

# WEST FELTON PARISH COUNCIL

**MINUTES** of a meeting of WEST FELTON PARISH COUNCIL held on **TUESDAY 14 September 2021** at 7:30pm in West Felton Methodist Chapel.

**CHAired BY:** Cllr David Walker

**CLERKED BY:** Rosemary Wood

**PARISH COUNCILLORS PRESENT:** Marian Hesketh, David Curtis, David Walker, Carole Coles, Pat Mabe, John Houghton, Edward Nicholas, John Thornhill (from item 58.21(b))

**ALSO PRESENT:** Members of the Public (three)

<b>56.21</b>	<b>APOLOGIES FOR ABSENCE</b> Apologies for absence received and <b>APPROVED:</b> Cllr Chris Jones (work commitments) Apologies also received from County Councillor Steve Charmley
<b>57.21</b>	<b>DISCLOSABLE PECUNIARY INTERESTS AND ANY OTHER INTERESTS IN THE AGENDA ITEMS</b> 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. <b>None received.</b> b) To consider any applications for dispensation. <b>None received.</b> c) Declaration of any other interests in the agenda items. <b>None received.</b>
<b>58.21</b>	<b>CO-OPTION following May 2021 election</b> a) <b>Applications</b> – It was <b>NOTED</b> that one application for co-option had been received and after consideration of the application it was <b>RESOLVED</b> to co-opt John Thornhill onto the council. b) <b>Declaration of Acceptance of Office</b> – Newly co-opted Member Cllr John Thornhill signed a Declaration of Acceptance of Office. c) <b>Interests in agenda items</b> – Cllr Thornhill advised that he had no interests to declare (including disclosable pecuniary interests) in any of the agenda items.
<b>59.21</b>	<b>MINUTES OF JULY 2021 PARISH COUNCIL MEETING</b> It was <b>RESOLVED</b> to confirm the minutes of the meeting of the parish council held on 13 July 2021 as a true record and the Chairman was instructed to sign them as such.
<b>60.21</b>	<b>PUBLIC PARTICIPATION SESSION</b> – <i>The Chairman advised that issues raised in this session may be recorded in public minutes and the members of the public consented to this.</i>  Two Members of the Public spoke concerning objections to planning application ref 21/03308/FUL (item 64.21(a)(i)).
<i>The Chairman used his discretion to move forward item 64.21(a)(i) to here.</i>	
<b>61.21</b>	<b>REPORTS RECEIVED AND NOTED:</b> a) <b>Police</b> – written report <b>NOTED</b> b) <b>Shropshire Council</b> – written report <b>NOTED</b> c) <b>Clerk’s Report</b> – written report <b>NOTED</b> d) <b>Other Reports</b> – none
<i>A Member of the Public left the meeting at the end of item 61.21.</i>	
<b>62.21</b>	<b>FINANCE</b> a) <b>Income received</b> – none

