

Minutes

of the Ordinary meeting

held at 7 pm on Thursday 6 July 2023 at Canal Central

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**Present:**

Cllr. Martin Bennett (Chairman), Cllr Peter Richardson (Vice Chairman), Cllr. Iain Campbell, Cllr. Bob Kimber, Cllr. Steve Watts, Cllr Peter Davies, Cllr Mike Weston, Cllr Roger Jones, Cllr Jas Singh

**Clerk to the Council:**

Kathryn Lloyd

**In attendance:**

Approximately four members of the public

**1737 Chairman's Welcome**

Cllr Martin Bennett welcomed everyone to the meeting . He advised in the last few weeks he had been to Morda and Trefonen School to present the commemorative coins to the children, with one each given to the school as a record . He attended an annual forum of Montgomeryshire Canal and a webinar on full fibre. This is a scheme in parts of North Shropshire with funding from the Government Levelling up scheme to provide fibre connections in areas commercial providers are not interested in.

**1738 Apologies for Absence**

Apologies were received from: Cllr Martin Jones, Cllr John Davies and Cllr Joyce Barrow.

**1739 Police Report**

There was no Police Report from the Oswestry Rural Safer Neighbourhood Team at the time of the meeting. A response had been received from the Police and Crime Commissioner to advise this had been brought to the attention of the Neighbourhood team.

**1740 Shropshire Council Report**

Cllr Martin Bennett read out the report from Cllr Joyce Barrow who was unable to attend due to other commitments:

Shropshire Council have to make savings of £58 million for the next financial year. The Local Government Association have warned the council is in a precarious position. The Council Leader has said the Council can do it though it will be hard.

As you are aware, there is a task and finish group set up to look at river water quality. Philip Dunne who leads on this in Parliament has agreed to take part in helping the T and F in its work and we will be gathering information from other councils and looking at the national picture as well as what is happening locally.

Cllr Rob Gittins has stepped down from the cabinet due to family commitments and Cllr Robert Macey has stepped back into cabinet, and he will be dealing with parish and town councils as part of his remit.

Cabinet have accepted recommendations from the place overview scrutiny committee (now called the Economy and Environment Committee) . Issues have been raised with Councillors regarding shoddy work on housing developments. The topic was picked up raising issues of residents who had moved into their homes on new build developments. One of the key learning points was developers can appoint their own private sector companies to carry out work and therefore the councils own service is in competition with them.

The councils service cannot get involved in disputes where they were not the providers unless there is a safety concern. A number of recommendations were made and accepted which should help. We also looked at open spaces on developments and options about the administration of the areas.

I would like to mention that we are currently working through permit application for road closures but are trying to resolve the various clashes with other programmed works, so the following dates may be subject to change. Though in Oswestry they affect our residents:

Carriageway renewal Maes y Clawdd Monday 7/7/23 to Friday 14/07/23 U0725

Carriageway renewal Church Street Monday 4/9/23 to Wed 13/09/23 B5069

Carriageway renewal Cross Street, Oswestry Monday 4/09/23 to Wednesday 13/09/23 B5068 Carriageway

renewal Shrewsbury Road Thursday 14/09/23 to Friday 29/09/23 B4579

Also, worth noting that we have a number of surface dressing schemes in and around Oswestry planned for this financial year, one being Sweeney Mountain Rd (B5069 to Nuttree) the dates to be confirmed

We are getting closer to completing our response to the LGBC. It seems from the SALC meeting that Portfolio holder Cecelia Motley attended, that a few parish councils were unaware this was taking place. The parish council still has an opportunity to comment on the changes.

#### **1741 Public Participation**

A resident advised she is a member of the Maesbury with Aston ward and made reference to agenda item 15 Place Plan (PP) Review. She noted a report being put forward by the Parish Council in response to the PP. In reviewing the PP and report she believed there was a more update one and contacted the Clerk who advised the 2019/20 PP is the latest version. Having contacted the Town Council, she is aware of a number of omissions. The resident requested a guarantee that the projects omitted would be included in the PP and asked where this was in the new system. Cllr Martin Bennett advised that Shropshire Council had revamped the PP on its website and there were a number of links to supporting documents. There are three documents; Strategic Needs Assessment on which the PP is based. A complex spreadsheet detailing risks and a list of all projects Shropshire Council officers have produced. With £24m of unallocated funds available for the whole of Shropshire no guarantee can be given for the completion of all schemes. Schemes will be prioritised according of being vital strategic importance by Shropshire Council. The Parish Council will review its own Strategic Plan which already includes £60k allocated to three road schemes. Most schemes on the PP are Highways based.

