

# WEST FELTON PARISH COUNCIL

Chairman: Cllr Edward Nicholas

Clerk to the Parish Council

Claire Ball 32 Longueville Drive, Oswestry, Shropshire, SY11 2YN

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7<sup>th</sup> June 2017

To: All Members of West Felton Parish Council

Dear Sir/Madam

NOTICE IS HEREBY GIVEN that a MEETING of the West Felton Parish Council will be held on TUESDAY 13<sup>TH</sup> JUNE 2017 at West Felton Methodist Church Hall at 7.30p.m. and Members are hereby summoned to attend for the purpose of transacting the following business.



Claire Ball

Clerk to the Parish Council

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## AGENDA

### **17.17 DECLARATION OF OFFICE**

Chris Jones to sign declaration to be collected by Clerk.

### **18.17 PUBLIC PARTICIPATION SESSION**

A period of 15 minutes will be set aside for the public to speak on any items on the agenda (this may be extended at the discretion of the chairman).

### **19.17 TO RECEIVE APOLOGIES FOR ABSENCE**

### **20.17 DISCLOSABLE PECUNIARY INTERESTS**

- 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.

### **21.17 TO CONFIRM THE MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON 09.05.17.**

### **22.17 REPORTS**

Police, Shropshire Council, Other reports from councillors attending meetings or training courses on the council's behalf.

### **23.17 FINANCE**

- a) **Bank Reconciliation as at 12/05/17** – To be agreed by Council.
- b) **Yearend 2016/17 Accounting Statement and Yearend 2016/17 Budget Monitoring Report**  
To be considered.
- c) **Cheque Signatory**  
Clerk to hand over bank form to Alison Ollier for completion and Cllrs Hampson and Coles to sign relevant Mandate Form.
- d) **Income**
  - i) Grant from Par 5 Foundation (£300.00)
  - ii) Precept and CIL Payment (£35,239.11) (BACS Payment)
- e) **Accounts for payment**
  - i) Greenfingers Groundforce Ltd. (Payment for May) (£206.80) (VAT £34.47)
  - ii) Clerk's salary for May (£384.33)
  - iii) Clerk's Salary Tax Payment for May (£96.00)
  - iv) It's a Goal (Goalposts for playing field) (£1,812.37) (VAT £302.06)
  - v) SDH Accounting (Mentor Clerk Fees) (£293.95)
- f) **To consider other income and invoices received after the agenda has been sent out.**

#### **24.17 ANNUAL RETURN GOVERNANCE STATEMENT (Page 2) ACCOUNTS STATEMENT (Page3)**

- a) Council to consider the Internal Auditor's report and complete the Annual Return accordingly; to be signed by Chair. (The Governance Statement).
- b) Council to approve the yearend accounts; and bank reconciliation and confirm the Accounts Statement; to be signed by Chair.
- c) Council to agree response if any to the Internal Auditor's report.
- d) Council to consider appointment of Internal Auditor for 2017/18.
- e) Clerk to inform Council of intentions to display Notice of Electors' Rights.

#### **25.17 PLANNING MATTERS**

- a) ***To consider any Planning Applications notified by Shropshire Council***  
None at the time of issuing the agenda.
- b) ***Notification of Planning Decisions made by Shropshire Council***
  - i) Reference: 17/01197/FUL (validated: 22/03/2017)  
Address: Oaklea, Woolston Road, West Felton, Oswestry, Shropshire, SY11 4LB  
Proposal: Installation of dormer window to front elevation  
**Decision: Grant Permission**
- c) ***Planning Correspondence***  
None at the time of issuing the agenda.
- d) ***Woodhouse Estate*** - Shropshire Partial Local Plan Review and Call for Sites Exercise.

#### **26.17 GRASS CUTTING CONTRACT**

Council to consider all quotes received before making a decision which company to appoint.

#### **27.17 HIGHWAYS**

- a) Community Speed Watch – Clerk to update Council on how many volunteers have come forward.
- b) Council to note that Clerk has reported poor condition of highway outside The Punchbowl Public House to Shropshire Council Highways Team and Trust Inns.
- c) VAS at Queens Head – Clerk to report progress.

#### **28.17 PARISH MATTERS**

- a) Playing Field Kissing Gate – to discuss the possibility of installing a latch on the gate.
- b) To consider further information provided by 'We Don't Buy Crime protected by SmartWater'.
- c) Shropshire Council Environmental Maintenance Grant 2017 – grant of £1,672.22 awarded.
- d) To consider Annual Inspection of Playground and apparatus by John Hicks (Report dated 23<sup>rd</sup> May 2017).
- e) Goalposts for playing field – Clerk to update.

#### **29.17 CLERK'S UPDATE REPORT AND COMMUNICATIONS**

- a) Clerk to report concerns received from several residents of the parish re dog fouling, littering and obstructed pavements.
- b) Council to consider Shropshire Council's response (email from the Play Inspections and Maintenance Officer) to the Clerk's correspondence regarding the issue of dog fouling in the village.

#### **30.17 NEXT MEETING**

To note the date of the next meeting be held on Tuesday 11<sup>th</sup> July 2017 in West Felton Methodist Church Hall at 7.30p.m.

#### **31.17 EXCLUSION OF PRESS AND PUBLIC**

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 items to be considered involves the likely disclosure of confidential information.

- a) To consider the ICO Decision Notice dated 25<sup>th</sup> May 2017.