

WEST FELTON PARISH COUNCIL

MINUTES of a meeting of WEST FELTON PARISH COUNCIL held on TUESDAY 13 JUNE 2023 at 7:30pm in West Felton Methodist Church Hall.

CHAired BY: Cllr David Walker

CLERKED BY: Rosemary Wood

PARISH COUNCILLORS PRESENT: David Walker, Marian Hesketh, Ozcan Ozagir, Kerry Grove, John Thornhill, Chris Jones, Pat Mabe

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| 30.23 | APOLOGIES FOR ABSENCE Apologies for absence received: Cllrs Ed Nicholas (holiday), David Curtis (holiday), Carole Coles (work commitments), John Houghton (work commitments) Apologies also received from County Councillor Steve Charmley and the police |
| 31.23 | INTERESTS IN AGENDA ITEMS 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). None b) To consider any applications for dispensation delivered to the Clerk prior to the meeting. None c) Declaration of any Non-Registerable Interests in any matter to be discussed at the meeting. Cllr Jones declared an interest in item 40.23(c), as he had worked with the proposed contractor. |
| 32.23 | MINUTES OF THE PARISH COUNCIL MEETING HELD ON 9 MAY 2023 It was RESOLVED to confirm the above minutes as a true record and the Chairman was instructed to sign them as such. |
| 33.23 | PUBLIC PARTICIPATION SESSION No members of the public present |
| 34.23 | PARISH COUNCIL REPRESENTATION ON OUTSIDE BODIES It was RESOLVED to nominate Cllr Mabe to represent the Parish Council on the SALC Oswestry Area Committee together with Cllr Grove previously nominated. |
| 35.23 | REPORTS RECEIVED a) Police – written report read out by Clerk and NOTED b) Shropshire Council – NOTED that Cllr Steve Charmley had advised nothing of interest to report. c) Clerk – written report NOTED d) Other Reports: (i) CIL Task & Finish Group – written report NOTED (ii) SALC Oswestry Area Committee – Cllr Mabe gave a verbal report of a recent meeting. |
| 36.23 | FINANCE a) Income received – NOTED: (i) Shropshire Council, CIL Neighbourhood Fund 2022 (£10,003.98) (ii) Nationwide, interest May 2023 (£194.92) b) Outstanding Payments – It was RESOLVED 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 May 2023 (£738.92) (ii) Graham Taylor Grounds Maintenance, Burma Bridge repairs (£672) (incl VAT £112); ivy clearance and disposal from burial ground walls (£324) (incl VAT £54) (total invoice £996) (incl VAT £166) |

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| | <p>(iii) Bernard Townson, internal audit 2022/23 (£150) (Chq No 015)</p> <p>c) Other income/invoices received after agenda sent out – none</p> |
| 37.23 | <p>ANNUAL GOVERNANCE AND ACCOUNTABILITY RETURN 2022/23 PART 3</p> <p>a) Annual Internal Audit Report and written report – considered and NOTED</p> <p>b) Annual Governance Statement (Section 1) – Having considered the Internal Auditor’s report, it was RESOLVED to complete positively the Annual Governance Statement and the Chairman and Clerk were authorised to sign it.</p> <p>c) Accounting Statements (Section 2) (as prepared and signed by the Responsible Financial Officer) – RESOLVED to approve the Accounting Statements and the Chairman was authorised to sign them.</p> <p>d) Explanation of Variances – RESOLVED to approve the Explanation of Variances for submission to the External Auditor.</p> <p>e) Internal Auditor 2023/24 – RESOLVED to appoint Bernard Townson as Internal Auditor for 2023/24.</p> <p>f) Notice of Electors’ Rights – The Clerk informed the council of her intention to display the Notice of Electors’ Rights to commence on Monday 3 July 2023 and end on Friday 11 August 2023.</p> |
| 38.23 | <p>PLANNING MATTERS</p> <p>a) Planning Applications notified by Shropshire Council – none</p> <p>b) Planning Decisions notified by Shropshire Council – none</p> <p>c) Other planning correspondence – the following Appeal notification received from Shropshire Council was considered and NOTED: Application Ref: 22/04688/FUL Appeal Ref: 23/03145/REF (appeal start date: 2 June 2023) Address: Breidden, 46 Woolston Road, West Felton Proposal: Erection of two storey extension with single storey element following partial demolition of garage and associated internal alterations (revised scheme)</p> <p>d) Planning correspondence or decisions received after agenda sent out – none</p> |
| 39.23 | <p>HIGHWAYS</p> <p>The following road closures (as reported at previous meetings) were NOTED:</p> <p>a) <u>Tedsmore Hall</u> (as notified at April meeting) Start Date: 14 June; End Date: 16 June; Purpose: to carry out a new water connection; Promoter: Severn Trent Water; Diversion route:</p> <p>b) <u>West Felton Carnival</u> Start Date: 9 July; End Date: 9 July; Purpose: the West Felton Carnival takes place on 9th July 2023. Roads will be closed for various periods between 1230pm and 3pm. Roads affected are: Holyhead Rd, School Rd, The Avenue, Tedsmore Rd, Fox lane, Woolston Rd and Threadneedle St.; Enforcement pattern: all the time; Diversion route: https://one.network/?tm=133834653</p> <p>c) <u>Cefn-y-wern Junction to Haughton Farm Junction</u> Start Date: 3 July; End Date: 4 July; Purpose: road closure – marker post install; Works Promoter: Severn Trent Water; Enforcement pattern: 24hrs; Diversion route: https://one.network/?tm=133866084</p> |
| 40.23 | <p>PARISH GROUNDS & ASSETS</p> <p>a) Grounds safety and maintenance reports – the report was considered and it was RESOLVED to use the services of the mole catcher at the burial ground and to request Graham Taylor to replace a rotten gate post at the playing field at a cost of £298 & VAT.</p> <p>b) Grimpo defibrillator quote – RESOLVED to proceed with quote for supply of defibrillator and cabinet from Wel Medical.</p> <p>c) Tree survey quote – RESOLVED to approve quote from David Woodhouse. <i>(Cllr Jones chose to refrain from participating in the debate and vote on item 40.23(c).)</i></p> |
| 41.23 | <p>POLICIES & PROCEDURES</p> <p>a) The following policies were reviewed: (i) Training Policy – RESOLVED that no amendments required (ii) Action Plan – RESOLVED to amend as agreed</p> |

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| | b) Place Plan Review – the draft plan was considered. The Clerk was asked to advise that there is a duplication for the school entries, and to request further detail concerning the drainage plan of which the council were unaware. |
| 42.23 | NEXT MEETING It was NOTED that the next meeting of the Parish Council will be held on Tuesday 11 July 2023 at 7:30pm in West Felton Methodist Church Hall. |

There being no further business, the Chairman closed the Meeting at 8:45pm.

Chairman's Signature *D Walker*

Dated *11 July 2023*