

MONTH	MINUTE NUMBER	RESOLUTION/AGREED ACTION	TASK COMPLETE	COMMENTS
March	1286(b)	Risk assessments to be conducted by councillors as agreed.	Work in progress	Awaiting quotes for work required. Superseded by 2023 Risk Assessments – A number of repairs / replacements have been undertaken TO BE REMOVED FROM REPORT
July	1412	Action recommendations in the recent Tree Inspection Report.	Work in progress	This is being brought before Full Council at the July 2023 meeting
	1421	Make a complaint to the National Association of Funeral Directors.	Work in progress	Chairman to report. TO BE REMOVED FROM REPORT
September	1488 d	Members approved the following quotes received from Colin Turner to: <ul style="list-style-type: none"> Replace wood, clean and paint metal frame of seat located in Back Lane Maesbury £450 	WIP	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. 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.
	1497	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.	Yes – awaiting response from MM	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. Arren Roberts advised he would take this to Full Council but that in the first instance ORPC should approach WMAS with this request. The Clerk sent a letter on 14 October 2022 to Murray MacGregor, Communications Director at WMAS. 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.

MONTH	MINUTE NUMBER	RESOLUTION/AGREED ACTION	TASK COMPLETE	COMMENTS
				Email sent providing dates of forthcoming meeting and asking for a suitable day / time. REVIEW ACTION
November	1554	Members agreed for the Clerk to receive cemetery training	Yes	The Clerk as found a training provider and is arranging to attend a training event in the New Year. This was postponed and will be undertaken late summer / early autumn 2023.
	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. There has been no progress on this. To be considered by members during the August recess and ideas brought to Full Council in September 2023.
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 2023. The Finance Committee will consider the document. The original policy is due for review in May 2023. This has not progressed. The Clerk will review as part of the Policies review exercise being undertaken in August 2023. Some input from Finance Committee is required.
	1627	Members agreed for: <ol style="list-style-type: none"> 1. A schedule of works and payments to be agreed with Shropshire Council to allow the Coed y Go speed reduction scheme to progress 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 	WIP WIP Yes	The Clerk has requested a schedule of works and payments from Shropshire Council for the Coed y Go speed reduction project. This has been chased over a number of months with my further update received. 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"> 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 programme of works for 2023/24. In the event it cannot be funded in 2023/24 from the limited traffic

MONTH	MINUTE NUMBER	RESOLUTION/AGREED ACTION	TASK COMPLETE	COMMENTS
				<p>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>Cllr Martin Bennett advised as a community concern, he will contact Cllr Dean Carroll to speak with Cllr Richard Marshall. The RSWG will meet after Easter.</p>
	1631	Members agreed to search for a new firm of Solicitors outside of Oswestry to be appointed as the Parish Council's Solicitors	Yes	The Clerk is searching for a suitable firm of Solicitors. The recommendation for Allington Hughes, Solicitors, Chester will be taken to the June 2023 meeting. Refer to 1757
	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.
April 2023	1692	Members agreed to remove Lanyon Bowdler as the Parish Council appointed Solicitors and	WIP	The Clerk has officially notified Lanyon Bowdler of its decision and requested arrangements are made for the return of all documents held . A response has been received. The Clerk is waiting for a response concerning the release of deeds. There is a question over the release of information. To be progressed.
	1694	Members agreed to pilot an August recess	WIP	The Clerk will prepare for the management of planning applications / outcomes and any other requirements for the August recess. Details of interim arrangements is being taken to the July 2023 meeting for approval.
	1699	Members agreed for a letter to be sent by the Solicitor to the Charity Commission .	WIP	Cllr Martin Bennett has sent a redrafted letter to the Clerk. The Clerk has forwarded this to the Solicitor with associated documents . The agreed version has been sent to the Charity Commission.
May 2023	1729	Members agreed for Llewelyn Pugh to be awarded the Tony Cheetham Award for 2023.	Yes	The Clerk is looking for possible plaques for the presentation. Llewelyn has been advised of this . He is not able to attend the June meeting so the award will be made in July 2023 with members agreement. Refer to 1756.

