



Oswestry Rural Parish Council

64 Cherrybrook Drive
Broseley
Shropshire
TF12 5SH
01952 884372

clerk@oswestyrural-pc.gov.uk
www.oswestyrural-pc.gov.uk

NOTICE IS HEREBY GIVEN that the Annual Meeting of Oswestry Rural Parish Council will be held at Trefonen Village Hall commencing at 7 pm on Thursday **26 May 2022** and Members are hereby summoned to attend for the purpose of transacting the following business.

[Join Zoom meeting](#)

Signed:
Sharon Clayton MPA, BA (Hons), FSLCC
Clerk

Date of issue: 19 May 2022

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. Election of Chairman

In pursuance of the LGA 1972 S15(1)(2) Members will elect the Chairman for the ensuing Council year

2. Declaration of Acceptance of Office

The newly elected Chairman will sign their Declaration of Acceptance of Office

3. Election of Deputy Chairman

In pursuance of the LGA 1972 S15(6) Members will elect the Deputy Chairman for the ensuing Council year

4. Apologies for absence

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

5. Trefarclawdd Farm

Richard Corbett will be in attendance to discuss proposals for Trefarclawdd Farm and its impact on the local community

6. Police Report

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

7. Shropshire Council Report

To receive a report from Shropshire Councillor Joyce Barrow

8. 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.

9. Minutes

To CONSIDER and APPROVE the minutes from a Parish Council meeting held on 28 April 2022 (appendix 9)

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.

10. 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.

11. Dispensations

To consider and approve any requests for dispensations

12. Declaration of Acceptance of Gifts and Hospitality

To receive any declarations of acceptance of gifts and hospitality

13. Committees/Working Groups

To CONSIDER and APPROVE the appointment of:

- a) Personnel Committee (4 members)
- b) Road Safety Working Group (whose objectives are to promote, assist and help improve road safety throughout the parish for the benefit of all road users)
- c) Cemetery Working Group (whose objectives are to explore options for improving land at Trefarclawdd cemetery and ensure there is adequate burial space for future interments)
- d) Environment Working Group (whose objectives are to refer concerns about environmental issues to the appropriate body/organisation)

14. Representatives on Outside Bodies

- a) Shropshire Association of Local Councils (Oswestry Area Committee)

15. Review of the following:

To CONSIDER and APPROVE a review of the following in accordance with Standing Order no: 5J:

- a) Financial Regulations (appendix 15a)
- b) Standing Orders (appendix 15b)
- c) Terms of Reference for the Personnel Committee (appendix 15c)
- d) Terms of Reference for the Road Safety Working Group (appendix 15d)
- e) Terms of Reference for the Cemetery Working Group (appendix 15e)
- f) Terms of Reference for the Environment Working Group (15f)
- g) Review of inventory of land and other assets including buildings and office equipment (to NOTE this was carried out in April 2022)
- h) Confirmation of arrangements for insurance cover in respect of all insurable risks (see agenda item 32 below)
- i) Review of staff subscription to the SLCC and Parish Council subscription to SALC

16. Schedule of Future Meetings

To CONSIDER and APPROVE dates and venues for future meetings up until May 2023 (appendix 16)

17. Planning Matters

a) Planning Decisions

To NOTE the following:

Planning Application Details	Planning Proposals
22/00590/OUT Land adjoining The Laurels, Sweeney	Outline application for the erection of one dwelling to include access Permission REFUSED 29 April 2022 <i>The parish council had no objection</i>
22/01371/FUL 31 Sweeney Drive, Morda	Erection of first floor extension over existing garage Permission GRANTED 11 May 2022 <i>The Parish Council had no objection</i>
22/01540/FUL 13 Nant Y Caws, Morda	Erection of two storey rear extension Permission REFUSED 17 May 2022 <i>The Parish Council had no objection</i>

b) Planning Applications

To CONSIDER and APPROVE a response to the following:

