

WEST FELTON PARISH COUNCIL

MINUTES of a meeting of WEST FELTON PARISH COUNCIL held on TUESDAY 12 November 2019 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, Ed Nicholas, Pat Mabe, Kay Kynaston, Dianne Barnes, *MJK* Alison Ollier, ~~Chris Jones~~, *MJK* David Curtis, Carole Coles

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

102.19	APOLOGIES FOR ABSENCE Apologies for absence received and APPROVED : Cllrs David Walker (work commitments), Dianne Barnes (illness) Absent : Cllr Chris Jones Apologies also received from the police.
103.19	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.
104.19	MINUTES OF THE PARISH COUNCIL MEETING HELD ON 8 OCTOBER 2019 It was RESOLVED to confirm the above minutes as a true record and the Chairman was instructed to sign them as such.
105.19	PUBLIC PARTICIPATION SESSION <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 representing the Carnival Committee spoke about two issues: (1) <u>War Memorial</u> - the Carnival Committee would like to pay for the War Memorial to be professionally cleaned. They noted that it needed some repair work and this would need to be arranged and funded by the Parish Council before the cleaning work. (2) <u>Storage</u> – the Carnival Committee would like to store their equipment in a 20 foot steel container on the playing field. They were asked to approach the landlord’s agent with this request.
106.19	REPORTS RECEIVED: a) Police – The Clerk read a report from the police of an attempted theft and suspicious circumstances, as well as reports of various scams/attempted fraud. b) Shropshire Council – Cllr Steve Charmley reported that the flooding on School Lane had been resolved. He had also been informed that the footpath from Pradoc View had still not been cleared adequately so he will contact Highways again about that. c) Other Reports – None
107.19	FINANCE a) Bank Reconciliation as at 25 October 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 (except for item 107.19(c)(ix)) 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 2019 (£583.44) (Chq Nos 1596)
 - (ii) Graham Taylor Grounds Maintenance, contract 13 Aug to 12 Nov 2019 (£1,065) (incl VAT £177.50) (Chq No 1597)
 - (iii) Graham Taylor Grounds Maintenance, supply & install seat at bus shelter outside Punch Bowl (£415.20) (incl VAT £69.20) (Chq No 1597)
 - (iv) Graham Taylor Grounds Maintenance, replace rotten gatepost at playing field (£143 plus VAT); cut back shrubs at war memorial (£48 plus VAT); repair kissing gate at playing field (£20 plus VAT) (total £253.20) (incl VAT £42.20) (Chq No 1597)
 - (v) Jones and Hughes Limited, supply six granite burial plot markers (£432) (incl VAT £72) (Chq No 1598)
 - (vi) SALC, CiLCA Session 1 training invoice (£50.50) (cheque to be issued when new cheque book arrives)
 - (vii) West Felton Methodist Chapel, hall hire for parish plan meeting 9 Sept (£5.50) (cheque to be issued when new cheque book arrives)
 - (viii) PKF Littlejohn LLP, limited assurance review of Annual Governance & Accountability Return 2018/19 (£360) (incl VAT £60) (Chq No 1599)
 - (ix) Highline Electrical Ltd, installation and connection of streetlight columns & lanterns at Queens Head (x2 LEDs, x1 solar) (£7,186.64) (incl VAT £1,197.77). The Clerk reported that the solar light was faulty and being replaced and although she had requested twice for a separate invoice to be issued just for the two LEDs, she had not received this. It was **RESOLVED** to delay authorisation of this invoice until the replacement solar light had been installed and was operating.
- d) **Other income/invoices received after agenda sent out – None**
- e) **Budget Monitoring report at 30 September 2019 – RESOLVED** to approve
- f) **Statement of Reserves at 30 September 2019 – RESOLVED** to approve
- g) **External Auditor’s report and certificate 2018/19 – NOTED**
- h) **Neighbourhood Fund: Annual Monitoring Form 2018/19 – RESOLVED** to approve and authorise signing of the form by the Clerk, the Chairman and Shropshire Councillor

