

Oswestry Rural Parish Council

Minutes of a Parish Council meeting
held on Tuesday 29 January 2019
At Morda Village Hall

Present:

Chairman Cllr. Paul Milner, Cllr. Pam Broomby, Cllr. Arthur Brown, Cllr. John Davies, Cllr. Peter Davies, Cllr. Martin Jones, Cllr. Les Maguire, Cllr. Tony Milner, Cllr. Robert Milton, Cllr. Peter Richardson and Cllr. Elliot Robert-Jones

Parish Clerk:

Sharon Clayton

In attendance:

8 members of the public
PCSO Stuart Carroll, Oswestry Safer Neighbourhood Team

235/19 Chairman's Welcome

The Chairman welcomed everyone to the meeting.

236/19 Apologies

Apologies were received from Cllr. Phil May who was ill, Cllr. Shirley Jones who was unable to travel due to snowy weather conditions and Cllr. Janet Barlow for personal reasons.

These apologies were ACCEPTED.

Apologies were also received from Cllr. Joyce Barrow.

237/19 Councillor Vacancy Policy

Members considered for approval a revised Councillor Vacancy Policy outlining the procedure for filling a councillor vacancy, eligibility to become a councillor, and the voting procedure for co-option.

It was PROPOSED, SECONDED and AGREED that the reviewed policy be APPROVED and ADOPTED.

238/19 Co-option

Following the resignation of Cllr. Freya Humphries a casual vacancy had arisen in the Morda with Sweeney Ward. Since a by-election had not been called by the electorate the Council was required to fill the vacancy by co-option. There had only been one expression of interest from Leslie Maguire and his application for co-option had been presented to Members. The Chairman also invited Mr Maguire to give a short verbal presentation for the benefit of all those in attendance. Mr Maguire said he always had a keen interest in the Council and the local community and had waited until a vacancy in Morda had arisen before putting himself forward as a councillor. He said that he wanted to help the community and he assured everyone that he had sufficient time to commit to his role as councillor.

The Chairman thanked Mr Maguire for his interest in joining the Council and invited Members to consider co-opting Mr Maguire to the Council.

It was PROPOSED, SECONDED and, after being put to the vote with all in favour, it was unanimously RESOLVED that Leslie Maguire be co-opted to the office of Member of Oswestry Rural Parish Council.

239/19 Declaration of Acceptance of Office

The newly co-opted Member, Leslie Maguire signed his Declaration of Acceptance of Office as Member of Oswestry Rural Parish Council.

240/19 Public Participation

The Chairman invited members of the public to speak.

A representative from the Trefonen Rural Protection Group said that the Group concurs with the Parish Council's response to Shropshire Council's Local Plan Review – Preferred Sites consultation. However, he asked that the Parish Council's reference to the word "modest" be clarified in terms of its reference to future housing growth.

241/19 Minutes

The minutes of the parish council meeting held on 18 December 2018 were considered for approval.

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

242/19 Disclosure of Pecuniary Interests

Members were reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the Register of Members' Interests maintained by the Monitoring Officer.

The following interests were declared:

Councillor	Interest
Paul Milner	Member of Shropshire Council's Northern Area Planning Committee
Pam Broomby	Planning application no: 18/05528/CPE
Elliot Robert-Jones	Planning application no: 18/05863/FUL
John Davies	Planning application no: 19/00243/FUL

243/19 Dispensations

There were no requests for dispensations.

244/19 Declaration of Acceptance of Gifts and Hospitality

There were no declarations of gifts or hospitality.

245/19 Police Report

The Chairman invited PCSO Stuart Carroll from the Oswestry Safer Neighbourhood Team to present a report on local policing.

PCSO Carroll introduced himself as a new PCSO and, although he had been with West Mercia Police for 11 years, this was the first Parish Council meeting he had attended. He said there had been some criminal damage at Maesbury County Primary School, but this had been resolved by a community outcome. There was concern that drug dealing in the Oswestry area was spilling over into the parish and PCSO Carroll said that he would carry out further investigations and feedback his findings to the Council. He finished his report by informing that the police had a traffic plan for speeding in Trefonen.

The Chairman thanked PCSO Carroll for his attendance after which PCSO Carroll left the meeting.

246/19 Planning matters

a) Planning Decisions

The following planning decisions were **NOTED**.

