

Minutes
of a Parish Council meeting
held at 7 pm on Thursday 28 July 2022 at Trefonen Village Hall

Present:

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

Clerk to the Council:

Sharon Clayton

In attendance:

3 members of the public
Shropshire Councillor Joyce Barrow
PCSO Charlie Iremonger

1397 Chairman's Welcome

The Chairman welcomed everyone to the meeting

1398 Apologies for Absence

Apologies were received from:
Cllr. Peter Davies
Cllr. Paul Milner

1399 Police Report

PCSO Charlie Iremonger presented the following report on behalf of the Oswestry Rural South Safer Neighbourhood Team:

29/06/2022 – Road Traffic Collision at Mile End Roundabout. Non injury.
01/07/2022 – Theft of trailer on the Mile End Industrial Estate. CCTV was viewed and a vehicle and three persons were seen in the area and taking the trailer.
02/07/2022 – Road Traffic Collision at Mile End Roundabout. All parties out of vehicles and non-injury.
05/07/2022 – Road Traffic Collision at Mile End Roundabout. Non injury
06/07/2022 – Road Traffic Collision at Mile End Roundabout. Non injury
07/07/2022 – Person reported they had had their number plates cloned.
12/07/2022 – Group of youths throwing eggs at each other and also passing vehicles near to the Mile End Roundabout.
15/07/2022 – Vehicle seized in Trefonen for not having tax.
17/07/2022 – A load of bales of hay had fallen off a trailer in Morton. Police attended and bales of hay were cleared off the road.
17/07/2022 – Road Traffic Collision at Mile End Roundabout. Non injury.
25/07/2022 – Business alarm, Maesbrook Industrial Estate. Police attended and all in order.
26/07/2022 – Dropped 9's due to an accidental call and all was ok.
27/07/2022 – Vehicle broken into on the Mile End service area.
28/07/2022 – Highways incident. Reports on a drainage cover dislodged and Highways were informed.

NOTED.

1400 Shropshire Council Report

Cllr. Joyce Barrow informed there was nothing to report.

1401 Public Participation

One member of the public referred to the planning application for Trefarclawdd farm and said that he did not think their obligations had been completed from previous planning approvals. He asked that the Parish Council considered residents' comments. He also referred to the farm's appeal against Shropshire Council's refusal which he said was very weak. He also asked the Road Safety Working Group to keep the initiative going with Shropshire Council to have the speed limit reduced in Coed-y-Go.

The Chairman informed the meeting that he had received an email from Paul Wiseman who was unable to attend the meeting and had asked for it to be read out during the public session. The email referred to the poor state of repair of Morda and Sweeney Village Hall. It was unregistered with Land Registry, and he said that it should be registered with Land Registry in the name of the Trust which is a registered charity. He said that the refurbishment of the hall could be financed with various grants and that the Parish Council should be named as one of the trustees and could set aside funding towards upgrading its facilities for the benefit of the Morda community.

One member of the public asked whether the Council would look into operators' licences and take any necessary action.

1402 Minutes

- a) The minutes of a Parish Council meeting held on 30 June 2022 were considered for approval. It was **PROPOSED, SECONDED and RESOLVED that the minutes be APPROVED and ADOPTED as a true record.**
- b) The minutes from an Extraordinary Parish Council meeting held on 7 July 2022 were considered for approval. With the addition of Cllr. Roger Jones whose name was omitted from those present it was **PROPOSED, SECONDED and RESOLVED that the minutes be APPROVED and ADOPTED as a true record.**

1403 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.

1404 Dispensations

None requested.

1405 Declaration of Acceptance of Gifts and Hospitality

None declared.

1406 Planning Matters

a) Planning Decisions

The following planning decisions were **NOTED**.

