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- 12 ai Income and Expenditure July 2023,
- 12a ii Year to date Balances August 2023
- 12a iii Forecasted outturn position to 31 March 2024
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- 13d Terms of Reference for the Road Safety Working Group
- 13e Terms of Reference for the Cemetery Working Group
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- 13h Data Breach
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- 13j SAR Procedure (Subject Access Request)
- 13k a, b SAR Checklist Appendix A and Letter B
- 13l Planning Application Procedures (13l)
- 13m Planning Pre-Application Procedures
- 14, Annual Internal Audit Action Plan
- 19. Cemetery Working Group Report
- 22. Moreton Church 150<sup>th</sup> Anniversary Invitation



*"Not for self"*

# Oswestry Rural Parish Council

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**NOTICE IS HEREBY GIVEN** that the Ordinary Meeting of Oswestry Rural Parish Council will be held at Rhydycroesau Village Hall commencing at 7 pm on Thursday **28 September 2023** and Members are hereby summoned to attend for the purpose of transacting the following business.

[Zoom Link](#)

K L Lloyd

Signed by:  
Kathryn Lloyd CPFA  
The Clerk & RFO

Date of issue: 21 September 2023

## A G E N D A

### **FILMING AND RECORDING OF COUNCIL MEETINGS AND THE REQUIREMENTS OF THE DATA PROTECTION ACT 2018**

Any person present at a Council meeting may not orally report or comment about a Council meeting as it takes place but otherwise may; film photograph, or make an audio recording of a meeting; use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later; report or comment on the proceedings in writing during or after a meeting, or orally report or comment after the meeting. Anyone making a recording for non-domestic purposes is advised to seek advice on their obligations to ensure any processing of personal information complies with the Data Protection Act.

**Anyone who objects to being filmed or recorded should notify the Clerk prior to the commencement of the meeting.**

### **1. Chairman's Welcome**

a) Chairman's engagements

### **2. Apologies for absence**

To receive apologies for absence and to approve reasons for absence if requested in writing by a councillor

### **3. Police Report**

a) To receive a report from The North Shropshire and Oswestry Safer Neighbourhood Team

### **4. Shropshire Council Report**

To receive a report from Shropshire Councillor Joyce Barrow

### **5. Public Participation**

In accordance with Standing Orders 3(e) members of the public may make representations, answer questions, and give evidence in respect of the business on the agenda. This does not include matters relating to the council's administration. Should anyone wish to discuss business which is not included on the agenda please write to the Clerk who will make arrangements for appropriate action.

### **6. Minutes**

a) To CONSIDER and APPROVE the minutes from a Parish Council meeting held on 28 July 2023 (appendix 6a)

*NOTE: In accordance with Standing Order number 12(a)(b) draft minutes served on councillors shall be taken as read. There shall be no discussion about the draft minutes except in relation to their accuracy.*

## **7. Disclosure of Pecuniary Interests, Bias, and Pre-determination**

In accordance with Section 29 of the Localism Act 2011 Members are personally responsible for deciding whether or not they should disclose an interest at this meeting. Where a matter arises at a meeting which directly relates to a Member's Disclosable Pecuniary Interests they must disclose the interest, not participate in any discussion nor vote on the matter and must not remain in the room unless they have been granted a dispensation. If it is a 'sensitive interest,' Members do not have to disclose the nature of the interest, just that they have an interest. (Please refer to Appendix B in the Council's Code of Conduct).

Members are 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 considered to be pre-determined.

## **8. Dispensations**

To consider and approve any requests for dispensations

## **9. Declaration of Acceptance of Gifts and Hospitality**

To receive any declarations of acceptance of gifts and hospitality

## **10. Planning Matters**

### **a) Planning Decisions**

To NOTE the following:

<b>Planning Application Details</b>	<b>Planning Proposals</b>
23/02582/FUL The Coppie, Woolston, West Felton, Oswestry, Shropshire, SY10 8HY	Erection of part two storey and part single storey extension (revised scheme)  Decision: Refuse
23/03073/FUL Trefarclawdd Cemetery, Trefonen, Oswestry, Shropshire	Change of use from agricultural land for proposed car park and memorial garden.  Decision: Granted
23/00669/FUL The Elms, Middleton, Oswestry, Shropshire, SY11 4LT	Installation of 4x CHP units (50kw Electric & 100kw Heat) and all associated works  Decision: Grant Permission
23/03263/FUL Chilterns, Little London Lane, Trefonen, Oswestry, Shropshire, SY10 9DH	Extension to existing balcony. Alteration of flat roof to low pitch roof with oversail to front of property over existing balcony  Decision: Grant Permission
23/03320/FUL The Mile House Farm , Shrewsbury Road, Aston, Oswestry, Shropshire, SY11 4JF	Change of use of buildings to B2/B8 uses and change of use of land to caravan storage and installation of private treatment plant and ancillary works (re-submission)  Decision: Grant Permission

