

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.
July	1412	Action recommendations in the recent Tree Inspection Report.	Work in progress	
	1421	Make a complaint to the National Association of Funeral Directors.	Work in progress	Chairman to report.
August	1440	<p>Morda and Sweeney Village Hall</p> <ul style="list-style-type: none"> 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 	On-going	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"> Replace noticeboard located at the bus shelter at Maesbury Marsh Replace wood, clean and paint metal frame of seat located in Back Lane Maesbury £450 Clean rear panels and remove moss off the top of the bus shelter near the school at Morda £25 Remove moss off the top of bus shelter in Weston Road £25 Annual varnishing of all notice boards £400 Installation of no parking sign at Treflach Green £260 	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"> Investigate the types of gifts available and costs to commemorate the King's Coronation 	WIP	<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</p>

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				<p>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 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>
	1493	<p>Members agreed to:</p> <p>2. Write to Shropshire Council and the West Mercia Police and Crime Commissioner asking for a discretionary speed limit to be placed on the road at Weston</p> <p>3. The concerns raised by residents of Morton to be resubmitted Shropshire Council and to request initial work is undertaken to assess the speed and volume of the traffic to provide the rationale for a reduced maximum speed limit.</p>)) WIP)	<p>Cllr Martin Bennett provided a letter for the Clerk.</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>	WIP	<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>

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				<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>
October	1265,1444,1514 d	Members agreed for the quote from Malcolm Lainsbury for the replacement of the notice board at the corner shop to be forwarded to Cllr Singh to take forward with her insurance company.	WIP	<p>Quote passed to Cllr Singh to take forward with her insurance company. Waiting for a response as to whether the insurance company will meet the cost.</p> <p>Malcolm Lainsbury has been advised of this and that the Parish Council will come back once an outcome is known (Linked to Minute number 1265 Feb 22, 1444, Aug 22)</p> <p>Cllr Singh advised members that the insurance company will not be meeting the cost as the noticeboard was damaged prior to the accident.</p> <p>Full Council approved this quote in January 2023. Malcolm Lainsbury has been instructed to complete the works</p>
	1517	Members agreed for a letter to be sent the leader of Shropshire Council to ask for an explanation as to why fees at Oswestry Leisure Centre have increased whilst the others, which are considerably lower, have not	YES / WIP	<p>The Clerk has sent a letter to the Leader of Shropshire Council, Cllr Lezley Picton requesting an explanation for Serco's increase of fees at Oswestry Leisure Centre.</p> <p>This request has been forwarded to Cllr Rob Gittens, Portfolio Holder for Leisure.</p> <p>The Clerk received a response from Peter Davis, Leisure Services Manager at Shropshire Council. This has been shared with Councillors.</p> <p><i>"Shropshire Community Leisure Trust have, however, considered the disparity in charges across the facilities they operate and will be reducing the 60+ concessionary rate for swimming in January 2023 at Oswestry in line with other centres."</i></p>

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				<p><i>"The Trust will also be introducing their own concession card which provides a 40% discount for 60+, students and customers in receipt of benefits; they too recognise commitment to the health and wellbeing of all user groups. This is a really positive outcome for the communities in Oswestry, Market Drayton Shrewsbury."</i></p> <p>Placed as an agenda item January 2023 meeting. Ref to</p>
	1520	<p>Members agreed for</p> <p>a) Oswestry Rural Parish Council engages a competent Solicitor to scrutinize the available documents and advise on the question: Who owns the Village Hall and associated land</p> <p>c) The Council urgently request a copy of the last three year's accounts.</p>	<p>WIP</p> <p>WIP</p>	<p>The Clerk as contacted the Parish Council's Solicitor's Lanyon Bowdler to review the deeds to ascertain ownership.</p> <p>The Clerk has sent a letter to Robert Milton to advise of Cllr Martin Bennett's appointment and request a copy of the last three year's set of accounts and details of the next committee meeting. The Clerk sent a reminder on 7 December 2022 and a letter on 16 December 2022.</p> <p>Mr Milton has responded, and the Clerk replied to challenge the costs of providing financial information and to request a copy of the Trustees Charging policy and relevant minutes. Mr Milton has responded advising only the current year's financial information will be provided at cost of £15. This has been shared with Councillors.</p>
	1522	Members agreed for a request to the informal meeting with Yareal and the removal of restrictive covenants.	WIP	EWG to arrange informal meeting with Yareal and make requests for the removal of restrictive covenants.
	1523	Members agreed to SALC recommends in general that a statement be added to Parish Websites to the effect that parties looking to apply for planning permission for development in their area, should make early contact with the Council to discuss their proposals.	WIP	The Clerk to action
	1526	Members agreed to refer the HGV license issues to SALC and NALC to lobby Central Government for Change in legislation. CHECK – UPDATE from SALC / Shropshire Council	WIP	The Clerk sent letters provided by Cllr Martin Bennett to Helen Morgan MP and Cllr Wickson to lobby Central Government for a change in legislation.

