

# WEST FELTON PARISH COUNCIL

MINUTES of a meeting of WEST FELTON PARISH COUNCIL held on TUESDAY 10 March 2020 at 7:30pm in West Felton Methodist Church Hall

CHAired BY: Cllr Marian Hesketh

CLERKED BY: Rosemary Wood

PARISH COUNCILLORS PRESENT: Marian Hesketh, Roger Hampson, Pat Mabe, David Curtis, Carole Coles, David Walker, Kay Kynaston, Ed Nicholas, Dianne Barnes, Chris Jones

ALSO PRESENT: Shropshire Councillor Steve Charmley; Members of the Public (one)

153.19	<b>APOLOGIES FOR ABSENCE</b> Apologies for absence received and <b>APPROVED</b> : Cllr Alison Ollier (work commitments) Apologies also received from the PCSO Stuart Carroll
154.19	<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>
155.19	<b>MINUTES OF THE PARISH COUNCIL MEETING HELD ON 11 FEBRUARY 2020</b> It was <b>RESOLVED</b> to confirm the above minutes as a true record and the Chairman was instructed to sign them as such.
156.19	<b>PUBLIC PARTICIPATION SESSION</b> <i>The Chairman advised that issues raised in this session may be recorded in public minutes and the member of the public gave consent to this.</i>  A member of the public expressed concerns regarding inadequate performance of the new solar lantern in Queens Head and requested that the Council consider connecting the column to mains electricity and installing an LED lantern.  <i>The Member of the Public left the meeting after speaking.</i>
157.19	<b>REPORTS RECEIVED:</b> a) <b>Police</b> – The Clerk read a written report provided by the police of last month’s reported incidents, which included sheep on the road, parking incident, road traffic accident. b) <b>Shropshire Council</b> – Cllr Steve Charmley reported on local flooding; and substantial work being undertaken and resources spent to deal with the numerous potholes in the county as well as future plans for sealing the top of the roads and resurfacing. c) <b>Clerk’s Report</b> – <b>NOTED</b> d) <b>Other Reports:</b> (i) <b>West Felton CE Primary School Governors meeting &amp; site meeting for school extension</b> – Cllr Curtis reported on the progress being made towards the school expansion project, including the planned appointment of an Operations Manager, ongoing negotiations to purchase land and steps towards drawing up architects’ plans. (ii) <b>Hope House Open Morning</b> – Cllr Hesketh reported on a very informative morning and commented that it was a very worthy cause.
158.19	<b>FINANCE</b>