The resident commented that the working groups reports / work is not on the website and that the information is detailed within minutes making it difficult to find. Cllr Martin Bennett advised the website will be reviewed in time. However, the work of the Council has to be prioritised.

#### **1742 Minutes**

a) The minutes of the Annual General Meeting held on 25 May 2023 were considered for approval. The Clerk had advised members earlier of a challenge to the minutes of the meeting under Public Participation. The recording for this part of the meeting had been played and members were unable to determine the wording. Members agreed to remove the sentence in question from the minutes.

**It was PROPOSED, SECONDED and RESOLVED that the revised minutes be APPROVED and ADOPTED as a true record.**

**Cllr Peter Richardson abstained.**

b) Members **NOTED** the Minutes of the Oswestry Area Committee meeting held on 12 June 2023.

#### 1743 Disclosure of Pecuniary Interests

In accordance with Section 29 of the Localism Act 2011 Members were informed they are personally responsible for deciding whether they should disclose an interest at this meeting. Members were also reminded they should not make decisions with a closed mind and must declare a bias and not vote on matters where their decision could be pre-determined.

None Declared

#### 1744 Dispensations

None requested.

#### 1745 Declarations of Acceptance of Gifts and Hospitality

None Declared

#### 1746 Planning Matters

a) Planning Decisions

The following planning decisions were **NOTED**:

| <b>Planning Application Details</b>  | <b>Planning Proposals</b>  |
|--|--|
| 23/00860/FUL<br>Lapworth Heights, Hollies Lane, Trefonen, Oswestry, Shropshire, SY10 9DP | Alterations to existing dwelling to include installation of new windows, cladding, render and erection of juliet balconies<br><br>Decision: Grant Permission |
| 23/01462/OUT Buckley Farm, Maesbury Road, Maesbury, Oswestry, Shropshire, SY10 8HB       | Outline application (all matters reserved) for the erection of an agricultural workers dwelling and all associated works<br><br>Decision: Withdrawn          |
| 23/01766/FUL<br>1 Sycamore Fields, Maesbury Marsh, Oswestry, Shropshire, SY10 8RE        | Proposal: Erection of a two storey side and single storey rear extensions (re-submission)<br>Decision: Grant Permission                                      |
| 23/01710/FUL<br>Ty Gwyn, Chain Lane, Coed y Go, Oswestry, Shropshire, SY10 9AB           | Renovation and extension of existing dwelling house<br><br>Decision: Grant Permission  |

#### b) Planning Applications

The following planning applications were considered for comment:

| <b>Planning Application Details</b>   | <b>Planning Proposals</b>  |
|---|--|
| 23/02165/FUL<br>Benvenuti, Morton,<br>Oswestry, Shropshire, SY10<br>8AH                   | Erection of triple garage<br><b>It was PROPOSED, SECONDED and AGREED not to comment on this application</b>  |
| 23/02483/LBC<br>The Fields Barn, Maesbury<br>Marsh, Oswestry,<br>Shropshire, SY10 8JH.    | Erection of single storey lean-to extension (replacing existing structure) and alterations to barn outbuilding to accommodate swim spa<br><br>Cllr Peter Richardson advised members he had reviewed this application. It is replacing an existing structure, which is modernising and updating. It has no visible impact on the surrounds and previous applications for this spar have previously been supported.<br><br>Cllr Iain Campbell commented on how much interest the planners had shown in this application in comparison to Trefarclawdd Farm or any other large buildings.<br><b>It was PROPOSED, SECONDED and AGREED to support this application.</b> |
| 23/02582/FUL<br>The Coppie<br>Woolston, West Felton,<br>Oswestry, Shropshire, SY10<br>8HY | Erection of part two storey and part single storey extension (revised scheme)<br>Cllr Peter Richardson advised he had reviewed this application . it is a revised scheme with no visible impact on the surrounds or impediment on the neighbouring properties.<br><br><b>It was PROPOSED, SECONDED and AGREED to support this application.</b>   |
| 23/02786/AGR<br>Pentre Coed Farm,<br>Maesbury Road, Maesbury,<br>Oswestry,                | Erection of agricultural storage building to be used to store agricultural equipment and feed<br>FOR INFORMATION ONLY  |
| 23/02708/CPL<br>4 Glentworth Rise, Morda,<br>Oswestry, SY10 9JA                           | Application for Lawful Development Certificate for minor extension to rear of dwelling.<br>FOR INFORMATION ONLY  |