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				<p>Helen Morgan has taken this forward with the Minister and a response received. The matter has been raised with Shropshire Council.</p> <p>Cllr Wickson has acknowledged the letter and concerns raised by the Parish Council. In the first instance, this matter has been taken forward with the leader at the SALC AGM meeting held on 3 November 2022. SALC is taking this forward with Shropshire Council in January 2023. The Clerk is awaiting the outcome from this.</p>
	1528	Members agreed for the matter concerning the community orchard to be deferred until the next meeting and request further information from Alison Davies	WIP	<p>Further information was received from Cllr John Davies, on behalf of Offa Community Support group. This was shared with members.</p> <p>Cllr Joyce Barrow has submitted an update stating feedback from the Shropshire Council, Steve Law, head of estates team, Philip Mullineax, the principal planning officer, and tree officer are very supportive of the orchard.</p> <p>This has been placed as an agenda item.</p>
November	1545	Members agreed to defer the allocation of reserves to the Finance Committee	Completed	<p>A meeting has been arranged for the Finance Committee to consider the allocation of reserves.</p> <p>Reserves were considered by The Finance Committee 25 January 2023 and approved by Full Council as part of Budget and Precept setting work.</p>
	1546	Members agreed to the formation of the Finance Committee with approval to determine Terms of Reference	WIP	<p>The following members were appointed: Cllr Peter Richardson, Cllr Bob Kimber, Cllr John Davies, Cllr Martin Bennett and The Clerk, Kathryn Lloyd.</p> <p>A meeting has been arranged to discuss Terms of Reference, allocation of reserves and other items</p>

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		<p>i) A letter be sent to Shropshire Council highlighting the issues from the report and requesting that the matter of traffic calming, and parking be reviewed.</p> <p>Members agreed for a letter to be sent to the Chairperson of the Agricultural Reference Group</p>))) WIP	Draft letter provided by Cllr Martin Bennett sent to the Agricultural Reference Group Chairperson, Cllr Joyce Barrow. This has been forwarded. Mark Barrow has acknowledged this, and a further update is expected. He asked for the details of any records of Police enforcement action against the farm. The Clerk will check with The North Shropshire and Oswestry Safer Neighbourhood Team.
	1554	Members agreed for the Clerk to receive cemetery training	WIP	The Clerk as found a training provider and is arranging to attend a training event in the New Year. Likely to be 12 / 13 March 2023.
	1558	Members agreed for the request from Offa Community Group for support from the Parish Council for an orchard in Trefonen be deferred until January 2023 meeting.	WIP	<p>The Clerk has confirmed with Offa Community that members have deferred this until January 2023 meeting.</p> <p>The group asked what form the consultation will be and it was suggested mail drop off.</p> <p>ACTION REEQUIRED: Members need to agree how to communicate this with the various group. Website / notices etc</p>
December	1576	<p>Members agreed for a letter to be sent to the Leader of Shropshire Council expressing their disappointment in the officer's response to Cllr Bennett.</p> <p>Members agreed for Cllr Roger Jones to prepare a letter setting out where he believed the planners had been inept and where they had failed to meet their own guidelines. This will be forwarded to the Clerk to send to the Ombudsman.</p>	WIP WIP WIP	<p>Cllr Martin Bennett provided a draft letter for the Clerk. This has been sent to Cllr Picton, Leader of Shropshire Council, with a copy of the Planning Officers response. Shropshire Council have acknowledged receipt. A response was received from Tracy Darke. Agenda item for February 23.</p> <p>The Clerk has received an email from Cllr Roger Jones setting out the issues which is ready for the Ombudsman. Cllr Roger Jones has requested this be reviewed and approved by Full Council at the January 2023 meeting. This is on hold whilst the Parish Council confirms whether it has exhausted the complaints process with Shropshire Council and expert advice on EIA's has been received.</p> <p>The Clerk has contacted Lanyon Bowdler regarding the Judicial Review process and potential costs and implications. Lanyon Bowdler Solicitors responded to advise they do not have in-house</p>

