

Minutes

of a Parish Council meeting

held at 7 pm on Thursday 27 April 2023 at Trefonen Village Hall

Present:

Cllr. Martin Jones (Chairman), Cllr. Martin Bennett, Cllr Peter Richardson, Cllr. Iain Campbell, Cllr. Bob Kimber, Cllr. Steve Watts, Cllr John Davies, Cllr Paul Milner, Cllr Chris Woods

Clerk to the Council:

Kathryn Lloyd

In attendance:

Approximately eight members of the public
Cllr Joyce Barrow

1679 Chairman's Welcome

Cllr Martin Jones welcomed everyone to the meeting and reminded that this was his last meeting as Chairman.

1680 Apologies for Absence

Apologies were received from Cllr Mike Weston, Cllr Roger Jones, Cllr Jas Singh, Cllr Peter Davies

1681 Police Report

a) There was no Police Report from the Oswestry Rural Safer Neighbourhood Team at the time of the meeting. Cllr Martin Jones advised members the Parish Council had requested representation and have not been receiving any report since Christmas. The Council should receive a Police report every month.

1682 Shropshire Council Report

Cllr Joyce Barrow shared an update with members by email. :

Shropshire Council should hear the response from the Local Government Boundary Commission this week to our proposals for 75 seats to give flexibility in redrawing the boundaries in areas which have been intensively developed since 2009. It is hoped the Commissioners will accept proposals to hold us to the 2009 figure of 74 divisions with around 3500 residents could entail extensive shifting in boundaries shifting and potential disruption of communities of interest (on which the commission places heavy emphasis) we achieved our proposals with full agreement of all parties.

Cllr Barrow will be putting a motion to Shropshire council on Martin Bennett's Night Sky Motion at Full Council on 11th May, I have the backing of three other councillors for this to go forward. As I have informed the Council, Shropshire Council do not have a policy on light pollution and such issues at the moment are dealt with by Regulatory Services.

1683 Public Participation

Mr Michael Tomley, the agent representing the applicant for Buckley Farm, advised he had recently submitted a planning application to Shropshire Council. He has circulated a copy to members via The Clerk. He requested the Support of the Parish Council, stating the importance for rural areas. The current cottage is in very poor condition and having taken advice from Heritage Consultant the design proposals will ensure it is preserved in its present form. He is happy to take any questions

Cllr Martin Jones commented it was good to see so many members of the public being in attendance and helped improve engagement. He advised Mr Tomley the application will be reviewed by members under planning.

1684 Minutes

a) The minutes of a Parish Council meeting held on 30 March 2023 were considered for approval. An amendment was made to minutes number 1645 , paragraph 3 from Campion to Grampian condition.

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

1685 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

1686 Dispensations

None requested.

1687 Declarations of Acceptance of Gifts and Hospitality

None Declared

1688 Planning Matters

a) Planning Decisions

The following planning decisions were **NOTED**:

Planning Application Details	Planning Proposals
23/00643/FUL Fronygraig, Nantmawr, Oswestry, Shropshire, SY10 9HH	Removal of existing porch and erection of single storey oak framed extension Decision: Grant Permission
23/00619/FUL Moorhouse Farm, Craig-Ilwyn, Trefonen, Oswestry, Shropshire, SY10 9BH	Change of use of former equestrian centre, to include conversion of existing stable building to workshop, re-surfacing existing manege to outdoor vehicle store and erection of new building, to support the re-location of an existing established tractor repair enterprise, to include all associated works (re-submission) Decision: Withdraw
23/00503/FUL Bwlchgywynt, Wern Y Wiel, Treflach, Oswestry, Shropshire, SY10 9HS	Demolition of a barn / storage shed to be replaced by stables and storage. Decision: Grant Permission

b) Planning Applications

The following planning applications were considered for comment:

