

MONTH	MINUTE NUMBER	RESOLUTION/AGREED ACTION	TASK COMPLETE	COMMENTS
	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 1804	Members agreed for: 1. A schedule of works and payments to be agreed with Shropshire Council to allow the Coed y Go speed reduction scheme to progress	WIP	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 several months. A response was received and reported in September. A speed limit of 40 mph is considered deliverable. A Concept Plan has been completed by WSP which should be with local members and the Parish Council by 2nd October. If proposals find local support, there will be a three week formal consultation on the TRO. Again, if there is support a date for completion will be confirmed and Kier should confirm works in their programme. This will be treated as a priority for Kier by Shropshire Council. Cllr Roger Jones requested a copy of the response from Shropshire Council so he could inform local residents Further information received in October 2023

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	1750	Members agreed for polices due for review to be deferred to August recess	Yes	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. The Policies were reviewed by the Clerk and then the Finance Committee on 27 September 2023 . A number of changes were proposed and agreed and formally approved by Full Council on
	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 has as requested details from Cllr Iain Campbell and has now engaged with the supplier. Details have been confirmed and costing provided. The EWG has requested one test to be performed so a Health and Safety Statement can be determined. Costs for soil testing and analysis have not been agreed and will require further discussion on requirements.
July 2023	1776	Members agreed for the appointed Councillors to arrange a meeting with the Trustee of the land at The Terraces, Morda	Yes	A letter was sent to the owners and a meeting arranged for 22 September 2023. An update will be given at the September meeting. A meeting has been held which was informative.
	1779 a)	Members agreed to increase the budget by £1,600 to cover an increase in costs	Yes WIP	The Clerk has recorded additional funds against the general reserves
	1780	Members agreed to accept the recommendations in the Tree Survey report and for quotes to be sought for the work to be undertaken.	WIP	A summary of works to be undertaken has been created and the Clerk is seeking quotes for the work to be undertaken as per recommendations in the Tree Survey report. Abbey Tree Services has advised the business has closed and relocated and will not be submitting a quote. Liam Royce has submitted a quote for part of the works and the Clerk is waiting for Rob Mays.
	c)	Members agreed to seek further information in relation to the cost of AED pads following a request from Morton Playing Field Committee for financial support toward recent pad purchases	WIP	The Clerk contacted Morton Playing Field Committee to obtain further information. The invoice is for two set of pads. Members considered this at the meeting of 28 September 2023 and agreed to pay for one set on an exceptional basis. The Clerk has requested bank details from the Chair of Morton Playing Fields Committee and has followed up again.
September 2023	1795	Respond to planning applications	Yes	All decisions reported via the planning portal
	1796 d	Members agreed to wait for a response from Shropshire Council regarding the annual costs of emptying additional dog waste bin in the parish.	WIP	The Clerk is waiting for a response from Shropshire Council and quote details from Cllr John Davies

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	1797	Members agreed to accept all policies with amendments .	WIP	The Clerk will update the policies and publish amended version on the Parish website.
	1800	Members agreed for Cllr Martin Bennett to represent the Parish Council at the SALC Executive , Annual General Meeting (AGM) on 3 November 2023.	WIP	The Clerk reserved a place for Cllr Martin Bennett. The event is now being held via Zoom due to the lack of representatives attending.
	1803	Members agreed the following recommendations a) The Clerk write to Henry Thomas to recognise and thank him for his support b) The idea of a Specification document be adopted c) The Group search for a number of persons or firms to quote for the preparation of a specification document d) The Clerk purchase a sign from B&Q to be installed on the cemetery gate	Yes Yes)) WIP)	The Clerk has written to Henry Thomas to recognise and thank him for his efforts and support given to the Parish Council for its cemetery works. Quotes are being sought by the CWG for quotes for the preparation of a specification document The Clerk will purchase a sign ready for installation on the cemetery gate
	1804	Members agreed for Cllr Rogers Jones to draft a letter to include additional questions and for it to be sent to the Environment Agency	WIP	The Clerk has sent the letter sent to Cllr Chris Schofield and the response from the Planning Officer at Shropshire Council. A letter is being drafted
	1805	Members agreed for the Commonwealth War Grave Commission (CWGC) to install a plaque in Trefonen Cemetery For Cllr Chris Woods to take forward the possibility of a plaque at Nantmawr Chapel and Maesbury	Yes WIP	The Clerk has completed and submitted the application to The CWGC. This can take up to a year to install. Cllr Chris Ward is taking this forward with owners of the Chapel at Nantmawr. The Clerk has asked him to also look into Maesbury
	1806 a e	Members agreed to grant permission for a small memorial plaque to be installed on the back of a bench on the green at Trefonen. Members agreed for Cllr Maetin Bennett to represent the Parish Council at the Moreton Church to celebrate its 150 th Anniversary on 15 October 2023.	Yes Yes	Cllr Chris Wood has notified the family concerned that a small plaque can be installed on the back of the bench on the green at Trefonen The Clerk accepted invitation by email. There was an unforeseen illness and Cllr Bob Kimber kindly step forward to represent the Parish Council. This was with the agreement of Rev Kathy Trimby and Cllr Martin Bennett
	1808	Members agreed for the Clerk to receive two increments on the salary scale back dated to 1 September 2023	Yes	The Clerk has updated the pay records and paid the September salary based on the new SCP .
	1809	Members approved the Street Lighting quote from Highline Electrical Ltd.	Yes	The Clerk has notified Highline Electrical Ltd that the quote was approved and instructed the work to be undertaken. The Clerk notified Altitude Services it had been unsuccessful on this occasion. Highline Electrical Ltd has advised works should start in the beginning of December 2023.

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	1810	Member agreed to : a) Grant permission for the cutting of a pathway to allow shutterings into a grave. b) Refer the other issues back to the Cemetery Working Group	Yes WIP	The Clerk notified the Funeral Directors that permission had been granted for the cutting of the pathway. Cemetery Working Group to take forward the issues