

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 January 2026

To: All Members of West Felton Parish Council

Dear Sir/Madam

NOTICE IS HEREBY GIVEN that the a **Meeting of West Felton Parish Council** will be held at **7:30pm on TUESDAY 13 JANUARY 2026** 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

105.25	TO RECEIVE APOLOGIES FOR ABSENCE
106.25	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.
107.25	MINUTES OF PARISH COUNCIL MEETING To resolve that the minutes of a meeting of the parish council held on 9 December 2025 are a correct record.
108.25	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).
109.25	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
110.25	FINANCE a) Income received - to note: Nationwide, interest 1-31 December 2025 (£86.63) b) Outstanding Payments - to approve: (i) Rosemary Wood, Clerk's net pay December 2025 (£858.36) (ii) HMRC: income tax (£8.20), employer NICs (£69.60) (total: £77.80) (iii) Rosemary Wood, Clerk's quarterly payment: mileage (£30.06), office consumables (£5), home work allowance (£41.04), Defibrillator pads & starter kit (£75.42) (total £151.52) (iv) SALC, Chairmanship Skills July 2025 (Cllrs Thornhill & Ozagir) (£180) (v) Graham Taylor Grounds Maintenance, Oct to Dec 2025 (£1,065) (incl VAT £177.50) (vi) Shropshire Council, joint energy costs 3 rd quarter 2025/26 (£398.94) (incl VAT £66.49) c) Other payments - to note other debits from Unity Trust account: (i) Unity Bank, service charge December 2025 (£6) (ii) NEST, pension contribution direct debit 1-31 Dec: employer (£10.83), employee (£14.44) (total £25.27)

	<p>d) Other income/invoices received after agenda sent out</p> <p>e) Quarterly finances (at 31 December 2025) – to consider and approve the following:</p> <ul style="list-style-type: none"> (i) Receipts and Payments (ii) Budget Report (iii) Bank Reconciliation (iv) Reserves Statement
111.25	<p>PLANNING MATTERS</p> <p>a) Planning Applications notified by Shropshire Council – none at the time of issuing agenda</p> <p>b) Planning Decisions notified by Shropshire Council – none at the time of issuing the agenda</p> <p>c) Planning correspondence or decisions received after agenda sent out – to note</p>
112.25	<p>HIGHWAYS</p> <p>To note the following road closure (as previously reported): <u>Grimpo Road, West Felton</u> Start Date: 2 March 2026; End Date: 2 March 2026; Purpose: Road closure – pole test; Works Promoter: Openreach; Enforcement pattern: 09:30 – 15:30hrs</p>
113.25	<p>PARISH GROUNDS & ASSETS</p> <p>a) Grounds maintenance safety report – to consider and note</p> <p>b) ROSPA Annual Inspection of play equipment – to consider</p> <p>c) 1 Bay 2 Seat Swing – to receive an update on dealing with the equipment identified as high risk and agree any further action to be taken.</p> <p>d) Playing field lease – to consider terms for a new lease</p> <p>e) Parish Council website – to consider quotes for a new parish council website together with a generic email account hosted on the council's own domain</p>
114.25	<p>POLICIES & PROCEDURES</p> <p>IT Policy – to consider adopting</p>
115.25	<p>PARISH COUNCIL GRANTS 2026/27</p> <p>To consider applications for grants from community groups.</p>
116.25	<p>BUDGET AND PRECEPT 2026/27</p> <p>To approve the budget and set the precept for 2026/27.</p>
117.25	<p>NEXT MEETING</p> <p>To note the date, time and location of the next meeting of the Parish Council, to be held on Tuesday 10 February 2026 at 7:30pm in West Felton CE Primary School.</p>