

WEST FELTON PARISH COUNCIL

MINUTES of a meeting of WEST FELTON PARISH COUNCIL held on TUESDAY 9 APRIL 2019 at 8:25pm in West Felton Methodist Church Hall.

CHAired BY: Cllr Marian Hesketh

CLERKED BY: Rosemary Wood

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

ALSO PRESENT: Shropshire Councillor Steve Charmley, Members of the Public (None)

1.19	APOLOGIES FOR ABSENCE Apologies for absence received and APPROVED: Cllrs Kay Kynaston (illness), Alison Ollier (work commitments), Chris Jones (work commitments) Apologies were also received from PCSO Stuart Carroll Absent: Cllr Carole Coles
2.19	DISCLOSABLE PECUNIARY INTERESTS AND ANY OTHER INTERESTS IN THE AGENDA ITEMS 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 received. b) To consider any applications for dispensation. None received. c) Declaration of any other interests in the agenda items. None received.
3.19	MINUTES OF THE PARISH COUNCIL MEETING HELD ON 12 MARCH 2019 It was RESOLVED to confirm the above minutes as a true record and the Chairman was instructed to sign them as such.
4.19	PUBLIC PARTICIPATION SESSION – No Members of the Public were present.
5.19	REPORTS RECEIVED: a) Police – No report b) Shropshire Council – No report c) Other Reports – Cllr Curtis gave a report of the Oswestry Place Plan meeting that he attended and advised of the need to review West Felton's entries in the draft Oswestry Place Plan. A discussion followed of possible amendments, to be further considered and agreed upon at the May Council meeting.
6.19	FINANCE a) Bank Reconciliation as at 25 March 2019 – It was RESOLVED to approve the Bank Reconciliation and the current bank statement was signed by two of the authorised signatories. b) Income received – None 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 March 2019 (£525.57) (Chq Nos 1555/6) (ii) HMRC, National Insurance Contributions Q4 (£84.62) (Chq No 1557) (iii) Shropshire Council, Annual Play Area Inspection 2018/19 (cheque payee Post Office Ltd) (£102) (incl VAT £17) (Chq No 1558) (iv) West Felton Methodist Chapel, hall hire for staff appraisal 12 March 2019 (£5.50) (Chq No 1559) (v) West Felton Methodist Chapel, hall hire April 2019 to March 2020 (12 meetings) (£198) (Chq No 1560)

	<p>(vi) Rosemary Wood, Quarterly payment to Clerk (Q4): Mileage (£73.22) / Office Consumables (£13.19) / Office Equipment (£10) / Home Working Allowance (£34.56) (total £130.97) (incl VAT £0.83) (Chq No 1561).</p> <p>d) Other income/invoices received after agenda sent out: It was RESOLVED to pay the following invoices and two of the authorised signatories were instructed to check the supporting paperwork to the cheque raised before authorising payment: (i) SALC, ALC Affiliation Fees 1 April 2019 to 31 March 2020 (£537.28) (Chq No 1562) (ii) DM Payroll Services Ltd, administration of payroll services for 2019/20 (£67) (Chq No 1563) (iii) Graham Taylor, log removal at playing field (£300) (incl VAT £50) (Chq No 1564)</p>
7.19	<p>PLANNING MATTERS</p> <p>a) Planning Applications notified by Shropshire Council:</p> <p>(i) Ref: 19/00973/FUL (validated: 4 March 2019) Address: Abbotsmoor Farm, Haughton, West Felton Proposal: Installation of renewable heat pump and associated works It was RESOLVED to submit a representation that the Parish Council has no comment to make on the application.</p> <p>(ii) Ref: 19/01116/TPO (validated: 20 March 2019) Address: Wellingtonia, 6 Dovaston Court, West Felton Proposed Tree Work: Maintenance work (see Schedule) and reduction of stressed limbs by 15% of 1no Wellingtonia and 4no Yews protected by the Shropshire Council (Land at 5 to 7 Dovaston Court, West Felton) TPO 2012 (Ref SC/00086/12) It was RESOLVED to submit a representation that the Parish Council has no comment to make on the application.</p> <p>(iii) Ref: 19/01499/LBC (validated: 2 April 2019) Address: Former Stable Block, Tedsmore Estate Stables, Tedsmore, West Felton, Oswestry SY11 4HD Proposal: Conversion of disused stable block to 4No residential units affecting a Grade II Listed Building It was RESOLVED to submit a representation that the Parish Council has no comment to make on the application.</p> <p>b) Planning Decisions NOTED:</p> <p>(i) Ref: 17/06047/FUL Address: Proposed Residential Development south of Clifton Villas, Queens Head Proposal: Erection of 6no dwellings (one affordable) Decision: Grant Permission</p> <p>(ii) Ref: 18/05897/FUL Address: 45 Woolston Road, West Felton SY11 4LB Proposal: Erection of two storey extension, renovation and revised vehicular access and visibility splay Decision: Grant Permission</p> <p>c) The following Planning Correspondence was NOTED: Reinforcement to North Shropshire Electricity Distribution Network – Rule 8 letter and Annexes providing Examination Timetable, details of the publication of the Examining Authority’s Written Questions and other important information about the Examination, following the Preliminary Meeting on 20 March 2019.</p>
8.19	<p>HIGHWAYS Road closures – None</p>
9.19	<p>PARISH MATTERS</p> <p>a) Burial Ground Maintenance</p> <p>(i) Drainage - The possible options to remedy the drainage issues were considered and it was RESOLVED to put the matter on hold for the foreseeable future.</p> <p>(ii) Badgers - It was NOTED from the ground maintenance contractor’s monthly report that there is a problem with rabbits or more likely badgers at the burial ground and this is to be monitored.</p> <p>b) Playing Field Maintenance</p>

	<p>(i) Equipment replacement/repair – The Clerk reported that the play equipment contractor had carried out a site visit to inspect all chains/bolts etc on low level items (i.e. balance beams and bridges) that had been identified in the inspector’s report as in need of monitoring. He had reported that a lot of the timber was rotten at the base, having been severely damaged by strimmers, but the equipment did not appear unsafe to him. His advice was to consider replacing the equipment with more modern equipment that would use steel posts, rather than replacing the timber posts with more timber posts that would suffer from the same problem. It was RESOLVED to put the matter on hold for the foreseeable future.</p> <p>(ii) Log Removal - The Clerk reported that the grounds maintenance contractor had removed the rotten logs and was in the process of filling in the resultant holes with top soil.</p> <p>(iii) Deed of Variation to Alma Close s106 Agreement – The Clerk reported that the request submitted to Shropshire Council had not been moved forward until today, due to a change in personnel. Paperwork for completion had been received today, which the Clerk will consider prior to the May meeting.</p> <p>c) Streetlighting at Queens Head – The Clerk reported that the contractor is still awaiting a response from SP Energy Networks.</p> <p>d) Parish Plan – No update</p>
10.19	<p>POLICIES AND PROCEDURES Memorial Wall Rules – The Rules were briefly considered and it was RESOLVED to defer the review of them until later in the year.</p>
11.19	<p>TREE PLANTING The matter was considered and it was RESOLVED not to implement a formal policy on this issue.</p>
12.19	<p>CLERK’S REPORT AND COMMUNICATIONS No report received</p>
13.19	<p>NEXT MEETING It was NOTED that the Annual Meeting of the Parish Council is to be held on Tuesday 14 May 2019 at 7:30pm in West Felton Methodist Church Hall.</p>

There being no further business, the Chairman closed the Meeting at 9:40pm.

Chairman’s Signature *M J Hesketh*

Dated *14 May 2019*