

WEST FELTON PARISH COUNCIL

MINUTES of a MEETING OF WEST FELTON PARISH COUNCIL held on TUESDAY 11 JUNE 2024 at 7:30pm in West Felton CE Primary School.

CHAired BY: Cllr John Thornhill

CLERKED BY: Rosemary Wood

PARISH COUNCILLORS PRESENT: John Thornhill, Chris Jones, Ozcan Ozagir, David Curtis, Marian Hesketh

ALSO PRESENT: PCSO Kurt Mabe

33.24	APOLOGIES FOR ABSENCE Apologies for absence received: Cllrs Pat Mabe (holiday), David Walker (work commitments), Ed Nicholas (work commitments), Kerry Grove (illness)
34.24	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. None 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
35.24	MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL HELD ON 14 MAY 2024 It was RESOLVED to confirm the above minutes as a true record and the Chairman was instructed to sign them as such.
36.24	PUBLIC PARTICIPATION SESSION No members of the public present.
37.24	REPORTS RECEIVED a) Police – PCSO Mabe reported on the following monthly incidents: road traffic accident at A5 bridge, deceased female, neighbour dispute at Wootton and an assault. <i>PCSO Mabe left the meeting after delivering his report.</i> b) Shropshire Council – not present and no report c) Clerk – written report NOTED d) Other Reports – none
38.24	FINANCE a) Income received - NOTED: Nationwide, interest 1-31 May (£196.19) 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 May 2024 (£802.36) (ii) HMRC, income tax (£2.60), employer NICs (£6.48) (total: £9.08) c) Other income/invoices received after agenda sent out: (i) Income – the following income was NOTED: Jones & Hughes, addition of inscription to memorial plot 13 (£40) (ii) Invoices - It was RESOLVED to pay the following invoices and two of the authorised signatories were instructed to check the supporting paperwork before authorising payment: Shropshire Mole Control, mole clearance (four moles) at burial ground (£100) Kompan Limited, inclusive play equipment (£19,206.51) (incl VAT £3,201.08) d) Payment for use of school meeting facilities – RESOLVED to pay £25 towards annual costs of using the hall facilities, to be reviewed when the budget is set in January 2025.

	<p>e) Pension for Clerk – considered and agreed to support further investigations to get clarification on some issues. <i>The Clerk left the meeting during item 38.24(e) above.</i></p>
39.24	<p>PLANNING MATTERS</p> <p>a) Planning Applications notified by Shropshire Council – the following was considered: Ref: 24/01737/LBC (validated 2 May 2024) Address: Goose Cottage, Sandford, West Felton Proposal: The works require repair to the timber frame part of the cottage and some structural repairs to the gable end from subsidence RESOLVED to submit a representation that the Parish Council has no objections to the application.</p> <p>b) Planning Decisions notified by Shropshire Council – the following were NOTED:</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. Decision: Grant Permission</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. Decision: Grant Permission</p> <p>c) Planning correspondence or decisions received after agenda sent out – none</p>
40.24	<p>HIGHWAYS</p> <p>The following road closure was NOTED: West Felton –various roads Start Date: 14 July 2024; End Date: 14 July 2024; Purpose: West Felton Carnival; Enforcement pattern: 12:00 to 15:00; Closure and diversion route: https://one.network/?tm=138886596</p>
41.24	<p>PARISH GROUNDS & ASSETS</p> <p>a) Grounds safety and maintenance reports – considered and NOTED</p> <p>b) ‘Letters to Heaven Post Box’ – a request from a resident, believed to be supported by Rev Suzan Williams, to install a ‘letters to heaven post box’ at the burial ground was considered. Concerns were raised regarding practicalities, particularly around the emptying of the box, the storage and disposal of its contents, and possible vandalism/anti-social behaviour. It was agreed that a better location would be inside the church and this would be suggested to Rev Williams.</p> <p>c) Bin at Fox Lane bus shelter – NOTED that quote from Shropshire Council still awaited.</p>
42.24	<p>PARISH PROJECTS/ISSUES</p> <p>a) Freedom Fibre’s Freedom Fund – It was agreed to inform community groups about this grant opportunity.</p> <p>b) Atlas Tower Group – a draft response to communications regarding proposed improvements to mobile phone coverage was considered and it was RESOLVED to send it with agreed amendments.</p> <p>c) TPOs – comments from arboriculturalist following site meeting were considered. Cllr Jones agreed to produce a map showing priority areas, for approval at the July meeting, following which a quote would be requested from the arboriculturalist.</p>
43.24	<p>POLICIES & PROCEDURES</p> <p>The following were reviewed:</p> <p>a) GDPR: Privacy Policy, Privacy Notice (basic and detailed), Personal Data Management & Audit Log – RESOLVED that no amendments required</p> <p>b) Action Plan – RESOLVED to approve agreed amendments</p> <p>c) West Felton defibrillator log 2023/24 – NOTED that log still awaited from Cllr Grove</p>
44.24	<p>NEXT MEETING</p> <p>It was NOTED that the next meeting of the Parish Council will be held on Tuesday 9 July 2024 at 7:30pm</p>

in West Felton CE Primary School.

There being no further business, the Chairman closed the Meeting at 9:35pm.

Chairman's Signature

Dated

DRAFT