

WEST FELTON PARISH COUNCIL

MINUTES of a Meeting of WEST FELTON PARISH COUNCIL held on TUESDAY 14 OCTOBER 2025 at 7:30pm in West Felton CE Primary School.

CHAired BY: Cllr John Thornhill

CLERKED BY: Rosemary Wood

PARISH COUNCILLORS PRESENT: John Thornhill, Marian Hesketh, Alastair Forbes, David Walker (to end of item 74.25(b)), Chris Jones, Ed Nicholas, Ozcan Ozagir, Neil Summers, David Curtis

ALSO PRESENT: Cllr David Walker as Shropshire County Councillor

70.25	APOLOGIES FOR ABSENCE Apologies for absence received: Cllr Pat Mabe (family commitments), Mike Green (no reason given) Absent: none
71.25	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). <i>Cllr Walker declared an interest in any matters of relevance to Shropshire Council, as he is a member of Shropshire Council.</i> b) Declaration of any Non-Registerable Interests in any matter to be discussed at the meeting. None c) Any applications for dispensation delivered to the Clerk prior to the meeting. None
72.25	MINUTES OF A MEETING OF THE PARISH COUNCIL HELD ON 9 SEPTEMBER 2025 It was RESOLVED to confirm the above minutes as a true record and the Chairman was instructed to sign them as such.
73.25	PUBLIC PARTICIPATION SESSION No members of the public present.
74.25	REPORTS RECEIVED a) Police – written report NOTED b) Shropshire Council – County Councillor David Walker gave a verbal report of activities at Shropshire Council, including an update about the financial position; and answered members' questions. c) Clerk – written report considered and NOTED . d) Other Reports
75.25	FINANCE a) Income received - NOTED: (i) Nationwide, interest 1-30 September 2025 (£87.56) (ii) ME & A Hughes, resident memorial fee plot CG4 (£40) (iii) H2O Clear, repayment of duplicate payment for Fox Lane bus shelter perspex, paid in August 2025 and again in error in September 2025 (£150) b) Outstanding Payments - 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 September 2025 (£858.36) (ii) HMRC: income tax (£8.20), employer NICs (£69.60) (total: £77.80) (iii) Rosemary Wood, quarterly payment Q2 July-Sept: mileage (£ 23.94), office consumables (£2.20), home work allowance (£41.04), Grimpo replacement defibrillator pads (£66) (total £133.18) (incl £11 VAT) (iv) PKF Littlejohn LLP, limited assurance review of AGAR 2024/25 (£378) (incl VAT £63) (v) Highline, labour to replace Queenshead faulty LED (£43.20) (incl £7.20 VAT)

	(vi) Graham Taylor Grounds Maintenance, grounds maintenance contract July to Sept 2025 (£1,065) (incl VAT £177.50) c) Other payments - other debits from Unity Trust account NOTED: (i) Unity Bank, service charge September 2025 (£6) (ii) NEST, pension contribution direct debit 1-30 Sept: employer (£10.83), employee (£14.44)(total £25.27) d) Other income/invoices received after agenda sent out e) Quarterly finance reports (as at 30 September 2025) – considered and RESOLVED to approve the following: (i) Receipts & Payments (ii) Bank reconciliation (iii) Budget report (iv) Reserves statement
76.25	YEAR END ACCOUNTS & AUDIT The following were NOTED: a) Exercise of rights relating to the annual accounts – that the accounting records and all documents relating to those records for the financial year ending on 31 March 2025 were made available for inspection by any person interested during the period commencing on 1 July 2025 and ending on 11 August 2025. b) Completion of limited assurance review – that the external auditor has advised that the limited assurance review for the year ended 31 March 2025 has been completed and has certified that there are no matters giving cause for concern and no other matters to be drawn to the attention of the council. c) Notice of conclusion of audit – that a Notice of Conclusion of Audit together with the completed AGAR has been published, including on the council’s website.
77.25	PLANNING MATTERS a) Planning Applications notified by Shropshire Council – the following application was considered: Ref: 25/03651/FUL (validated 8 October 2025) Address: Proposed Residential Development <u>Land North of Old Rectory Gardens</u>, West Felton Proposal: Proposed residential development of 10 dwellings RESOLVED to submit a comment objecting to the application on the following grounds: • Adverse impact on the conservation area • Plots 4 and 5 out of keeping with surrounding properties • Development on agricultural land in the open countryside • Additional traffic movements on The Avenue b) Planning Decisions notified by Shropshire Council – the following was NOTED: Ref: 25/02359/LBC (validated 26 June 2025) Address: <u>The Threshing Barn, Haughton</u>, West Felton Proposal: Minor amendments (changes to rooflights, small area of newly constructed lean to roof, additional casement windows in established openings, formation of new openings in ground floor partitions) to previously approved Listed Building Consents Decision: Grant Permission c) Planning correspondence or decisions received after agenda sent out – none
78.25	PARISH GROUNDS & ASSETS a) Grounds maintenance and safety reports – considered and NOTED, including moles on the playing field which the Clerk was asked to get the mole catcher to clear. b) Felling of trees at burial ground and playing field (as recommended in 2025 tree safety survey): (i) Consent from Balfours – NOTED that the tree safety survey conducted at the playing field has been sent to Balfours, and that consent for felling of the Ash tree at the playing field has been sought and obtained from Balfours, as required under the terms of the lease. (ii) Quotes - three quotes for recommended felling of trees were considered. RESOLVED to use the services of Stokes, provided they can grind the stump for no more than £250.

79.25	PARISH PROJECTS/ISSUES a) Financing of Parish Council projects – a decision was deferred due to lack of available information. b) Neighbourhood Plan: (i) Designation of Neighbourhood Area - approval by Shropshire Council of application for designation of the parish as a Neighbourhood Area NOTED. (ii) Consultant costs – comments from consultants, including possible costs, were considered. The Clerk was asked to seek costs on the basis of site allocation only. c) Traffic Management (VAS) – deferred due to lack of quotes. d) Shropshire Local Nature Recovery strategy – RESOLVED to submit agreed details of ‘green spaces’ in the parish to pass on as part of the Shropshire Local Nature Recovery strategy.
80.25	NEXT MEETING OF THE PARISH COUNCIL It was NOTED that the next meeting of the Parish Council will be held on Tuesday 11 November 2025 at 7:30pm in West Felton CE Primary School.

There being no further business, the Chairman closed the Meeting at 9:30pm.

Chairman's Signature *J Thornhill*

Dated *11 November 2025*