### **b) Planning Applications**

To provide retrospective APPROVAL for the August 2023 planning applications

<b>Planning Application Details</b>	<b>Planning Proposals</b>
23/03263/FUL Chilterns, Little London Lane, Trefonen, Oswestry, Shropshire	Extension to existing balcony. Alteration of flat roof to low pitch roof with oversail to front of property over existing balcony  <b>NOTE: planning permission granted</b>
- 23/03320/FUL The Mile House Farm , Shrewsbury Road, Aston, Oswestry, Shropshire	Change of use of buildings to B2/B8 uses and change of use of land to caravan storage and installation of private treatment plant and ancillary works (re-submission)  <b>NOTE: Planning permission granted</b>
23/03341/CPL Bridge House, Maesbury Marsh, Oswestry, Shropshire, SY10 8JG	Application for a Lawful Development Certificate for the Erection of Single storey sunroom.  FOR INFORMATION PURPOSES ONLY
23/03008/LBC Morton Bridge, Morton, Shropshire,	Rebuilding of the downstream bridge sandstone parapet caused by traffic collision.
23/03808/HHE 19 Marshfields, Maesbury Marsh, Oswestry, Shropshire, SY10 8JE	Erection of a single storey rear extension to a semi detached dwelling, dimensions 4 metres beyond the rear wall, 3.45 metres maximum height and 2.5 metres to the eaves

c. To CONSIDER and APPROVE a response to the following:

<b>Planning Application Details</b>	<b>Planning Proposals</b>
23/03799/AGR Pentre Coed Farm, Maesbury Road, Maesbury, Shropshire, SY10 8HB	Erection of agricultural storage building to be used to store agricultural equipment and feed.  <b>FOR INFORMATION PURPOSES ONLY</b>
23/02975/FUL Canal View, Maesbury Marsh, Oswestry, Shropshire.	Refurbishment, conversion, and alterations to create new dwelling (Conversion Of Outbuilding)
23/03976/CPE Unit 2 , The Barns, Woolston, Oswestry, Shropshire.	Application for a Certificate of Existing Lawful Use for the use of building and yard for B8 storage  <b>FOR INFORMATION PURPOSES ONLY</b>
23/03976/CPE Warehouse Known As Unit 2, Woolston, West Felton, Shropshire, SY10 8HY	Application for a Certificate of Existing Lawful Use for the use of building and yard for B8 storage

**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.

## 11. Clerk's Report

To receive and NOTE a report from the Clerk (appendix 11)

## **12. Financial Matters**

To provide Retrospective APPROVAL for:

- a) Income and expenditure for July 2023, I & E year to date balances , forecasted outturn position to 31 March 2024 (appendix 12ai, aii,aiii)
- b) Bank reconciliations to July 2023 (appendix 12b)
- c) Payments for August 2023 (appendix 12c)

To CONSIDER and APPROVE:

- d) Income and expenditure for August 2023, I & E year to date balances , forecasted outturn position to 31 March 2024 (appendix 12di, dii,diii)
- e) Bank reconciliations to August 2023 (appendix 12e)
- f) Provisional Payments for September 2023 (appendix 12f)
- g) Purchase of dog waste bins (Cllr John Davies)
- h) Community Infrastructure Return (CIL) 2023.