**NOTE:** Planning applications not listed above that are received after the issue of this agenda and included on Shropshire Council's website will also be considered to meet response timeframes.

|   |  |
|---|--|
| 23/01970/LBC<br>Pentre Farm, Woodhill,<br>Trefonen, Oswestry,<br>Shropshire, SY10 9AS | Installation of 19 replacement windows affecting a grade II listed building<br><br>Decision: Approved  |
| 23/027094/FUL<br>Aston Farm, Aston,<br>Oswestry, SY11 4LS                             | Demolition of existing farmhouse and erection of a replacement dwelling, associated access drive and garage outbuilding<br><br>Cllr Peter Richardson advised members he had reviewed this planning application . The Replacement build is a downsize with a much smaller footprint than the original build. He felt members should support this application. footprint.<br><b>It was PROPOSED, SECONDED and AGREED to support this application</b> |

#### **1747 Clerk's Report**

Members **NOTED** a written report from the Clerk on action taken following decisions made at previous council meetings.

#### **1748 Financial Matters**

##### **Income and Expenditure**

Members considered for approval income and expenditure to 31 May 2023, I & E Balances, and financial outturn position.

It was **PROPOSED, SECONDED and AGREED** that income received to date of £45,530.49 and gross expenditure to date of £22,265 be **APPROVED**. Members **NOTED** the financial outturn position for 2023/24

#### b) Bank Reconciliations

Members considered for approval the bank reconciliation at 31 May 2023.

It was **PROPOSED, SECONDED and AGREED** that the bank reconciliation statement to the end of May 2023 be **APPROVED**

#### c) Payments for June 2023

Members considered for approval the provisional payments for June 2023. The clerk advised that the invoice from Liam Royce had been received this morning. This included additional work and the Clerk requested approval for the difference between the invoice and the provisional payment listed below. Members **AGREED** to this request.

It was **PROPOSED, SECONDED and AGREED** that the following provisional payments for June 2023 and the additional invoice payments from Liam Royce be **APPROVED**.

| Supplier                  | Details  | Gross £         |
|---------------------------|--|-----------------|
| Zurich Insurance          | Insurance 2023/24  | 719.47          |
| Bob Kimber                | Reimbursement - Keys for Trefonen Village Hall                             | 19.00           |
| EE                        | WiFi Mini mobile broadband 7 June - 6 Jul 2023                             | 18.74           |
| EE                        | Monthly Mobile Charge 11 June - 10 Jul 2023                                | 13.73           |
| HSBC                      | Bank charges 30 April - 29 May 2023  | 8.00            |
| Kathryn Lloyd (The Clerk) | Reimbursement postage for Exercise of Public Rights notices                | 8.80            |
| Mark Evans                | Bus Shelter Cleaning 1 June 2023 (Morda, The Terrace, Trefonen, Treflach ) | 60.00           |
| Colin Turner              | Bus Shelter Cleaning   | 25.00           |
| Liam Royce                | Grounds maintenance Works  | 570.00          |
| Kathryn Lloyd (The Clerk) | Clerk's pay and allowances June 2023                                       | 1,377.81        |
| HMRC                      | PAYE / NI Clerk Pay June 2023  | 209.76          |
| Kathryn Lloyd (The Clerk) | Reimbursement - Agenda & associated documents June 2023                    | 25.75           |
| Unity Trust Bank          | Fees - 05/03/2023 - 03/06/2023   | 18.00           |
| Wellers Law Group         | Legal Advice - Charity Commission  | 390.00          |
| <b>Total</b>              |  | <b>3,464.06</b> |

d) The Clerk requested the approval of 10 hours overtime, totalling a gross amount of £166.40 to cover the period 1 March 2023 to 30 June 2023.

