

WEST FELTON PARISH COUNCIL

MINUTES of a meeting of WEST FELTON PARISH COUNCIL held on TUESDAY 13TH JUNE 2017 at 7.30p.m in West Felton Methodist Church Hall.

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

Also Present:- Clerk: Claire Ball, Shropshire Councillor Steve Charmley, PCSO Kurt Mabe, Guy Maxfield (Planning Agent with Indigo), Owen Mostyn Owen and Alan Gray (Residents of the Parish).

With approval of the meeting, the Chair varied the order of agenda items taking agenda item 18, Public Participation Session, after items 19,20, 21 and 22.

17.17 DECLARATION OF OFFICE

Chris Jones signed his Declaration of Office and was collected by Clerk.

19.17 TO RECEIVE APOLOGIES FOR ABSENCE - Vice Chair Marian Hesketh and David Curtis.

20.17 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 – Cllr Hampson made a declaration of pecuniary interest regarding the Woodhouse Estate as he is a partner of the tenant of Haughton Farm which is part of the Woodhouse Estate.

b) To consider any applications for dispensation – None.

21.17 TO CONFIRM THE MINUTES OF THE ANNUAL COUNCIL MEETING HELD ON 09.05.17

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

22.17 REPORTS

a) Police –PCSO Kurt Mabe from West Mercia Police reported crimes from the past month, there were 19 calls to the police of which 2 were duplicates. Crime levels in West Felton continue to remain low.

b) Shropshire Council – Councillor Steve Charmley gave a report on the situation at Shropshire Council, outlining the future policies of the new Conservative regime under a new leader including himself staying on as deputy leader.

18.17 PUBLIC PARTICIPATION SESSION

Owen Mostyn-Owen, owner of the Woodhouse Estate in Rednal, and Guy Maxfield, a planning agent with Indigo both presented a possible future planning application comprising improvements to the small business units on Rednal aerodrome and the building of more units. Also possible housing developments for Rednal, Grimpo and Haughton on land owned by the Woodhouse Estate. A great deal of discussion followed on the subject, although the Woodhouse representatives were at pains to state that any application was at a very preliminary stage and might not happen for five years. In general the councillors were sympathetic to improvements to the industrial estate but against any development in the three hamlets.

23.17 FINANCE

- a) Council **AGREED** the Bank Reconciliation as at 12/05/17 and the current bank statement was signed by Carole Coles.
- b) Council **AGREED** the Yearend 2016/17 Accounting Statement and Yearend 2016/17 Budget Monitoring Report and subsequently signed by the Chairman and the Clerk.
- c) **Alison Ollier to become a Cheque Signatory** – The Clerk passed bank form to Cllr Ollier for completion and to be taken into the Natwest Bank in person and Cllrs Hampson and Coles signed the relevant Mandate Form, also to be handed in to the bank.

- d) Council **NOTED** the following Income received:
 - i) Grant from Par 5 Foundation (£300.00)
 - ii) Precept and CIL Payment (£35,239.11) (BACS Payment)
- e) 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. (Payment for May) £206.80 VAT £34.47 (Direct Debit)
 - ii) Clerk's salary for May £384.33 (Cheque No. 1443)
 - iii) Clerk's Salary Tax Payment for May £96.00 (Cheque No.1444)
 - iv) It's a Goal (Goalposts for playing field) £1,812.37 VAT £302.06 (Cheque No. 1445)
 - v) SDH Accounting (Mentor Clerk Fees) £293.95 (Cheque No. 1446)
- f) Council **RESOLVED** to pay the following payments that arose after agenda was sent out –
 - i) Bernard Townson (Internal Auditor) £150.00 (Cheque No. 1447)

24.17 ANNUAL RETURN GOVERNANCE STATEMENT (Page 2) ACCOUNTS STATEMENT (Page3)

- a) Council considered the Internal Auditor's report and on its basis **RESOLVED** to complete the Governance Statement on page 2 of The Annual Return (AR) positively. The Chairman was instructed to sign the page.
- b) Council on the basis of the Internal Auditor's report **RESOLVED** to approve the yearend accounts statement on page 3. The Chairman was instructed to sign page 3 of the AR.
- c) Council agreed that the Clerk should respond to the Internal Auditor with thanks and it was agreed (firstly by Cllr Mabe and seconded by Cllr Barnes) to award him an extra £50.00 for all his hard work (on receipt of a separate invoice).
- d) Council **RESOLVED** to appoint Bernard Townson as Internal Auditor for 2017/18.
- e) The Clerk informed the Council of her intention to publish the Notice of Electors' Rights on 16th June 2017.

