

# WEST FELTON PARISH COUNCIL

MINUTES of a meeting of WEST FELTON PARISH COUNCIL held on TUESDAY 14<sup>TH</sup> NOVEMBER 2017 at 7.30pm in West Felton Methodist Church Hall.

Present:- Parish Cllrs: Chairman Ed Nicholas, Vice Chair Marian Hesketh, Roger Hampson, Pat Mabe, David Walker, David Curtis, Dianne Barnes, Chris Jones and Alison Ollier.

Also Present:- Clerk: Claire Ball, Councillor Steve Charmley and Corrie Davies, Community Enablement Officer from Shropshire Council.

## 88.17 PUBLIC PARTICIPATION SESSION

89.17 TO RECEIVE APOLOGIES FOR ABSENCE – Carole Coles and Kay Kynaston.

## 90.17 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 – Chris Jones made a declaration of pecuniary interest regarding the Proposed Residential Development Land at The Cross, West Felton.
- b) To consider any applications for dispensation – None.

## 91.17 TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 10.10.17

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

## 92.17 REPORTS

- a) Police – The Clerk read out a monthly report received from PC Mark Moth. Crime levels in West Felton remain at a low level.
- b) Shropshire Council – Councillor Steve Charmley talked about our following agenda items 93.17 and 94.17, the Place Plan Review and the Shropshire Local Plan Review. He gave us some advice and recommended that we attend the meeting for ‘Local Councils in areas with New Community Hubs’ at the Shirehall on Wednesday 29<sup>th</sup> November.

## 93.17 PLACE PLAN REVIEW 2017

Corrie Davies, Community Enablement Officer from Shropshire Council gave us a very helpful and informative talk on the Place Plan Review 2017 which is to be submitted by 22<sup>nd</sup> December 2017. Due to the enormity of the subject, Council resolved that a Sub-Committee should be set up in order to put together a submission for the Council to agree at the next Parish meeting. Pat Mabe, David Curtis, Marian Hesketh and Chris Jones agreed be on the Sub-Committee and they confirmed that two representatives would attend the meeting ‘Local Councils in areas with New Community Hubs’ at the Shirehall on Wednesday 29th November.

## 94.17 SHROPSHIRE LOCAL PLAN REVIEW 2017

As this matter runs alongside the Place Plan Review 2017, and is also due for submission on 22<sup>nd</sup> December 2017, it was agreed that the Sub-Committee should incorporate this into their consideration and again put together a submission for Council to consider at the next Parish Meeting.

## 95.17 JTS CONFERENCE SYSTEM

The Clerk reported that of those providers who had been approached, the JTS Conference system from What PA had been successfully trialled and councillors had expressed satisfaction. **RESOLVED:** That the JTS Conference system be approved for purchase from What PA.

## 96.17 FINANCE

- a) Council **AGREED** the Bank Reconciliation as at 12/10/17 and the current bank statement was signed by Roger Hampson and Alison Ollier.
- b) Income - None Received.
- c) Payments - Council **RESOLVED** to pay the following invoices, instructing Cllrs Hampson and Ollier

to check the supporting paperwork to the cheques raised before authorising payment:

- i) Greenfingers Groundforce Ltd. (Payment for October) (£212.90) (VAT £35.48) (Direct Debit)
  - ii) Clerk's salary for October (£384.13) (Cheque No. 1465)
  - iii) Clerk's Salary Tax Payment for October (£96.20) (Cheque No. 1466)
  - iv) Smartwater Technology Limited (£5352.00) (VAT £892.00) (Cheque No. 1467)
  - v) What PA (Payment for JTS Conference System) (£974.00) (VAT £194.80) (Cheque No. 1468)
  - vi) SALC (Clerk's Training 'The Clerk's Year - What to do and When') (£65.00) (Cheque No. 1469)
- e) No other income or invoices were received after the agenda was sent out.

#### 97.17 PLANNING MATTERS

- a) The Council considered the following Planning Application:
  - i) Reference: 17/05071/FUL (validated: 19/10/2017)  
Address: Land North Of Tedsmore Road Off, West Felton, Shropshire, SY11 4QL  
Proposal: Substitution of housetype previously approved under 15/05619/REM (PLOT 2 ONLY)  
Applicant: Dennis Edwards Homes Ltd (Little Heath Farm, West Felton, Oswestry, Shropshire, SY11 4ET) (*Consultation Expiry Date: 16<sup>th</sup> November 2017*)  
Council **AGREED** to make no comment.
- b) Council **NOTED** the following Planning Decisions made by Shropshire Council:
  - i) Reference: 17/03205/REM (validated: 24/07/2017)  
Address: Land North Of Tedsmore Lane, West Felton, Shropshire  
Proposal: Approval of reserved matters (access, appearance, landscaping, layout and scale) pursuant to permission 13/01221/OUT for the erection of two commercial units  
**Decision: Grant Permission**
- c) **Planning Correspondence**
  - i) Amendments to 16/05336/REM Approval of reserved matters (access, appearance, landscaping, layout, scale) pursuant to 14/00133/OUT for residential development of 25 houses (inclusive of 2 affordable) Location: Proposed Residential Development Land at The Cross, West Felton.  
It was noted that the latest letter of complaint from the Parish Council to the Shropshire Council Planning Department regarding the above had not been replied to. Chris Jones declared an interest and left the room. The Chairman stated that he knew of a planning consultant and he had offered a cheap rate to look into the matter, but after a brief discussion it was decided it was not appropriate for the Parish Council to hire a consultant on this matter. Chris Jones then re-entered the room.