18/02715/LBC Penylan Hall, Penylan Lane, Oswestry	Erection of 4 bay garage and store/wc with linking garden wall and gates to Penylan Hall affecting a Grade II Listed Building. Permission GRANTED 19.12.18. The Parish Council asked for an Aboricultural Assessment after which the application was supported by the Parish Council.
18/03422/OUT Summerhill, Trefonen, Oswestry APPEAL REF: 19/02690/REF	Outline application (all matters reserved) for the provision of three holiday chalets. Permission REFUSED 2 October 2018. Supported by the Parish Council subject to the comments of the Ramblers Association in relation to the adjacent footpath being taken into account.
18/04604/FUL Maesbury Manor, Maesbury Marsh, Oswestry	Change of Use of existing 11 bedroomed dwelling to Mixed Use as private dwelling house with an annex offering care facilities (C2/C3). Permission GRANTED 22 January 2019. Supported by the Parish Council.

18/04796/FUL Tudor Griffiths Builders Merchants, Unit MR3, Maesbury Road, Oswestry	Erection of extension to existing dry store and relocation of existing electrical storage into proposed new build unit. Permission GRANTED 18 January 2019. Supported by the Parish Council.
18/05277/FUL Bryn Offa, New Well Lane, Trefonen	Erection of a single storey rear extension. Permission GRANTED 18 January 2019. No objection from the Parish Council.
18/05336/FUL Midway Place, Gibraltar Lane, Treflach	Erection of detached double garage together with alterations to existing access. Permission GRANTED 17 January 2019 The Parish Council had no objection.
18/05353/ADV Proposed Hoarding Sign, St. Anne's Drive, Morda	Erect and display one non-illuminated hoarding sign. Permission GRANTED 22 January 2019. The Parish Council objected to this application because the proposed siting of the display will cause a distraction to motorists.
18/05357/FUL Tan-Y-Fron, Chapel Lane, Trefonen	Application under Section 73A of the Town and Country Planning Act 1995 for the retrospective erection of an extension to existing outbuilding. Permission GRANTED 10.1.19 The Parish Council had no objection.

b) **Planning Applications**

18/05528/CPE The Nook Garage, Treflach, Oswestry	Application for Lawful Development Certificate for the existing biomass heating system with external machinery and stainless-steel stack. Due to an interest declared earlier in the meeting Cllr. Pam Broomby left the room during consideration of this application. It was PROPOSED, SECONDED and AGREED to support the application. Cllr. Pam Broomby returned to the meeting.
18/05727/FUL The Elms, Middleton, Oswestry	Application under Section 73A of the Town and Country Planning Act 1990 for use of land and buildings for production and storage of biomass fuel and continued use of building for storage for storage of animal bedding. It was PROPOSED, SECONDED and AGREED to support the application.
18/05768/FUL Proposed Residential Development on land east of Kingfisher Way, Morda	Erection of double garages in lieu of single garages previously approved on plots 20, 25, 32, 36, 37, 38, 42, 44, 45 and 46 under 15/040690/REM. It was PROPOSED, SECONDED and AGREED to support the application.
18/05863/FUL Tegfryn, Tref-Ar-Clawdd	Conversion of existing dwelling to form two apartments for estate workers accommodation; erection of detached open fronted garage(s) following demolition of existing. Due to an interest declared earlier in the meeting Cllr. Elliot Robert-Jones left the room during consideration of this application. It was PROPOSED, SECONDED and AGREED to support the application. Cllr. Elliot Robert-Jones returned to the meeting.
19/00072/TPO Development site on land east of Kingfisher Way, Morda	Cut back and crown raise overhanging vegetation to provide clearance to garden of adjacent dwelling of one Oak tree protected by the Council of the Borough of Oswestry (Morda House, Morda, Oswestry) TPO 1977 (Ref: OS/00007/71). It was PROPOSED, SECONDED and AGREED that Shropshire Council should be asked to identify the location of the tree for clarification.
19/00110/FUL Kent House, Maesbury	Erection of single storey extension to side. It was PROPOSED, SECONDED and AGREED to support.

19/00111/HHE The Old Post Office, Old Post Office Lane, Trefonen	Erection of single storey rear extension to attached dwelling, dimensions 3.5 metres beyond rear wall, 3.9 metres maximum height, 2.35 metres high to eaves. Due to declaring an interest earlier in the meeting Cllr. John Davies left the room during consideration of this application. It was PROPOSED, SECONDED and AGREED to support the application. Cllr. John Davies returned to the meeting.
19/00243/FUL Pleasant Grove, Wern Y Wiel, Treflach	Proposed single storey link and side entrance extensions, creation of raised deck and external cladding of existing walls. It was PROPOSED, SECONDED and AGREED to support.

