



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 Rhydydroesau Village Hall, commencing at 7 pm on **Thursday 25 September 2025** and Members are hereby summoned to attend for the purpose of transacting the following business.

K L Lloyd

Signed by:
Kathryn Lloyd CPFA
The Clerk & RFO

Date of issue: 19 September 2025

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 Oswestry Safer Neighbourhood Team (3a)

4. Shropshire Council Report

To receive a report from Shropshire Councillor Andy Davis (4a)

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 the Ordinary Meeting of the Parish Council meeting held on 31 July 2025 (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 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

a) To consider and approve any requests for dispensations

9. Declaration of Acceptance of Gifts and Hospitality

a) To receive any declarations of acceptance of gifts and hospitality

10. Policies

a) To CONSIDER the recommendation of the Finance Committee that the following policies be APPROVED :

1. Information Request (appendix 10.1)
2. Media (appendix 10.2)
3. Councillor Vacancy (appendix 10.3)

11. Co-option Applications – Trefonen with Treflach and Rhydygroesau Wards

- a) To CONSIDER applications for co-options on to Trefonen with Treflach and Rhydygroesau Wards of Oswestry Rural Parish Council and invite the applicants to present themselves to members. To AGREE any appointments. (appendix 11) Suspend Standing Orders 8a,b
- b) To CONSIDER any co-opted members for appointment to Committees or Working Groups.

12. The Tonys' Community Service Award Presentation 2025

a) To award the Tonys' Community Service Award 2025 to the winner

13. Planning Matters

a) Planning Decisions

To NOTE the following:

Planning Application Details	Planning Proposals
25/01474/FUL Hope House Hospice, Nant Lane, Morda, Oswestry, Shropshire, SY10 9BX	Refurbishment of an existing playground and creation of an accessible outdoor path network across the site Decision: Grant Permission
25/02415/FUL The Mile House Farm , Shrewsbury Road, Aston, Oswestry, Shropshire, SY11 4JF	Change of use from Class B2 to Class E (gym) Decision: Grant Permission
25/02703/FUL Ash Cottage, Crickheath, Oswestry, Shropshire, SY10 8BJ	Erection of single storey flat roof extension with balcony above following demolition of existing store building Decision: Grant Permission

Planning Application Details	Planning Proposals
25/02544/FUL Brookside Farm, Albridge Lane, Morton, Oswestry, Shropshire, SY10 8AL	Demolition of single storey lean-to and replace with single storey lean-to extension, formation of new vehicular access with visibility splays and sight lines and change of use of land to domestic for new access drive, and parking Decision: Grant Permission

b) To provide retrospective APPROVAL for the August 2025 planning applications

Planning Application Details	Planning Proposals
25/02829/FUL Three Trees, Sandrock Lane, Trefonen, Shropshire, SY10 9DP	Erection of 1no dwelling and formation of vehicular access Response : “It is the wish of the local member that ORPC OPPOSE the application, and that the comments of the Council from the application of 2014 be reiterated together with support for the views of the Trefonen Rural Protection Group”

c)To consider the following applications:

Planning Application Details	Planning Proposals
25/03119/COU Cadwallader Ltd, Unit Mr4, Maesbury Road, Oswestry, Shropshire, SY10 8NJ	Change of use of existing B8 storage and distribution building to Class E(d) Indoor sport
25/03174/FUL The Elms, Middleton, Oswestry, Shropshire, SY11 4LT.	Construction of a replacement garage
25/03064/OUT NE of Morton Ley Farm, Morton, Shropshire.	Outline application (all matters reserved) for the erection of a rural enterprise dwelling and all associated works
25/03409/VAR Trefonen C Of E School, School Lane, Trefonen, Oswestry	Variation of Condition 1 attached to Planning Permission 15/02762/VAR dated 15 September 2015 to allow for the retention of the demountable accommodation for a further temporary period of 10 years.
25/03467/AGR Field To The North Of B4396 (near Redwith Junction And Where The Montgomery Canal Crosses The B4396), And To The South East Of Morton Farm.	New farm road. FOR INFORMATION ONLY
25/03509/CPL Clements Cottage, Gwern-y-brenin, Oswestry, Shropshire, SY10 8AP.	Lawful Development Certificate for the proposed erection of replacement shed/workshop 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.

