - to approve: (i) Rosemary Wood, Clerk's net pay June 2024 (£802.16) (ii) HMRC, income tax (£2.80), employer NICs (£6.48) (total: £9.28) (iii) Rosemary Wood, quarterly Clerk's payment Apr to June 2024: mileage (£67.69), office consumables (£2.70), IT (£59.99), home work allowance (£41.04) (total £171.42) (iv) Shropshire Council, supply and installation of path at playing field (£11,723.40) (incl VAT)

	<p>£1,953.90)</p> <p>(v) Seth Bradbury Tree Services Limited, fell ash and oak tree at playing field (£540) (incl VAT £90)</p> <p>(vi) H2O Clear, bus shelter windows cleaned (£45) and power wash (£150) (total £195)</p> <p>(vii) West Felton CE Primary School, contribution for use of hall facilities 2024/25 (£25)</p> <p>c) <b>Other income/invoices received after agenda sent out</b></p> <p>d) <b>Quarterly finance reports</b> (at 30 June 2024) – to consider and approve the following:</p> <p>(i) Receipts &amp; Payments</p> <p>(ii) Bank reconciliation</p> <p>(iii) Budget report</p> <p>(iv) Reserves statement</p>
52.24	<p><b>PLANNING MATTERS</b></p> <p>a) <b>Planning Applications notified by Shropshire Council</b> – to consider the following:</p> <p>Ref: 24/02170/FUL (validated 4 June 2024)</p> <p>Address: <u>Sunnydale Farm</u>, Sandford, West Felton SY11 4EX</p> <p>Proposal: Convert existing outbuildings for guest accommodation, home gym and home offices, refurbish existing barn for storage/workshop, demolish two open sided redundant barns</p> <p>b) <b>Planning Decisions notified by Shropshire Council</b> – none at time of issuing agenda</p> <p>c) <b>Planning correspondence or decisions received after agenda sent out</b> – to note</p>
53.24	<p><b>HIGHWAYS</b></p> <p>To note the following road closures:</p> <p><u>West Felton –various roads</u> Start Date: 14 July 2024; End Date: 14 July 2024; Purpose: West Felton Carnival; Enforcement pattern: 12:00 to 15:00; Closure and diversion route: <a href="https://one.network/?tm=138886596">https://one.network/?tm=138886596</a></p> <p><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: <a href="https://one.network/?tm=139131144">https://one.network/?tm=139131144</a></p> <p><u>Grimpo Road, Grimpo</u> Start Date: 23 Sept 2024; End Date: 24 Sept 2024; Purpose: install x4 new poles and cabling works; Promoter: Freedom Fibre; Enforcement pattern: 09:30 to 14:30hrs; Closure and diversion route: <a href="https://one.network/?tm=139407540">https://one.network/?tm=139407540</a></p>
54.24	<p><b>PARISH GROUNDS &amp; ASSETS</b></p> <p>a) <b>Grounds safety and maintenance reports</b> – to consider and note</p> <p>b) <b>Bin at Fox Lane bus shelter</b> – to consider quote from Shropshire Council</p>
55.24	<p><b>PARISH PROJECTS/ISSUES</b></p> <p>a) <b>Tree Preservation Orders</b> – to consider a map of priority areas for approval prior to obtaining a quote from the arboriculturalist.</p> <p>b) <b>Shropshire Council Environmental Maintenance Grant</b> – to note successful application with an award of £750 granted towards a VAS.</p> <p>c) <b>History of West Felton booklet</b> – to consider how and whether to move the project forward.</p>
56.24	<p><b>POLICIES &amp; PROCEDURES</b></p> <p>To review the following:</p> <p>a) GDPR: Subject Access Policy, Security Incident Response Policy</p> <p>b) West Felton defibrillator log 2023/24</p>
57.24	<p><b>WEST MERCIA POLICE</b></p> <p>To agree a response to the following:</p> <p>a) Contact Contract, including policing priorities for the parish.</p> <p>b) Town and Parish Council Survey 2024</p>
58.24	<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 10 September 2024 at 7:30pm in West Felton CE Primary School.</p>