

MONTH	MINUTE NUMBER	RESOLUTION/AGREED ACTION	TASK COMPLETE	COMMENTS
March	1286(b)	Risk assessments to be conducted by councillors as agreed.	WIP	Awaiting quotes for work required.
July	1412	Action recommendations in the recent Tree Inspection Report.	WIP	
	1421	Make a complaint to the National Association of Funeral Directors.	WIP	Chairman to report.
August	1440	<p>Morda and Sweeney Village Hall</p> <ul style="list-style-type: none"> <li>The working group to advise the Parish Council on how to ensure Morda and Sweeney Village Hall can provide adequate facilities for the local community via improved facilities</li> </ul>	Yes	The folders containing the documentation including Morda & Sweeney Village Hall can be shared with the Parish Council / working group as required.
September	1488 d	<p>Members approved the following quotes received from Colin Turner to:</p> <ul style="list-style-type: none"> <li>Replace wood, clean and paint metal frame of seat located in Back Lane Maesbury £450</li> <li>Clean rear panels and remove moss off the top of the bus shelter near the school at Morda £25</li> <li>Remove moss off the top of bus shelter in Weston Road £25</li> </ul>	WIP	<p>The Clerk notified Colin Turner that the quotes for the work detailed had been approved and he could undertake the work. The Clerk requested that invoices should be submitted once work had been completed.</p> <p>Invoices have been received and paid in respect of annual varnishing of noticeboards, replacement of noticeboard at Morton and no parking sign at Treflach Green.</p>
	1489	<p>Members approve the following:</p> <ul style="list-style-type: none"> <li>Investigate the types of gifts available and costs to commemorate the King's Coronation</li> </ul>	Yes	<p>A member has advised that it is too early for firms to provide information on the types of gifts/ costs to commemorate the King's coronation. A suggestion was made to contact Vaughton's to make enquiries.</p> <p>The Clerk has contacted Vaughton's and following numerous emails is waiting for details regarding potential options. The Parish Council will be required to obtain three competitive quotes if it decides to proceed with this proposal.</p> <p>The Clerk has obtained current pupil numbers for Morda and Trefonen Primary Schools. Details of potential costs based on a number of scenarios have been produced and forwarded to Cllr Bennett with a suggested budget requirement and maximum individual item cost.</p> <p>Cllr Bennett presented various option to Councillors in October 2022. Members agreed for a budget allocation of £2,400 for 2022/23 with a maximum individual gift price of £7.50. Closer to</p>

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				<p>the time, further consideration can be given as to what the commemorative gift will be.</p> <p>The Clerk received designs for a commemorative coin from Vaughton's. These have been forwarded to Councillors and the Clerk has requested a quote. The budget for this has been increased as part of the budget setting process. Additional quotes from other suppliers have been sought. Agenda item for February 2023 meeting.</p> <p>A member suggested using another company for commemorative coins. Cllr Chris Woods to email details of the supplier to the Clerk. Further quotes to be sought and details to be brought to members at the March meeting.</p> <p>Members considered various quotes presented by the Clerk and chose Challenge Coins UK. The Clerk will place an order for 325 coins with the Parish Council logo on.</p>
	1497	<p>Members agreed to approach the Town Clerk, Oswestry, to request West Midlands Ambulance Service send a representative to attend a meeting to provide an update and explanation to the response times for post code areas SY9 and SY10. There would be an open invitation to all Parish Councils within the Oswestry area to attend.</p>	<p>Yes – awaiting response from MM</p>	<p>The Clerk emailed Arren Roberts, The Town Clerk for Oswestry asking him to approach West Midlands Ambulance Service (WMAS) to request a representative attend a meeting to provide details and an explanation on quarterly response times for post code areas SY9 and SY10. An open invitation would be made for all Parish Councils in the local area to attend.</p> <p>Arren Roberts advised he would take this to Full Council but that in the first instance ORPC should approach WMAS with this request.</p> <p>The Clerk sent a letter on 14 October 2022 to Murray MacGregor, Communications Director at WMAS.</p> <p>A response was received from Murray MacGregor advising that Mark Docherty, Executive Director of Nursing and Clinical Commissioning is happy to come and speak to the Council about the situation in Shropshire and the Oswestry area.</p> <p>Email sent providing dates of forthcoming meeting and asking for a suitable day / time.</p>