## **13. Polices**

To CONSIDER the recommendation of the Finance Committee that the following documents be APPRPVED:

- a) Financial Regulations (appendix 13a)
- b) Standing Orders (appendix 13b)
- c) Terms of Reference for the Personnel Committee (appendix 13c)
- d) Terms of Reference for the Road Safety Working Group (appendix 13d)
- e) Terms of Reference for the Cemetery Working Group (appendix 13e)
- f) Terms of Reference for the Environment Working Group (13f)
- g) Terms of Reference for the Finance Committee (13g)
- h) Data Breach (13h)
- i) Data Protection and Information Security Policy (13i)
- j) SAR Procedure (Subject Access Request) (13j)
- k) SAR Checklist Appendix A and Letter B (13ka, b )
- l) Planning Application Procedures (13l)
- m) Planning Pre-Application Procedures (13m)

## **14. Annual Internal Audit Action Plan**

To provide an update on the action plan as part of the internal audit recommendations (The Clerk)

## **15. August Recess Pilot**

To CONSIDER the success of the August Recess Pilot and APPROVE any actions

## **16. SALC Executive AGM**

To CONSIDER and NOMINATE a member to represent the Parish Council at the SALC Executive AGM being held on Friday 3 November 2023.

## **17. Land at the Terraces , Morda**

To receive an update on the land at the Terraces, Morda and agree any action. (Cllr Martin Bennett)

## **18. Road Safety Group**

To receive an update from the Road Safety Group and the Coed Y Go Road Safety Scheme .

## **19. Cemetery Working Group**

To receive a report from the Trefarclawdd Cemetery Working Group and approve the following recommendations : (Cllr Chris Woods)

- a) That the Clerk write to Henry Thomas to recognise and thank him for his support
- b) That the idea of a Specification Document be adopted
- c) That the group searches for a number of persons or firms to quote for the preparation of a Specification Document
- d) That the group extend links to SCC & elsewhere to establish knowledge to be able to prepare a Specification Document
- e) That the Clerk can purchase a sign from B&Q to be installed on the cemetery gate

## **20. Environment Working Group**

To receive an update from the Environmental Working Group

- a) Water Pollution (Cllr Iain Campbell)
- b) Trefarclawdd Farm (Cllr Roger Jones)

## **21. Commonwealth War Graves Commission (CWGC)**

- a) To CONSIDER the offer from the CWGC for the introduction of plaques to indicate Commonwealth War Graves at Trefonen Cemetery (Cllr Chris Woods)
- b) To seek permission from the owner of the chapel graveyard in Nantmawr for the introduction of a plaque and to propose this site to the CWGC.

## **22. Correspondence**

- a) To CONSIDER a request from a resident for Parish Council APPROVAL for the installation of planters on green land opposite the Royal Oak, Treflach
- b) To CONSIDER and NOMINATE a member to represent the Parish Council at the Verges, Hedges and Watercourses conference being held on Friday 13 October 2023.
- c) To CONSIDER a request from a resident for the introduction of a memorial plaque on a bench in Trefonen Cemetery (Cllr Chris Woods)
- d) To CONSIDER an Invitation from TC Homes Ltd for members to attend a site visit / view homes at the affordable Housing Development off Weston Road Morda.
- e) To CONSIDER and NOMINATE a member(s) to represent the Parish Council at the church service at Moreton Church to celebrate its 150th year anniversary.

## **23. Date for Next Meeting**

To NOTE that the next meeting will place on Thursday 26 October 2023 at Trefonen Village Hall

## **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 will be PROPOSED, SECONDED and RESOLVED that the public and press should not be present**

## **24. Staffing Matters**

To receive an update from the Personnel Committee and CONSIDER and APPROVE any recommendations

- a) The Clerk's appraisal
- b) CILCA working time.

## **25. Quotes Street Lighting**

- a) To CONSIDER and APPROVE quotes for the repair and maintenance of the Street Lighting (The Clerk)

## **26. Cemetery Issues**

To receive an update on cemetery issues (The Clerk)

- a) Exclusive Rights of Burial Transfers and permits for inscription
- b) Interim arrangements in Clerk's absence

c) To CONSIDER and APPROVE the request by David Davies & Sons Funeral Directors to cut into the pathway to allow shuttering into a grave

### **27. Planning Enforcement**

To NOTE planning enforcement notifications received (The Clerk)

To NOTE an enforcement appeal (The Clerk)



*"Not for self"*

Oswestry Rural Parish Council

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Minutes

of the Ordinary meeting

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

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**Present:**

Cllr. Martin Bennett (Chairman), Cllr Peter Richardson (Vice Chairman), Cllr. Bob Kimber, Cllr Mike Jones, Cllr. Steve Watts, Cllr Peter Davies, Cllr Roger Jones, Cllr Jas Singh, Cllr Paul Milner, Cllr Roger Jones, Cllr John Davies

**Clerk to the Council:**

Kathryn Lloyd

**In attendance:**

Approximately twenty members of the public

Cllr Joyce Barrow

PCSO Charlie Iremonger

**1760 Chairman's Welcome**

Cllr Martin Bennett welcomed everyone to the meeting and stated his delight in seeing so many members of the public being present. He advised member he had received an invitation from the Montgomery Waterway Restoration Trust to view the installation of arches at Schoolhouse Bridge on Tuesday 8 August 2023.