Planning Application Details	Planning Proposals
22/01971/FUL 4 Brick Kiln Cottages, Racecourse Road	Erection of part two storey part first storey extension to west elevation. Permission REFUSED 22 July 2022. <i>The Parish Council had no objection.</i>

b) Planning Applications

The following planning applications were considered for comment:

Planning Application Details	Planning Proposals
21/03584/REM Land south of Middleton Road, Oswestry	Approval of reserved matters (appearance, landscaping, layout and scale) pursuant to application 17/06025/OUT (amendments). Concern was expressed about public open space and access to the footpath which was at the top of a bund. Access to this may preclude less abled people and children in pushchairs which may not be in accordance with the Disability Discrimination Act. Concern was also expressed about which routes would be used by construction traffic and residents. It was PROPOSED, SECONDED and AGREED: <ul style="list-style-type: none"> ○ To object and reiterate previous comments made by the Parish Council objecting to this application. ○ Work should not commence until the Conditions requested by Highways England had been complied with. ○ To inform Oswestry Town Council of the Parish Council's response and seek its support.
22/00671/TPO 50 Milars Field, Morda	Reduce by approx. 3m either side of one Sycamore tree protected by the Council of the Borough of Oswestry (The Llwyn Mopsis, Trefonen Road, Morda) TPO 2003. It was PROPOSED, SECONDED and AGREED no objection provided the tree officer approves of the proposals.
22/02571/FUL Pentre Issa, Trefonen	Conversion of outbuildings to form holiday let accommodation with ancillary works. It was PROPOSED, SECONDED and AGREED to support provided the 4 Conditions were met.
22/02572/LBC Pentre Issa, Trefonen	Works to listed building to facilitate the repair and conversion of outbuildings to holiday accommodation; to include some demolition. It was PROPOSED, SECONDED and AGREED to support provided the 4 Conditions were met.
22/02774/EIA Trefarclawdd Farm, Tref-Ar-Clawdd	Construction of new intensive dairy complex (to include means of access off the adjacent public highway and wider area surface water drainage and landscaping), alongside a former dairy complex at Trefarclawdd Farm. (Part retrospective, some development has been approved subject to previous separate planning applications for development on site). It was PROPOSED, SECONDED and AGREED to object and: <ul style="list-style-type: none"> ○ Request that Shropshire Council enforces the enforcement notice as the requirements for a suitable and sufficient EIA/ES had not been met. ○ Retrospective planning development should be refused. ○ The lighting and design scheme should be rejected. ○ The noise impact assessment should be rejected.
22/02941/FUL Willow Cottage, Sandroek Lane, Trefonen	Proposed installation of ground mounted solar panel array. It was PROPOSED, SECONDED and AGREED to support.
22/03257/CPE Pleasant Grove, Wern Y Wiel, Treflach	Application for a Lawful Development Certificate for the existing use of a residential annex in the form of a static caravan including gravel drive to the rear of the existing residential dwelling namely Pleasant Grove (FOR INFORMATION ONLY). NOTED.
22/05758/NEWDEV Street naming Pool View Road, Morda	Street naming for: residential development of 20 new dwellings at land to the north of Weston Road, Morda. It was PROPOSED, SECONDED and AGREED no objection.

c) Planning Appeals

Planning Application Details	Planning Appeal Details
Appeal Ref: 22/03041/REF Pentre Farm, Woodhill, Trefonen	Appeal against 21/02541/LBC. It was PROPOSED, SECONDED and AGREED to support the Appeal.
Appeal Ref: 22/03030/ENF Trefarclawdd Farm, Tref-Ar-Clawdd, Oswestry	Appeal against 20/07173/ENF. It was PROPOSED, SECONDED and AGREED to oppose the Appeal.

1407 Clerk's Report

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

1408 Financial Matters

a) **Income and Expenditure**

Members considered for approval income and expenditure to 30 June 2022.

It was PROPOSED, SECONDED and AGREED that income received to date of £43,882.89 and gross expenditure to date of £9,612.12 be APPROVED.

b) **Bank Reconciliations**

Members considered for approval bank reconciliations for June 2022.

It was PROPOSED, SECONDED and AGREED that bank reconciliations for June 2022 totalling £287,485.65 be APPROVED.

c) **Payments for July 2022**

Members considered for approval payments for July 2022.

It was PROPOSED, SECONDED and AGREED that the following payments for July 2022 be APPROVED.