Planning Application Details	Planning Proposals
23/01360/FUL Plot 1, Waen Lane, Maesbury Marsh, Shropshire	<p>Erection of detached dwelling, garage and installation of package treatment plant</p> <p>Cllr Peter Richardson advised members there had not been any public comments on the Planning Portal regarding this application. It thought this was the first sensible sized property proposal for the plot. This is small L shaped 4 bedroom house.</p> <p>It was PROPOSED, SECONDED and AGREED to support this application. Cllr Chris Woods abstained.</p>
23/01462/OUT Buckley Farm, Maesbury Road, Maesbury, Oswestry, Shropshire.	<p>Outline application (all matters reserved) for the erection of an agricultural workers dwelling and all associated works</p> <p>Members noted this application had been brought before the Council as a retirement home.</p> <p>The design and access statement states this is to allow the son to occupy the main farmhouse. Built as an agricultural workers unit this should not exceed 100 sq. metres in size. Should it cease to be a workers agricultural unit it will fall under a Section 106 for affordable housing.</p> <p>A member stated it satisfied the National and Local Policy Framework.</p> <p>It was PROPOSED, SECONDED and AGREED to support this application.</p>

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.

23/01710/FUL Ty Gwyn, Chain Lane, Coed- y-go, Oswestry, Shropshire, SY10 9AB	<p>Renovation and extension of existing dwelling house.</p> <p>Cllr Martin Bennett advised he had checked this application against the National Policy Framework and felt overall it conformed. There may be a question over the size of the extension at the back dominating the view of the cottage.</p> <p>It was PROPOSED, SECONDED and AGREED that The Parish Council fully supports this application as being wholly in conformity with the National Planning Policy Framework (Paragraphs 203 190 -197) and the aims of the Shropshire Core Strategy (1, 10, 11) Policy CS6 and the Site Allocations and Management of Development sections MD2 and MD13, and the Final Sustainable Design SPD.</p>
23/01766/FUL 1 Sycamore Fields, Maesbury Marsh, Oswestry, Shropshire, SY10 8RE.	<p>Erection of a two storey side and single storey rear extensions (re-submission)</p> <p>Cllr Peter Richardson advised members he had reviewed at the planning application in details . The applicants have been in contact with the Case Officer to ensure this resubmission compliance with Policy. A number of ensuite bathrooms have been lost. He strongly recommended the Parish Council supported this application.</p> <p>It was PROPOSED, SECONDED and AGREED that the Parish Council wishes to strongly support this application based on the special needs of the children living at this property and to allow them to continue to live at home as adults with carers able to stay overnight.</p>

1689 Clerk's Report

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

1690 Finance Committee

Cllr Peter Richardson advised the Chair he would cover this item together with item 13. The Finance Committee had met this morning and were quorum. The Committee considered the final summary income and expenditure, balance, and final outturn position as at 31 March 2023 and agreed to accept this as true reflection. The bank reconciliation to 31 March 2023 was spot on and very detailed. A summary of the April payments and income were received following the meeting. The Clerk identify the mini Wi-Fi charge of £18.39 per month and questioned whether this was required due to internet being available at Trefonen and having use of her mobile phone hotspot for meetings held at Rhydycroesau. The Clerk will check with the provider to ensure there is no penalties for terminating the contract.

The application for the Grounds Maintenance was reviewed. The tendering process for the Grounds Maintenance Contract has begun, and the current provider has agreed to a three month extension to 30 June 2023. The provider suggested extending the contract to 31 December 2023 to prevent awarding a contract mid-year. However, given the Clerk has already issued tendering document to six contractors the process will continue.

A member of the Finance Committee will meet with the Clerk to open the tender documents received and these will then be reviewed by the Committee with a recommendation for a provider. The contact will be extended to 3.5 years to ensure it cover to the end of the maintenance season.

1691 Financial Matters

a) Income and Expenditure

Dealt with under agenda item 12. Minute 1690

b) Bank Reconciliations

Dealt with under agenda item 12. Minute 1690

c) Payments for April 2023

Members considered for approval provisional payments for April 2023.

It was PROPOSED, SECONDED and AGREED that the following provisional payments for April 2023 be APPROVED.