247/19 Clerk's Report

Members received a written report from the Clerk on action taken following decisions made by Councillors at the last meeting.

NOTED.

248/19 Financial Matters

- a) Members received income and expenditure to the end of December 2018.

It was PROPOSED, SECONDED and AGREED that the income and expenditure to the end of December be NOTED.

- b) Members considered for approval payments for January 2019.

It was PROPOSED, SECONDED and unanimously AGREED that the following payments for January 2019 be APPROVED:

Payee	Description	Amount £
Scottish Power	Street lighting electricity	251.12
SALC	Cemetery Management training for the Clerk	27.00
Royce Landscapes	Winter tidy up of cemeteries	385.00
Mark Evans	Bus shelter cleaning	54.00
Highline Electrical Ltd.	Service check to street light	31.80
Morda and Sweeney Village Hall	Room hire from April 2018 to December 2018.	200.00
Sharon Clayton	Salary (December 2018 and January 2019)/expenses and reimbursement for stationery	1339.64
HMRC	PAYE/Employer NI	313.56
TOTAL		2602.12

249/19 Bank Signatories

- a) Members considered for approval which councillors should be bank signatories for the Council's bank accounts with HSBC.

It was PROPOSED, SECONDED and AGREED that the following Councillors should be bank signatories:

- **The Chairman, Cllr. Paul Milner**
- **The Deputy Chairman, Cllr. Peter Richardson**
- **Cllr. Janet Barlow**
- **Cllr. Shirley Jones**
- **Cllr. Robert Milton**
- **Cllr. Phil May**

- b) Members considered for approval granting delegated authority to the Clerk to enable the Clerk to access telephone and internet banking with HSBC on behalf of the Parish Council.

It was PROPOSED, SECONDED and AGREED that the Clerk be granted delegated authority on behalf of the Council to enter into electronic and telephone banking services with HSBC.

250/19 Budget 2019/2020

Members considered for approval the draft budget/precept for the fiscal year 2019/2020 which had been drafted and informed by the Council's Action Plan and Business Plan.

It was PROPOSED, SECONDED and unanimously AGREED that:

- **The Budget for 2019/2020 should be set at £46,653.**
- **The Precept for 2019/2020 should be set at £45,583.**

251/19 Action Plan

Members received an updated Action Plan for approval.

It was PROPOSED, SECONDED and AGREED that the updated Action Plan be APPROVED.

252/19 PCC Funding

Members received a report informing that the Parish Council was eligible to apply for funding from the PCC which had been allocated to help make roads safer and help to reduce the number of injuries and deaths.

It was PROPOSED, SECONDED and AGREED that this be deferred and considered at the next meeting.

253/19 Local Plan Review

In response to Shropshire Council's Local Plan Review, Preferred Sites Consultation Members received a recommended response that had been collated by Cllrs. Peter Richardson, Pam Broomby, Arthur Brown and John Davies. This response had been informed by the Parish Council's Housing Needs Survey and further comments from the Trefonen Rural Protection Group.

It was PROPOSED, SECONDED and AGREED that the recommended response, pending agreed amendments, be submitted to Shropshire Council.

254/19 Trefarclawdd Cemetery

- a) Members received a verbal report from the Chairman, Cllr. Paul Milner who had met with David Davies & Sons Funeral Directors following concerns that the newly installed concrete pathway at Trefarclawdd cemetery had reduced the gap required to dig graves within the necessary health and safety requirements. However, if the slabs in the old pathway were removed, there would be sufficient room for graves to be dug safely.

It was PROPOSED, SECONDED and AGREED that the slabs from the old pathway be removed prior to each future burial.

- b) Members considered granting delegated authority to the Clerk to manage the cemetery, maintain burial records and to make decisions concerning plot allocation and memorial stone installation.

It was PROPOSED, SECONDED and AGREED that the Clerk be granted delegated authority to manage the cemetery, maintain burial records, allocate plots and approve the installation of and information placed on memorial stones.