	<p><b>b) Outstanding Payments</b> - It was <b>RESOLVED</b> 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:</p> <ul style="list-style-type: none"> <li><b>(i)</b> Rosemary Wood, Clerk's net pay July 2021 (£636.48) and August 2021 (£636.48) (Chq Nos 1708/09/10)</li> <li><b>(ii)</b> Kathryn Tamsin Jacson (JN Richards), playing field rent 29 Sept 2021 to 24 Mar 2022 (£50) (Chq No 1711)</li> <li><b>(iii)</b> Graham Taylor Grounds Maintenance, grounds maintenance contract 13 May 2021 to 12 August 2021 (£1,065) (incl VAT £177.50) (Chq No 1712)</li> <li><b>(iv)</b> Graham Taylor Grounds Maintenance, burial ground maintenance of gate and soil stack (£216) (incl VAT £36) (Chq No 1713)</li> <li><b>(v)</b> David Woodhouse, ivy severance from tree at playing field (£30) (Chq No 1714)</li> <li><b>(vi)</b> PKF Littlejohn LLP, external audit fee (£240) (incl VAT £40) (Chq No 1718)</li> <li><b>(vii)</b> H2O Clear, bus shelter cleaning x3 (pressure clean &amp; window cleaning) (£185) (Chq No 1716)</li> </ul> <p><b>c) Other income/invoices received after agenda sent out</b> – It was <b>RESOLVED</b> to pay the following invoice and two of the authorised signatories were instructed to check the supporting paperwork to the cheque raised before authorising payment:</p> <p>Design and Planning Associates Limited, OS Mapping Promap Alma Close (£32.70) (incl VAT £5.45) (Chq No 1717)</p>
<p><b>63.21</b></p>	<p><b>YEAR END ACCOUNTS &amp; AUDIT</b></p> <p>The following were <b>NOTED</b>:</p> <ul style="list-style-type: none"> <li><b>a) Exercise of rights relating to the annual accounts</b> - the accounting records and all documents relating to those records for the financial year ending on 31 March 2021 were made available for inspection by any person interested during the period commencing on 14 June 2021 and ending on 23 July 2021.</li> <li><b>b) Conclusion of audit</b> – the external auditor has advised that the limited assurance review for the year ended 31 March 2021 has been completed and has certified that there are no matters giving cause for concern and no other matters to be drawn to the attention of the council.</li> <li><b>c) Notice of conclusion of audit</b> – a notice of conclusion of audit together with the completed AGAR has been published, including on the council's website.</li> </ul>
<p><b>64.21</b></p>	<p><b>PLANNING MATTERS</b></p> <ul style="list-style-type: none"> <li><b>a) Planning Applications</b> – the following applications notified by Shropshire Council were considered: <ul style="list-style-type: none"> <li><b>(i) Ref: 21/03308/FUL</b> (validated 5 July 2021) (extension to consultation period granted to parish council)  <b>Address:</b> <u>Tedsmore Lakes</u>, Tedsmore, West Felton, Oswestry  <b>Proposal:</b> Application under Section 73A of the Town and Country Planning Act 1990 for the formation of fishing pond for personal use, associated pegs/decking and access track (re-submission)  It was <b>RESOLVED</b> to submit a comment that the parish council <b>OBJECTS</b> to the application on the grounds that the development was intentionally carried out in advance of obtaining planning consent; it is unsustainable and contrary to NPPF (Para 8) as there is no economic, social or environmental benefit; and there are concerns about possible sequential development. It was further <b>RESOLVED</b> to request that all the terms of the current enforcement order be met before the application be considered; that the application be considered by the planning committee; and that should the council decide to grant permission then it be granted subject to a condition that the permission is for personal use only.</li> <li><b>(ii) Ref: 21/03719/FUL</b> (validated 29 July 2021)  <b>Address:</b> <u>Tedsmore Lodge Farm</u>, West Felton, Oswestry SY11 4JS  <b>Proposal:</b> Erection of two storey side and rear extension and internal alterations  It was <b>RESOLVED</b> to submit a comment that the parish council has <b>NO OBJECTION</b> to the application although there is some concern about the scale of the proposed extension.</li> <li><b>(iii) Ref: 21/03247/FUL</b> (validated 25 August 2021)  <b>Address:</b> <u>West Felton Stores</u>, The Cross, West Felton, Oswestry  <b>Proposal:</b> Erection of two storey extension to rear elevation (extension to shop store at ground floor and extension to residential use at first floor)</li> </ul> </li> </ul>