PAYEE	DESCRIPTION	AMOUNT £
EE	WiFi Mini mobile broadband 7 March - 6 April 2023	18.74
EE	Monthly Mobile Charge 11 March - 10 April 2023	13.73
HSBC	Bank charges to 29 March 2023	8.00
Wellers Law Group	Balance of costs - Legal advice for Morda Village Hall	1,420.00
Trefonen Village Hall	Hire of Hall - January to March 2023	90.00
Challenge Coins UK Ltd	Kings Coronation Coins - 1.75"	1,779.00
Mark Evans	Bus Shelter Cleaning 1 April 2023 (Morda, The Terrace, Trefonen, Treflach)	60.00
Colin Turner	Bus Shelter Cleaning	25.00
Scottish Power	Electricity - 31/12/2022 - 31/003/2023	423.42
Liam Royce	Trefonen Churchyard winter tidy up and contracted Grounds Maintenance	650.00
Shropshire Council	Capital Grants and Contributions - Non Govt Coed Y Go Speed limit work Phase 1	8,227.60
Kathryn Lloyd (The Clerk)	Clerk's pay and allowances April 2023	1,381.64
HMRC	PAYE / NI Clerk Pay April 2023	209.56
Kathryn Lloyd (The Clerk)	Reimbursement - Postage Grounds Maintenance, posters and agenda & associated documents April 2023	40.60
Kathryn Lloyd (The Clerk)	Reimbursement - Notebook	2.79
TOTAL		14,350.08

d)Application for Grounds Maintenance Grant of £1,500 from Shropshire Council (deferred until May 2023)

1692 Parish Council Solicitors

a) Cllr Martin Jones advised members that a number of enquiries had been made with several firms of Solicitors. The Clerk is currently awaiting responses.

It was PROPOSED, SECONDED and AGREED for this item to be deferred until the May meeting.

b) Members considered removing Lanyon Bowdler as the Parish Council's appointed Solicitors.

It was PROPOSED, SECONDED and AGREED to remove Lanyon Bowdler as the Parish Council Solicitors.

ACTION: The Clerk to officially inform the Solicitors and request the return of all documents held.

1693 Review and Approval Policies

Members considered the revised Health & Safety Policy .

It was PROPOSED, SECONDED and AGREED to APPROVE the revised Health & Safety Policy.

1694 Meetings

a)Councillors considered holding the Annual Parish Meeting on the same day as the Annual General Meeting . (AGM), in May of each year. Attendance at the last APM was poor. Cllr Martin Jones advised holding the meeting on the same day will save money, be environmentally better, encourage better engagement with Parishioners and improve attendance of Councillors and members of the public. Cllr Peter Richardson stated the first hour would be devoted to the APM and the AGM be effectively managed.

It was PROPOSED, SECONDED and AGREED for the future AMP to held on the same day as the AGM.

b) Cllr Martin Jones advised members The Clerk had proposed an August recess of the Council. The Clerk stated that Town Councils , large Parish Councils and Community Councils in Wales normally have an August recess. If agreed, it will allow the Clerk time to take annual leave and focus on reviewing policies and other areas of work instead of the normal meeting preparations. Members thought it was a good suggestion although the Council will still have planning applications which will need to be managed. Cllr Chris Woods proposed piloting this.

It was PROPOSED, SECONDED and AGREED to pilot an August recess.

1695 Risk Management

a)Members considered the risk assessment inspections of the council's assets. The Clerk was not certain all had been completed. Cllr Peter Richardson read through the inspection area list.

It was PROPOSED, SECONDED and AGREED to defer approval until May 2023 to ensure all inspections had been undertaken.

b)Members CONSIDERED the Annual Risk Assessment which had been amended in line with proposals submitted by Cllr Roger Jones.

It was PROPOSED, SECONDED and AGREED to defer approval until May 2023 to ensure all inspections in a above had been completed.

1696 Road Safety Working Group

Cllr Martin Bennett advised members the invoice for the 1st stage of the Coed y Go project had been received and the Council was still waiting for a schedule of works. Money has been sent aside for Nant Mawr and Moreton. There will be a RSWG meeting with representatives from Llanyblodwel, and it is hoped the Place Plan will be available so this can be considered.

Another complaint of speeding through Morda has been received. There was a suggestion of the possible use of CIL funding for VAS devices and ability for asking for 25 mph limits within rural areas instead of the National Speed Limit. The Clerk confirmed a bank transfer for £10,000 is required to pay the Coed y Go invoice. This will be approved by members of the Finance Committee.

Cllr Peter Richardson advised he had contacted Highways and been advised the change of post at the South end of Maesbury and change of size of pole at the North end will be actioned next month allowing the instalments of the VAS.

Councillor John Davies provided an update on the Community Speed Watch Group stating he is hopefully the ten volunteers will receive training within the next 3 / 4 weeks.

