

# WEST FELTON PARISH COUNCIL

MINUTES of a meeting of WEST FELTON PARISH COUNCIL held on TUESDAY 12 MARCH 2024 at 7:30pm in West Felton Methodist Church Hall.

CHAired BY: Cllr David Walker

CLERKED BY: Rosemary Wood

PARISH COUNCILLORS PRESENT: David Walker, John Thornhill, David Curtis, Marian Hesketh, Chris Jones, Pat Mabe, John Houghton

132.23	<b>APOLOGIES FOR ABSENCE</b> Apologies for absence received: Cllrs Ed Nicholas (work commitments), Ozcan Ozagir (work commitments), Carole Coles (illness), Kerry Grove (illness)
133.23	<b>INTERESTS IN AGENDA ITEMS</b> a) Declaration of any matter to be discussed at the meeting relating to anything included in a Member's Register (Disclosable Pecuniary Interests and Other Registerable Interests). <b>None</b> b) Declaration of any Non-Registerable Interests in any matter to be discussed at the meeting. <b>None</b> c) Any applications for dispensation delivered to the Clerk prior to the meeting. <b>None</b>
134.23	<b>MINUTES OF THE PARISH COUNCIL MEETING HELD ON 13 FEBRUARY 2024</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.
135.23	<b>PUBLIC PARTICIPATION SESSION</b> No members of the public present.
136.23	<b>REPORTS RECEIVED</b> a) <b>Police</b> – no report b) <b>Shropshire Council</b> – not present and no report received. c) <b>Clerk</b> – written report <b>NOTED</b> . d) <b>Other Reports:</b> (i) <u>OPCC Safer Roads Grant</u> - Cllr Thornhill reported that funding had been approved for one VAS, conditional upon approval being received from Shropshire Council and submission of a quote. He had been liaising with Shropshire Council officers to secure the approval and arrange a site visit which he hoped take place by early April. (ii) <u>SALC Oswestry Area Committee</u> – Cllr Mabe reported on a very quiet meeting. (iii) <u>West Felton CE Primary School hall opening</u> – Cllr Hesketh reported that she and Cllrs Thornhill and Mabe had represented the parish council at the official hall opening (with Cllrs Houghton and Curtis attending in a different capacity). They had enjoyed the afternoon and been impressed with the presentation. Cllr Hesketh agreed to email the Head Teacher to thank her for the invitation and convey the parish council's congratulations.
137.23	<b>FINANCE</b> a) <b>Income received - NOTED:</b> Nationwide, interest 1-29 Feb (£183.53) 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 before authorising payment: (i) Rosemary Wood, Clerk's net pay January 2024 (£790.32) (ii) HMRC, income tax (£0.60), employer NICs (£4.54) (total: £5.14) (iii) Information Solutions, community hub hosting 2024/25 (£228) (incl VAT £38) c) <b>Other income/invoices received after agenda sent out</b> – the following income was <b>NOTED:</b>

	Scottish Power, wayleave (£14.26)
<b>138.23</b>	<p><b>PLANNING MATTERS</b></p> <p>a) <b>Planning Applications notified by Shropshire Council</b> – the following was considered:  <b>Ref:</b> 24/00632/FUL (validated 16 February 2024)  <b>Address:</b> <u>13 The Willows</u>, West Felton, Oswestry SY11 4JX  <b>Proposal:</b> Proposed new roof and conversion of existing attached outhouse and re-landscaping of the existing front garden  <b>RESOLVED</b> to submit a representation supporting the application.</p> <p>b) <b>Planning Applications notified by Shropshire Council for information only</b> – the following was <b>NOTED</b>:  <b>Ref:</b> 24/00616/SCO (validated 12 February 2024)  <b>Address:</b> <u>Vyrnwy Frankton Project</u>  <b>Proposal:</b> Environmental Impact Assessment Scoping Opinion</p> <p>c) <b>Planning Decisions notified by Shropshire Council</b> – none at time of issuing agenda</p> <p>d) <b>Planning correspondence or decisions received after agenda sent out</b> – the following decision was <b>NOTED</b>:  <b>Ref:</b> 24/00045/LBC (validated 15 January 2024)  <b>Address:</b> <u>Goose Cottage</u>, Sandford, West Felton, Oswestry  <b>Proposal:</b> Replacement windows  <b>Decision:</b> Grant Permission</p>
<b>139.23</b>	<p><b>CONSULTATIONS</b></p> <p><b>Dog Fouling and Stray Dogs: Public Space Protection Order</b> – response to the consultation agreed for submission.</p>
<b>140.23</b>	<p><b>HIGHWAYS</b></p> <p>The following road closure was <b>NOTED</b>:  <b>School Road, West Felton</b> Start Date: 26 May 2024; End Date: 29 May 2024; Purpose: Hydrant rebuild chamber; Works Promoter: Severn Trent Water; Enforcement pattern: 24 hrs; Closure and diversion route: <a href="https://one.network/?tm=137727752">https://one.network/?tm=137727752</a></p>
<p><i>Cllr Jones left the meeting temporarily after item 140.23 and returned at the end of item 144.23. The Chairman used his discretion to delay item 142.23 until after Cllr Jones returned to the meeting.</i></p>	
<b>141.23</b>	<p><b>PARISH GROUNDS &amp; ASSETS</b></p> <p>a) <b>Grounds safety report</b> – considered and <b>NOTED</b></p> <p>b) <b>Insurance pre-renewal questionnaire</b> – <b>RESOLVED</b> to approve questionnaire responses for 2024/25 insurance quote, subject to the Clerk informing the insurers that the council has responsibility for a playground, and querying cover for the War Memorial.</p>
<b>142.23</b>	<p><b>PARISH PROJECTS</b></p> <p>a) <b>Accessible path surface type</b> – advice regarding various surface types was considered. <b>RESOLVED</b> to get a quote from Tim Simmons for spray and chip and to delegate power to Clerk to authorise this surface type provided the quote does not exceed £11,000.</p> <p>b) <b>Tree Preservation Orders proposal</b> – comments and advice from David Woodhouse about possible application by the parish council for TPOs were considered. Agreed that Cllrs Walker and Jones should meet with David Woodhouse to discuss how best to take the project forward.</p>
<b>143.23</b>	<p><b>POLICIES &amp; PROCEDURES</b></p> <p>The following were reviewed:</p> <p>a) Register of Assets – <b>RESOLVED</b> to update by adding the Grimpo defibrillator.</p> <p>b) Risk Management Scheme – <b>RESOLVED</b> to approve amendments.</p> <p>c) Clerk/Councillor Relations Protocol – <b>RESOLVED</b> that no amendments required, but Protocol to be reviewed every May with the Code of Conduct.</p>

144.23	<p><b>ANNUAL PARISH MEETING 2024</b>  <b>NOTED</b> that the Annual Parish Meeting 2024 is to be held at West Felton CE Primary School on Thursday 18 April at 7:30pm, with guest speaker Helen Morgan MP.</p>
145.23	<p><b>NEXT MEETING</b>  It was <b>NOTED</b> that the next meeting of the Parish Council will be held on Tuesday 9 April 2024 at 7:30pm in West Felton CE Primary School.</p>
146.23	<p><b>EXCLUSION OF PRESS AND PUBLIC</b>  <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.  <b>Clerk's Annual Appraisal</b> – a report of recommendations was given. <b>RESOLVED</b> to increase salary by one point from 1 April 2024 and Clerk to investigate pension provision.</p>

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

Chairman's Signature *D Walker*

Dated *9 April 2024*