**1761 Apologies for Absence**

Apologies were received from:

Cllr Iain Campbell

Cllr Mike Weston.

Cllr Paul Milner advised members he may have to leave early due a member of his family being taken poorly.

**1762 Police Report**

a) Cllr Martin Bennett presented the Police report received from Oswestry Rural South Safer Neighbourhood Team (ORSSNT) under Treflach Parish Council as follows:

03/07/2023 – Highway Disruption

10/07/2023 – Road Traffic Collision

12/07/2023 – Highway Disruption

14/07/2023 – Highway Disruption

19/07/2023 – Highway Disruption

25/07/2023 – Road Traffic Collision



Cllr Martin Jones expressed his concerns with the lack of attendance by the ORSSNT, stating a member should be attending once every three months. He asked for this to be taken forward with Inspector Greenway. Cllr Martin Bennett agreed to this request.

b) Cllr Martin Bennett advised that the Town and Parish Council Police Survey had been circulated to all members. He suggested members studied the document and sent individual responses to him. These will be collated, and a response circulated.

### **1763 Shropshire Council Report**

Cllr Joyce Barrow provided the following update:

Customer services will be open every day, but restricted hours. Regulatory services will not be affected by the restrictions. There will be a trial of the new hours on or after 21st August as there will be calls to do with schools going back up to that date. At the moment it costs £2 per operator call but only 15p online

Only 1 percent of calls are on Saturdays

Cabinet agreed last week to have a consultation on the removal (except in exceptional circumstances) of removing non statutory discretionary travel for pupils over 16. The consultation will start in Sept/Oct. Parish and town councils will be among the stakeholders contacted. It will not affect anyone currently who is already accessing it. It was stressed this was not a done deal. This will affect around 178 pupils if it goes ahead. The final decision will be made in the autumn. No child currently in the system will have their assistance removed, but if agreed, there will be no new applications from September 2024. We are not the only council having to do this.

Of the £50 odd million the council needs to save; the council are on target to meet the savings. £20 million of the £50 million is putting £20 million back into reserves.

The council are seeking approval of their response to the examination of the draft local plan.

The draft plan takes us up to 2038. Our initial plan was submitted in 2021, interim findings have met demand but did identify, where additional work needed doing, this is not unusual (appendices 3 and 4). We do need to identify additional sites to meet black country needs and need to identify green belt for future development.

The huge financial pressure on the council is because of children and adult social care areas of the council.

Due to the resignation of Richard Marshall, a cabinet member, there has been a reshuffle of cabinet

Dan Morris is taking on Highways. Chris Schofield is heading Planning and Regulatory Services and Mark Jones will be heading economic Growth and Infrastructure.

£11m is available to help lift Shropshire homes out of fuel poverty. Energy experts at Shropshire Council secured the £11m funding for its Sustainable Warmth Programme to assist local people to improve their homes and reduce harm caused by fuel poverty. The money is from the department for Energy Security and Net Zero which forms part of the Governments Phase 2 of its Home Upgrade Grant Scheme. It will help retrofit the residents living off gas. Fully funded works will include, insulation, heat pumps, first time double glazing and solar panels.

### **1764 Public Participation**

A resident advised members he was the applicant of the manor Farm, Crickheath planning application for 1800kw solar power installation and was seeking the support of the Parish Council. He provided a summary of the proposition and the land it would be located on and advised landscape screening specialists and ecologist had been contracted with the intention of hiding the development from view. He has an easement for the Canal and River Trust in return for gifting multiple parcels of land. Various companies have approached the applicant to rent large areas of grounds for solar power. However, he wished to maintain an honest independent family sized business. Several people have voiced their support online and the applicant has personally contacted neighbours.

A resident asked for approval from members for flower planters to be located on a green area of land opposite the Royal Oak which is owned by the Parish Council. She has a number of people who have volunteered to maintain the planters in Treflach. Cllr Martin Bennett advised members could not consider this and it would be placed as an agenda item for the September meeting.