1697 Environmental Working Group

Cllr Ian Campbell asked members to NOTE the EWG report and to NOTE water sampling at six locations costing £40 per sample , a month cost of £240 per month, a yearly cost of £2,880. Additionally, he would like a further two tests, twice a year for a more in-depth analysis at a cost of £150 each. The total yearly costs of £3,180. This will provide a level of monitoring which will be minuted. The monitoring will include the new sewage works and also the head of the river to identify what it is coming in.

Cllr Iain Campbell advised he has spoken to a group regarding the water monitoring. There was a suggestion of establishing a procedure and sharing the costs with Oswestry Town Council. Cllr Martin Jones has been in contact with various groups, including Up Sewage Creek , Planet Patrol and a group testing in Ludlow and Shropshire South. There was the question of whether there were any sources of grant funding available to support this work. Three competitive quotes will be required.

1698 Cemetery Working Group

Cllr Chris Wood provided a brief update to members advising the Architect , Thomas Henry had been appointed. Two test holes have been made and no issues identified with the water table. A short report will be circulated to members. Draft plans should be completed within the next fortnight and more details will be provided at the next meeting.

There has been an informal / tentative conversation with Oswestry Town Council regarding potential allotments. Due to the size of the land at the cemetery, only a small number of allotments would be available. The working group will see how this progresses.

It was PROPOSED, SECONDED and AGREED to NOTE these.

1699 Morda and Sweeney Village Hall

Cllr Martin Bennett advised members the cost for a proposed letter from the Solicitor to The Charity's Commission is £650.00. Cllr Martin Jones felt this would be money well spent to save the Village Hall and asked Councillors to voice their opinions. A members asked for details of the content of the letter. This would cover the questions which have previously been asked and covered in a draft prepared by Cllr Martin Bennett. The Solicitor is an expert in Charity Law. Members were advised that a member of the public had asked the Committee for details of its AGM but has not received any response. Cllr Martin Bennett will provide a redraft to the Clerk.

It was PROPOSED, SECONDED and AGREED for a letter to be sent by the Solicitor to the Charity Commission .

1700 Communication

Cllr Martin Bennett advised he has not received responses from all Councillors. Based on the responses received there is no consensus emerging on what the Council wants to do. The report touches on the website and social media. It is important for members to reflect on how much importance members place on these issues and whether it wishes to engage in professional support. Facebook and twitter are no longer the go to applications. A member stated it was important for people to be engaged with the Parish Council and an agency to manage the website maybe useful. The Clerk will contact other Parish Clerks to ask how they communicate with their community.

It was PROPOSED, SECONDED and AGREED to NOTE the report.

1701 Consultation

a) Cllr Martin Bennett advised members the Place Plan which should be available on the Shropshire Council website will be delayed until next week. The six week period of consultation /engagement has been extended to twelve weeks. The RSWG will be reviewing this on 10 May . Once this plan has been received it will be sent to all members to review and to identify any gaps in projects or anything projects, they are unhappy with. This will provide a steer for the use of CIL Funds.

b) Cllr Martin Bennett commented that the SALC draft guidance on Solar Farms was quite good and will provide a useful steer for any future Solar Farm applications.

c) Members **NOTED** a response from the Department of Levelling Up, Housing and Communities forwarded by Helen Morgan MP.

d) Members **NOTED** the Thriving Children and Families Grant Opportunity (deadline 2 May 2023)

1702 Correspondence

None

1703 Date for Next Meeting

Councillors **NOTED** that the Annual General Meeting will take place on Thursday 25 May 2023 at Trefonen Village Hall.

Apologies were received in advance from Cllr Peter Richardson and Cllr Chris Woods.

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

1704 Grounds Maintenance Contract

The Clerk advised members that the tendering specification has been sent and published on the Parish Council website. The current contractor has agreed to a three month extension to the original contract.

1705 Planning Enforcement

There were no planning enforcement cases.

The Clerk advised members of email correspondence from February 2023 relating to a potential planning enforcement case.

1706 Other

The Chairman and Cllr Peter Richardson requested the following items be added as agenda item for the next meeting:

NALC planning brochure

Councillor training

The Chairman thanked everyone for their attendance and wished everyone a safe journey home. The meeting closed at 20.20 pm.

Signed: _____
Chairman

Date: _____