

Oswestry Rural Parish Council

Minutes of a virtual Parish Council meeting
held at 7 pm on Tuesday 26 May 2020
by Zoom online video conference

Present:

Chairman: Cllr. Peter Richardson, Cllr. Janet Barlow, Cllr. Pam Broomby, Cllr. John Davies, Cllr. Peter Davies, Cllr. Martin Jones, Cllr. Bob Kimber, Cllr. Les Maguire, Cllr. Claire Mahoney, Cllr Tony Milner, Cllr. Robert Milton, Cllr. Elliot Roberts Jones.

Clerk to the Council:

Sharon Clayton

In attendance:

Shropshire Councillor Joyce Barrow
Approximately 10 members of the public.

677/20 Chairman's Welcome

The chairman welcomed everyone and informed the meeting that Cllr. Shirley Jones had resigned from the Council due to health reasons. He said she had given 11 years of dedicated service and hoped that her health would not deteriorate too much.

It was PROPOSED, SECONDED and unanimously AGREED that the Council's good wishes and thanks should be conveyed to Shirley along with flowers.

678/20 Remote Meetings Policy

Members considered for approval a Remote Meetings Policy which outlined the procedure for holding virtual meetings using Zoom.

It was PROPOSED, SECONDED and unanimously RESOLVED that the Remote Meetings Policy be APPROVED and ADOPTED.

679/20 Apologies for Absence

The following apologies were received:

COUNCILLOR	REASON
Phil May	Poorly
Paul Milner	Poorly

These apologies were AGREED and ACCEPTED as APPROVED absence.

680/20 Shropshire Councillor Report

Cllr. Joyce Barrow gave the following update:

- Shropshire Council had received £11.6 from the Department for Transport towards pothole repairs and to protect county roads from future severe weather. This added to Shropshire Council's highways budget gave them a total of £24m for the 2020/2021 financial year.
- Shropshire Council and the Shrewsbury Ark were appealing jointly for private landlords to come forward to help reduce homelessness and rough sleeping in Shropshire. Shropshire Council had already provided emergency shelter for over 150 households.
- Shropshire Council's Trading Standards was advising the public to be extra vigilant concerning free trials for such things as meal delivery schemes or hair and beauty products so that they do not become subject to a subscription trap.
- Shropshire Council was looking at developing a strategy to provide sufficient room for social distancing as more people began to return to work and shopping. Car park charges in Festival Square were to be reinstated on 1 June 2020.

681/20 Police Report

A written report was provided from the local policing team. There had been some criminal damage, anti-social behaviour, a road traffic collision, a highway incident involving a parked vehicle, and several instances of people failing to follow social distancing guidelines concerning the COVID-19 lockdown.

682/20 Public Participation

One member of the public referred to the Black Country Metal Works application requesting more time to meet the conditions imposed for highway improvements to make the entrance onto the A5 safe. She felt that the site should not be open to the public until these works had been carried out and the entrance had been made safer. Even though the organisation had put itself forward to be used as a coronavirus testing centre, she did not feel this should be allowed whilst the entrance was unsafe.

683/20 Minutes

The minutes of a Parish Council meeting held on 14 April 2020 were considered for approval.

It was PROPOSED, SECONDED and RESOLVED that the minutes be signed and ADOPTED as a true record.

684/20 Disclosure of Pecuniary Interests

Members were reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the Register of Members' Interests maintained by the Monitoring Officer.

None declared.

685/20 Dispensations

None requested.

686/20 Declaration of Acceptance of Gifts and Hospitality

None declared.

687/20 Planning Matters

a) Planning Decisions

The following planning decisions were **NOTED**.