25.17 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: 17/01197/FUL (validated: 22/03/2017)
 Address: Oaklea, Woolston Road, West Felton, Oswestry, Shropshire, SY11 4LB
 Proposal: Installation of dormer window to front elevation
Decision: Grant Permission
- c) Planning Correspondence - None received.
- d) **Woodhouse Estate** – Was discussed in the Public Participation Session (please see Minute 18.17)

26.17 GRASS CUTTING CONTRACT

The tenders received for the grass cutting contract were considered and Greenfingers, who have the current contract, were appointed having put in the lowest tender. A couple of the councillors reported that the grass in the burial ground had not been cut for quite a while, so the clerk agreed to chase this.

27.17 HIGHWAYS

- a) The clerk reported that four volunteers had come forward for the Community Speed Watch initiative, and therefore two are now needed to fill the police's minimum of six.
- b) Council **NOTED** that the Clerk has reported the poor condition of highway outside The Punchbowl Public House to Shropshire Council Highways Team and Trust Inns.
- c) VAS at Queens Head – The Clerk reported that we are currently waiting for Shropshire Council to provide us with the plans, details and proposals for the VAS Sign at Queens Head.

28.17 PARISH MATTERS

- a) Playing Field Kissing Gate – Cllr Hampson reported that he had had a quote of £75 to make and install a latch on the playing field kissing gate to make it safer. It was **AGREED** the quote was not unreasonable and that he should go ahead.
- b) Council considered further information provided by 'We Don't Buy Crime protected by SmartWater' on their product and how they propose it to be used. The Parish Council would have to pay £9 per household for all those who wanted a spot of the water put on some of their

property. It was decided more research is needed as to what the total cost to the Parish Council could be as it could be very considerable, but on the whole Council agreed it could be a very positive initiative to undertake.

- c) Shropshire Council Environmental Maintenance Grant 2017 – grant of £1,672.22 awarded – Council were concerned that accepting the grant would mean that Shropshire Council would decrease the services they currently provide (i.e. grass cutting and highway maintenance). The clerk agreed to contact the Environmental Maintenance Team to confirm the situation before we accept the grant.
- d) Council **NOTED** the Annual Inspection of Playground and apparatus by John Hicks (Report dated 23rd May 2017). Some work is needed although it was all low risk. The clerk was asked to look into suitable contractors to carry out the work as the previous one was thought rather expensive.
- e) Goalposts for playing field – Clerk reported that once payment has been received by It's a Goal, they will contact us to arrange an installation date.

29.17 CLERK'S UPDATE REPORT AND COMMUNICATIONS

- a) Clerk reported concerns received from several residents of the parish re dog fouling, littering and obstructed pavements. The Clerk agreed to liaise with Shropshire Council and West Mercia Police regarding addressing these concerns.
- b) Council considered Shropshire Council's response (email from the Play Inspections and Maintenance Officer) to the Clerk's correspondence regarding the issue of dog fouling in the village. He had put notices up and agreed to carry out more mail shots to try and appeal to residents to stop this anti-social behaviour. It was decided not to install more bins as there are already nine in the village.

30.17 NEXT MEETING

To note the date of the next meeting be held on Tuesday 11th July 2017 in West Felton Methodist Church Hall at 7.30p.m.

31.17 EXCLUSION OF PRESS AND PUBLIC

Council resolved 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 involved the likely disclosure of confidential information.

- a) ICO Decision Notice dated 25th May 2017 – Discussion and Resolution took place.

There being no further business the Chairman closed the Meeting at 10.00pm

Vice-Chairman's Signature.....  Dated..... 11/7/17