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				expertise to act on the Parish Council's behalf. They have recommended Berrys. Agenda Item 18. February 2023.
	1577b	Members noted a Freedom of Information (FOI) request from Mr Robert Milton relating to Morda and Sweeney Village Hall. The Clerk advised a response is due by 4 January 2023.	Yes WIP	The Clerk completed the FOI request on 4 January 2023. Mr Milton, on behalf of Morda & Sweeney Village Hall Trustees has raised a formal complaint against The Parish Council. This has been shared with Councillors and has been placed as an agenda item. Full Council agreed not to provide a response until the matter of Morda and Sweeney Village Hall had been reviewed by the Parish Council Solicitors Lanyon Bowdler. Refer to 1612
	1578	Members agreed for a letter to be sent to Shropshire Council seeking assurance that any further applications for HGV licenses will be treated as a planning application; that the Parish Council be notified and that any comments made by the Council be passed back for consideration.	WIP	Cllr Martin Bennett provided a draft letter to the Clerk. This has been completed and forwarded to Shropshire Council. The Clerk is awaiting a formal response from the Council. This is being dealt with between SALC and Shropshire Council. No formal response has been received.
	1580	Members considered agreed for letters to challenge costs / provide an explanation for fuel prices to be sent to: <ul style="list-style-type: none"> a) Oswestry Town Council to challenge Local providers b) Helen Morgan MP, raising concerns c) Morrisons asking for a representative to attend the next Parish Council meeting to provide an explanation for the prices 	Yes Yes	Cllr Martin Bennett provide draft letters to the Clerk. The letter to Helen Morgan MP has not yet been sent as the Clerk is waiting for evidence from Cllr Martin Jones to include in the letter. The letter to Oswestry Town Council was sent to the Mayor, Jay Moore. He has responded advising he will bring this to Council at the earliest possible opportunity and has asked the clerk to add it to their agenda. He will propose that OTC support the Parish Council in its bid and also ask Helen Morgan to look into this issue on their behalf. To date, there has been no response from Morrisons.
	1581	Members agreed to draw up their own individual questions on Asylum Dispersal centres for review early next year.	WIP	Councillors to determine their own questions before bringing this back to Full Council early next year.
	1584	Members agreed to: <ul style="list-style-type: none"> • Make a formal complaint to the Charity Commission about the lack of response from the Trustees of Morda and Sweeney Village Hall and as Custodian Trustees, to raise concerns regarding the management of the Trust 	WIP	Cllr Martin Bennett provided a draft letter to the Clerk. This has been completed and forwarded to a contact at the Charity Commission who has acknowledged receipt. The Clerk received a response on 6 February 2023, advising the Charity Commission had provided regulatory advice to the Trustees.

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		<ul style="list-style-type: none"> Instruct a solicitor to proceed to first registration with the Land Registry in the name of The Oswestry Rural Parish Council. 		<p>The Clerk has instructed the Parish Council Solicitors Lanyon Bowdler to proceed to first registration with the Land Registry in the name of The Oswestry Rural Parish Council.</p> <p>The Clerk has asked for a review of the deeds to establish ownership. Lanyon Bowdler has not actioned this and have advised they cannot act in this matter. Refer to 1612</p>
	1594	Respond to planning applications		<p>All decisions reported via Shropshire Council Planning portal. The Clerk noted that for application 22/05582/CPL Pleasant View, Weston Road, Morda, Oswestry, Shropshire, the following notice was displayed:</p> <p><i>This application notifies the Council of proposed work or development not needing its permission. The Council will not be approving or refusing the proposal, so comments are not invited on this application type.</i></p> <p>The planning portal only allows Support, Object or Representation. After consultation with the Chairman for application 22/05608/FUL Morton Farm, Morton, Oswestry, Shropshire, SY10 8BE. The Parish Council objected on the basis of light pollution.</p> <p>The Planning Officer Janet Davies spoke with Cllr Martin Bennet and the Clerk notified of the following : <i>In view of the Parish Council's concerns regarding the potential for light spillage within this location it is recommended that a condition be attached to the planning consent ensuring that any future proposals for external lighting are submitted to the local planning authority for approval in writing prior to installation. It is further proposed that conditions are attached requesting details of landscaping and the finished colour of the roof in order to harmonise the development into its surroundings as far as possible.</i></p>

