

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 September 2025

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 9 SEPTEMBER 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

57.25	TO RECEIVE APOLOGIES FOR ABSENCE
58.25	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.
59.25	MINUTES OF JULY PARISH COUNCIL MEETING To resolve that the minutes of a meeting of the parish council held on 8 July 2025 are a correct record.
60.25	MINUTES OF PARISH COUNCIL EXTRAORDINARY MEETING To resolve that the minutes of An extraordinary meeting of the parish council held on 22 July 2025 are a correct record.
61.25	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).
62.25	TO RECEIVE AND NOTE REPORTS <ul style="list-style-type: none">a) Policeb) Shropshire Council elected councillorc) Clerkd) Other Reports - from councillors attending meetings, training sessions and site visits on behalf of the Parish Council
63.25	FINANCE <ul style="list-style-type: none">a) Income received - to note:<ul style="list-style-type: none">(i) Nationwide, interest 1-31 July 2025 (£93.43) and 1 to 31 August 2025 (£93.42)(ii) Shropshire Council, Environmental Maintenance grant 2025 (£750)(iii) Aubrey Kirkham, interment of ashes resident plot CG35 (£30)(iv) Jones & Hughes, resident memorial fee plot 16 (£40)b) August Payments – to note the following payments authorised from Unity bank during August:<ul style="list-style-type: none">(i) Rosemary Wood, Clerk's net pay for July 2025 (£837.53)(ii) HMRC: income tax (£2.80), employer NICs (£65.50)(total: £68.30)(iii) Rosemary Wood reimburse payment to MedUK for replacement battery for West Felton defibrillator (£243.60) (including VAT £40.60)c) Local Government Services Pay Agreement 2025/26 – to note implementation of Local

	<p>Government Services Pay Agreement 2025/26 and back pay due to Clerk from April to July 2025</p> <p>d) Outstanding Payments - to approve:</p> <p>(i) Rosemary Wood, Clerk's net pay for August 2025 plus back pay rate increase Apr to July 2025 (£941.46)</p> <p>(ii) HMRC: income tax (£30), employer NICs (£85.99)(total: £115.99)</p> <p>(iii) Balfours Client Call A/c Miss K T Jacson, playing field rent 29 Sept 2025 to 5 Jan 2026 (£54.25)</p> <p>(iv) H2O Clear, Perspex supplied and fitted to Fox Lane bus shelter (£150)</p> <p>(v) H2O Clear, bus shelter windows cleaned (£45) plus power wash (£150) (total £195)</p> <p>(vi) SALC, Fundamentals for Councillors June 2025 (Cllrs Green & Summers) (£80)</p> <p>(vii) Shropshire Council, joint energy July to Sept 2025 (£398.94)(incl VAT £66.49)</p> <p>(viii) David Woodhouse, tree safety inspection (£225)</p> <p>(ix) John Thornhill, carnival stall expenses: white display board (£15.50), post it notes (£5.26), blue tack (£1.90), printing (£8.90) (total £31.55)</p> <p>e) Other payments - to note other debits from Unity Trust account:</p> <p>(i) Unity Bank, service charge July 2025 (£6) and August 2025 (£6)</p> <p>(ii) NEST, pension contribution direct debit 1-31 July: employer (£10.02), employee (£13.35)(total £23.37)</p> <p>(iii) NEST, pension contributions direct debit 1-31 Aug: employer (£14.11), employee (£18.82)(total £32.93)</p> <p>f) Other income/invoices received after agenda sent out</p>
64.25	<p>PLANNING MATTERS</p> <p>a) Planning Applications notified by Shropshire Council – none at time of issuing agenda</p> <p>b) Planning applications notified by Shropshire Council, comments submitted by Clerk under delegated power - to note the following: Ref: 25/02359/LBC (validated 26 June 2025) Address: <u>The Threshing Barn, Haughton</u>, West Felton Proposal: Minor amendments (changes to rooflights, small area of newly constructed lean to roof, additional casement windows in established openings, formation of new openings in ground floor partitions) to previously approved Listed Building Consents Comment: The Parish Council has no objection to the application.</p> <p>c) Planning Decisions notified by Shropshire Council – to note the following:</p> <p>(i) Ref: 25/01935/FUL (validated 27 May 2025) Address: <u>Goose Cottage</u> Sandford, West Felton, Oswestry SY11 4EX Proposal: Demolish the existing utility room and replace with new structure of same size and scale Decision: Grant Permission</p> <p>(ii) Ref: 25/01936/LBC (validated 27 May 2025) Address: <u>Goose Cottage</u> Sandford, West Felton, Oswestry SY11 4EX Proposal: Demolish the existing utility room and replace with new structure of same size and scale Decision: Grant Permission</p> <p>(iii) Ref: 25/01838/FUL (validated 16 June 2025) Address: <u>Tedsmore Hall</u>, Tedsmore, West Felton, Oswestry SY11 4HD Proposal: Proposed use of property for occasional weddings Decision: Withdrawn</p> <p>(iv) Ref: 25/01839/LBC (validated 16 June 2025) Address: <u>Tedsmore Hall</u>, Tedsmore, West Felton, Oswestry SY11 4HD Proposal: Proposed use of property for occasional weddings Decision: Withdrawn</p> <p>d) Planning correspondence or decisions received after agenda sent out – to note</p>
65.25	<p>PARISH GROUNDS & ASSETS</p> <p>a) Grounds maintenance and safety reports – to consider and note</p> <p>b) Tree safety survey (burial ground and playing field) – to consider report, including any recommendations</p>
66.25	<p>PARISH PROJECTS/ISSUES</p> <p>a) Neighbourhood Plan:</p>

	<p>(i) Response from Helen Morgan MP - to note response from Helen Morgan MP to concerns raised with her regarding withdrawal of funding for Neighbourhood Plans.</p> <p>(ii) Meeting with Shropshire Council – to receive a report of a meeting of the Chairman, Vice Chairman and Clerk with Shropshire Council, and consider next steps.</p> <p>b) Traffic Management (VAS) – to consider quotes from Shropshire Council’s two approved contractors for the two different types of VAS signs for locations 1 and 2 at either end of the Holyhead Road.</p> <p>c) Shropshire Local Nature Recovery strategy – to consider and agree details of ‘green spaces’ in the parish to pass on as part of the Shropshire Local Nature Recovery strategy.</p>
67.25	<p>POLICIES, PROCEDURES & SURVEYS</p> <p>a) West Mercia Police Survey 2025 – to consider completing.</p> <p>b) Shropshire Council Memorandum of Understanding – to consider signing.</p>
68.25	<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 14 October 2025 at 7:30pm in West Felton CE Primary School.</p>
69.25	<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>Planning Enforcement Case - to note</p>