16/02594/OUT Proposed development on land to the north of Shrewsbury Road, Oswestry	Outline application for residential development of up to 600 units with associated infrastructure including areas of public open space with all matter reserved except access Permission GRANTED 22 April 2020 <i>The Parish Council had concerns regarding the impact a development of this size would have on local infrastructure and services and highways in terms of safety and traffic management.</i>
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b) Planning Applications

The following planning applications were considered:

20/01006/CPL The Dimpkins, Treflach, Oswestry	Certificate of lawfulness for the partial conversion of garage into additional living accommodation and the insertion of a new window. NOTED.
20/01371/FUL Pentre Cefn, Craig-Llwyn, Trefonen, Oswestry	Conversion of existing stone barns into garage storage and self-contained accommodation ancillary to main dwelling (amended scheme). It was PROPOSED, SECONDED and unanimously AGREED to support.
20/01372/LBC Pentre Cefn, Craig-Llwyn, Trefonen, Oswestry	Conversion of existing stone barns into garage storage and self-contained accommodation ancillary to main dwelling affecting a Grade II Listed Building (amended scheme). It was PROPOSED, SECONDED and unanimously AGREED to support.

20/01605/FUL Blackthorn Fishers, Ty Canol, Trefonen	Change of Use of agricultural land for the creation of commercial fishing pool; erection of log cabin; formation of access track and car park with all associated works. It was PROPOSED, SECONDED and unanimously AGREED to support.
20/01643/FUL Land adjacent Tramway Farm, Crickheath, Oswestry	Erection of an agricultural workers dwelling and detached garage. It was PROPOSED, SECONDED and unanimously AGREED no objection but Members were curious to know whether a 4-bedroomed house is justified as an agricultural dwelling and hoped that the dwelling would be subject to a s106 agreement.
20/01665/FUL Nature Reserves at Aston Locks, Queens Head	Construction of bird hide with associated access path, reed screened viewing platform, dipping platform and 'dragonfly' sculpture. It was PROPOSED, SECONDED and unanimously AGREED to support.
20/01863/FUL Pentre Issa, Trefonen	Conversion of Grade II barn range to form ancillary residential/holiday-let accommodation. It was PROPOSED, SECONDED and unanimously AGREED to support the application although Shropshire Council should be informed that the location plan contained insufficient detail to identify the site, especially in a rural location.
20/01864/LBC Pentre Issa, Trefonen	Conversion of Grade II barn range to form ancillary residential/holiday-let accommodation. It was PROPOSED, SECONDED and unanimously AGREED to support the application although Shropshire Council should be informed that the location plan contained insufficient detail to identify the site, especially in a rural location.
20/01748/VAR Black Country Metal Works Ltd., Whitehall Farm, Queens Head, Oswestry	Variation of Condition no.2 attached to planning permission 18/02657/FUL to allow further time to enable implementation of highway improvements. It was PROPOSED, SECONDED and unanimously AGREED to object to any time extension for improvements to the existing vehicular access as 12 months had passed since permission for the original application had been granted on 3 May 2019. The applicant had already had one year to negotiate with Highways England about putting highways improvements in place and the site should remain closed until these works were complete. Furthermore, this site should not be used for COVID-19 testing due to concerns about public safety with vehicles exiting onto the busy A5, especially as there are alternative sites available for COVID-19 testing which are more appropriate and safer.

688/20 Clerk's Report

- a) Members received a written report from the Clerk on action taken following decisions made at the last Parish Council meeting.

Members referred to the siting of the new notice board at Morton and agreed it would be better placed on the grass verge to enable unhindered grass maintenance. Malcolm Lainsbury was unsure which notice board in Rhydycroesau was to be replaced and had asked for clarification. The notice boards at Treflach and Gwern y Brenin had been installed and the Council was advised that all notice boards would need to be coated with Sadolin waterproofing each year to keep them in good condition.

It was AGREED that:

- **The Clerk would contact Malcolm Lainsbury to clarify which notice board at Rhydycroesau was to be replaced.**
 - **Annual maintenance of the new notice boards would be included on the Council's maintenance schedule.**
- b) Members considered for retrospective approval the following actions taken by the Clerk during March 2020 whilst the Council was unable to meet due to the coronavirus lockdown:

DATE	ACTION	COMMENTS	COST £
2020			
March	Cancelled the Annual Parish Meeting	For approval	0
24 March	In liaison with the Chairman instructed Royce Landscapes to crown lift the lower branches on the tree at Glentworth Green in Morda including the disposal of waste.	For approval	55.00
27 March	Updated website allowing grant applications to be received beyond 1 April 2020	For approval	0
30 March	Arranged for BACS payments for April.	For approval	7,283.57
	Arranged virtual meeting with Councillors using Microsoft Teams.	To note	0
31 March	Arranged virtual meeting with Councillors using Zoom.	To note	14.39

It was **PROPOSED, SECONDED** and unanimously **AGREED** that the Clerk's actions taken during March 2020 be **APPROVED**.

