



"Not for self"

Oswestry Rural Parish Council

Minutes

of the Ordinary meeting

held at 7 pm on Thursday 26 October 2023 at Trefonen Village Hall

Present:

Cllr. Martin Bennett (Chairman), Cllr Peter Richardson, Cllr. Bob Kimber, Cllr Mike Jones, Cllr. Steve Watts, Cllr Peter Davies, Cllr Roger Jones, Cllr Jas Singh, Cllr Roger Jones, Cllr Iain Campbell, Cllr Mike Weston

Clerk to the Council:

Kathryn Lloyd

In attendance:

Approximately seven members of the public
PCSO Stuart Carroll

1812 Chairman's Welcome

Cllr Martin Bennett welcomed everyone to the meeting and advised members there had not been any Chairman engagements.

1813 Apologies for Absence

Apologies were received from:
Cllr Paul Milner (expected to be late)
Cllr John Davies (Resigned)

Cllr Joyce Barrow

1814 Police Report

PCSO Stuart Carroll from Oswestry Rural South Safer Neighbourhood Team introduced himself and thanked members for the invitation to attend. He confirmed the Clerk had provided a list of future meeting which was useful and helped with planning. Due to IT issues, he did not have a copy of the latest Police Report. This will be sent out to members together with speed survey reports.

He reported there had not been a great deal of issues, with eleven disclosable incidents which included three road collisions all without injury. There were ten non-disclosable incidents.

Vetting of the Trefonen and Treflach Community Speed Watch Group is near completion being two people short of the process. This has taken 10 months. Training will commence once vetting is complete. A number of speed surveys have been undertaken.

Cllr Martin Jones questioned whether the three RTA's reported included recent accidents involving two vehicles which had aqua-planed due to flooding and an accident on the A483 Eastbound carriageway. PCSO Carroll confirmed this report related to September. He asked whether the Police would inform Highways of these incidents and if not suggested they should to provide more gravitas.

Cllr Mike Weston asked for the Police position regarding E-Scooters. PCSO Carroll confirmed these are illegal although he has not encountered any. He asked if members had signed up to the Neighbourhood Matter's website and advised a link to this would be included in the Police report.

1815 Shropshire Council Report

In Cllr Joyce Barrow's absence, Cllr Martin Bennet read the latest Shropshire Council report:

The planning application for the Northwest relief road in Shrewsbury is coming to the planning committee on Tuesday. Nick Holden the Road Minister has confirmed the government will 100 percent fund it. Planning applications for Riverside will be appearing soon.

The unprecedented wet weather last Friday saw roads that had never been flooded, flooding. The mobilisation of the Highways team and the work they undertook across the county was amazing. Work has been done of late on drains and gullies and I hate to think what it would have been like in certain area, had this not been the case.

Defra have announced their changes to waste and recycling. They have dropped the separation of recycling into 6/7 bins but have standardised what will be collected. We are not sure yet if this includes tetra packs as we don't currently collect these. Surprisingly it also includes a weekly food waste collection to be implemented by 2026. This will have significant impacts on rural counties because of the cost so needs to come with funding. The report also states that there will be a free Green Waste Collection and money will be found to cover this.

I am sure you will all be aware that with the cancellation of HS2 it has been confirmed £15 million will go to reopen the Oswestry/Gobowen Railway Line.

1816 Public Participation

A resident from Moreton raised concerns about defibrillators. There was an incident last month in Morda after a resident had a heart attack. There was difficult in gaining access to the defibrillator located at the shop. In another incident there was an issue with the PIN code. This may have been the for the defibrillator at the Cricket Club. The Defibrillator at Morda does not appear on the circuit website. A defibrillator at the nursery at Maesbury is showing on the circuit as being available all the time, however, the building in locked after 6pm. It was noted the school had recently been subjected to vandalism. It is not known if there are any restrictions on the defibrillator located at Trefonen. Cllr Martin Bennett suspected most of the defibrillators were put in place at various times and locations with no co-ordination. He asked the resident to leave her details with the Clerk and suggested this matter required serious thought. The resident advised The Parish Council website details automated defibrillators with named volunteers who comes out to assist. Cllr Bob Kinder advised this service was ceased by the Ambulance Service. Cllr Martin Bennett suggested bringing parties together to understand their mutual obligations and to review the Parish Council website to check details.

Cllr Steve Watts, speaking as a member of the public, raised concerns with planning application 23/04586/FUL Weston House Mill for the erection of further industrial units. Neighbours have brought to his attention issues with work starting at 5.30 – 6.00 am causing a disturbance. The last application for units which was approved earlier this year had conditions allowing work between 7.00 am to 18.00 pm Monday to Friday and there may be a breach of the original planning permission granted.

1817 Minutes

- a) The minutes of the ordinary meeting of the Parish Council held on 28 September 2023 were considered for approval.

