

WEST FELTON PARISH COUNCIL

MINUTES of a meeting of WEST FELTON PARISH COUNCIL held on TUESDAY 13 NOVEMBER 2018 at 7:30pm in West Felton Methodist Church Hall.

CHAired BY: Cllr Marian Hesketh

CLERKED BY: Rosemary Wood

PARISH COUNCILLORS PRESENT: Marian Hesketh, David Walker, Roger Hampson, Dianne Barnes, Pat Mabe, Ed Nicholas, Alison Ollier, David Curtis, Kay Kynaston

ALSO PRESENT: Shropshire Councillor Steve Charmley, Members of the Public (seven) (including representatives from West Felton CE Primary School)

| | |
|---|--|
| 164.18 | APOLOGIES FOR ABSENCE Apologies for absence received and NOTED : Cllr Coles |
| 165.18 | 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 – Cllr Ollier declared an interest in item 171.18(b) and Cllr Walker declared an interest in item 179.18. b) To consider any applications for dispensation. None received. |
| 166.18 | MINUTES OF THE PARISH COUNCIL MEETING HELD ON 9 OCTOBER 2018 It was RESOLVED to confirm the above minutes and accompanying confidential report as a true record and the Chairman was instructed to sign them as such. |
| 167.18 | PUBLIC PARTICIPATION SESSION - <i>The Chairman advised that issues raised in this session may be recorded in public minutes and the members of the public gave their consent to this.</i> Representatives of West Felton CE Primary School gave a brief <i>MH</i> presentation on plans for an extension project and answered questions from Members. |
| 168.18 | TO RECEIVE REPORTS a) Police – The Clerk read a report from the police of last month’s incidents, which included vehicle crime, suspicious circumstances, highway incidents, road traffic collisions and anti-social behaviour. b) Shropshire Council – Cllr Charmley indicated that he would participate in the CIL discussion at item 170.18(g), but subsequently had to leave the meeting before those discussions took place. c) Other Reports - Cllr Walker had attended the SALC AGM and gave a brief report at item 170.18(g). |
| 169.18 | QUEENS HEAD VAS SIGN AND STREETLIGHTING An update of options for the VAS sign was considered and it was RESOLVED to proceed with ordering a large LED DSD Speed Display Sign and to make enquiries regarding the installation, location and costs of three new LED streetlights at Queens Head. |
| <i>One member of the public left the meeting after item 169.18.</i> | |
| Special Motion – item 179.18 <i>The Chairman used her discretionary power to bring item 179.18 forward to here.</i> <i>All remaining members of the public and Cllr Charmley left the meeting after this item.</i> | |
| 170.18 | FINANCE a) Bank Reconciliation as at 30 September 2018 – It was RESOLVED to approve the Bank Reconciliation and the current bank statement was signed by two of the authorised signatories. |

| | |
|--|---|
| | <p>b) Income received – NOTED: NatWest, compensation payment, £100 HMRC, VAT refund 2017/18, £2,308.04</p> <p>c) Outstanding Payments – It was RESOLVED to pay the following invoices and two of the authorised signatories were instructed to check the supporting paperwork to the cheques raised before authorising payment: (i) Rosemary Wood, Clerk’s net pay October 2018, £525.57 (Chq No.1530) (ii) SALC, Budget Setting training 10 September 2018 (Clerk), £18 (Chq No.1531)</p> <p>d) Other income/invoices received after agenda sent out – None</p> <p>e) Six Month Budget Monitoring report – The report was considered and NOTED.</p> <p>f) Reserves – The current Reserves were considered and it was NOTED that the remaining Environmental Maintenance Grant would be used by the end of the financial year towards payment of the grounds maintenance costs and some of the DCLG Transparency Code Fund would cover the costs of the recent purchase of a new laptop and external hard drive.</p> <p>g) CIL distribution – the proposed changes by Shropshire Council were considered. Cllr Walker had attended the SALC AGM and reported that an emergency motion had been passed to prevent Shropshire Council from making any alterations to CIL allocation without first consulting town and parish councils. He believed that the proposals would disproportionately affect West Felton Parish Council. It was RESOLVED to set up a Task and Finish Group (comprising Cllrs Walker, Mabe and Curtis) to further consider the implications of these proposed changes; to prepare letters expressing the Council’s concerns to submit to SALC, the Town and Parish Council Forum and Shropshire Council; and to consider how CIL monies could best be used in the parish.</p> |
| 171.18 | <p>PLANNING MATTERS</p> <p>a) Planning Applications notified by Shropshire Council: Ref: 18/05112/FUL (validated: 6 November 2018) Address: Building 255 Rednal Industrial Estate, Site B, Rednal, West Felton SY11 4HS Proposal: re-positioning of existing industrial building It was RESOLVED to submit a comment that the council has no comment to make.</p> <p>b) Planning Decisions NOTED: 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 Decision: Grant Permission</p> <p>c) Planning Correspondence – None received</p> |
| 172.18 | <p>HIGHWAYS Road Closures – None</p> |
| 173.18 | <p>PLAYING FIELD EQUIPMENT REPAIRS A quote (from the manufacturer’s approved fitter) to repair and replace equipment reported in the recent inspection as ‘moderate risk’ was considered. It was RESOLVED to proceed with the quote, using monies from the neighbourhood fund.</p> |
| 174.18 | <p>LED STREETLIGHTING Two quotes had been received (from the seven invited) to upgrade the parish’s streetlighting to LED and to carry out the maintenance of the streetlighting. The quotes were considered and it was RESOLVED to proceed with the upgrade quote from Highline Electrical Ltd (using monies from the neighbourhood fund) and to continue using Highline Electrical to maintain the parish’s streetlights.</p> |
| <p><i>At 10pm it was RESOLVED to suspend Standing Order 3(x) for the remainder of the meeting in order to allow the meeting to exceed the period of two hours and thirty minutes.</i></p> | |
| 175.18 | <p>PARISH MATTERS – The following update reports were received:</p> <p>a) Burial Ground Maintenance – The contractor’s weekly reports were considered. It was NOTED that the moss had been sprayed twice to kill it and removal of the dead moss would require time consuming scarifying. Cllr Barnes is to obtain quotes to remedy the drainage problems.</p> |