## 1765 Tony Cheetham Community Award 2023 Presentation

The Chairman presented the Tony Cheetham Community Award 2023 and certificate to Llewellyn Pugh. The Clerk and Cllr Peter Richardson took a number of photographs.

### 1766 Minutes

a) The minutes of the ordinary meeting of the Parish Council held on 6 July 2023 were considered for approval. **It was PROPOSED, SECONDED and RESOLVED that the revised minutes be APPROVED and ADOPTED as a true record.**

**Cllr Peter Richardson, Cllr Paul Milner and Cllr John Davies abstained.**

### 1767 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

### 1768 Dispensations

None requested.

### 1769 Declarations of Acceptance of Gifts and Hospitality

None Declared

### 1770 Planning Matters

a) Planning Decisions

The following planning decisions were **NOTED**:

<b>Planning Application Details</b>	<b>Planning Proposals</b>
23/01970/LBC Pentre Farm, Woodhill, Trefonen, Oswestry, Shropshire, SY10 9AS	Installation of 19 No replacement windows affecting a grade II listed building Decision: Grant Permission
23/01904/OUT Northcote , Aston Square, Aston, Oswestry, Shropshire, SY11 4LR	Outline Application for the Erection of a detached bungalow and garage following demolition of the existing workshop building (all matters reserved) Decision: Refuse
23/02165/FUL Benvenuti, Morton, Oswestry, Shropshire, SY10 8AH	Erection of triple garage Decision: Refuse

### b) Planning Applications

The following planning applications were considered for comment:

<b>Planning Application Details</b>	<b>Planning Proposals</b>
23/02901/FUL Morton Methodist Church, Morton, Oswestry, Shropshire, SY10 8BE	<p>Renovation and conversion of the redundant chapel into holiday accommodation including removal of the existing front porch and the erection of a front canopy over the original west facing doorway, addition of mezzanine deck, removal of a portion of brick wall and railings to enable vehicle access and installation of cess pit.</p> <p>A member advised a previous application had been withdrawn as a bat survey had not been undertaken. Shropshire Fire &amp; Rescue have raised concerns over access. <b>It was PROPOSED, SECONDED and AGREED to support this application subject to observations by Shropshire Fire &amp; Rescue regarding access being acted upon.</b></p>
23/02169/FUL Moorehouse Farm, Craig- llwyn, Trefonen, SY10 9BH	<p>Change of use of existing equestrian buildings to use Class B2 for tractor repairs.</p> <p>A member advised that the Parish Council had objected to the previous application. No changes were identified other than the applicant was now using the existing building rather building new ones. The issues with access remain.</p> <p><b>It was PROPOSED, SECONDED and AGREED to object on the basis of insufficient highways access.</b></p>
23/02900/FUL Tramway Farm, Crickheath, Oswestry, Shropshire, SY10 8AH.	<p>Installation of a 1108 kw ground mounted solar array and all associated works.</p> <p>A member advised that only objections had been posted on the planning portal and that a previous application for this had been refused. Concerns were raised over biodiversity, bulldozing of the coppice, no archaeological information being provided, the cable being laid across a public right of way and the planning statement being submitted under the name of Powis Council. These members objected to the application. Cllr Peter Richardson advised members that being sustainable renewable energy the application should be supported.</p> <p>Votes were held for the following:  PROPOSED and SECONDED to object    Three in favour, five against  PROPOSED and SECONDED to support    Five in favour, three against, two abstentions</p> <p><b>Motion carried to SUPPORT the application</b></p> <p>Cllr Martin Bennett reminded members of SAP&amp;TC circulated document on community benefits of solar farms. It provides guidance to Parish Councils in negotiations with respective developments. With the increase in this type of application it would be helpful if developers approached the Parish Council before submitting applications so some form of community benefit can be achieved.</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.

