

# WEST FELTON PARISH COUNCIL

MINUTES of WEST FELTON ANNUAL COUNCIL MEETING held on TUESDAY 9<sup>th</sup> MAY 2017 at 7.30p.m in West Felton Methodist Church Hall.

Present:- Parish Cllrs: Ed Nicholas, Marian Hesketh, Carole Coles, Roger Hampson, Dianne Barnes, Pat Mabe, Alison Ollier, Kay Kynaston, David Curtis and David Walker.

Also Present:- Clerk: Claire Ball, Shropshire Councillor Steve Charmley and PC Mark Moth.

## 1.17 ELECTION OF CHAIR PERSON

Roger Hampson proposed and Kay Kynaston seconded that Ed Nicholas be elected for a third year. This was **AGREED** unanimously and the Chair signed his Acceptance of Office Form.

## 2.17 ELECTION OF VICE-CHAIR

Marian Hesketh and Dianne Barnes were proposed and seconded. A confidential paper ballot took place and votes were counted by the Parish Clerk and confirmed by the Chair. Marian Hesketh received 6 votes and Dianne Barnes received 4 votes and therefore Marian Hesketh was elected as Vice-Chair. She then signed her Acceptance of Office Form.

## 3.17 DECLARATION OF OFFICE

The Clerk collected all Declaration of Office Forms that were completed and signed before the start of the meeting. Council **AGREED** that due to his absence, Chris Jones will sign his Declaration of Office Form at the start of the next meeting.

## 4.17 PUBLIC PARTICIPATION SESSION

## 5.17 APOLOGIES FOR ABSENCE – Chris Jones.

## 6.17 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 – None.
- b) To consider any applications for dispensation – None.

## 7.17 APPOINTMENT OF PARISH COUNCIL REPRESENTATIVES

Council **AGREED** to nominate the following Representatives:

- a) Primary School representative - Roger Hampson
- b) Shropshire Council LIC representative – Marian Hesketh
- c) SALC Area Committee representative for Oswestry – Pat Mabe
- d) Village Hall representative – David Curtis
- e) ABP Liaison Committee – Roger Hampson
- f) Helicopter Noise Group – David Walker

## 8.17 TO CONFIRM THE MINUTES OF THE MEETING HELD ON 11.04.17

Council **RESOLVED** to confirm the above minutes as a true record; the Chairman was instructed to sign them as such.

## 9.17 REPORTS

- a) PC Mark Moth gave a monthly report of how many police call-outs and a brief break down of the incidents that have occurred. The ongoing speeding issues through Queens Head were then discussed. PC Mark Moth explained that he believes there two ways to proceed forward in order to resolve this issue – firstly a VAS Sign which is to be discussed at Item 13.17 b) and secondly the possibility of 'Community Speed Watch' which is also on the agenda to be discussed at item 13.17 a).
- b) Councillor Steve Charmley congratulated all the Councillors on being elected to the Council and is looking forward to working with us in the future. The Clerk then asked Councillor Steve Charmley about the ongoing problem of dog mess in the village after she had received concerns from a resident of the Parish. He confirmed the best step to take would be to contact the Environmental Maintenance and

Enforcement Team at Shropshire Council to ask what can be done about the problem and the Clerk agreed to do so.

#### 10.17 FINANCE

- a) Annual Arrangements
  - a) Council considered three Insurance Policy quotes received from Came & Company which is to be renewed on 1<sup>st</sup> June 2017. Council **AGREED** to accept the 'Inspire' quotation and enter into a 3 year binding agreement which reduced the annual premium by 5%. The annual premium is a total of £1,198.09 including insurance premium tax.
  - b) Council confirmed that banking arrangements will remain the same with Natwest Bank. It was **AGREED** that Alison Ollier would become a cheque signatory to replace Roger Hampson, along with Carole Coles.
- b) Council **AGREED** the Bank Reconciliation at year end and the current bank statement was signed by Carole Coles.
- c) Income received – None.
- d) Payments - Council **RESOLVED** to pay the following invoices, instructing Cllrs Coles and Hampson to check the supporting paperwork to the cheques raised before authorising payment:
  - i) Greenfingers Groundforce Ltd. £206.80, VAT £34.47 (Direct Debit)
  - ii) Clerk's salary for March £384.33 (Cheque No.1439)
  - iii) Clerk's Salary Tax Payment for March £96.00 (Cheque No.1440)
  - iv) Scottish Power £865.49, VAT £41.21 (Cheque No. 1441)
- e) Council **RESOLVED** to pay the following payments that arose after agenda was sent out –
  - i) Inspire Insurance Policy £1,198.09 (Cheque No. 1442)

#### 11.17 PLANNING MATTERS

- a) *To consider any Planning Applications notified by Shropshire Council - None Received.*
- b) Council **NOTED** the following Planning Decision made by Shropshire Council:
  - i) Reference: 17/00248/FUL and 17/00249/LBC (validated: 27/01/2017)  
Address: Agricultural Building North Of Henbarns Farm, Haughton, West Felton  
Proposal: Conversion of agricultural building to one dwelling and installation of package treatment plant affecting a Grade II Listed Building  
Decision: Grant Permission
- c) *Planning Correspondence - None received.*

#### 12.17 GRASS CUTTING CONTRACT

Council agreed to defer this item to the next meeting due to the Clerk having only received a quote from Greenfingers at this time. Clerk agreed to give a deadline for return of quotes to other companies so that the matter can be considered and decided at the next meeting.

#### 13.17 HIGHWAYS

- a) Council **NOTED** email correspondence from PC Mark Moth regarding the Speeding Issues through Queens Head and agreed to try and encourage volunteers to participate in the 'Community Speed Watch'.
- b) Vehicle Activated Sign at Queens Head – Council **AGREED** to pay the £2,000 which will be combined with Shropshire Council funding in order for us to go ahead with the scheme.
- c) Council **NOTED** that the damaged road surface at West Felton/Queens Head has been reported to Shropshire Council Highways Department by the Clerk.

#### 14.17 PARISH MATTERS

- a) Goalposts for Playing Field – Council **AGREED** to purchase the goalposts from 'It's a Goal' at a cost of £1,812.37 including VAT and installation of the posts at the playing field. Clerk agreed to contact the company to arrange a suitable date for installation.
- b) 'We Don't Buy Crime protected by SmartWater' was discussed and the Clerk agreed to obtain more information from SmartWater Technology Ltd regarding the scheme. It was also **AGREED** to ask residents through the West Felton Magazine to contact the Clerk if this is something they would be interested in participating in.

15.17 CLERK'S UPDATE REPORT AND COMMUNICATIONS

The Clerk distributed a copy of the 'Good Councillor Guide 2017' to all Councillors.

16.17 NEXT MEETING AND UPCOMING MEETINGS FOR THE FOLLOWING YEAR

- a) Council **NOTED** that the next Meeting will be held on Tuesday 13<sup>th</sup> June 2017 in West Felton Methodist Church Hall at 7.30p.m.
- b) Council **AGREED** the following meeting dates for the forthcoming year:
- Tuesday 11th July 2017
  - Tuesday 8th August 2017
  - Tuesday 12th September 2017
  - Tuesday 10th October 2017
  - Tuesday 14th November 2017
  - Tuesday 12th December 2017
  - Tuesday 9th January 2018
  - Tuesday 13th February 2018
  - Tuesday 13th March 2018
  - Tuesday 10th April 2018

There being no further business the Chairman closed the Meeting at 9.10pm.

Chairman's Signature.....*E.P. Nicholas*..... Dated.....*13-6-2017*.....