

# WEST FELTON PARISH COUNCIL

MINUTES of a Meeting of WEST FELTON PARISH COUNCIL held on TUESDAY 9 SEPTEMBER 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 (up to 63.25(d)), Chris Jones, Ed Nicholas, Mike Green, Ozcan Ozagir, Neil Summers, David Curtis

ALSO PRESENT: Cllr David Walker as Shropshire County Councillor

57.25	<b>APOLOGIES FOR ABSENCE</b> Apologies for absence received: Cllr Pat Mabe (unwell) Absent: none
58.25	<b>INTERESTS IN AGENDA ITEMS</b> 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> <i>Cllr Thornhill declared an interest in item 63.25(d)(ix), as it was his own claim for expenses.</i> b) Declaration of any Non-Registerable Interests in any matter to be discussed at the meeting. <b>None</b> c) Any applications for dispensation delivered to the Clerk prior to the meeting. <b>None</b>
59.25	<b>MINUTES OF A MEETING OF THE PARISH COUNCIL HELD ON 8 JULY 2025</b> It was <b>RESOLVED</b> to confirm the above minutes as a true record and the Chairman was instructed to sign them as such.
60.25	<b>MINUTES OF AN EXTRAORDINARY MEETING OF THE PARISH COUNCIL HELD ON 22 JULY 2025</b> It was <b>RESOLVED</b> to confirm the above minutes as a true record and the Chairman was instructed to sign them as such.
61.25	<b>PUBLIC PARTICIPATION SESSION</b> No members of the public present.
62.25	<b>REPORTS RECEIVED</b> a) <b>Police</b> – written report <b>NOTED</b> b) <b>Shropshire Council</b> – County Councillor David Walker had submitted a written report, which he expanded on and answered questions from members – <b>NOTED</b> . c) <b>Clerk</b> – written report considered and <b>NOTED</b> . d) <b>Other Reports:</b> Cllr Curtis reported that he had attended the North Shropshire Area Committee meeting, along with Cllr Jones, and would report on the meeting at item 67.25(b) as it was of relevance to that. He also advised that the village hall has become available for bookings on a Wednesday evening.
63.25	<b>FINANCE</b> a) <b>Income received - NOTED:</b> (i) Nationwide, interest 1-31 July 2025 (£93.43) and 1 to 31 August 2025 (£93.42) (ii) Shropshire Council, Environmental Maintenance grant 2025 (£750) (iii) Aubrey Kirkham, interment of ashes resident plot CG35 (£30) (iv) Jones & Hughes, resident memorial fee plot 16 (£40) b) <b>August Payments – NOTED</b> that the following payments were authorised from Unity bank during

	<p>August:</p> <ul style="list-style-type: none"> <li>(i) Rosemary Wood, Clerk's net pay for July 2025 (£837.53)</li> <li>(ii) HMRC: income tax (£2.80), employer NICs (£65.50)(total: £68.30)</li> <li>(iii) Rosemary Wood reimburse payment to MedUK for replacement battery for West Felton defibrillator (£243.60) (including VAT £40.60)</li> </ul> <p>c) <b>Local Government Services Pay Agreement 2025/26</b> – implementation of Local Government Services Pay Agreement 2025/26 and back pay due to Clerk from April to July 2025 <b>NOTED</b>.</p> <p>d) <b>Outstanding Payments - RESOLVED</b> to pay the following invoices and two of the authorised signatories were instructed to check the supporting paperwork before authorising payment:</p> <ul style="list-style-type: none"> <li>(i) Rosemary Wood, Clerk's net pay for August 2025 plus back pay rate increase Apr to July 2025 (£941.46)</li> <li>(ii) HMRC: income tax (£30), employer NICs (£85.99)(total: £115.99)</li> <li>(iii) Balfours Client Call A/c Miss K T Jacson, playing field rent 29 Sept 2025 to 5 Jan 2026 (£54.25)</li> <li>(iv) H2O Clear, Perspex supplied and fitted to Fox Lane bus shelter (£150)</li> <li>(v) H2O Clear, bus shelter windows cleaned (£45) plus power wash (£150) (total £195)</li> <li>(vi) SALC, Fundamentals for Councillors June 2025 (Cllrs Green &amp; Summers) (£80)</li> <li>(vii) Shropshire Council, joint energy July to Sept 2025 (£398.94)(incl VAT £66.49)</li> <li>(viii) David Woodhouse, tree safety inspection (£225)</li> </ul> <p><i>Cllr Thornhill left the meeting for item 63.25(d) and Vice Chairman Ozagir chaired the item.</i></p> <ul style="list-style-type: none"> <li>(ix) John Thornhill, carnival stall expenses: white display board (£15.50), post it notes (£5.26), blue tack (£1.90), printing (£8.90) (total £31.55). The Clerk reported that Cllr Thornhill had not supplied any receipts for the expenses. Members <b>NOTED</b> the absence of receipts but <b>RESOLVED</b> to approve payment of the expenses. It was agreed to store the stationary with the conference system and keep the white display board with the conference system subject to approval from the school.</li> </ul> <p><i>Cllr Walker left the meeting after item 63.25(d), apologising that due to work commitments he could not stay for the remainder of the meeting.</i></p> <p>e) <b>Other payments - other debits from Unity Trust account NOTED:</b></p> <ul style="list-style-type: none"> <li>(i) Unity Bank, service charge July 2025 (£6) and August 2025 (£6)</li> <li>(ii) NEST, pension contribution direct debit 1-31 July: employer (£10.02), employee (£13.35)(total £23.37)</li> <li>(iii) NEST, pension contributions direct debit 1-31 Aug: employer (£14.11), employee (£18.82)(total £32.93)</li> </ul> <p>f) <b>Other income/invoices received after agenda sent out - RESOLVED</b> to pay the following invoices and two of the authorised signatories were instructed to check the supporting paperwork before authorising payment:</p> <p>Graham Taylor Grounds Maintenance, remarking and measuring of football pitch (£144) (incl £24 VAT)</p>
64.25	<p><b>PLANNING MATTERS</b></p> <p>a) <b>Planning Applications notified by Shropshire Council</b> – none</p> <p>b) <b>Planning applications notified by Shropshire Council, comments submitted by Clerk under delegated power - NOTED:</b></p> <p>Ref: 25/02359/LBC (validated 26 June 2025)</p> <p>Address: <u>The Threshing Barn, Haughton</u>, West Felton</p> <p><b>Proposal:</b> 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</p> <p><b>Comment:</b> The Parish Council has no objection to the application.</p> <p>c) <b>Planning Decisions notified by Shropshire Council – NOTED:</b></p> <ul style="list-style-type: none"> <li>(i) Ref: 25/01935/FUL (validated 27 May 2025)</li> <li>Address: <u>Goose Cottage</u> Sandford, West Felton, Oswestry SY11 4EX</li> <li><b>Proposal:</b> Demolish the existing utility room and replace with new structure of same size and scale</li> <li><b>Decision:</b> Grant Permission</li> <li>(ii) Ref: 25/01936/LBC (validated 27 May 2025)</li> <li>Address: <u>Goose Cottage</u> Sandford, West Felton, Oswestry SY11 4EX</li> </ul>