23/03120/OUT Buckley Farm, Maesbury Road, Maesbury, Oswestry	<p>Outline application (all matters reserved) for the erection of an agricultural workers dwelling and all associated works.</p> <p>Cllr Peter Richardson reminded members that the application for this had been submitted several times and it had been supported by the Parish Council.</p> <p><b>It was PROPOSED, SECONDED and AGREED to support this application as it complies with Local and National Planning Policies.</b></p>
23/03062/FUL Manor Farm, Crickheath, Oswestry, Shropshire, SY10 8BN	<p>Installation of ground mounted 1800kw solar pv to supply previously secured export grid connection and all associated works.</p> <p>Cllr Steve Watts advised members that the applicant had approached local residents regarding the scheme and people were in favour of it.</p> <p><b>The Parish Council had no objection.</b></p>
23/03073/FUL	<p>Change of use from agricultural land for proposed car park and memorial garden.</p> <p>Members <b>AGREED</b> not to comment on this application.</p>

Trefarclawdd Cemetery, Trefonen, Oswestry, Shropshire,	
23/03257/AGR Draengwynion, Nantmawr, Oswestry, SY10 9HH	Agricultural storage building,  <b>For information purposes only</b>

### 1771 Clerk's Report

Members **NOTED** a written report from the Clerk on action taken following decisions made at previous council meetings. Members **AGREED** for a number of identified items to be removed from the report. Cllr John Davies abstained.

### 1772 Financial Matters

#### a) Income and Expenditure

Members considered for approval income and expenditure to 30 June 2023, I & E Balances, and financial outturn position.

**It was PROPOSED, SECONDED and AGREED that income received to date of £49,070.25 and gross expenditure to date of £25,728.69 be APPROVED. Members NOTED the financial outturn position for 2023/24**

Cllr John Davies advised he had sent an email to the Clerk regarding dog waste bins. The Clerk advised a response had been sent and confirmed the details regarding funding. It was **AGREED** the matter would be brought to Full Council for consideration at the next meeting in September 2023.

#### b) Bank Reconciliations

Members considered for approval the bank reconciliation at 30 June 2023.

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

#### c) Retrospective approval payment for Zoom license (approved by Finance Committee)

Members agreed to retrospective **APPROVAL** for the zoom license which had been authorised by the Finance Committee.

#### d) Payments for July 2023

Members considered for approval the provisional payments for July 2023.

The Clerk advised members that a number of additional invoices had been received and requested approval of an invoice for £1,725.00 for a new noticeboard at Morda and £631.00 for the invoice from Henry Thomas relating to professional fees and planning application cost for the cemetery works.

Supplier	Details	Gross £
Liam Royce	Grounds maintenance Works including weedkilling	838.00
Sharon Clayton	Reimbursement for zoom license - paid by credit card	143.88
EE Limited	Wi-Fi Mini mobile broadband 7 July - 6 August 2023	18.74
Scottish Power	Electricity - 31/03/2023 - 30/06/2023	891.49
EE	Monthly Mobile Charge 11 Jul - 10 August 2023	13.73
Wellers Law Group LLP	Draft and Lodging response to Charity Commission	390.00
SALC	Minutes & Agenda Training - 11 May 2023	20.00
Mark Evans	Bus Shelter Cleaning 1 July 2023 (Morda, The Terrace, Trefonen, Treflach )	60.00
Colin Turner	Bus Shelter Cleaning	25.00
Trefonen Village Hall	Hire of Hall April - June 2023	90.00
Engraving Plus	Tony Cheetham Community Award Trophy & Engraving	34.20
Kathryn Lloyd (The Clerk)	Clerk's pay and allowances July 2023	1,402.02
HMRC	PAYE / NI Clerk Pay July 2023	209.76
Kathryn Lloyd (The Clerk)	Reimbursement - Agenda & associated documents June 2023	27.95
Kathryn Lloyd (The Clerk)	Reimbursement - notebook and A4 Copier paper *2	12.73
<b>Total</b>		<b>4,177.50</b>

**It was PROPOSED, SECONDED and AGREED that the following provisional payments for July 2023 and the additional invoices be APPROVED.**

#### **1773 August 2023 Recess – interim Arrangements**

Cllr Martin Bennett reminded members there will not be a Parish Council Meeting in August following the decision to trial an August recess. Members considered the interim arrangements :

#### **Finance**

- a) Delegated authority to the Clerk for processing all invoices payable in August 2023
- b) Finance limit of £5,000 set on any individual invoices, above which the Clerk will seek Finance Committee approval
- c) Retrospective approval sought from Full Council at the September 2023 meeting

#### **Planning**

- d) Delegated authority to The Chairman for all planning applications / enforcements
- e) All members to forward any views, including support or objections to the Chairman by 24 August 2023
- f) Chairman to determine comments on applications which will be submitted to the Clerk by 31 August 2023.