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January 2023	1602	Members agreed to wait for a response to Cllr Roger Jones' follow up on over 60's pricing and to place this as an agenda item for next month's meeting.	Yes	The Clerk placed this as an agenda item. Cllr Roger Jones to provide an update. This was delayed until the March meeting due to Cllr Roger Jones' absence at the February 2023 meeting. Cllr Roger Jones provided an update at the March meeting . Refer to minute number 1661.
	1606	Members agreed to send their individual views on a Parish Newsletter to The Clerk who will forward to Cllr Martin Bennett to produce a report. The proposals will be brought to the next meeting.	WIP	The Clerk forwarded the two responses received to Cllr Martin Bennett. A report has been prepared and the item placed as an agenda item for the February meeting. Members noted the report. Councillors to forward their views and for Cllr Martin Bennett to report at the March Meeting. This was deferred until April 2023.
	1611	Members agreed to the Clerk obtaining quotes to replace the existing gate post at Trefonen Cemetery	Yes	The Clerk has requested quotes from two other suppliers, one of which has been provided. One supplier failed to turn up for two agreed appointments. This was placed as an agenda item for February 2023. Members discussed the quotes and determined these were not on a like for like basis. One supplier has been asked to provide a revised quote which has been received. Members considered this at the March 2023 meeting and chose MLD carpentry at a cost of £395. The Clerk has been advised this will be undertaken in the next 2-3 weeks.
February 2023	1626	Members agreed for the terms of reference for the grants to be reviewed with a recommendation to be brought to Full Council for consideration.	WIP	Cllr Martin Bennett has submitted a draft grant policy for consideration by the Clerk. This item was deferred until April 202. The Finance Committee will consider the document. The original policy is due for review in May 2023.
	1627	Members agreed for: <ol style="list-style-type: none"> <li>1. A schedule of works and payments to be agreed with Shropshire Council to allow the Coed y Go speed reduction scheme to progress</li> <li>2. Write to Shropshire Council again to ask for discretionary speed limit at Weston and signage in respect of Aston to direct HGV traffic the Oswestry Industrial Estate</li> </ol>	WIP  Yes	The Clerk has requested a schedule of works and payments from Shropshire Council for the Coed y Go speed reduction project. The Clerk has not received a response.  Cllr Martin Bennett provided draft letters to the Clerk to send to Shropshire Council and PCC. A response was received on 22 March 2023 by email. <ol style="list-style-type: none"> <li>1. The HGV signage issue (Aston) Shropshire Council should be able to confirm in the next 3 to 4 weeks as to the priority this will have in the</li> </ol>

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				<p>programme of works for 2023/24. In the event it cannot be funded in 2023/24 from the limited traffic engineering budget/ funding, it will be considered as part of the new Place Plans and other funding opportunities such as CIL and more local perspective priorities.</p> <p>2. Weston Shropshire Council have advised this does not fit the criteria and will not be progressed.</p> <p>Clr Martin Bennett advised as a community concern, he will contact Clr Dean Carroll to speak with Clr Richard Marshall. The RSWG will meet after Easter.</p>
	1630	Members agreed for a letter to be sent via the Clerk to the Leader of Shropshire Council in response to the letter from Tracey Darke, Assistant Director of Economy, and Place	Yes	Clr Martin Bennett provided a letter for the Clerk to send on behalf of the Parish Council. A response was received and shared with Full Council . The matter is now closed.
	1631	Members agreed to search for a new firm of Solicitors outside of Oswestry to be appointed as the Parish Council's Solicitors	WIP	The Clerk is searching for a suitable firm of Solicitors.
	1640	Members agreed to enter into negotiations with Shropshire Council without prejudice for land transfers	WIP	The Clerk sent an email to Shropshire Council to express the Council's interest in a transfer of amenity land on a leasehold or freehold basis under Community Right. This has been acknowledged and is being taken forward with the relevant Departments / Officers.
March 2023	1652	Respond to planning applications	Yes	All decisions reported via the planning portal
	1655b	Members agreed to award £1,500 to The Shropshire Union Canal Society.	Yes	The Clerk processed the payment and is included in the 2022/23 accounts
	1658	Members agreed to extend the Grounds Maintenance Contract until 30 June 2023.	Yes	The Clerk sent a letter to the current contractor requesting their agreement to a three month extension. The Clerk received a formal response agreeing to this. The contractor requested the extension to the end of December 2023 at the current prices. This will be shared with Members at the April meeting.

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				The tendering process has been implemented with letter sent to previous applicants. It has also been advertised in the Parish website.
	1659	Members agreed to launch the Tony Cheetham Community Service award for 2023/24.	Yes	The Clerk has published the adverts for Tony Cheetham Community Service award 2023/23. Various posts have been sent out for noticeboards.
	1662	Members agreed for Coed y Go emails sent to Shropshire Council to be forwarded to Cllr Joyce Barrow to take forward.	Yes	The Clerk forwarded the emails to Cllr Joyce Barrow. The Clerk is still waiting for a schedule of works / payments and the invoice.
	1666	Members agreed for a letter to be sent by the Solicitor to raise a number of concerns and to complain that the Parish Council has been disinvested without notice.	WIP	The Clerk forwarded a draft letter from Cllr Martin Bennett to the Solicitor requesting the associated costs. The Clerk has been advised of the costs and will share with Members at the April meeting.
	1674	Members agreed to the quote from MLD Carpentry to replace the cemetery gate a Trefonen.	Yes	The Clerk has notified MLD Carpentry, and the work should be undertaken within the next 2-3 weeks.
	1675	Members agreed to accept the quote from Henry Thomas to undertake the design and planning works for the cemetery.	Yes	The Clerk has formally notified the chosen contractor of the outcome. The Clerk has also notified the unsuccessful contractor.
	1676	Members agreed to accept the quote from Challenge Coins UK for £1,395 excluding delivery charges.	Yes	The Clerk has notified the chosen contractor and received an invoice for payment which is required before the order can be processed. The Clerk has received approval from the Finance Committee.
	1677	Members agreed to appoint RLT auditing to undertake the internal audit for 2022/23 accounts at a cost of £162.50	Yes	The Clerk has notified RLT auditing and will liaise with the auditor regarding the internal audit of the 2022/23 accounts.