It was **PROPOSED, SECONDED** and **AGREED** that the minutes be **APPROVED** and **ADOPTED** as a true record.
 Cllr Peter Richardson abstained

1818 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.

Cllr Steve Watts declared a bias in planning application 23/04586/FUL Weston House Mill

1819 Dispensations

None requested.

1820 Declarations of Acceptance of Gifts and Hospitality

None Declared

1821 Planning Matters

a) Planning Decisions

The following planning decisions were **NOTED**:

Planning Application Details	Planning Proposals
23/03008/LBC Morton Bridge, Morton, Shropshire	Rebuilding of the downstream bridge sandstone parapet caused by traffic collision. Decision: Grant Permission

b) Planning Applications

The following planning applications were considered for comment

Planning Application Details	Planning Proposals
23/04197/FUL Pentregaer Ucha, Croesau Bach, Oswestry, Shropshire, SY10 9BE	Application under Section 73a of the Town and Country Planning Act for change of use of Part Redundant Agricultural Building into 1 No. holiday let A member commented this application was to convert an agricultural building into a holiday let. It is located miles from anywhere. It was PROPOSED, SECONDED and AGREED to support this application. There was one abstention – The Chairman
23/04221/AGR Quarry Farm, Trefonen Road, Treflach, Shropshire, SY10 9HE	Storage for machinery, equipment, and tractors. Sawmill, workshop etc. FOR INFORMATION ONLY

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.

Planning Application Details	Planning Proposals
23/04480/FUL Bwlchgywynt Wern Y Wiel, Treflach, Oswestry Shropshire SY10 9HS	Conversion of outbuildings and tool shed to annex ancillary to the main dwelling. It was PROPOSED, SECONDED and AGREED not to comment.
23/04583/CPE Unit 1, Woolston, West Felton, Shropshire, SY10 8HY	Application for a Certificate of Existing Lawful Use for the use of building for B8 storage FOR INFORMATION ONLY

Cllr Steve Watts left the room before the following planning application was considered.

Planning Application Details	Planning Proposals
23/04586/FUL Weston House Mill Weston Oswestry Shropshire SY10 9ES	Erection of additional commercial building and all associated works Cllr Roger Jones advised members the previous application had no comments of objection. He agreed with Cllr Steve Watts suggestion that no works should start before 7.00 am . A comment was made that the Units had been there long before housing. Cllr Chris Woods suggested time restrictions which should be enforced. Cllr Martin Bennett stated notification of the application had been received late with no time to study the application and previous documentation. It would be too late by the time of the next meeting. An observation can made that should the application be approved ; time conditions should be imposed to restrict / limit operating times. Screening on the plan should be planted and maintained It was PROPOSED, SECONDED and AGREED to support this application. The Parish requests that time conditions are imposed to limit the time of operation and to mirror those already in place. For screening and to act as a sound barrier a hedge should be planted and maintained.

Cllr Steve Watts was invited back into the room to continue with the meeting.

Planning Applications	Planning Proposals
23/04584/CPE Unit 3, Woolston, West Felton, Shropshire, SY10 8HY.	Application for a Certificate of Existing Lawful Use for the use of building and yard for B8 storage FOR INFORMATION ONLY
23/04585/CPE Unit 4, Woolston, West Felton, Shropshire, SY10 8HY.	Application for a Certificate of Existing Lawful Use for the use of building for squash court and associated facilities, and garaging FOR INFORMATION ONLY
23/03062/FUL Manor Farm, Crickheath, Oswestry, Shropshire, SY10 8BN	Installation of ground mounted 1800kw solar pv to supply previously secured export grid connection and all associated works Decision: Grant Permission

c) Cllr Martin Bennett advised members the Clerk has been asked to print the planning documents which had been circulated several months ago. He asked members to consider requirements and number of planning booklets to be printed. Members discussed the merits of this considering the time and costs involved. Five members requested hard copies, Cllr Iain Campbell, Cllr Martin Jones, Cllr Jas Singh, and Cllr Steve Watts and Cllr Mike Weston.

IT was PROPOSED, SECONDED and AGREED for hard copies to be printed for the five members. Nine in favour, one against , one abstention.

d) Cllr Martin Bennett advised members a requested had been made to discuss planning application 23/03799/AGR Pentre Coed Farm. He understands this application has since been approved. Members **NOTED** this application.

IT was PROPOSED, SECONDED and AGREED for this to be NOTED.

1822 Clerk's Report

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

1823 Financial Matters

a)Members considered for approval income and expenditure to 30 September 2023, I & E Balances to date, and financial outturn position

It was PROPOSED, SECONDED and AGREED that the income and expenditure to 30 September 2023 and the balance of income received to date of £51,718.66 and gross expenditure to date of £43,920.13 be APPROVED.