Retrospective approval sought from Full Council at the September 2023 meeting

**It was PROPOSED, SECONDED and AGREED to APPROVE the interim arrangements.**

At 7.39 pm PCSO Charlie Iremonger entered the meeting room. Cllr Martin Bennett allowed a variation to the agenda.

The PCSO Iremonger read out the Police report . He advised that there had been two reports last night of people purporting to be representatives of a company. A resident who had made an enquiry with the company had been advised no representatives in the area. .

Cllr Roger Jones raised the issue with Mile End with regards to layout and positioning of vehicles. He questioned what action Highways, and the Police would take to address these. PCSO Iremonger advised the police had no powers and not able to make enforcements with regard to road positions.

**It was PROPOSED, SECONDED and AGREED for this to be placed as an agenda item for the next meeting to propose a letter is sent to Highways England to raise concerns with Mile End access / layout issues.**

#### **1774 Oswestry Place Plan**

Cllr Martin Bennett advised members that an interim submission for the Oswestry Place Plan had been sent to Shropshire Council. At the last meeting members agreed to look for particular projects to suggest to Shropshire Council. A further response had been circulated to members yesterday.

Cllr Martin Jones advised members of his concerns with it being a rolling Place Plan and felt that any large infrastructure changes may be missed. Cllr Martin Bennett advised that rather than taking an integrated approach, Shropshire Council were listing projects to be prioritised within a list with funds already being committed. He suggested at the Oswestry meeting that two meetings a year would be held to discuss the Place Plan and provide an opportunity to see what was happening.

Cllr Martin Jones raised concerns with progress on the restoration of bridleways and footpaths and requested that these rights of ways should be extended and allowed. Cllr Martin Bennett noted that in his report he has included that other policies be pursued such as cycling and walking and tourism and these should work together and not as individual work streams. Cllr John Davies raised concerns with priority A which did not include GP/ Dental Services. Cllr Martin Bennett advised that in the previous submission he had stated the need for links to other Partnerships and Agencies.

**It was PROPOSED, SECONDED and AGREED to APPROVE the projects in the Place Plan and for this to be submitted to Shropshire Council.**

#### **1775 SALC Executive**

Members **NOTED** the report from the SALC Executive.

#### **1776 Land at the Terraces , Morda**

Cllr Martin Bennett advised members that residents had concerns regarding the land at the centre of their homes which had received planning permission some twenty years ago. Many sales have fallen through due to difficulties with the land. The Owners are determined only to accept full development price.

Cllr Bennett request approval from members for three Councillors; Cllr Marrtin Bennett, Cllr Peter Richardson, and Cllr Steve Watts to meet with the trustees to discuss this matter.

**It was PROPOSED , SECONDED and AGREED to accept the report on the land at the Terraces, Morda and for the appointed Councillors to arrange a meeting with the Trustees.**

A member of the public asked what the intention of the meeting was and whether residents of the Terraces could be involved. Cllr Martin Bennett advised this was the first step in the process and there were other alternative solutions which could be considered. This potentially included Shropshire Council using Powers of Compulsory Purchase.

#### **1777 Road Safety Group**

Cllr Martin Bennett advised members there had not been any response from Shropshire Council regarding the Coed Y Go road safety scheme.

#### **1778 Cemetery Working Group**

Cllr Chris Woods advised members that the planning application for the cemetery works had been submitted and was awaiting validation.

#### **1779 Environment Working Group**

a) Cllr Martin Jones advised members there had been a slight increase in the costs for the water pollution testing. Members had originally approved a budget of £3,150 and costs were now likely to be in the region of £4,750 including VAT.

**It was PROPOSED, SECONDED and AGREED to increase the budget by £1,600 to cover an increase in costs.**

Cllr Martin Jones raised conies with a large pile of soil / rubbish which had been dumped at Maesbury.

It was noted that Cllr Paul Milner left the meeting at 8.05 pm.

#### b) Trefarclawdd Farm

Cllr Roger Jones advised members that a huge lagoon at Trefarclawdd farm is being constructed. He had concerns with the potential damage to the lining when the slurry was extracted. There was nothing in the documentation which considered the impact or the mitigation measures. He thought the planning authority should be informed and to ensure the work was in accordance with the granted application. Cllr Martin Bennett stated the issues with the farm were contentious as were the route for vehicles. Cllr Roger Jones asked if the Farm Manager's offer to hold a meeting to discuss issues had been taken forward. Cllr Bennett advised that an email has been sent asking for an indication of the matters to be discussed and a special meeting would be arranged without any time constraints. Cllr Martin Jones advised of the persistent request for a meeting off record with just the Chairman.