MONTH	MINUTE NUMBER	RESOLUTION/AGREED ACTION	TASK COMPLETE	COMMENTS
	1732	Members agreed for a letter to be sent to The Leader of the Council to raise concerns regarding Croesau Bach , this included reinstatement of the hedgerow Members agreed for a letter to be sent to The Leader of Shropshire Council requesting reinstatement of the Agricultural Vehicle Group	WIP WIP	A letter has been sent to the Leader of the Council. A response has been received for Emma Green which has been shared with members. The Clerk has requested follow up on 2020 non - compliance and is waiting a new case number for new allegations. Cllr Chris Wood has emailed further concerns together with photographic evidence. This has been forwarded to Emma Green. A letter has been sent to the Leader of the Council requesting reinstatement of the Agricultural Vehicle Group. The Clerk has received an acknowledgement and a formal response has been received advising SALC working Group were updated at their recent meeting and the terms of reference are to be reviewed to refocus the Agricultural Vehicles Group - looking at mitigation and partnering. The Council has asked that the Clerk is updated once this work has been completed.
	1735	Members agreed to offer the current contractor for the Grounds Maintenance Contract an extension to 31 December 2023 at current prices. A competitive Tendering process will be undertaken in the new year.	Yes	The Clerk sent an offer letter on 26 May 2023. A copy letter on 21 June 2023. The contractor has verbally agreed to this.
June 2023	1746	Respond to planning applications	Yes	All decisions reported via the planning portal.
	1749	Members agreed for the Clerk to take forward the recommendations from the Internal Audit 2023 and to report back to Full Council in September 2023.	WIP	The Clerk is working through the recommendations, a number of which have been implemented. The Clerk will report back to Full Council on progress in September 2023.
	1750	Members agreed for policies due for review to be deferred to August recess	WIP	The Clerk is reviewing policies during the August 2023 recess. These will be brought back to Full Council for review and approval in September 2023.
	1751	Members agreed for the Place Plan holding response to be submitted to Shropshire Council and for members to submit their ideas for consideration at the next meeting	WIP	The Clerk has submitted the Place Plan holding response to Shropshire Council and is waiting for members to submit their ideas for consideration at the next meeting.
	1753	Members agreed to approve the final design outlined for the car park and memorial gardens at the cemetery and to authorise the completion and submission of the planning application to Shropshire Council	WIP	The planning application for the car park and memorial gardens at the cemetery has been submitted. Shropshire Council's Validation Team have acknowledged the application and will assess and progress it in due course and as their workload permits.

MONTH	MINUTE NUMBER	RESOLUTION/AGREED ACTION	TASK COMPLETE	COMMENTS
	1754	Members agreed to engage Peter Jeffery Water Treatment Services and allocate funding of £3,150 to enable testing to begin. Cllr Iain Campbell to liaise with The Clerk with details of the company to engage with.	WIP	The Clerk as requested details from Cllr Iain Campbell and will engage with the supplier in due course.
	1755	Members agreed to delegate the purchase of the Tony Cheetham Community Award 2023 trophy to the Chairman and Clerk .	WIP	The Clerk and Chairman have agreed on a glass trophy and engravement. An order has been placed and the item is scheduled for collection on 24 July 2023.
	1756	Members agreed to defer a) Statement of Licensing Policy 2024 – 2029 (consultation to 24 August 2023) c) Shropshire Healthier Weight Strategy Consultation Members agreed for the response to the Local Government Boundary Commission (LGBC) to be submitted	Yes Yes	The Clerk has placed the Statement of Licensing Policy 2024 and The Shropshire Healthier Weight Strategy Consultation on the July 2023 agenda The Clerk has sent the letter to the Local Government Boundary Commission (by post).
	1757	Members agreed to appoint Allington Hughes Solicitors, Chester as the Parish Council Solicitors.	Yes	The Clerk has notified Allington Hughes Solicitors, Chester of their appointment.