Members NOTED the financial outturn position for 2023/24

b)Bank Reconciliation

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

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

c)Payments for October 2023

Members considered for approval the following provisional payments for October 2023

Supplier	Details	Net Amount £
EE Limited	WiFi Mini mobile broadband 7 October - 6 November 2023	18.74
Morton Playing Field Committee	Contribution to cover the cost of one AED pads	52.95
Scottish Power	Electricity charges 30 June - 30 September 2023	934.99
HSBC	Bank Charges 30 August - 29 September 2023	8.00
EE limited	Monthly Mobile Charge 11 October - 10 November 2023	13.73
Kathryn Lloyd (The Clerk)	Reimbursement - first class stamps - Conclusion of audit/ election notices / ERB Certificate and A4 paper	33.40
Kathryn Lloyd (The Clerk)	Reimbursement for PC mobile phone screen protector	10.00
Mark Evans	Bus Shelter Cleaning 4 October 2023 (Morda, The Terrace, Trefonen, Treflach	60.00
Colin Turner	Bus Shelter Cleaning	25.00
Kathryn Lloyd (The Clerk)	Clerk's pay and allowances October 2023	1,455.07
HMRC	PAYE / NI Clerk Pay October 2023	246.88
Kathryn Lloyd (The Clerk)	Reimbursement - Agenda & associated documents October 2023	17.50
PKJ Littlejohn LLP	Limited Assurance Review AGAR 31 March 2023	378.00
Liam Royce	Grounds maintenance Works - w/e 7 & 21 September 2023	570.00
Total		3,824.26

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

d) Current Standing Orders / Direct Debits

Members reviewed and **APPROVED** the annual standing orders / Direct Debits. The Clerk advised the contact for Wifi mini mobile broadband had been cancelled. EE advised there will not be any further charges relating to this contract.

e)Community Infrastructure Return (CIL) 2022/23

The Clerk advised the CIL return 2022/23 had been submitted to Shropshire Council. The Clerk provided total committed spends to reflect expenditure incurred against various projects.

1823 External Auditor's Report and Certificate 2022/23

Cllr Martin Bennett advised members the External Auditor's report and Certificate for the Annual Governance & Accountability Return (AGAR) 2022/23 had been approved.

Members **NOTED** The external audit for 2022/23 had been concluded and that the information in Sections 1 and 2 of the AGAR was in accordance with Proper Practices and no other matters had come to the auditors' attention giving cause for concern that relevant legislation and regulatory requirements had not been met.

1824 Land at the Terraces , Morda

Cllr Martin Bennett advised members there was no further update.

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

1825 Road Safety Group

Cllr Roger Jones provided members with an update on Coed Y Go advising that following permission from The Chair, a leaflet had been issued to all Coed Y Go residents asking for their thoughts on the speed restriction proposals. He received twenty-five responses out of twenty seven all of which supported the proposals.

Members agreed for the details to be passed on to Shropshire Council. He also suggested the 40 mph start as far back as possible and at the junction of Oswestry and Coed y Go Road.

Members **NOTED** the report.

1827 Cemetery Working Group

Cllr Mike Weston advised members there had been no meeting of the Cemetery Working Group in the last month. For background information, the Environment Agency has issued a detailed document on cemetery management with regard to water pollution and recommended best practice. Planning permission for the Car Park and Memorial Garden was issued before 2 October 2023 and therefore not subject to these regulations. However, the adjacent plot of land may or may not be subject to these restrictions. The Council may have to consider legal advice on the restricted covenants and use of land.

The Council approved a specification and four companies have been approached for quotes. One supplier quoted, one has withdrawn and two have yet to be received.

Members **ACCEPTED** the verbal report.

1828 Institute of Cemetery and Crematorium Management (ICCM)

Cllr Martin Bennett proposed membership of the Institute of Cemetery and Crematorium Management (ICCM) at an annual cost of £95.00.

It was PROPOSED, SECONDED and AGREED for the Parish Council to enter into membership with the ICCM at an annual cost of £95.00.

1829 Environment Working Group

a) Cllr Iain Campbell advised members the Environmental Working Group have been identifying areas for the water testing. A method statement and Health & Safety document is being prepared. Councillors will undertake the first set of water testing without the involvement of volunteers. This is to assess the method statement and Health And Safety documents.

The last two areas for testing are being considered which will be prior to and after outflow near the sewage works. The sites will be photographed, and their location known by "What three words" to ensure a level of consistency. The Council has budgeted for six tests and there is one spare. This will be used where any complaints are raised.

The results will be minuted and records placed on the Parish Council website. Cllr Iain Campbell requested the Clerk contact the testing company for information relating to the storage arrangements, labelling and collection of samples. The draft method statement and risk assessment will be shared with the EWG for comment and any issues reported to the Clerk and Full Council.