Cllr Martin Jones advised members of an incident involving the Clerk who had been travelling home after a Parish council meeting. A large agricultural vehicle travelling in the opposite direction had purposely speeded up to block her access. The passenger then got out of the vehicle and threatened her. Cllr Martin Jones provided assistance. It was **AGREED** for the planning issues regarding the farm to be taken forward with Cllr Schofield.

#### c) Tractor movements in Coed y Go

Cllr Roger Rogers advised members of two issues: the speed of farm vehicles being disproportionate for residents and the width of the road. He questioned when Highways would introduce a 40 mph speed reduction. He wanted to know when Shropshire Council will implement measures to mitigate the destruction of local roads and verges. Cllr Martin Bennett confirmed there had been no progress with the resurrection of the Agricultural Vehicles Group.

Cllr Martin Jones advised members that the driving license requirement for tractors had not changed whilst other vehicles had. There was a suggestion of writing to the Shropshire MP to raise concerns regarding the lack of modernisation of driving license requirements for agricultural vehicles and to seek a change in legislation. Cllr Martin Jones agreed to provide a few points to Cllr Martin Bennett so a letter can be drafted.

Cllr Roger Jones requested a letter to be sent to Mr Corbertt and the Planning Authority to ensure compliance . It was suggested increasing the police presence during certain times. It was **AGREED** to draft a letter to the Police and to request a response in time for the next meeting.

#### **1780 Tree Survey and Recommendations**

Cllr Martin Bennett advised members that the Tree Survey Report June 2022 had been circulated

**It was PROPOSED, SECONDED and AGREED to approve the recommendations and for quotes to be sought for the work to be undertaken.**

#### **1781 Consultation**

Members CONSIDERED a response to the following consultations:

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

Cllr Martin Bennett advised members that he reviewed most of the Policy. No decision was made with regard to a response.

b) Shropshire Healthier Weight Strategy Consultation

Cllr Martin Bennett advised a draft response had been circulated to members. Cllr Martin Jones commented that it was not all about exercise but more to do with eating more healthily. People needed to be educated and the poorest people were those most at risk of obesity and diabetes. A member commented that The Sure Start initiative had been one of the best for this but had been withdrawn following a change of government.

**It was PROPOSED, SECONDED and AGREED to submit the Parish Council's response on the Healthier Weight Strategy to Shropshire Council**

#### **1782 Correspondence**

a) **Overgrown grass pathways , St Anne Drive, Morda**

Cllr Martin Bennett advised members this had been raised as a concern by a member of the public. A number of attempts had been made to determine who is responsible for this land. He visited the site and had been threatened by the owner of the property whilst attempting to take photographs. He reported this to the Safety Neighbourhood Team. The matter is being investigated with the support of Shropshire Council to establish who is responsible for the maintenance of the land.

b) **Bishop's Castle Community Hospital – inpatient temporary bed closure since October 2021**

Cllr Martin Jones expressed his view that whilst not in our area, the Parish Council should support the campaign to prevent the permanent closure of the inpatient bed service.

**It was PROPOSED, SECONDED and AGREED to provide a letter of support.**

c) **Request for support towards cost of AED pad and battery – Morton Playing Field Committee**

Members considered a request for support towards cost of AED pad from Morton Playing Field Committee. Cllr Martin Jones advised that cost of the pads should be in the region £30.00, and batteries should last between 3 – 5 years. A member thought this should be dealt with via the grant policy. However, this policy is under review. Members **AGREED** not to support this request and to seek further information.

#### **1783 Date for Next Meeting**

To NOTE that the next meeting will place on Thursday 28 September 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 will be PROPOSED, SECONDED and RESOLVED that the public and press should not be present**

#### **1784 Planning Enforcement**

Members NOTED a number of planning enforcement cases.

The Chairman thanked everyone for their attendance. He asked members to note the 11 September 2023 as he is trying to arrange a presentation by the Environment Agency on their management scheme of the River Severn.

The meeting closed at 8.45 pm.

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

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