108.19

PLANNING MATTERS

- a) **The following Planning Applications notified by Shropshire Council were considered:**
- (i) **Ref:** 19/04629/OHL (validated 17 October 2019)
Address: Street Record, Rednal, West Felton
Proposal: Existing HV overhead service line requiring retrospective planning for a second supply which will be underground
It was **RESOLVED** to submit a representation that the Parish Council has **no comment** to make on the application.
 - (ii) **Ref:** 19/04853/TPO (validated 1 November 2019)
Address: Rectory Coach House, Threadneedle Street, West Felton, Oswestry SY11 4LE
Proposal: Lift crown to 5m above ground level and reduce crown to create clearance from buildings of 2no Yew (T6 & T8) and lift crown to 4m above ground level of 1no Yew (T7) protected by the Shropshire Council (Land North and South of Woolston Road, West Felton) TPO 2012 (Ref: SC/00089/12)
It was **RESOLVED** to submit a representation that the Parish Council has **no comment** to make on the application.
 - (iii) **Ref:** 19/04842/FUL (validated 5 November 2019)
Address: New House Farm, Woolston Road, West Felton SY10 8HZ
Proposal: Change of use from residential dwelling to registered children’s home
It was **RESOLVED** to submit a representation that the Parish Council has **no comment** to make on the application.
- b) **The following Planning Applications notified by Shropshire Council FOR INFORMATION ONLY were NOTED:**
- (i) **Ref:** 19/04531/AGR
Address: Land at Rednal Industrial Estate, Site A, Rednal, West Felton

	<p>Proposal: A new agricultural storage building</p> <p>(ii) Ref: 19/04525/CPL Address: <u>New House Farm, Woolston Road</u>, West Felton SY10 8HZ Proposal: Application for Lawful Development Certificate for the proposed use of a residential dwelling as registered children’s home</p> <p>(iii) Ref: 19/04830/FUL Address: <u>Little Sutton</u>, Heath Houses junction to Harp Farm junction, Rednal, West Felton Proposal: Extension to agricultural building used for the housing of stock and agricultural storage</p> <p>c) The following Planning Decisions were NOTED:</p> <p>(i) Ref: 19/04132/FUL (validated 17 September 2019) Address: <u>Building 199, Rednal Industrial Estate</u>, Site B, Rednal, West Felton SY11 4HS Proposal: Change of use of Unit 199 from Classes B1, B2 and B8 to Sui Generis – Dog Day Care. Erection of 6ft wooden fence around the grassed area to the front of the building to use as a safe & secure outdoor exercise area for the dogs. Decision: Grant Permission</p> <p>(ii) Ref: 19/02744/FUL (validated 24 July 2019) Address: <u>Barn at Bank Farm, Tedsmore</u>, West Felton, Shropshire Proposal: Conversion to traditional barn to a single dwelling, installation of septic tank and formation of new access. Decision: Grant Permission</p> <p>d) Planning correspondence or decisions received after agenda sent out – None</p>
109.19	<p>HIGHWAYS – the following was NOTED (as reported at October Council meeting): Road Closure: <u>Cefn-y-Wern junction to Haughton Farm, West Felton</u> Start Date: 11 December 2019; End Date: 13 December 2019 Purpose: Road Closure - Med 4.6-6.5m Full Ex 25mm MDPE New Clean Water Connection Lay 2 x service pipe from 3” AC main located in nearside c/way to connection point in nearside verge Length of excavation approx. C/Way 2.5m, verge 3m, total 5.5m Job in Carriageway (10mm Bitmac Tarmac) Works Promoter: Severn Trent Water Enforcement Pattern: 24 hrs Diversion route: https://one.network/?tm=115003962</p>
110.19	<p>PARISH GROUNDS & ASSETS</p> <p>a) Grounds Maintenance – monthly report NOTED</p> <p>b) Moles – It was RESOLVED to ask Shropshire Mole Control to deal with the mole problem at the playing field and burial ground at a cost of £275 plus £10 per lost or stolen trap.</p>
111.19	<p>PARISH MATTERS</p> <p>Parish Plan – Cllr Mabe reported that she had made enquiries with the printer and was awaiting a response.</p>
112.19	<p>STAFF APPRAISAL</p> <p>Cllrs Hesketh, Walker and Ollier were nominated to deliver appraisal of Clerk.</p>
113.19	<p>NEXT MEETING</p> <p>It was NOTED that the next meeting of the Parish Council is to be held on Tuesday 10 December 2019 at 7:30pm in West Felton Methodist Church Hall.</p>

There being no further business, the Chairman closed the Meeting at 8:35pm.

Chairman’s Signature *MJ Hesketh*

Dated *10 December 2019*