Cllr Martin Jones advised members the water marker at Coed Y Go Lane had fallen down and vehicles have been damaged. He requested this is reported to Shropshire Council and that the marker is reinstated. Members **AGREED** to accept this report.

b) Trefarclawdd Farm (Cllr Roger Jones)

Members agreed for the two questions to be added to the letter sent to Shropshire Council and for this to be sent to the Environmental Agency from the Chairman.

Cllr Roger Jones advised members of the recent flooding at Coed Y Go with Cllr Chris Woods adding a new drainage scheme is being undertaken by Kier which should be within this financial year. He advised Wood Hill had also been flooded.

c) Vyrnwy Frankton Connection - Llanymynech to Lower Frankton

Cllr Martin Jones made booklets available and advised members most will be unaffected by the Vyrnwy Frankton Connection. Most people will have received a letter from Helen Morgan MP which included details of meetings being held as part of a consultation exercise. One locally in West Felton ended at 5 pm when most families are unable to attend and webinars taking place during the day. This is being undertaken by a private enterprise with stakeholders / shareholders. These plans will be disruptive to the people affected and reduce the value of their property. Unless pylons are directly on peoples land, compensation will not be received. There was a debate and a number of concerns raised including the land taking too long to recover, infrastructure not being robust or reliable, being a health hazard, and there not being a strategy for the implementation of power and energy network in the UK and therefore no consistency or planning and people not being informed. Cllr Martin Jones suggested a public meeting with the company attending and to give people a voice.

Cllr Martin Bennett suggested the following:

- Contact the Company requesting attendance at a Public Meeting in January 2024
- Write to Helen Morgan MP and the MP for Powis requesting support and attendance
- Put a question to Shropshire Council to support people so they have the opportunity to attend a consultation
- Garner Public Support
- Advertise in the Shropshire Star / Radio Shropshire

It was PROPOSED, SECONDED and AGREED to action the five suggestions above.

1830 Remembrance Sunday - 13 November 2023

Cllr Bob Kimber advised members of the arrangements for the Remembrance Sunday Service being held on 12 November 2023. He confirmed he had the key to the cemetery shed to obtain the road closure signs. Phil Evans has been asked to play the last post. If he is unavailable, this will be played over a loudspeaker. There is a wreath which can be presented by the Parish Council, and he requested the purchase of twenty small wooden poppy crosses at a cost of £60.00. The Clerk confirmed she has written to the Barley Mow requesting refreshments are served after the service. The Risk Assessment has been completed and an application for a temporary road closure will be submitted to Shropshire Council.

It was PROPOSED, SECONDED and AGREED for the Clerk to purchase 20 Wooden poppy crosses at a cost of £60.00.

1831 Correspondence

a)Cllr Steve Watts advised members of the issues raised by a resident in Morda regarding the lack of hedgerow maintenance along a pathway which links Sweeney Drive to Erw Wen. The Clerk confirmed this had been taken forward with Shropshire Council. Barrett Homes is responsible for maintaining the hedge which was cut back at the start of the summer. The verge is managed by Streetscene and an officer is to provide an update. The Clerk will follow up on this. Members **NOTED** that StreetScene is being reorganised.

b)Members **NOTED** the email from the Chair of Morton Playing Fields Committee thanking the Parish Council for its contribution of £52.95 for AED pads.

c) Members were advised of the Tree Scheme provided by Woodlands Trust. Cllr Mike Weston suggested obtaining trees from Shropshire Council as these cost less. Cllr Martin Bennett proposed this was referred to the Environmental Working Group (EWG) to investigate further and to report back to members at a future meeting. **It was PROPOSED, SECONDED and AGREED for this to be referred to the EWG and for a report to be received by members at a future meeting.**

1832 Consultation

Members **CONSIDERED** and **NOTED** the following consultations:

- a)Shropshire Council Polling Place Review 2023
- b)Vyrnwy Frankton Connection – Consultation ended 18 October 2023

1833 Date for Next Meeting

Members **NOTED** the next meeting will place on Thursday 30 November 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.

1834 Site Meeting – Trefarclawdd Cemetery

Members considered a request from David Davies & Sons Funeral Director for a site visit to discuss a number of management issues at Trefarclawdd Cemetery. This includes:

- Cemetery layout and adoption of spaces between fresh graves
- Pre purchases of plots
- Increased usage of oversized coffins

A member noted that Oswestry Town Council had abandoned the purchase / reservation of plots at their cemetery.

It was **PROPOSED, SECONDED and AGREED** for a site meeting to be arranged to discuss management issues. Members **AGREED** for Cllr Mike Weston, Cllr Peter Richrdson and The Clerk to attend.

1835 Planning Enforcement

There were no planning enforcement cases

The Chairman thanked everyone for their attendance and closed the meeting at 8.50 pm

Signed: _____
Chairman

Date: _____

DRAFT