	<p>It was <b>RESOLVED</b> to submit a comment that the parish council <b>SUPPORTS</b> the application as the proposal would improve the external appearance of what is a key community asset.</p> <p><b>b) Planning Appeal</b> - the following Appeal notified by Shropshire Council was <b>NOTED</b> and it was <b>RESOLVED</b> not to withdraw any representations submitted with respect to the original planning application (ref 20/04713/FUL; minute ref 79.20(a)(iii)):  <b>Appeal Ref:</b> 21/02932/REF (appeal start date 21 July 2021)  <b>Address:</b> <u>Holly Cottage, Grimpo</u>, West Felton, Oswestry  <b>Description of development:</b> Erection of two storey extension</p> <p><b>c) Planning Decisions</b> – the following decisions notified by Shropshire Council were <b>NOTED</b>:</p> <p><b>(i) Ref:</b> 21/01600/FUL (validated 30 March 2021)  <b>Address:</b> <u>Heath House, Rednal</u>, West Felton, Oswestry SY11 4HX  <b>Proposal:</b> Erection of self contained annex ancillary to main dwelling and all associated works following demolition of existing timber/garage workshop  <b>Decision:</b> Grant Permission</p> <p><b>(ii) Ref:</b> 21/01564/FUL (validated 29 March 2021)  <b>Address:</b> <u>Rednal Industrial Estate, Site A, Rednal</u>, West Felton  <b>Proposal:</b> Temporary construction compound for the service of the Scottish Power North Shropshire Reinforcement Development Consent Order (DCO) PINS Reference EN020021  <b>Decision:</b> Grant Permission</p> <p><b>d) Planning correspondence or decisions received after agenda sent out</b> – none</p>
<p><i>A Member of the Public left the meeting at the end of item 64.21.</i></p>	
<p><b>65.21</b></p>	<p><b>PARISH GROUNDS &amp; ASSETS</b></p> <p><b>a) Grounds Maintenance and safety reports</b> – <b>NOTED</b></p> <p><b>b) Decompaction at playing field</b> – Two quotes were considered and it was <b>RESOLVED</b> to approve and proceed with a quote for £300 plus VAT from Shropshire Verti Drain.</p> <p><b>c) Nomination of Playing Field as Asset of Community Value</b> – It was <b>NOTED</b> that Shropshire Council had acknowledged receipt of the parish council’s nomination form and advised that they are required to make a decision as to whether to list the playing field as an asset of community value within eight weeks of receipt of the nomination, by 20 September 2021.</p> <p><b>d) Rent Review</b> – A proposal from the landlord to increase the playing field rent from £100 per annum to £200 per annum was considered and it was <b>RESOLVED</b> to agree to the increase in rent.</p>
<p><b>66.21</b></p>	<p><b>POLICIES &amp; PROCEDURES</b></p> <p><b>Covid 19 procedures</b> – The Covid 19 Risk Assessment was reviewed in conjunction with a letter to hirers from West Felton Methodist Chapel dated 19 July 2021. It was <b>RESOLVED</b> to suspend the Covid Risk Assessment and adopt the Methodist Chapel’s Covid recommendations from time to time.</p>
<p><b>67.21</b></p>	<p><b>CONSULTATIONS AND SURVEYS</b></p> <p><b>Local Policing Community Charter</b> – The Local Policing Community Charter was considered and <b>NOTED</b> and it was <b>RESOLVED</b> to respond to the consultation questions from West Mercia Police Safer Neighbourhood Team as follows:</p> <p>(1) Top three concerns for the parish: Lack of police presence; Drugs; Traffic enforcement (speeding and parking particularly outside shop and school)</p> <p>(2) Amount of time, in hours per month, that the parish council would realistically expect the Safer Neighbourhood Team to spend in the parish: 10 hours per month</p>
<p><b>68.21</b></p>	<p><b>NEXT MEETING</b></p> <p>It was <b>NOTED</b> that the next meeting of the Parish Council will be held on Tuesday 12 October 2021 at 7:30pm in West Felton Methodist Church Hall.</p>
<p><b>69.21</b></p>	<p><b>EXCLUSION OF PRESS AND PUBLIC – Planning Enforcement Case</b></p> <p>It was <b>RESOLVED</b> 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 involves the likely disclosure of confidential information:</p>

	<i>A Member of the Public left the meeting following the above resolution.</i>
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**Planning Enforcement Case** – A planning enforcement case notified by Shropshire Council was **NOTED**.

There being no further business, the Chairman closed the Meeting at 8:55pm.

Chairman's Signature *D Walker*

Dated *12 October 2021*