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	1596 e g	Members accepted the quote for the replacement of the notice board a Morda. Members agreed for funds to be transferred to bring the balance held at Unity Bank to £15,000	WIP Yes	The Clerk has notified Malcolm Lainsbury to undertake the work The Clerk transferred funds to bring the balance to £15,000. Due to an online banking issue with HSBC the grant payment of £179.99 was processed from this account. The Clerk will process a payment to cover this and ensure the balance is £15,000.
	1597	Members agreed to award a grant of £179.99 be awarded to Rhydygroesau Village Hall for the AED on an exceptional basis		The Clerk has processed the payment to Rhydygroesau Village Hall.
	1598	Members agreed to increase the budget to £6,000 for the Cemetery planning works subject to a detailed costings / budget.	Yes	The Clerk increased the 2023/24 budget to £6,000
	1599 a	Members agreed the draft budget for 2023/24 and the precept request of £34,522.	Yes	The Clerk completed and submitted the precept request form for 2023/24.
	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.	WIP	The Clerk placed this as an agenda item . Cllr Roger Jones to provide an update
	1603	Members agreed to contact Shropshire Council to request : <ul style="list-style-type: none"> urgent replacement of the Flood Depth Marker at Coed y Rae Lane vehicle damage claims to be passed on to the Council 		The Clerk sent a letter to Cllr Richard Marshall and received the following response: <i>Flood Marker – Please report this defect in the usual manner on either the council website or the App Fix My Street, if it is not dealt with in a timely manner then please feel free to contact me again and I will chase it up.</i> <i>Vehicle Damage</i> <i>As with any claims of damage to vehicles, this would need to be reported by the owner of the vehicle and not the parish council, any such claims would be dealt with via the Councils standard Insurance procedures.</i>
	1605	Members agreed for the Clerk to approach Lanyon Bowdler Solicitors to be advised of a legal advisor in respect of EIA's	WIP	The Clerk emailed Lanyon Bowdler Solicitors to request if they had legal advisor to deal with EIA's. The Solicitor responded advising they did not have an in house expert to deal with this. To be discussed under Trefarclawdd Farm – agenda item

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	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.
	1607 a & b d	Members agreed to object to the introduction of a charge for green waste. Members agreed to object to any charges for temporary road closure for events. Members agreed for Cllr Martin Bennett's report on Shropshire Council's Unsafe Walking Routes Assessment Policy (UWRA) be submitted to the Council	Yes	The Clerk sent a letter to Cllr Gwilym Butler (Portfolio holder for Finance) to object to the introduction of a charge for green waste and to advise the Parish Council objected to any future proposals for charges to cover temporary road closure of events. The Clerk received a prompt response: <i>The proposed charge for green waste has currently been pulled and is subject to understanding what other services DEFRA are going to enforce us to do before we make any further decisions any of which would be out again for further consultation .</i> <i>In respect of the road closure charging this will come back to cabinet I believe with an amended policy only charging for bodies that intend to make a profit from such an occasion. All road closures incur cost for the council which obviously we need to cover.</i> The Clerk sent a letter to Cllr Richard Marshall which included a copy of Cllr Martin Bennetts report on Shropshire Council's UWRA Policy. This has been acknowledged and forwarded to the relevant department
	1609	Members agreed for three interested parties to work together for a suitable location for a permanent Christmas Tree, contact the relevant authority from Shropshire Council and provide a response to the Clerk.	WIP	No response to the Clerk
	1611 1612	Members agreed to the Clerk obtaining quotes to replace the existing gate post at Trefonen Cemetery	WIP	The Clerk has requested quotes from two other suppliers, one of which has been provided. An agenda item for February 2023.

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	1612	Members agreed for The Clerk to seek legal advice in relation to the whole matter of Morda & Sweeney Village Hall	WIP	<p>The Clerk emailed Lanyon Bowdler Solicitors and requested urgent legal advice, following up on the emails of 5 and 12 January 2023 which remained unanswered.</p> <p>The Solicitor provided a response stating they did not have an in house expert deal with this. The Clerk advised this was a separate matter and unrelated to the Judicial Review. speaking with the representative it transpired this was a personal assistant to the Solicitor.</p> <p>The Clerk received an email from a Trustee advising ownership of the Village Hall and associated land had been transferred to the Charity Commission and ORPC were no longer Custodian Trustees.</p> <p>The Clerk advised the Chairman and three Councillors and sought urgent legal advice. A Solicitor from the Oswestry branch spoke with the Clerk and advised that Lanyon Bowdler would not be acting on this. When the Clerk asked for written confirmation, the Solicitor was reluctant and said she would take advice from a manager. The Clerk received an email from the Solicitors advising they were unable act in this matter due to Charities being a niche area. The Clerk is seeking alternative Solicitors.</p>