Planning Application Details	Planning Proposals
22/01878/FUL Proposed residential development land at Maesbury Marsh	Erection of one dwelling and garage (plot 2) which forms part of a wider development of four dwellings granted outline planning approval (ref: 14/02643/OUT)
22/01971/FUL 4 Brick Kiln Cottages, Racecourse Road, Oswestry	Erection of part two-storey part first-storey extension to west elevation
22/02020/FUL Lloyds Animal Feeds Ltd., Mill and Premises, Llyncllys Farm, Morton	Installation of new feed storage bins
22/02073/AGR The Elms, Middleton	Agricultural storage building for grain and machinery

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.

18. Clerk's Report

To receive and NOTE a report from the Clerk (appendix 18)

19. Financial Matters

To CONSIDER and APPROVE:

- Income and expenditure for April 2022 (appendix 19a)
- Bank reconciliations from 1 April to 30 April (appendix 19b)
- Payments for May 2022 (information to follow)
- Bank signatories (at least 5 councillors plus the Clerk) (Clerk to report)
- Opening a new bank account with Unity Trust Bank

- f) Investing £50,000 with the Public Sector Deposit Fund
20. Annual Governance and Accountability Return 2021/2022

To CONSIDER and APPROVE:

- a) The Annual Internal Audit Report for the financial year 1 April 2021 to 31 March 2022 (appendix 20a)
- b) The Annual Governance Statement 2021/2022 (appendix 20b)
- c) The Accounting Statement for 2021/2022 (appendix 20c)

21. Annual Report

To CONSIDER and APPROVE the Annual Report for 2021/2022 (appendix 21)

22. Tony Cheetham Community Service Award

To CONSIDER and APPROVE the winner of this year's Tony Cheetham Community Service Award (appendix 22)

23. Road Safety

- a) To consider the 20's Plenty campaign and approve any action required (Cllr. John Davies) (appendix 23a)
- b) To receive a response to the Parish Council's request for double yellow lines to be installed at Trefonen Road in Morda
- c) To receive an update from the Road Safety Working Group and agree any action required

24. Trefarclawdd Cemetery

To receive a report from the Trefarclawdd Cemetery Working Group and approve any action required (appendix 24)

25. Health and Safety Policy

To CONSIDER and APPROVE a revised Health and Safety Policy (Cllr. Roger Jones)

26. Sewage Disposal Works at Maesbury Road

To consider the implications of the sewage disposal works at Maesbury Road and whether improvements will bring it up to current standards (Cllr. Iain Campbell)

27. Biodiversity

In pursuance of Section 40 of the Natural, Environmental and Rural Communities Act 2006, to consider the Parish Council's obligations towards biodiversity (Cllr. Iain Campbell) (see agenda item 15f above)

28. Oswestry Leisure Centre

To consider the increased fees at Oswestry Leisure Centre and approve any action required (Cllr. John Davies)

29. Trefarclawdd Farm

To consider activities at Trefarclawdd Farm and approve any action required (Cllr. Roger Jones)

30. Consultation

To CONSIDER and APPROVE a response to consultation received:

- a) Shropshire Council's Draft Housing Allocation Policy (appendix 30)

31. Date for Next Meeting

To NOTE that the next meeting will place on Thursday 30 June 2022 at Rhydycroesau 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

32. Insurance

To CONSIDER and APPROVE a quote for insurance renewal (appendix 32)

33. Tree Survey

To CONSIDER and APPROVE a quote for a tree survey to be carried out (Cllr. John Davies) (information previously circulated)

34. Grazing on Land at Trefarclawdd Cemetery

To CONSIDER and APPROVE a request and fee for horses to graze on land at Trefarclawdd cemetery (appendix 34)

35. Maesbury War Memorial

To receive a report from the Clerk concerning agreed works to Maesbury War Memorial and approve any action required

36. Planning Enforcement

To NOTE planning enforcement notifications received (Clerk to report)