

WEST FELTON PARISH COUNCIL

MINUTES of a Meeting of WEST FELTON PARISH COUNCIL held on TUESDAY 9 DECEMBER 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, Chris Jones, Ozcan Ozagir, Neil Summers, David Curtis

ALSO PRESENT: Cllr David Walker as Shropshire County Councillor

93.25	APOLOGIES FOR ABSENCE Apologies for absence received: Cllrs Ed Nicholas (work commitments), Mike Green (no reason given) Absent: Cllr Pat Mabe
94.25	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: <i>The Clerk reported that an application had been received from Cllr Curtis regarding his position as both Parish Council representative and governor of West Felton Primary School. RESOLVED to approve the application and grant a dispensation to the end of the electoral term for Cllr Curtis to remain in meetings and participate in any vote taken on any business in connection with West Felton Primary School.</i>
95.25	MINUTES OF A MEETING OF THE PARISH COUNCIL HELD ON 11 NOVEMBER 2025 It was RESOLVED to confirm the above minutes as a true record and the Chairman was instructed to sign them as such.
96.25	PUBLIC PARTICIPATION SESSION No members of the public present.
97.25	REPORTS RECEIVED a) Police – written report NOTED b) Shropshire Council – County Councillor David Walker had circulated a written report to members, which he expanded on, and answered members' questions. c) Clerk – written report considered and NOTED . The Clerk also reported that she had just received notification from the ROSPA play inspector that the 1 bay 2 seat cradle at the playing field had been assessed as high risk due to severe rot on a significant section of the main crossbar, and had been taped off. Members instructed her to liaise with the grounds maintenance contractor over this issue and ensure that the equipment was made safe as a matter of urgency. d) Other Reports – the following reports were NOTED : Cllr Curtis reported that West Felton Primary School had joined the Marches Trust on 1 December.
98.25	FINANCE a) Income received - NOTED : Nationwide, interest 1-30 November 2025 (£83.84) 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:

	<p>(i) Rosemary Wood, Clerk's net pay November 2025 (£858.36)</p> <p>(ii) HMRC: income tax (£8.20), employer NICs (£69.60)(total: £77.80)</p> <p>c) Other payments - the following debits from Unity Trust account were NOTED:</p> <p>(i) Unity Bank, service charge November 2025 (£6)</p> <p>(ii) NEST, pension contribution direct debit 1-30 Nov : employer (£10.83), employee (£14.44)(total £25.27)</p> <p>(iii) ICO, data protection fee (£47)</p> <p>d) Other income/invoices received after agenda sent out - none</p> <p>e) Unity Bank monthly account fee increase – NOTED that the monthly account fee will increase from £6 to £7 to take effect on 1 February 2026.</p>
99.25	<p>PLANNING MATTERS</p> <p>a) Planning Applications notified by Shropshire Council – the following was considered: Ref: 25/04521/TPO Address: <u>19 The Willows</u>, West Felton, Oswestry SY11 4JX Proposal: Crown reduce by up to 2.5m and provide minimum height clearance of 4m of 1no Oak protected by the Shropshire Council (Land North of Tedsmore Road and South of Fox Lane, West Felton) TPO 2012 (Ref: SC/00090/12) RESOLVED to submit a representation that the Parish Council has no objection to the application.</p> <p>b) Planning Decisions notified by Shropshire Council – none</p> <p>c) The Shropshire Council (Land East of West Felton) TPO 2025 (Ref: SC/00538/25) – NOTED that the order was confirmed on 27 November 2025.</p> <p>d) Planning correspondence or decisions received after agenda sent out – none</p>
100.25	<p>HIGHWAYS</p> <p>The following road closure was NOTED: <u>Grimpo Road</u>, West Felton Start Date: 2 March 2026; End Date: 2 March 2026; Purpose: Road closure – pole test; Works Promoter: Openreach; Enforcement pattern: 09:30 – 15:30hrs</p>
101.25	<p>PARISH GROUNDS & ASSETS</p> <p>a) Grounds maintenance safety report – considered and NOTED</p> <p>b) Playing field lease – NOTED that the lease will terminate on 5 January 2026 and that no communications had been received concerning a new lease. The Clerk was instructed to contact the agent to enquire about a new lease.</p> <p>c) Parish Council website – the Clerk was instructed to get quotes for a new website together with a generic email account hosted on the council's own domain.</p>
102.25	<p>PARISH PROJECTS/ISSUES</p> <p>Neighbourhood Plan public meeting – NOTED that the Parish Council will be holding a public meeting to engage residents with the West Felton Neighbourhood Plan, to take place from 2-4pm on Saturday 17 January 2026 in West Felton Village Hall.</p>
103.25	<p>POLICIES & PROCEDURES</p> <p>The following policies were reviewed:</p> <p>a) Action Plan – RESOLVED to approve amendments</p> <p>b) Publication Scheme – RESOLVED that no amendments required</p>
104.25	<p>NEXT MEETING OF THE PARISH COUNCIL</p> <p>It was NOTED that the next meeting of the Parish Council will be held on Tuesday 13 January 2026 at 7:30pm in West Felton CE Primary School.</p>

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

Chairman's Signature

Dated