14. Clerk's Report

To receive and NOTE a report from the Clerk (appendix 14)

15. Financial Matters

To provide Retrospective APPROVAL for:

- a) Payments for August 2025 (appendix 15a)

To CONSIDER and APPROVE:

- b) I & E year to date balances , forecasted outturn position to 31 March 2025 at September 2025 (appendices 15 bii,biii)
- c) Bank reconciliations to August 2025 (15c)
- d) Provisional Payments for September 2025 (15d)
- e) Community Infrastructure Return (CIL) 2025. (appendix 15e)

To NOTE

- f) Increased fees for use of Rhydygroesau Village Hall from October 2025(appendix 15f)
- g) Banking issues with HSBC
- h) Pension redeclaration completed 15 August 2025 to Comply with Pension Regulations 2008

16. Finance Committee Update

a)To RECEIVE an update from the Chair of Finance following the recent Committee meeting and consider any recommendations relating to CIL funding and use of reserves

17. Annual Internal Audit Action Plan

To RECEIVE an action plan as part of the internal audit recommendations (The Clerk- appendix 17)

18. External Auditor's Report and Certificate / Conclusion 2023/24

To REVIEW and NOTE the External Auditor's report and certificate / conclusion of the Annual Governance & Accountability Return (AGAR) 2024/25 (appendix 18)

19. Yarreal Estate Management Meeting

a) To RECEIVE an update on the Yarreal Estate Management Meeting and AGREE revised dates and venue for delegate members of the Council to attend.

20. Houses of Multiple Occupancy (HMO) Oswestry

- a) To RECEIVE an update on the HMO Oswestry (Cllr Peter Richardson)
- b) To APPROVE the completed HMO Implementation of Article 4 Directions in Oswestry and Shropshire Market Towns (appendix 20b)

21. Cemetery Working Group

a) To RECEIVE a report on the planned major maintenance work at the Cemetery (Cllr Peter Richardson)

22. Environment Working Group

To RECEIVE an update from the Environmental Working Group

- a) Water Pollution (Cllr Iain Campbell)

23. Communications

- a)To RECEIVE a report from the Communications Working Group (appendix 23a - Cllr Richard Fowler)
- b)To RECEIVE a verbal report on general email communications of the Council (Cllr Martin Jones)

24. Social Media

- a) To RECEIVE an update on Social Media (Cllr Richard Fowler)

25. Website

- a) To RECEIVE a report on the website (appendix 25 – Cllr Richard Fowler)

26. Correspondence

- a) To CONSIDER a request by Community First Responder for Oswestry, to cover the costs for the replacement of the battery and pads for the defibrillator located outside Morda Village Shop (The Clerk)
- b) To CONSIDER a request by Chris Mellings (SALC) to attend the October Parish Council meeting with Cllr Ray Wickson to provide an update on working with Shropshire Council following the Shropshire Together Conference .
- c) To CONSIDER requests for Grant Funding from Rhydygroesau Church PCC and Trefonen Village Hall Committee
- d) To CONSIDER a request from Trefonen Village Hall to move the December meeting from 4 to 11 December 2025.

27. Consultations

- a) To NOTE any Consultations

28. SALC AGM 29 October 2025

- a) To NOTE the SALC AGM and APPROVE attendance by Cllr Martin Bennett

29. Date for Next Meeting

To NOTE that the Ordinary Parish Meeting will take place on **Thursday 30 October 2025** at Weston Village Pool from 7.00 pm.

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

30. NALC Pay Award 2025/26

- a) To NOTE NALC pay agreement 2025/26 and APPROVE arrears of pay from 1 April 2025 to date.

31. Planning Enforcement

- a) To NOTE planning enforcement notifications received (The Clerk)