It was **PROPOSED, SECONDED and AGREED** that the request for 10 hours overtime be **APPROVED**.

e) Members **NOTED** that an Environmental Maintenance grant of £1,500 for 2023/24 has been received from Shropshire Council

#### 1749 Annual Internal Audit Report Recommendations

Members **CONSIDERED** the summary of recommendations from the Internal Auditor (AGAR 2022/23) which were described as minor. The clerk advised that a number of these had already been implemented. The Clerk will work through these before reporting back to Full Council in September 2023.

It was **PROPOSED, SECONDED and AGREED** for the Clerk to take forward the recommendations and to report back to Full Council in September 2023.

#### 1750 Policies

Members **CONSIDERED** the request by The Clerk for the policies due for review and approval to be deferred until August 2023. These will be brought to Full Council in September 2023. Policies include:

Data Breach  
Data Protection and Information Security Policy  
SAR Procedure (Subject Access Request)  
SAR Checklist Appendix A and Letter B  
Planning Application Procedures  
Planning Pre Application Procedures

**It was PROPOSED, SECONDED and AGREED for the policies listed to be deferred until August 2023. These will be brought to Full Council for review and approval in September 2023.**

#### **1751 Oswestry Place Plan**

Cllr Martin Bennett advised members that a briefing and a possible response to Shropshire Council had been circulated. It is likely Cabinet will consider the list of their projects in August / September . Most of the projects are listed between 1 – 5 years depending of the financial standing of the Council. His impression is the Council is looking for general areas which are missing. Any elements missing can form part of the Parish Council's interim response. For projects to be upload on to the website, Shropshire Council is asking for evidence of support, costing and Partnership. The plans will be reviewed every 12 months. A number of projects are in connection with wastewater and Cllr Martin Bennett provided details as an example. It was commented that Mile End and the Innovation Park is not in the area of the Town Council. It was stated the importance on land being taken and what the financial implications and rewards are together with the impact on the CIL funding . Cllr Roger Jones has reviewed the Place Plan on behalf of the EWG and identified a number of issues including air band. Cllr Peter Richardson advised members he had reviewed the Boundary Commission Review and St Oswald's had been included in the whole of the rural Parish area with the claim for Morda by the Town Council being refuted. He also confirmed that the boundary for the innovation Park is in Maesbury and Aston Ward and should remain there.

The Council has received three requests for projects, Cycling and Walking , Bridal Way, and Shropshire Canal Network. Cllr Bennett stated the omissions included elements such as, Police and Health Infrastructure, Education, Flooding, new employment. He asked for members to agree to the submission of a holding response and for members to submit their ideas for projects to The Chair and Clerk so these can be considered at the next meeting.

**It was PROPOSED, SECONDED and AGREED for the holding response for the Place Plan to be submitted to Shropshire Council and for members to submit their ideas for consideration at the next meeting.**

Members **NOTED** the VAS at Maesbury were now in situ and fully working.

#### **1752 Oswestry Area Committee of Parish and Town Councils**

Cllr Martin Bennett advised members they had an update and a report on the Joint working Group held on 12 June 2023. He suggested a tree survey to check for ash trees on land owned by the Parish Council due to ash tree die back which is expected to be severe. Cllr Peter Davis advised that Shropshire Council normally issue a letter when a tree needs to be taken down. Cllr Martin Bennett also drew attention to the bus update. Shropshire Council attempts to obtain grant funding has failed and 100% of the bus service will require public subsidy. The Agricultural Vehicle Group is likely to be reinstated although its remit will change. Members **NOTED** the reports.

#### **1753 Cemetery Working Group**

Cllr Mike Weston advised members that five documents have been circulated which set out the proposals for the cemetery drawn up by the consultant Thomas Henry. The first map is the Place Plan which showed a large amount of land unused and provided a reservoir of 40 years of contingency time. The Topographical area showed land drainage, as a result of an assessment of the drainage and water table. The plan includes drainage and a balancing pond. The design and Access Statement forms a major part of the planning application to be submitted to Shropshire Council . The group seeks the Council to :

1. Consider/propose any changes and approve the final design outline for the land
2. Authorise the completion and submission of the planning application to Shropshire Council.

