

# WEST FELTON PARISH COUNCIL

MINUTES of a meeting of WEST FELTON PARISH COUNCIL held on TUESDAY 10<sup>TH</sup> APRIL 2018 at 8pm in West Felton Methodist Church Hall.

Present:

Parish Cllrs: Chair Ed Nicholas, Carole Coles, Roger Hampson, Kay Kynaston, Dianne Barnes, Pat Mabe, David Curtis and David Walker

Clerk: Rosemary Wood

Public: None

Absent: Cllr Chris Jones

**53.18 PUBLIC PARTICIPATION SESSION** – none

**54.18 APOLOGIES ACCEPTED FOR ABSENCE** – Cllrs Vice Chair Marian Hesketh and Alison Ollier

**55.18 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 –None.

b) To consider any applications for dispensation – None.

**56.18 TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 13.03.18**

Council **RESOLVED** to confirm the above minutes as a true record, subject to adding at ref 44(18)(b)(iv) that it was agreed to submit further comments regarding planning application ref 18/00438/HRM. The Chairman was instructed to sign the minutes as such.

**57.18 REPORTS**

Police – not present and no report received.

Shropshire Council – Cllr Steve Charmley not present.

**58.18 FINANCE**

a) Council **AGREED** the Bank Reconciliation as at 12/03/18 and the current bank statement was signed by Cllrs Coles and Hampson.

b) Council **NOTED** the following Income received:  
Transparency Code Funding 2017/18 (£210.78)

c) **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 Landscape Ltd. (Payment for March) (£212.90) (inc VAT £35.48) (Direct Debit)

ii) Highline Electrical (Woolston Rd/Ladyhill junction-light out & The Avenue-LED fitting out) (£127.20) (inc VAT £21.20) (Cheque No.1492)

iii) Highline Electrical (The Wheatlands – light out) (£138.60) (inc VAT £23.10) (Cheque No.1493)

iv) Highline Electrical (Springfield Gardens – light out) (£138.60) (inc VAT £23.10) (Cheque No.1494)

v) Clerk's (C Ball) salary for March (£384.33) (Cheque No.1495)

vi) Clerk's (C Ball) Salary Tax Payment for March (£96.00) (Cheque No.1496)

vii) Clerk's (C Ball) expenses January to March 2018 (£175.93) (Cheque No.1497)

viii) SALC & NALC Affiliation fees (£546.53) (Cheque No.1498)

ix) Village Hall hire fee for clerk handover 24/3/18 (£17.50) (Cheque No.1499)

d) No other income or invoices were received after the agenda was sent out.

e) Council agreed the bank authorisation and it was signed by the two authorised signatories

**59.18 FINANCIAL PLANNING/HOUSING NEEDS SURVEY/PARISH PLAN**

A report was given following the Working Group meeting on 27 March with Corrie Davies, Community Enablement Officer. The meeting was very useful and a discussion followed about housing needs in the parish.

**60.18 PLANNING MATTERS**

a) To consider any Planning Applications notified by Shropshire Council

Reference: 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 Applicant: Rev Robert Parker Council **AGREED** to submit a comment that it had no objections to the application.

- b) Council **NOTED** the following Planning Decisions made by Shropshire Council:  
(i) Reference: 17/05841/FUL (validated: 22/12/2017) Address: No 2 Aston Moors, West Felton, Oswestry SY11 4LA Proposal: erection of two storey extension, first floor extension and internal and external alterations  
**Decision: Permission Granted**  
(ii) Reference: 1800225/FUL (validated: 7/02/2018) Address: The Rowan House, Tedsmore Road, West Felton, Oswestry SY11 4EN Proposal: Change of use of domestic garage to hair and beauty salon to include replacing garage door with a window **Decision: Permission Granted**
- c) **Planning Correspondence** – None received.
- d) Council **NOTED** the following Planning Enforcement case:  
Reference: 18/05844/ENF (received 20/03/2018) Address: Rednal Concrete, Building 7 and 11, Rednal Industrial Estate Site A, Rednal, West Felton, Oswestry SY11 4HS Issue: Alleged breach of Planning Control in relation to the roads being used accessing of the site

#### 61.18 HIGHWAYS

- a) Road closures – None
- b) VAS Sign at Queens Head – Clerk reported that she had not heard anything further from Shropshire Council since the report given at the March meeting (ref 47.18(b)). Council **AGREED** that the Clerk should contact Shropshire Council for an update.
- c) Community Speed Watch – Clerk reported that she had received an offer of support from a second parishioner. Council **AGREED** that the project should remain on hold, as a minimum of four volunteers were needed for it to be viable.

#### 62.18 PARISH MATTERS

- a) Silent Soldier Campaign – The Royal British Legion. The Clerk circulated a report from The Royal British Legion, giving further information about the Silent Soldier Campaign. Council **AGREED** to place an order for one Silent Soldier, to be erected at the War Memorial.
- b) Burial Ground Maintenance – nothing to report.
- c) Playing Field Maintenance – Clerk reported that she had been informed that the work in installing the park bench had been started and would be completed after the school holidays. There remained some other work to be completed.
- d) Streetlighting – Clerk reported that a light had been out at Queens Head but had today been replaced with an LED. It was **AGREED** that the Clerk should obtain quotes to replace all lights with LED and that in the meantime any lights that need replacing should be replaced with LED.
- e) Smartwater – Council **AGREED** to propose the mornings of Saturday 28 April and Saturday 12 May to carry out door to door promotion of the kits (with the Smartwater representative and police) in the areas where there had been the lowest take up. Clerk to liaise with the Smartwater representative to agree dates and advise the Cllrs.
- f) Land Availability for allotments and Bowling Green – with nothing further to report, it was **AGREED** to remove this item from the agenda of future meetings.

#### 63.18 CLERK'S UPDATE REPORT AND COMMUNICATIONS

- a) Council discussed options regarding provision of a laptop for the Clerk and **AGREED** to purchase a new laptop.
- b) The Clerk asked if the Council could authorise some mentoring for her with respect to year end and audit. Council **AGREED** to authorise mentoring with the clerk from a neighbouring parish.
- c) Council **AGREED** to authorise Cllr Ollier's request to attend two SALC training courses: (1) Planning from a Local Council Perspective, 19 June, 10am to 4pm and (2) Appraisal Training, 24 April, 5:30-7:30pm.
- d) Police & Crime Commissioner: Town and Parish Council Survey 2018 – Council completed the survey. Clerk to submit it.

#### 64.18 ORDINARY MEETINGS OF THE PARISH COUNCIL 2018/19

Council **AGREED** the proposed dates for holding the ordinary meetings in 2018/19, being the second Tuesday of every month.

**65.18 NEXT MEETING**

Council **NOTED** the date of the Annual Meeting of the Parish Council, to be held on Tuesday 8<sup>th</sup> May 2018 in West Felton Methodist Church Hall at 7pm, to be followed by the monthly Parish Council meeting.

There being no further business, the Chairman closed the Meeting at 9:35pm.

Chairman's Signature: *Marian Hesketh*      Dated: *8 May 2018*