PAYEE	DESCRIPTION	AMOUNT £
EE	Wi-Fi mini monthly plan	16.39
Shropshire Design & Print	'No parking' sign	98.09
Scottish Power	Street lighting electricity	939.74
Sharon Clayton	Clerk's salary/expenses/reimbursement	1221.47
HMRC	PAYE/NI	480.06
HSBC	Bank charges	10.00
A G Royce	Grounds maintenance and tree pruning	932.50
Trefonen Village Hall	Room hire	90.00
Mark Evans	Bus shelter cleaning	60.00
Colin Turner	Bus shelter cleaning	25.00
SALC	Clerk's training	30.00
Shropshire Council	Election costs	700.00
	TOTAL	4603.25

d) Members considered for approval the allocation of reserves for specialist\legal advice.

It was PROPOSED, SECONDED and AGREED that £2,500 be transferred from general reserves and allocated to specialist/legal advice in the 2022/2023 expenditure budget.

e) Members considered for approval that £700 held in reserves for election costs be allocated to election costs in the expenditure budget.

It was PROPOSED, SECONDED and AGREED that £700 be transferred from general reserves and allocated to election costs in the 2022/2023 expenditure budget.

- f) The Clerk informed Members that she was still trying to change the authorised bank signatories with HSBC. The Clerk was also in the process of opening a new current account with Unity Trust Bank and asked Members to approve an amount of money with which to open the account and recommended £5,000.

It was PROPOSED, SECONDED and AGREED that £5,000 should be transferred to Unity Trust Bank to open a new current account.

1409 Personnel Committee Terms of Reference

Members considered for approval that the Personnel Committee Terms of Reference be amended to allow Committee Members delegated authority to recruit staff.

It was PROPOSED, SECONDED and AGREED that the Terms of Reference for the Personnel Committee be amended to allow Committee Members to recruit staff.

1410 Road Safety

- a) Members were informed that the Road Safety Working Group had not met but would be meeting soon to discuss matters brought to their attention including speeding issues at Coed-y-Go and at Weston.

The Chairman informed the meeting that, in response to public concern about HGV operators' licences, he had made enquiries about how the Parish Council could comment on behalf of the local community and, after communicating with Shropshire Council, had been advised that Parish Councils are not statutory consultees and cannot therefore make representations directly. The Parish Council could however ask Shropshire Council to make an objection on its behalf but, having asked Shropshire Council to do so, a negative response was all that was achieved.

It was PROPOSED, SECONDED and AGREED to write to the Leader of Shropshire Council and Helen Morgan MP to express the Parish Council's disappointment that it was not able to convey local community concern as a consultee to the Traffic Commissioner who is responsible for issuing HGV Operators Licences.

- b) Members considered a request from a member of the public that the speed limit in Weston be reduced to 20mph.

It was PROPOSED, SECONDED and AGREED that the Road Safety Working Group would consider this request at its next meeting.

1411 Environment Working Group

- a) Members received a written report from the Environment Working Group. The Group had intended to visit Trefarclawdd Farm but, as the Parish Council had objections to various planning applications for the farm, including the Environmental Impact Assessment, they had cancelled the visit until issues had been resolved. Three Members of the Group were enrolled on a biodiversity training module in September 2022, and the Group was in liaison with Oswestry Town Council to explore working together on common environmental issues. The Group was also pursuing information relating to the sewage works at Maesbury.

NOTED.

- b) **It was PROPOSED, SECONDED and AGREED that** in pursuance of Section 40 of the Natural, Environmental and Rural Communities Act 2006, in exercising its functions the Parish Council must have regard, so far as is consistent with the proper exercise of those functions, to the purpose of conserving biodiversity.

1412 Trees Inspection

Members received a tree inspection report from Tree 21 Ltd.

Cllr. John Davies declared an interest as his land neighbours Silverdale Drive.

It was PROPOSED, SECONDED and AGREED that the recommendations made in the report be actioned.

1413 Policy and Terms of Reference Update

Members considered for approval a review of the Council's policies and Terms of Reference.

It was PROPOSED, SECONDED and AGREED that the policy and Terms of Reference review be APPROVED.

1414 Communications

a) Members considered for approval improvements to the Parish Council's website.

It was PROPOSED, SECONDED and AGREED that:

- **Work on the Parish Council's website was ongoing.**
- **Councillors' telephone numbers should be removed from the 'Councillor Contact' page on the website.**

b) Members considered for approval the provision of insight from Google analytics for hits, click throughs, enquiries and pages visited to assess page readership, relevance, and response levels to guide website improvement initiatives.