Members expressed it was a comprehensive piece of work and thanked the Cemetery Working Group.

**It was PROPOSED, SECONDED and AGREED to APPROVE the final design outlined for the car park and memorial garden at the cemetery and to authorise the completion and submission of the planning application to Shropshire Council.**

#### **1754 Environment Working Group**

##### **a)Water Pollution**

Cllr Iain Campbell advised members the EWG had met two weeks previously and produced a report. With regards to water pollution, he received prices for water testing several months and having researched this, has struggled to obtain commercial quotes. He asked members to agree to by passing the requirement of three competitive quotes, allocate the funding and accept the quote from Peter Jeffrey Water Treatment Services at a cost of £3,150 per annum. This will cover six testing spots with a further two more in-depth tests. Volunteers will undertake these. He would like to approach local schools regarding a Citizen Science Plan to take over the documented reporting. Cllr Roger Jones supported these proposals, advising members of pollution into the River Morda caused by run off from three fields which had been blanket spread with slurry . These fields were not included in the original plans although assurance had been provided that this had been undertaken in accordance with Environmental Agency requirements. Cllr Peter Richardson seconded Cllr Iain Campbell's proposal to allocate the funding and allow testing to proceed.

**It was PROPOSED, SECONDED and AGREED to engage Peter Jeffery Water Treatment Services and allocate funding of £3,150 to enable testing to begin.**

**ACTION: Cllr Iain Campbell to liaise with The Clerk with details of the company to engage with.**

##### **b)Croseau Bach**

Cllr Iain Campbell advised members this matter was being dealt with by Shropshire Council under potential enforcement.

Members **NOTED** the report from the EWG which had been circulated to members.

Cllr Mike Weston advised that members of the EWG were most concerned with the Place Plan being a rolling plan rather than being fixed. There was a suggestion it should be monitored to keep a note of any additions / removals with the Parish Council being advised of changes. Cllr Martin Bennett advised that at the Place Plan meeting he had requested at least two meetings a year to monitor progress. The Clerk at Oswestry Town Council had made the point it is not just co-operation between Parish and Shropshire Council but Parishes being flexible and co-operating with each other across boundaries.

#### **1755 Tony Cheetham Community Award**

Members agreed for the award plaque for the Tony Cheetham Community Award to be delegated between the Chair and The Clerk, to the value of £50.00.

#### **1756 Consultation**

Members **CONSIDERED** the following consultations:

- a) Statement of Licensing Policy 2024 – 2029 (consultation to 24 August 2023)

Members **AGREED** to defer this item until the next meeting.

- b) To **APPROVE** any response to the Local Government Boundary Commission (LGBC) proposals for Shropshire Divisions

Cllr Martin Bennett provided members with his draft response to the LGBC and advised members of the issue regarding Morda. The LGBC had received evidence from Oswestry Town Council that Morda area South of Oswestry was being increasingly integrated into the Town. Cllr Peter Richardson read the statement in the report by the LGBC which rejected this assertion as there was no clearly defined boundary.

**It was PROPOSED, SECONDED and AGREED for the response to be submitted to the LGBC.**

- c) Shropshire Healthier Weight Strategy Consultation

Members **AGREED** to defer this item until the next meeting.

#### **1757 Parish Council Solicitors**

Members **CONSIDERED** Allington Hughes Solicitors, Chester , as the new Parish Council Solicitors.

**It was PROPOSED, SECONDED and AGREED to appoint Allington Hughes Solicitors as the Parish Council Solicitors.**

**1758 Date for Next Meeting**

Councillors **NOTED** that the Ordinary Meeting will take place on Thursday 27 July 2023 at Trefonen Village Hall.

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**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

**Pursuant to Section 1(2) of the above Act and due to the confidential nature of the following business to be transacted it was PROPOSED, SECONDED and RESOLVED that the public and press should not be present**

**1759 Planning Enforcement**

Members **NOTED** a recent potential planning enforcement case.

The Chairman thanked everyone for their attendance. The meeting closed at 20.18 pm.

Signed: \_\_\_\_\_  
Chairman

Date: \_\_\_\_\_