

# WEST FELTON PARISH COUNCIL

Chairman: Cllr Marian Hesketh

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

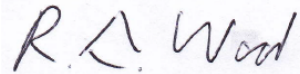
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7 June 2018

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 12 JUNE 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

### 82.18 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).

### 83.18 TO RECEIVE APOLOGIES FOR ABSENCE

### 84.18 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.

### 85.18 TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 8 May 2018

### 86.18 REPORTS

To receive reports from Police, Shropshire Council, and any councillors attending meetings or training courses on the council's behalf (including Five Perry Parishes LJC meeting attended by Cllr Curtis on 15 May 2018).

### 87.18 FINANCE

- a) **Bank Reconciliation as at 12 May 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 May 2018 (£525.57) & April 2018 back pay (due to increase in rate from 1 April 2018) (£18.93) (total £544.50)
  - (ii) Graham Taylor, repairs and installation of two picnic tables & one bench at playing field (£922.80) (incl VAT £153.80)
  - (iii) West Felton Methodist Chapel, hire of hall for Clerk interviews (9 & 12 March 2018) (2 1/2hrs) (£12.50)
  - (iv) West Felton Methodist Chapel, purchase of cupboard to store conference system – Council to agree and authorise contribution towards purchase price of £204.98
  - (v) West Felton Methodist Chapel, reimburse additional insurance premium to cover conference system (£8.80)
  - (vi) Royal British Legion Surrey, one Silent Soldier (£250)
- d) **To consider other income and invoices received after the agenda has been sent out**

### 88.18 FINANCIAL PLANNING/HOUSING NEEDS SURVEY/PARISH PLAN

To receive any update report

### 89.18 PLANNING MATTERS

- a) **To consider any Planning Applications notified by Shropshire Council**  
Ref: 18/02372/FUL (validated: 1/6/2018); Address: Goose Cottage, Sandford, West Felton, Oswestry SY11 4EX; Proposal: Erection of single storey extension following demolition of existing veranda structure; replacement windows and internal alterations

**b) Notification of Planning Decisions made by Shropshire Council**

(i) Ref: 17/05626/VAR (validated: 21/11/2017); Address: Proposed Residential Development Land at The Cross, West Felton; Proposal: Variation of condition number 7 attached to Planning Permission 14/00133/OUT dated 1 October 2014 (won on appeal) to allow amendments to the access arrangements

**Decision: Permission Granted**

(ii) Ref: 18/01325/LBC (validated: 22/03/2018); Address: Racing Stables At, Tedsmore Hall, Tedsmore, West Felton, Oswestry; Proposal: Conversion of disused stable block to 4No residential units affecting a Grade II Listed Building

**Decision: Permission Granted**

(iii) Ref: 17/06151/FUL (validated: 30/01/2018); Address: Racing Stables At, Tedsmore Hall, Tedsmore, West Felton, Oswestry, SY11 4HD; Proposal: Conversion of disused Old Stable Block into four two storey residential units

**Decision: Permission Granted**

(iv) Ref: 18/01573/FUL (validated: 4/4/2018); Address: Chapel Cottage, Haughton, West Felton SY11 4HF; Proposal: Erection of two-storey and single storey extension

**Decision: Permission Refused**

**c) Planning Correspondence - None at the time of issuing the agenda**

**90.18 CONTRACT WITH GREENFINGERS**

To receive an update report from the Clerk regarding the issues with Greenfingers and to agree any action to be taken to resolve the issues.

**91.18 HIGHWAYS**

a) To note Road Closures: none at time of issuing agenda

b) VAS Sign at Queens Head – Clerk to give any update from Shropshire Council

c) Community Speed Watch – any update

d) To agree need for Shropshire Council to clear drains in the village and clear/dig ditch at Queenshead end of Twyford Lane to prevent flooding

e) To agree any action to take regarding Severn Trent water leak at The Court Old Nursing Home

f) To agree request for Shropshire Council to remove debris of burnt out caravan

**92.18 PARISH MATTERS**

a) Silent Soldier Campaign (The Royal British Legion):

(i) To consider Indemnity Agreement and authorise the Clerk to sign it

(ii) To note the Corporate Agreement received from the Royal British Legion

*Monthly update on the following:*

b) Burial Ground Maintenance

c) Playing Field Maintenance

d) Streetlighting

e) Smartwater – to confirm date for June mop up and approve printing of calling card

**93.18 GDPR 2018**

a) To consider and note written Report to Councillors and NALC Toolkit circulated by Clerk

b) To consider appointment of Clerk as Data Compliance Officer

c) To consider approval and adoption of the following policies and documents:

(i) Personal Data Management Policy & Audit Log

(ii) Privacy Notice - basic

(iii) Privacy Notice - detailed

(iv) Privacy Policy

d) To consider the additional work arising from GDPR and the implications on the Clerk's workload

e) To endorse the Action Plan in the Report to Councillors

**94.18 BUS SHELTER SEATING**

To consider whether the Council agrees to investigate installation of seating into bus shelters

**95.18 LITTER**

To agree any issues with litter in the parish and action that the Parish Council could take to reduce it

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

a) To approve Chairman Hesketh's request to attend SALC all day training session, 'Chairmanship Skills: Part 1 and 2' on 29 June 2018

b) To consider making a grant to West Felton Youth Club

c) To consider whether Council has any objections to removal of a tree on Orchard Drive, West Felton

d) To receive a report from Clerk about correspondence with a member of the public regarding concerns about the highway in Haughton

**97.18 NEXT MEETING**

To note the date of the next Parish Council Meeting, to be held at 7:30pm on Tuesday 10 July 2018 in West Felton Methodist Church Hall.

**98.18 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 item to be considered involves the likely disclosure of confidential information.

- a) To receive a report from Cllr Ollier on references obtained for Clerk and inspection of Clerk's degree and professional certificates.
- b) To consider a possible use of some of the Neighbourhood Fund monies.