

# WEST FELTON PARISH COUNCIL

Chairman: Cllr Marian Hesketh

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

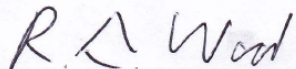
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3 August 2018

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 at 7:30pm on TUESDAY 14 AUGUST 2018 at West Felton Methodist Church Hall and Members are hereby summoned to attend for the purpose of transacting the following business.



Rosemary Wood

Clerk to the Parish Council

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## AGENDA

### **115.18 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).

### **116.18 TO RECEIVE APOLOGIES FOR ABSENCE**

### **117.18 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.

### **118.18 TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 10 July 2018**

### **119.18 REPORTS**

To receive reports from Police, Shropshire Council, and any councillors attending meetings or training courses on the council's behalf, including councillors attending Shropshire Local Plan Review meeting.

### **120.18 FINANCE**

- a) **Bank Reconciliation as at 12 July 2018** – To be agreed by Council (bank statements not received at time of issuing the agenda)
- b) **Income** – To be noted (bank statements not received at time of issuing the agenda)
- c) **Accounts for payment** – To be approved by Council:
  - (i) Rosemary Wood, Clerk's net pay July 2018 (£525.57)
  - (ii) Greenfingers Landscape Ltd (June 2018) (£212.90) (incl VAT £35.48)
  - (iii) SALC, Planning from a Local Council Perspective, training 19 June (Cllr Ollier) (£65)
  - (iv) SALC, Chairmanship Skills, training 29 June (Cllr Hesketh) (£65)
- d) **To consider other income and invoices received after the agenda has been sent out**
- e) **To review current cheque signatories**
- f) **External audit** – to receive update
- g) **To review and approve system of internal controls**
- h) **To appoint Councillor to carry out internal controls**

### **121.18 HOUSING NEEDS SURVEY/PARISH PLAN**

To receive any update report

### **122.18 NEIGHBOURHOOD FUND MONIES**

To consider funding request from West Felton CE Primary School for an expansion project.

### **123.18 PLANNING MATTERS**

- a) **To consider any Planning Applications notified by Shropshire Council**  
Ref: 18/03103/FUL (validated: 4 July 2018); Address: Chapel Cottage, Haughton, West Felton, Oswestry SY11 4HF; Proposal: Erection of two-storey side extension (re-submission)
- b) **Notification of Planning Decisions made by Shropshire Council** - None at the time of issuing the agenda
- c) **Planning Correspondence** - None at the time of issuing the agenda

**124.18 HIGHWAYS**

- a) To note Road Closures: None at the time of issuing the agenda
- b) VAS Sign at Queens Head – to receive any update
- c) Community Speed Watch – to receive any update

**125.18 GROUNDS MAINTENANCE CONTRACT**

- a) To receive an update on communications with Greenfingers and to agree any further action.
- b) To receive an update on communications with the new contractor and progress on preparation of the contract.

**126.18 PARISH MATTERS**

To receive any updates on the following:

- a) Burial Ground Maintenance
- b) Playing Field Maintenance
- c) Streetlighting
- d) Smartwater
- e) Silent Soldier
- f) Bus shelter seating

**127.18 COMMUNITY LITTER PICK**

To consider plans for organising a community litter pick.

**128.18 POLICIES AND PROCEDURES**

- a) Allowances/Expenses - to receive advice from the Clerk and consider whether to pay an allowance to the Chairman and/or elected councillors or to reimburse out of pocket travel and incidental expenses.
- b) GDPR – to receive a Privacy Notice for Councillors and a Consent Form for completion.

**129.18 CLERK'S UPDATE REPORT AND COMMUNICATIONS**

- a) Authorisation to attend SALC training 'Budget Setting' on 10 September 5:30-7:30pm
- b) CiLCA course
- c) Hours worked

**130.18 NEXT MEETING**

To note the date of the next Parish Council Meeting, to be held at 7:30pm on Tuesday 11 September 2018 in West Felton Methodist Church Hall.