

WEST FELTON PARISH COUNCIL

Chairman: Cllr Marian Hesketh

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

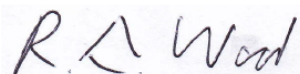
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5 July 2018

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 10 JULY 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

AGENDA

99.18 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).

100.18 TO RECEIVE APOLOGIES FOR ABSENCE

101.18 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.

102.18 TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 12 June 2018

103.18 REPORTS

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

104.18 SILENT SOLDIER CAMPAIGN

- a) To receive a report from Cllr Walker as to the safe fixing and most appropriate place to locate the Soldier and in light of the report to agree whether or not to proceed with the purchase of the Soldier.
- b) Subject to item 104.18 (a) to consider the Indemnity Agreement received from the Royal British Legion and to authorise its signing by the Clerk.

105.18 FINANCE

- a) **Bank Reconciliation as at 12 June 2018** – To be agreed by Council
- b) **Income** (from 1 April 2018) – To be noted:
 - (i) Shropshire Council – 2018/19 Precept (£19,250)
 - (ii) Shropshire Council – 2017 Provisional Neighbourhood Fund (£50,478.33)
- c) **Accounts for payment** – To be approved by Council:
 - (i) Rosemary Wood, Clerk's net pay June 2018 (£525.57)
 - (ii) Rosemary Wood, Clerk's quarterly expenses (£206.43) (incl VAT £14.03)
 - (iii) HMRC, National Insurance Q1 (£4.41)
 - (iv) SJF Design and Print, printing of Smartwater calling cards (£45.60) (incl VAT £7.60)
 - (v) Greenfingers Landscape Ltd (payments for March, April, May) (£638.70) (incl VAT £106.44)
 - (vi) West Felton Youth Club – grant (ref 96.18(b)) (£500)
 - (vii) SALC, 'Clerks, What to do and When?' training and Good Councillors Guide to Neighbourhood Planning' publication (£50)
 - (viii) Royal British Legion Surrey, one Silent Soldier (£250) (subject to item 104.18(a))
- d) **To consider other income and invoices received after the agenda has been sent out**

106.18 FINANCIAL PLANNING/HOUSING NEEDS SURVEY/PARISH PLAN

To receive any update report

107.18 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**
Ref: 18/02001/FUL (validated: 4/5/2018); Address: The Mill House, Old Rectory Gardens, West Felton SY11 4QE; Proposal: Conversion of existing loft over garage into home office with external staircase and roof lights.
Decision: Refuse
- c) **Planning Correspondence** - None at the time of issuing the agenda

108.18 GROUNDS MAINTENANCE CONTRACT

To receive update reports from the Clerk and Councillors and to agree any action to be taken.

109.18 HIGHWAYS

- a) To note Road Closures: None at the time of issuing the agenda
- b) VAS Sign at Queens Head – Clerk to give update from Shropshire Council
- c) Community Speed Watch – any update
- d) Road sweeping – Cllr Mabe to report concerns and Council to agree any action to take

110.18 PARISH MATTERS

To receive any updates on the following:

- a) Silent Soldier Campaign (The Royal British Legion) – see item 104.18
- b) Burial Ground Maintenance – see item 108.18
- c) Playing Field Maintenance – see item 108.18
- d) Streetlighting
- e) Smartwater
- f) Bus shelter seating
- g) Litter

111.18 POLICIES AND PROCEDURES

To consider adoption of the following policies and procedures:

- a) New Standing Orders
- b) GDPR: Subject Access Policy and Security Incident Response Policy
- c) Grant Awarding Policy
- d) Expenses/allowances for Councillors

112.18 CLERK'S UPDATE REPORT AND COMMUNICATIONS

- a) Quotes for shredder
- b) Overtime
- c) Request to attend CiLCA training
- d) Holiday cover for August
- e) Authorisation to carry out locum clerking role
- f) Concerns from resident regarding The Avenue (dog fouling and nettles obstructing footpath)

113.18 NEXT MEETING

To note the date of the next Parish Council Meeting, to be held at 7:30pm on Tuesday 14 August 2018 in West Felton Methodist Church Hall.

114.18 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 appoint a working group in connection with the Shropshire Local Plan Review.
- b) To further consider a possible use of some of the Neighbourhood Fund monies.