

# WEST FELTON PARISH COUNCIL

MINUTES of a meeting of WEST FELTON PARISH COUNCIL held on TUESDAY 13<sup>TH</sup> MARCH 2018 at 7.30pm in West Felton Methodist Church Hall.

Present:- Parish Cllrs: Chairman Ed Nicholas, Vice-Chair Marian Hesketh, Roger Hampson, David Curtis, Alison Ollier, Kay Kynaston, Carole Coles and David Walker.

Also Present:- Clerk: Claire Ball.

**37.18 PUBLIC PARTICIPATION SESSION** – no public present.

**38.18 APOLOGIES RECEIVED FOR ABSENCE** – Pat Mabe, Dianne Barnes and Chris Jones.

**39.18 DISCLOSABLE PECUNIARY INTERESTS**

- a) Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests –None.
- b) To consider any applications for dispensation – None.

**40.18 TO CONFIRM THE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 13.02.18**

Council **RESOLVED** to confirm the above minutes as a true record; the Chairman was instructed to sign them as such.

**41.18 REPORTS**

Police – Not present and no report received.  
Shropshire Council – Councillor Steve Charmley not present.

**42.18 FINANCE**

- a) Council **AGREED** the Bank Reconciliation as at 12/02/18 and the current bank statement was signed by Alison Ollier.
- b) Council **NOTED** the following Income received:
  - i) Burial Payment for Double Plot (No. 26) (£375.00)
  - ii) Scottish Power Wayleave (£14.26)
- c) ii) Scottish Power Wayleave (£14.26)
- d) **Payments** - Council **RESOLVED** to pay the following invoices, instructing Cllrs Ollier and Coles to check the supporting paperwork to the cheques raised before authorising payment:
  - i) Greenfingers Landscape Ltd. (Payment for February) (£212.90) (inc VAT £35.48) (Direct Debit)
  - ii) Clerk's salary for February (£439.61) (Cheque No. 1485)
  - iii) Clerk's Salary Tax Payment for February (£110.00)(Cheque No. 1486)
  - iv) Greenfingers Landscape Ltd. (Payment for Soil Stack at the Burial Ground) (£380.40) (inc VAT £63.40) (Cheque No. 1487)
  - v) Morgans of Oswestry (Payment for Heavy Duty Park Bench) (£107.94) (Cheque No. 1488)
  - vi) Balfours (Rent for Playing Field for period 25/03/18 to 28/09/18 (£34.00) (Cheque No. 1489)
  - vii) Web Orchard (£228.00) (inc VAT £38.00) (Cheque No. 1490)
  - viii) Highline Electrical (Payment for lights on The Avenue) (£1632.00) (inc VAT £272.00) (Cheque No. 1491)
- e) No other income or invoices were received after the agenda was sent out.

**43.18 FINANCIAL PLANNING/HOUSING NEEDS SURVEY/PARISH PLAN**

Council agreed that David Curtis, Pat Mabe and Marian Hesketh would meet with Corrie Davies, Community Enablement Officer on the afternoon of 27<sup>th</sup> March to discuss these issues, including housing categories in West Felton. Clerk to arrange with Corrie Davies.

**44.18 PLANNING MATTERS**

- a) To consider any Planning Applications notified by Shropshire Council - None Received.
- b) Council **NOTED** the following Planning Decisions made by Shropshire Council:
  - i) Reference: 16/05336/REM (validated: 30/11/2016) Address: Proposed Residential Development Land At, The Cross, West Felton Proposal: Approval of reserved matters (access, appearance, landscaping, layout, scale) pursuant to 14/00133/OUT for residential development of 25 houses (inclusive of 2 affordable) **Decision: Permission Granted**



- ii) Reference: 17/06115/FUL (validated: 15/01/2018) Address: The Mount, Queens Head, Oswestry, SY11 4ED Proposal: Erection of agricultural storage building **Decision: Permission Granted**
  - iii) Reference: 17/05148/REM (validated: 08/11/2017) Address: Proposed Residential Development South Of Clifton Villas, Queens Head Proposal: Approval of reserved matters (access, appearance, landscaping, layout and scale) pursuant to permission 14/03953/OUT (allowed on appeal) for the erection of 4No. dwellings **Decision: Permission Granted**
  - iv) Reference: 18/00438/HRM (validated: 25/01/2018) Address: Land At Tedsmore Farm, Haughton, West Felton, Oswestry, SY11 4HF Proposal: To remove one section of hedge totalling 110m on land at Tedsmore Farm, Haughton to improve workability of fields (Amendments to plan made 01.03.2018) **Decision: Permission Granted**  
The Council **AGREED** to submit further comments regarding this planning application.
- c) **Planning Correspondence** – None received.