#### 98.17 ASSET REGISTER

Council were in agreement with the updated Asset Register, and as such the Chairman was instructed to sign and date the document. **RESOLVED:** That the Asset Register is to published.

#### 99.17 HIGHWAYS

- a) Council **NOTED** Road Closure: Woolston Road, West Felton Start Date: 20th November 2017  
End Date: 22nd November 2017 Purpose: Road Closure - New Connection Works Promoter:  
Severn Trent Water Enforcement pattern for Woolston Road, West Felton: 24 hrs
- b) Highway Issue along the lanes where the verge used to be by Pradoc church, Ivy farm to Grimpo and from Methodist Church up to Tedsmore – it was agreed to defer this matter to the next Parish Meeting.
- c) Community Speed Watch – The Clerk reported that a response has been received from the Safer Roads Partnership advising us that they are currently looking into Traffic Regulation Orders and the volunteer recruitment for both West Felton and Ruyton-XI-Towns.

#### 100.17 PARISH MATTERS

- a) Greenfingers – The Clerk was asked to send compliments to Greenfingers for taking on board all our concerns and comments and all the improvements they have made to the service.
- b) Burial Ground Maintenance – The Clerk to check with Greenfingers the timeframe as to when they intend to carry out the work to the soil stack.
- c) Playing Field Maintenance and necessary repairs to Playground equipment:-

- i) The Clerk reported that Martin Mee had undertaken some of the urgent repairs to the playground equipment. Further repairs or replacements will be discussed at a later date.
- ii) New chain for Playing Field gate – Council **AGREED** that Kay Kynaston should obtain a new chain and the Council will reimburse her for the payment.
- d) Allotments and Bowling Green – Clerk reported no further update.
- e) Streetlighting – This matter was discussed at length after it was brought to our attention that five streetlights are not working on the Avenue and also one at The Wheatlands. The Clerk reported that she had contacted Highline Electrical to do a site survey and provide a quote for replacement of LED bulbs. Unfortunately Highline Electrical cannot carry out the site survey until after this meeting, so consequently it was agreed that the Clerk forward the quote to all the Councillors when received. (*Power: Parish Councils Act 1957, s 3(1)(a), (c) and (d)*)
- f) ‘WE DON’T BUY CRIME PROTECTED BY SMARTWATER’ – Council discussed possible dates for the roll-out of the scheme and 4<sup>th</sup> and 9<sup>th</sup> December were agreed as long as these were convenient for Smartwater and the Local Police Team. Further Concerns were expressed regarding some of the details of the roll-out, however the decision was taken that assuming these concerns were adequately met by the police, the initiative should go ahead before Christmas as this was potentially a high risk period for burglary.
- g) The General Data Protection Regulation 2018 – Marian Hesketh gave a short report regarding the Briefing she attended on the Council’s behalf.
- h) Methodist Church – Possible storage solutions were discussed for the JTS Conference System within the Methodist Church Hall and elsewhere.
- i) Goalposts – Council **AGREED** that the nets should be attached to the goalposts and remain on as it is unfair for Kay Kynaston to have to store them.

**101.17 CLERK’S UPDATE REPORT AND COMMUNICATIONS**

- a) The Clerk reported back after attending ‘The Clerk’s Year - What to do and When’ and ‘CILCA Session 1’. Obtaining the CILCA qualification will take approximately 200 hours over a period of a year.
- b) Ed Nicholas and Marian Hesketh agreed to carry out the Clerk’s first annual appraisal at a date to be arranged in January.

**102.17 NEXT MEETING**

Council **NOTED** the date of the next meeting be held on Tuesday 12<sup>th</sup> December 2017 in West Felton Methodist Church Hall at 7.30p.m.

**103.17 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) The ICO Decision Notice dated 17<sup>th</sup> October 2017 was **NOTED**.

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

Chairman’s Signature..... Dated.....

**Clerk’s Note: Chairman signed subject to the following amendment to Item 100.17f)**

*‘WE DON’T BUY CRIME PROTECTED BY SMARTWATER’ – Council discussed possible dates for the roll-out of the scheme and 4<sup>th</sup> and 9<sup>th</sup> December were agreed as long as these were convenient for Smartwater and the Local Police Team. Further Concerns were expressed regarding some of the details of the roll-out and the decision was taken that the cheque be held pending clarification by Smartwater and the police. If the concerns are adequately met, the initiative should go ahead before Christmas as this is potentially a high risk period for burglary.*