	<p>a) <b>Bank Reconciliation as at 25 February 2020</b> – It was <b>RESOLVED</b> to approve the Bank Reconciliation and the current bank statement was signed by the Chairman.</p> <p>b) <b>Income received</b> – None at time of issuing agenda</p> <p>c) <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> <p>(i) Rosemary Wood, Clerk’s net pay February 2020 (£583.44) (Chq No 1614)</p> <p>(ii) Information Solutions Ltd, community hub renewal 8 March 2020 to 8 March 2021 (£228) (incl VAT £38) (Chq No 1615)</p> <p>(iii) Graham Taylor Grounds Maintenance, grounds maintenance contract 13 Nov 2019 to 12 Feb 2020 (£1,065) (incl VAT £177.50) (Chq No 1616)</p> <p>d) <b>Other income/invoices received after agenda sent out – the following income was NOTED:</b> SP Manweb, wayleave (£14.26)</p> <p>e) <b>Banking – RESOLVED</b> to open a Business Reserve Account with NatWest Bank, with the amount to be initially transferred to the account to be agreed at a future meeting.</p>
159.19	<p><b>PLANNING MATTERS</b></p> <p>a) <b>The following Planning Application notified by Shropshire Council was considered:</b> <b>Ref:</b> 20/00421/FUL (validated 21 February 2020) <b>Address:</b> <u>Rednal Racing Ltd</u>, Kart Track, Rednal Airfield, Rednal, West Felton <b>Proposal:</b> Erection of building to be used for kart/motor vehicle maintenance It was <b>RESOLVED</b> to submit a representation that the Parish Council has <b>no comment</b> to make on the application</p> <p>b) <b>The following Planning Decision was NOTED:</b> <b>Ref:</b> 19/05403/FUL (validated 13 December 2019) <b>Address:</b> <u>Rose Cottage, Grimpo</u>, West Felton, Oswestry SY11 4HG <b>Proposal:</b> Erection of part single storey part two storey extension(s) <b>Decision:</b> Grant Permission</p> <p>c) <b>Planning correspondence or decisions received after agenda sent out – None</b></p>
160.19	<p><b>PARISH GROUNDS &amp; ASSETS</b></p> <p>a) <b>Play equipment repairs</b> – a quote from Graham Taylor Grounds Maintenance for over £2,000 for repairs identified in the six month inspection report was considered. It was <b>RESOLVED</b> to ask the contractor for his recommendations of what is worth repairing and what is most cost effective to replace or remove.</p> <p>b) <b>Queens Head solar lantern</b> – <b>RESOLVED</b> to proceed with connecting to mains electricity at a cost of £5,020.08 plus VAT, to be funded from CIL Neighbourhood Fund.</p> <p>c) <b>Allotments</b> – <b>RESOLVED</b> not to proceed with investigating demand for allotments and possible sites.</p>
161.19	<p><b>POLICIES AND PROCEDURES</b></p> <p>The following were considered:</p> <p>a) <b>Pre purchase of burial plots for interment of ashes</b> – <b>RESOLVED</b> to allow residents of the parish to pre purchase plots for interment of ashes</p> <p>b) <b>Equality &amp; Diversity Policy</b> – <b>RESOLVED</b> to adopt the updated policy</p> <p>c) <b>Risk Management Policy</b> – <b>RESOLVED</b> to adopt</p> <p>d) <b>Register of Assets</b> – <b>RESOLVED</b> to approve, subject to adding the following entry: ‘Description: Network Attached Storage Device; Location: Parish Office; Date Acquired: September 2019; Value: £220; Basis of valuation: Purchase’</p> <p>e) <b>Risk Assessment Schedule</b> – reviewed and <b>RESOLVED</b> that no amendments required</p>
162.19	<p><b>CONSERVATION AREA</b></p> <p>The Clerk reported on discussions that she had had with the Shropshire Council Historic Environment team and informed Members of the process involved in securing Conservation Status. She also explained that she had spoken with the former Head of Shropshire Council Historic Environment, who advised that she intends voluntarily to compile an Appraisal report to demonstrate the merits of part of</p>

	<p>West Felton as a Conservation Area and is willing to attend a Parish Council meeting later in the spring to present her preliminary findings.</p> <p><b>RESOLVED</b> to await the preliminary report from the former Head of Historic Environment before taking any further decision on whether to proceed with the process.</p>
<b>163.19</b>	<p><b>PARISH PLAN</b></p> <p><b>RESOLVED</b> to adopt the updated Parish Plan</p> <p><i>Cllr Nicholas voted against and Cllr Coles abstained.</i></p>
<b>164.19</b>	<p><b>COMMUNITY FOREST</b></p> <p><b>RESOLVED</b> to nominate Cllrs Curtis and Mabe as representatives to join Oswestry Town Council's community forest planning group</p>
<b>165.19</b>	<p><b>ANNUAL PARISH MEETING 2020</b></p> <p>Final arrangements were made for the Annual Parish Meeting and it was agreed that any government guidance would be followed regarding the need to cancel the meeting due to Corona Virus.</p>
<b>166.19</b>	<p><b>NEXT MEETING</b></p> <p>It was <b>NOTED</b> that the next meeting of the Parish Council is to be held on Tuesday 7 April 2020 at 7:30pm in West Felton Methodist Church Hall.</p>
<b>167.19</b>	<p><b>EXCLUSION OF PRESS AND PUBLIC</b></p> <p><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> <p>Shropshire Council Planning Enforcement Case (confidential information not to be made public, notified by Shropshire Council for information only) – <b>NOTED</b></p>

There being no further business, the Chairman closed the Meeting at 9:10pm.

Chairman's Signature *MJ Hesketh*

Dated *12 May 2020*