| | |
|---------------|--|
| | <p>b) Playing Field Maintenance – The contractor’s weekly reports were considered. It was NOTED that the white lines on the football pitch had been repainted.</p> <p>c) Housing Needs Survey – no update to report.</p> |
| 176.18 | <p>POLICIES AND PROCEDURES</p> <p>Assets Register - The updated Assets Register was considered and it was RESOLVED to remove the old laptop from it and approve the amended Register.</p> |
| 177.18 | <p>CLERK’S UPDATE REPORT AND COMMUNICATIONS</p> <p>The following communication reports were received and NOTED:</p> <p>a) Fox Lane footbridge (ref: 161.18(a)(iii)) – Highways England (Kier) are responsible for maintenance of the footbridge and they have identified the need for maintenance work which they are currently planning, with the date dependant on how quickly they can secure funding and arrange resources.</p> <p>b) War Memorial inscription (ref: 159.18) – The resident who had requested the inscription was very pleased to see it when she attended the Remembrance Service and had asked for her grateful thanks to be passed to the Parish Council.</p> |
| 178.18 | <p>FREEDOM OF INFORMATION REQUESTS</p> <p>It was RESOLVED to appoint the Clerk as the Freedom of Information Requests Officer and it was confirmed that the Council authorises her to assess the merits of requests for information on behalf of the Council.</p> |
| 179.18 | <p>SPECIAL MOTION</p> <p>Cllr Nicholas proposed and Cllr Ollier seconded a special motion brought by Cllrs Nicholas, Ollier, Hampson and Walker to rescind and reconsider the decision made at the Parish Council meeting on 11 September under item 138.18. to write a cheque for £3,000 regarding the school project.</p> <p>Cllr Walker gave a brief explanation as to why he had supported the request for the Special Motion and he then left the room.</p> <p>The Clerk advised that a motion to rescind a previous resolution should only arise in exceptional circumstances because there is an assumption that the previous resolution was made upon consideration of all the relevant facts and issues. In this case, she explained that she had agreed to include the motion in the agenda because she believed that relevant facts had arisen after the resolution had been passed that if known at the time of the resolution could have led to a different outcome. She outlined what these facts were and explained that comments on this motion should be restricted to whether these additional facts, if previously known, could have led to a different outcome.</p> <p>A number of points of concern were expressed by various Cllrs. Following clarification by the school representatives over these points, Cllrs Nicholas and Ollier agreed to withdraw the motion, with the school to provide written confirmation of how they intend to use the monies and a cheque to be issued to the school at the Council’s December meeting.</p> |
| 180.18 | <p>NEXT MEETING</p> <p>It was NOTED that the next meeting of the Parish Council is to be held on Tuesday 11 December 2018 at 7:30pm in West Felton Methodist Church Hall.</p> |
| 181.18 | <p>EXCLUSION OF PRESS AND PUBLIC</p> <p>It was 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 items to be considered involve the likely disclosure of confidential information.</p> <p>A Code of Conduct complaint was addressed.</p> |

There being no further business, the Chairman closed the Meeting at 10:20pm.

Chairman’s Signature *M Hesketh* Dated *11 December 2018*