It was PROPOSED, SECONDED and AGREED that a decision concerning this be deferred until a new Clerk had been recruited.

1415 Consultation

Members considered for approval a response to the following consultation:

a) West Mercia Town and Parish Council Survey 2022.

It was PROPOSED, SECONDED and AGREED that the Clerk would respond in accordance with Members' comments.

b) Shropshire Council's Draft Economic Growth Strategy 2022-2027.

It was PROPOSED, SECONDED and AGREED not to comment.

c) Shropshire Council's Draft Empty Homes Strategy.

It was PROPOSED, SECONDED and AGREED to defer to the next meeting.

1416 Oswestry Leisure Centre

Members considered the increased fees recently introduced at Oswestry Leisure Centre.

It was PROPOSED, SECONDED and AGREED that Cllr. John Davies would present a proposal for consideration at the next meeting.

1417 School Uniforms

Cllr. Martin Jones expressed concern about the cost of school uniforms and how it was becoming unaffordable to many families especially those on income support.

It was PROPOSED, SECONDED and AGREED:

- **To write to local schools and ask them to offer badges that can be embroidered onto their clothes rather than them having to buy clothes already embroidered with the school's logo.**
- **To write to the local MP to highlight this issue.**

1418 Date for Next Meeting

It was NOTED that the next meeting would take place on Thursday 25 August 2022 at Trefonen Village Hall.

Public Bodies (Admission to Meetings) Act 1960

Pursuant to Section 1(2) of the above Act it was **PROPOSED, SECONDED** and **RESOLVED** that due to the confidential nature of the business to be transacted the public and press should not be present.

1419 Trefarclawdd Cemetery

a) Members considered for approval that a quote be sought for legal advice concerning the removal of restrictive covenants with a view to seek the removal of restrictive covenants relative to the purchase of both parcels of additional cemetery land from Yareal. The land is restricted to use for burials only.

It was PROPOSED, SECONDED and AGREED that a quote should be sought from Lanyon Bowdler.

b) Members considered for approval that planning applications should be prepared if required for change of use/creation of access, installation of hard standing, and widening of existing gateway at Trefarclawdd cemetery.

It was PROPOSED, SECONDED and AGREED that the Working Group be granted delegated authority to prepare planning applications for approval by the Council.

c) Members considered for approval a quote for perimeter stock fencing to enclose the additional cemetery land. Only 2 contractors from 3 request for quotes had responded.

At this point in the meeting, it was **PROPOSED, SECONDED and AGREED** to suspend Standing Order number **3(x)** to enable the meeting to exceed more than 2 hours.

It was **PROPOSED, SECONDED and AGREED** to accept the quote of £1,469.60 + VAT from E P Ecclestone Civil Engineering & Ground Works Contractor.

1420 Environmental Support/Advice

Members considered for approval a quote for independent specialist advice concerning environmental matters.

It was **PROPOSED, SECONDED and AGREED** that the Working Group would put together a scoping report for consideration by the Parish Council before taking any further action.

1421 Funerals at Trefarclawdd Cemetery

Members considered for approval the suspension of further funerals organised by W E Price at Trefarclawdd cemetery following proper procedure not being followed for a recent burial.

It was **PROPOSED, SECONDED and AGREED** that the Parish Council would complain to the National Association of Funeral Directors expressing concern about how W E Price had ignored advice from the Clerk and had arranged a funeral to take place that did not conform with Council policy and procedure.

1422 Staffing

Members received an update from the Personnel Committee concerning the recruitment of a new Clerk/RFO. 3 applications had been received to date. The Clerk had agreed to stay a while longer to take care of urgent matters at reduced hours until a new Clerk had been recruited. A Personnel Committee meeting was to take place on 4 August 2022 to approve the Clerk working beyond her notice period of 31 July 2022 and to ratify the recruitment process.

NOTED.

1423 Planning Enforcement

No planning enforcement cases had been received.

The Chairman thanked everyone for their attendance and closed the meeting at 21:28.

Signed: _____
Chairman

Date: _____