**45.18 PROPOSED RESIDENTIAL DEVELOPMENT LAND AT THE CROSS, WEST FELTON**  
It was agreed by Council to take no further action.

**46.18 POLICIES AND PROCEDURES**  
Council **RESOLVED** to adopt the following policy:  
a) Protocol – Councillor/Clerk Relations.

- 47.18 HIGHWAYS**
- a) Council **NOTED** Road Closure: O/S Harp Farm, Grimpo, West Felton Start Date: 8th May 2018 End Date: 11th May 2018 Purpose: Road Closure - Long Comm pipe Renew 25mm Carriageway type 4 (up to 0.5 MSA) Job in Carriageway (10mm Bitmac (Tarmac)) (STW). Works Promoter: Severn Trent Water Enforcement pattern for O/S Harp Farm, Grimpo, West Felton: 24 hrs
  - a) VAS Sign at Queens Head – Clerk reported that Shropshire Council had been in touch regarding the installation of the new VAS sign at Queens Head which unfortunately cannot take place until new funding becomes available in the new financial year starting in April.
  - b) Community Speed Watch – Clerk reported that Ruyton-XI-Towns Parish Council have had eight volunteers who have come forward whilst we only had one. Unfortunately without anyone else coming forward, it is looking unlikely we will be in a position to proceed with the scheme.

- 48.18 PARISH MATTERS**
- a) Silent Soldier Campaign – The Royal British Legion.  
As the Council are very keen on participating in the campaign, Alison Ollier agreed to contact Jenny Robey at The Royal British Legion to find out more information. David Curtis also agreed to try and find out how many West Felton Parishioners fell during the First World War.  
*Monthly update on the following:*
  - b) Burial Ground Maintenance – no update.
  - c) Playing Field Maintenance – the Clerk reported that Graham Taylor had completed most of the works however the new bench from Morgans cannot be picked up until they receive payment from ourselves. Some of the other jobs cannot be completed until the weather conditions improve. Kay Kynaston mentioned that the tree trunks on the playing field will also need removing and possibly replacing.
  - d) Streetlighting – It was noted that the streetlights in The Avenue have now been repaired and replaced with LED's. The Clerk was asked to chase Shropshire Council regarding the lights that are still out on Holyhead Road.
  - e) Smartwater – The Clerk confirmed that Smartwater and the Police have been informed of the areas in West Felton that have had the lowest take-up so far in order that the mop-up can start. David Walker was thanked by the Council for putting all the signs up around the village. David Curtis suggested the possibility of a welcome pack being put together in the future for new residents to the village which would include a Smartwater kit.
  - f) Land Availability for Allotments and Bowling Green – no update.

**49.18 CLERK'S UPDATE REPORT AND COMMUNICATIONS**  
Purchasing a new Clerk's Laptop – the Council **RESOLVED** to defer this item until the new Clerk is in place.

**50.18 ANNUAL PARISH MEETING AND ANNUAL MEETING OF THE COUNCIL**  
Discussion ensued as to whether the Annual Parish Meeting should take place on the same night as the Parish Council meeting in April. A vote was taken and the majority agreed; therefore it was **RESOLVED**

that the Annual Parish Meeting should proceed the next Parish Council meeting in April. The Clerk was asked to invite the various organisations within the Parish to invite them to give a report of their year at the Annual Parish Meeting.

The same discussion then took place regarding the Annual Meeting of the Council; again a vote was taken, and the majority voted to hold the Annual Meeting of the Council on the same night as the Parish Council meeting in May.

**51.18 NEXT MEETING**

Council **NOTED** the date of the next meeting be held on Tuesday 10<sup>th</sup> April 2018 in West Felton Methodist Church Hall at 7.30p.m.

**52.18 EXCLUSION OF PRESS AND PUBLIC**

Council **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 involved the likely disclosure of confidential information.

a) APPOINTMENT OF PARISH CLERK – The Parish Clerk Appointment Panel gave a report on the recent interviews and outlined the recommendation that Rosemary Wood be appointed Parish Clerk. It was **RESOLVED** to appoint Rosemary Wood as Parish Clerk on SCP 19 for 12 hours a week. Claire Ball was then thanked by the Council for agreeing to continue for an extra month after her notice period so she can handover to the new Clerk.

There being no further business the Chairman closed the Meeting at 9.25pm.

Chairman's Signature.....*E.P. Nicholas*..... Dated.....*10-4-2018*.....