255/19 Councillor Reports

Members received the following verbal reports:

a) Shropshire Councillor Joyce Barrow

There was no report from Cllr. Barrow as she was unable to attend the meeting.

b) Parish Councillors

Cllr. Paul Milner informed members that he had met with the Clerk at Trefarclawdd cemetery to look at the layout of the grave spaces and pathways. He said that he was quite happy to check the nameplates on coffins to ensure they matched with the body to be interred to save the clerk from travelling to the cemetery from Broseley.

It was PROPOSED, SECONDED and AGREED that, if the Clerk was unable to do so, the Chairman would carry out appropriate checks to ensure that the correct body was assigned to each burial plot.

It was also **NOTED** that Members had attended the consultation event about Shropshire Council's Local Plan Review – Preferred Sites held at the Marches School in Oswestry on 15 January 2019.

256/19 Street Lighting at Morda

Members considered whether additional street lighting should be installed at Morda since people were having to step into the road to avoid dog mess left on the pavements at Trefonen Road and Old Mopsis Way. Local residents had complained saying that more light was needed to light their way in the dark. Either the existing lighting could be upgraded, or a new light installed.

It was PROPOSED, SECONDED and AGREED that the Clerk should contact Shropshire Council and report the problem.

257/19 Notice Boards Repair/Replacement

Members considered the condition of existing notice boards and whether they should be repaired or replaced.

It was PROPOSED, SECONDED and AGREED that a staggered repair schedule should be prepared and considered at the next meeting.

258/19 Chemical Spillage

Members received a written report concerning a chemical spillage at Oswestry Waste Paper at which, according to the Border Counties Advertiser, seven people had been taken to hospital and that five fire engines had attended the scene. According to the Shropshire Star the chemical was inside a bale of waste paper which arrived on site from a Birmingham supplier. The chemical had escaped and become airborne leading to an investigation by the HSE.

It was PROPOSED, SECONDED and AGREED that the Clerk should try to find out from HSE and Shropshire Council what action they had taken following the incident.

259/19 Commemoration of the late Cllr. Tony Cheetham

Members considered how the Council could commemorate the late Cllr. Tony Cheetham who died in December 2018. Tony had been elected in May 2013 and again in May 2017 and represented the Trefonen with Treflach Ward in the parish of Oswestry Rural.

It was PROPOSED, SECONDED and AGREED that, with the approval of his family, the Parish Council's "Community Service Awards" should be re-named and entitled the "Tony Cheetham Community Service Awards" in recognition of Tony's dedication and service to the local community.

260/19 Defibrillators

- a) Members received a verbal report from the Chairman, Cllr. Paul Milner concerning the defibrillators situated within the parish. He had met with those who maintain the defibrillators and had been informed that all those in the parish would be included in a fortnightly inspection.

NOTED.

- b) Members considered for approval a grant application from the Morton Playing Fields Committee for the provision of a defibrillator at Morton Playing Field.

It was PROPOSED, SECONDED and AGREED that a more detailed breakdown of costs should be submitted to the Council and re-considered at a future meeting.

261/19 Correspondence

Members received the following correspondence:

- a) SALC information bulletin and other information emailed to Members.
- b) Information update on Place Plans.
- c) Information about the 576 Bus Project.

NOTED.

262/19 Agenda items for Next Meeting

It was **AGREED** that the following items should be included on the next agenda:

- PCC funding.
- Update from HSE and Shropshire Council concerning the chemical spillage.
- Green spaces update.
- The establishment of a Planning Committee.

263/19 Date for Next Meeting

It was **NOTED** that the next meeting would take place on Tuesday 26 February 2019 at Morda Village Hall.

Public Bodies (Admission to Meetings) Act 1960

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

264/19 Staffing Matters

- a) Members considered for approval a working from home allowance for the Clerk of £18 per month to cover the cost for use of space, lighting, heating, telephone, broadband and office equipment. Other expenses, such as stationery, would be reimbursed if supported by receipts.

It was PROPOSED, SECONDED and AGREED that the Clerk should be paid a monthly working from home allowance of £18 per month plus the reimbursement of other expenses supported by receipts.

- b) Members received notification from the Clerk that she wanted to opt out of the Council's Pension Scheme.

It was PROPOSED, SECONDED and AGREED to NOTE that the Clerk wanted to opt out of the Council's Pension Scheme.

265/19 Planning Enforcement

Members **NOTED** two Planning Enforcement Cases relating to the parish of Oswestry Rural.

The meeting closed at 9 pm.

Signed: _____

Date: _____

Chairman