	<p><b>Proposal:</b> Demolish the existing utility room and replace with new structure of same size and scale  <b>Decision:</b> Grant Permission</p> <p><b>(iii) Ref:</b> 25/01838/FUL (validated 16 June 2025)  <b>Address:</b> <u>Tedsmore Hall</u>, Tedsmore, West Felton, Oswestry SY11 4HD  <b>Proposal:</b> Proposed use of property for occasional weddings  <b>Decision:</b> Withdrawn</p> <p><b>(iv) Ref:</b> 25/01839/LBC (validated 16 June 2025)  <b>Address:</b> <u>Tedsmore Hall</u>, Tedsmore, West Felton, Oswestry SY11 4HD  <b>Proposal:</b> Proposed use of property for occasional weddings  <b>Decision:</b> Withdrawn</p> <p><b>d) Planning correspondence or decisions received after agenda sent out – none</b></p>
65.25	<p><b>PARISH GROUNDS &amp; ASSETS</b></p> <p><b>a) Grounds maintenance and safety reports</b> – considered and <b>NOTED</b>  <b>b) Tree safety survey</b> (burial ground and playing field) – report and recommendations considered. <b>RESOLVED</b> to get quotes for the recommended felling of four Leyland Cypress at the burial ground and one Common Ash at the playing field.</p>
66.25	<p><b>PARISH PROJECTS/ISSUES</b></p> <p><b>a) Neighbourhood Plan:</b></p> <p><b>(i) Response from Helen Morgan MP</b> - response from Helen Morgan MP to concerns raised with her regarding withdrawal of funding for Neighbourhood Plans <b>NOTED</b>.  <b>(ii) Meeting with Shropshire Council</b> – to receive a report of a meeting of the Chairman, Vice Chairman and Clerk with Shropshire Council, and consider next steps. Agreed to get consultant costs and look at finances available and priorities for projects. To look at October.</p> <p><b>b) Traffic Management (VAS)</b> – <b>NOTED</b> that one quote had been received, with a second quote due. Item deferred to October meeting.</p> <p><b>c) Shropshire Local Nature Recovery strategy</b> – Agreed that consideration should be given to reporting the following green spaces: land behind Dovaston Court, the flaxpool, Grimpo Common, land adjoining Holyhead Road/Tedsmore Road, St Michael’s churchyard, St Chad’s churchyard (Haughton). Cllr Hesketh agreed to investigate further.</p>
67.25	<p><b>POLICIES, PROCEDURES &amp; SURVEYS</b></p> <p><b>(a) West Mercia Police Town &amp; Parish Council Survey 2025</b> – <b>RESOLVED</b> to delegate to Cllrs Thornhill and Hesketh to complete on behalf of the Parish Council.  <b>(b) Shropshire Council Memorandum of Understanding</b> – considered and <b>RESOLVED</b> to sign.</p>
68.25	<p><b>NEXT MEETING OF THE PARISH COUNCIL</b></p> <p>It was <b>NOTED</b> that the next meeting of the Parish Council will be held on Tuesday 14 October 2025 at 7:30pm in West Felton CE Primary School.</p>
69.25	<p><b>EXCLUSION OF PRESS AND PUBLIC</b></p> <p><b>RESOLVED</b> 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:  <b>Planning enforcement case</b> – Two cases <b>NOTED</b></p>

There being no further business, the Chairman closed the Meeting at 9:15pm.

Chairman’s Signature

Dated