

# WEST FELTON PARISH COUNCIL

**Chairman:** Cllr David Walker

**Clerk to the Parish Council:** Rosemary Wood of 5 Newtown Gardens, Baschurch, Shrewsbury SY4 2HF

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8 September 2021

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 14 SEPTEMBER 2021** at West Felton Methodist Church Hall 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

56.21	<b>TO RECEIVE APOLOGIES FOR ABSENCE</b>
57.21	<b>DISCLOSABLE PECUNIARY INTERESTS AND ANY OTHER INTERESTS IN THE AGENDA ITEMS</b> 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 c) Declaration of any other interests in the agenda items
58.21	<b>CO-OPTION</b> a) <b>Applications</b> - to consider applications for co-option for the remaining three vacancies following the May 2021 election b) <b>Declaration of Acceptance of Office</b> - co-opted new members to sign Declaration of Acceptance of Office c) <b>Interests in agenda items</b> – co-opted new members to declare any interests (including disclosable pecuniary interests) in agenda items and to make any applications for dispensation to then be considered
59.21	<b>MINUTES OF PARISH COUNCIL JULY 2021 MEETING</b> To resolve that the minutes of the meeting of the parish council held on 13 July 2021 are a correct record.
60.21	<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).
61.21	<b>TO RECEIVE AND NOTE REPORTS</b> a) <b>Police</b> b) <b>Shropshire Council elected councillor</b> c) <b>Clerk</b> d) <b>Other Reports</b> - from councillors attending meetings, training sessions and site visits on behalf of the Parish Council
62.21	<b>FINANCE</b> a) <b>Income received</b> - to note (none at time of issuing agenda) b) <b>Outstanding Payments</b> - to approve: (i) Rosemary Wood, Clerk's net pay July 2021 (£636.48) and August 2021 (£636.48) (ii) Kathryn Tamsin Jacson (JN Richards), playing field rent 29 Sept 2021 to 24 Mar 2022 (£50)

	<p>(iii) Graham Taylor Grounds Maintenance, grounds maintenance contract 13 May 2021 to 12 August 2021 (£1,065) (incl VAT £177.50)</p> <p>(iv) Graham Taylor Grounds Maintenance, burial ground maintenance of gate and soil stack (£216) (incl VAT £36)</p> <p>(v) David Woodhouse, ivy severance from tree at playing field (£30)</p> <p>(vi) PKF Littlejohn LLP, external audit fee (£200)</p> <p>(vii) H2O Clear, bus shelter cleaning x3 (pressure clean &amp; window cleaning) (£185)</p> <p>c) <b>Other income/invoices received after agenda sent out</b></p>
63.21	<p><b>YEAR END ACCOUNTS &amp; AUDIT</b></p> <p>To note the following:</p> <p>a) <b>Exercise of rights relating to the annual accounts</b> - the accounting records and all documents relating to those records for the financial year ending on 31 March 2021 were made available for inspection by any person interested during the period commencing on 14 June 2021 and ending on 23 July 2021.</p> <p>b) <b>Conclusion of audit</b> – the external auditor has advised that the limited assurance review for the year ended 31 March 2021 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.</p> <p>c) <b>Notice of conclusion of audit</b> – a notice of conclusion of audit together with the completed AGAR has been published, including on the council’s website.</p>
64.21	<p><b>PLANNING MATTERS</b></p> <p>a) <b>Planning Applications</b> – to consider the following applications notified by Shropshire Council:</p> <p>(i) <b>Ref:</b> 21/03308/FUL (validated 5 July 2021) (extension to consultation period granted to parish council)  <b>Address:</b> <u>Tedsmore Lakes</u>, Tedsmore, West Felton, Oswestry  <b>Proposal:</b> Application under Section 73A of the Town and Country Planning Act 1990 for the formation of fishing pond for personal use, associated pegs/decking and access track (re-submission)</p> <p>(ii) <b>Ref:</b> 21/03719/FUL (validated 29 July 2021)  <b>Address:</b> <u>Tedsmore Lodge Farm</u>, West Felton, Oswestry SY11 4JS  <b>Proposal:</b> Erection of two storey side and rear extension and internal alterations</p> <p>(iii) <b>Ref:</b> 21/03247/FUL (validated 25 August 2021)  <b>Address:</b> <u>West Felton Stores</u>, The Cross, West Felton, Oswestry  <b>Proposal:</b> Erection of two storey extension to rear elevation (extension to shop store at ground floor and extension to residential use at first floor)</p> <p>b) <b>Planning Appeal</b> - to note the following Appeal notified by Shropshire Council and consider whether to withdraw any representations submitted with respect to the original planning application (ref 20/04713/FUL; minute ref 79.20(a)(iii)):  <b>Appeal Ref:</b> 21/02932/REF (appeal start date 21 July 2021)  <b>Address:</b> <u>Holly Cottage, Grimpo</u>, West Felton, Oswestry  <b>Description of development:</b> Erection of two storey extension</p> <p>c) <b>Planning Decisions</b> – to note the following decisions notified by Shropshire Council:</p> <p>(i) <b>Ref:</b> 21/01600/FUL (validated 30 March 2021)  <b>Address:</b> <u>Heath House, Rednal</u>, West Felton, Oswestry SY11 4HX  <b>Proposal:</b> Erection of self contained annex ancillary to main dwelling and all associated works following demolition of existing timber/garage workshop  <b>Decision:</b> Grant Permission</p> <p>(ii) <b>Ref:</b> 21/01564/FUL (validated 29 March 2021)  <b>Address:</b> <u>Rednal Industrial Estate</u>, Site A, Rednal, West Felton  <b>Proposal:</b> Temporary construction compound for the service of the Scottish Power North Shropshire Reinforcement Development Consent Order (DCO) PINS Reference EN020021  <b>Decision:</b> Grant Permission</p> <p>d) <b>Planning correspondence or decisions received after agenda sent out</b> – to note</p>
65.21	<p><b>PARISH GROUNDS &amp; ASSETS</b></p> <p>a) <b>Grounds Maintenance and safety reports</b> – to consider and note</p> <p>b) <b>Decompaction at playing field</b> – to consider quotes</p> <p>c) <b>Nomination of Playing Field as Asset of Community Value</b> – to note that Shropshire Council has acknowledged receipt of the parish council’s nomination form and advised that they are required</p>

	<p>to make a decision as to whether to list the property as an asset of community value within eight weeks of receipt of the nomination, by 20 September 2021.</p> <p><b>d) Rent Review</b> – to consider landlord’s proposal to increase rent on playing field from £100 per annum to £200 per annum.</p>
<b>66.21</b>	<p><b>POLICIES &amp; PROCEDURES</b></p> <p><b>Covid 19 procedures</b> – to review Covid 19 Risk Assessment and to consider and note West Felton Methodist Chapel’s letter to hirers dated 19 July 2021.</p>
<b>67.21</b>	<p><b>CONSULTATIONS AND SURVEYS</b></p> <p><b>Local Policing Community Charter</b> – to agree a response to the following consultation questions from West Mercia Police Safer Neighbourhood Team: (1) to identify the top three concerns for the parish; (2) to agree the amount of time, in hours per month, that the parish council would realistically expect the Safer Neighbourhood Team to spend in the parish.</p>
<b>68.21</b>	<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 12 October 2021 at 7:30pm in West Felton Methodist Church Hall.</p>
<b>69.21</b>	<p><b>EXCLUSION OF PRESS AND PUBLIC – Planning Enforcement Case</b></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><b>Planning Enforcement Case</b> – to note planning enforcement case notified by Shropshire Council</p>