

WEST FELTON PARISH COUNCIL

MINUTES of a meeting of WEST FELTON PARISH COUNCIL held on TUESDAY 9 APRIL 2024 at 7:30pm in West Felton CE Primary School.

CHAired BY: Cllr David Walker

CLERKED BY: Rosemary Wood

PARISH COUNCILLORS PRESENT: David Walker, John Thornhill, David Curtis, Marian Hesketh, Chris Jones, Ozcan Ozagir, Kerry Grove, Ed Nicholas

Also present: County Councillor Steve Charmley

1.24	APOLOGIES FOR ABSENCE Apologies for absence received: Cllr Pat Mabe (unexpected social engagement) It was reported and NOTED that the Chairman had received notice of resignation from Cllrs John Houghton and Carole Coles. Apologies also received from the police.
2.24	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). Cllr Grove declared a disclosable pecuniary interest in item 7.24(a) due to ownership of the property. 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
3.24	MINUTES OF THE PARISH COUNCIL MEETING HELD ON 12 MARCH 2024 It was RESOLVED to confirm the above minutes as a true record and the Chairman was instructed to sign them as such.
4.24	PUBLIC PARTICIPATION SESSION No members of the public present.
5.24	REPORTS RECEIVED a) Police – written report noted b) Shropshire Council –Cllr Charmley reported receipt of correspondence from a resident and asked members for their views on the issues raised. c) Clerk – written report NOTED . d) Other Reports: (i) <u>Cllr Thornhill</u> reported that he is having difficulty securing a site meeting with Shropshire Council to discuss the traffic management scheme. (ii) <u>Cllr Curtis</u> reported on some correspondence that he had received regarding the proposed new pylons and an upcoming public meeting arranged by Helen Morgan MP.
6.24	FINANCE a) Income received – NOTED: (i) Nationwide, interest 1-31 March (£196.19) (ii) Hordley Parish Council, use of scanner/ink/paper 2023/24 (£20) (iii) Pre-paid resident double ashes funeral plot (£160) (iv) HMRC, refund of VAT 2023/24 (£2,618.77) 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 March 2024 (£790.12) (ii) HMRC, income tax (£0.80), employer NICs (£4.54) (total: £5.94)

	<p>(iii) Rosemary Wood, Clerk's quarterly payment (mileage £54.72, office consumables £49.55, home working allowance £41.04) (total £145.31) (incl VAT £5.40)</p> <p>(iv) SLCC, Clerk's membership (£131.76)</p> <p>(v) Shropshire Council, bin emptying x3 2023/24 (£517.27) (incl VAT £86.21)</p> <p>(vi) Graham Taylor Grounds Maintenance, grounds maintenance contract 1 Jan to 31 March 2024 (£1,065) (incl VAT £177.50)</p> <p>(vii) Graham Taylor Grounds Maintenance, playing field equipment inspection report 2023/24 (£216) (incl VAT £36)</p> <p>c) Other income/invoices received after agenda sent out - It was RESOLVED to pay the following invoices and two of the authorised signatories were instructed to check the supporting paperwork before authorising payment:</p> <p>(i) H2O Clear, bus shelter clean (£45)</p> <p>(ii) Balfours Client Call A/c Miss KT Jacson, playing field rent 25/3/24 to 28/9/24 (£100)</p> <p>d) Year End accounts (as at 31 March 2023) – the following were considered and it was RESOLVED to approve them:</p> <p>(i) Receipts and Payments</p> <p>(ii) Budget Report</p> <p>(iii) Bank Reconciliation</p> <p>(iv) Reserves Statement</p>
7.24	<p>PLANNING MATTERS</p> <p>a) Planning Applications notified by Shropshire Council - the following were considered:</p> <p>(i) Ref: 24/01041/FUL (validated 14 March 2024) Address: <u>Manor House Farm</u>, Old Rectory Gardens, West Felton, Oswestry Proposal: Proposed internal alterations and formation of new openings in external wall to an existing Garden Studio (not listed) in the grounds of a listed building. RESOLVED to submit a representation that the Parish Council considers that Shropshire Council should give due weight to the heritage assessment.</p> <p>(ii) Ref: 24/01042/LBC (validated 14 March 2024) Address: <u>Manor House Farm</u>, Old Rectory Gardens, West Felton, Oswestry Proposal: Proposed internal alterations and formation of new openings in external wall to an existing Garden Studio (not listed) in the grounds of a listed building. RESOLVED to submit a representation that the Parish Council considers that Shropshire Council should give due weight to the heritage assessment.</p> <p><i>Cllr Grove left the meeting for item 7.24(a) above.</i></p> <p>b) Planning Decisions notified by Shropshire Council – none</p> <p>c) Planning correspondence or decisions received after agenda sent out – none</p>
8.24	<p>HIGHWAYS</p> <p>The following road closure (as previously reported) was NOTED:</p> <p>School Road, West Felton 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: https://one.network/?tm=137727752</p>
9.24	<p>PARISH GROUNDS & ASSETS</p> <p>a) Grounds safety and maintenance reports – considered and NOTED</p> <p>b) Streetlight energy supplier – It was NOTED that the current supplier is withdrawing from the market and it was RESOLVED to proceed with Shropshire Council's Joint Energy Scheme, provided the quote is favourable against those provided by energy frameworks.</p>
10.24	<p>PARISH PROJECTS</p> <p>a) Accessible path at playing field – NOTED that Clerk had used delegated power (ref item 142.23(a)) to commission Tim Simmons to proceed with the accessible path at the playing field, at a total cost of £9,769.50 plus VAT.</p> <p>b) Traffic calming programme – receipt of West Mercia OPCC grant offer for £2,543.30 towards a VAS NOTED and FURTHER NOTED that Clerk had submitted Grant Acceptance Form.</p> <p>c) Shropshire Council Environmental Maintenance Grants 2024/25 – RESOLVED to apply for a £1,500</p>

	grant for a VAS sign.
11.24	POLICIES & PROCEDURES The following were reviewed and it was RESOLVED that no amendments required: a) Disciplinary Policy b) Grievance Policy
12.24	ANNUAL MEETING OF THE PARISH COUNCIL It was NOTED that the Annual Meeting of the Parish Council will be held on Tuesday 14 May 2024 at 7:30pm in West Felton CE Primary School.
13.24	EXCLUSION OF PRESS AND PUBLIC RESOLVED 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. Planning Enforcement case – considered and NOTED

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

Chairman's Signature

Dated

DRAFT