689/20 Financial Matters

a) Income and expenditure and bank reconciliations

Members considered for approval income and expenditure and bank reconciliations up to 30 April 2020.

It was **PROPOSED, SECONDED** and unanimously **AGREED** that the income and expenditure and bank reconciliations to 30 April 2020 be **APPROVED**.

b) Payments for April 2020

Members considered for retrospective approval payments for April 2020.

It was **PROPOSED, SECONDED** and unanimously **AGREED** that the following payments for the month of April 2020 be **APPROVED**.

PAYEE	DESCRIPTION	AMOUNT £
Scottish Power	Street lighting power	247.84
Trefonen Village Hall	Room hire	30.00
Mark Evans	Bus shelter cleaning	54.00
Royce Landscapes	Grounds maintenance	540.00
HMRC	PAYE/NI	157.62
Llanyblodwel Parish Council	50% towards grounds maintenance at Morton Churchyard	425.00
MDL Carpentry	3 new notice boards	3375.00
SALC	Annual affiliation fee	1586.88
Sharon Clayton	Salary/expenses/reimbursements	867.23
	TOTAL	7283.57

c) Payments for May 2020

Members considered for approval payments for May 2020.

It was **PROPOSED, SECONDED** and unanimously **AGREED** that the following payments for the month of May 2020 be **APPROVED**.

PAYEE	DESCRIPTION	AMOUNT £
Mark Evans	Bus shelter cleaning	54.00
Came and Company	Annual insurance	815.56
Viking	Stationery	168.69
Viking	Stationery	88.68
Royce Landscapes	Grounds maintenance	775.00
HMRC	PAYE/NI	157.62
Sharon Clayton	Salary/expenses/reimbursements	880.74
	TOTAL	2940.29

d) Zoom Monthly Subscription

Members considered for approval the monthly subscription to Zoom at £11.99 per month plus VAT.

It was PROPOSED, SECONDED and unanimously AGREED that the monthly subscription of £11.99 plus VAT per month be APPROVED.

e) Insurance

Members **NOTED** that the Council entered into a 3-year insurance agreement for best value and that the insurance premium from 1 June 2020 to 31 May 2021 was £815.56 (£15.56 over budget).

690/20 Morda Village Hall

- a) Cllr. Robert Milton gave an update on future plans for Morda Village Hall and said that Shropshire Council was exploring options on how redevelopment proposals could be moved forward. The Victorian building's lifespan was limited, and Shropshire Council needed the deeds for the building to determine if there were any caveats that may restrict development plans. If there were no restrictions plans could move to the architect stage for a new build. However, the hall was not registered with Land Registry and this needed to be done at the earliest convenience. To this end Shropshire Council was having discussions with solicitors to determine ownership. The building had originally been a hospital, owned by NHS, who had passed it on to Shropshire County Council for use as a village hall. The costs of redevelopment were presently unknown until it could be determined what facilities were required. Shropshire Council was looking for a financial commitment from the Parish Council to ensure the deliverability of a new community facility and, along with a financial contribution from Shropshire Council, there was potential to secure grants from other funders such as Sport England.

It was PROPOSED, SECONDED and unanimously AGREED that ownership of the building should be determined and registered with Land Registry as soon as possible.

- b) Members considered for approval that £92,000 be set aside in earmarked reserves to assist with future development plans for Morda Village Hall.

It was PROPOSED, SECONDED and AGREED that the Parish Council would earmark £92,000 towards the cost of re-building a community facility in Morda subject to clarification of ownership of the building.

691/20 CIL and Neighbourhood Funds

Members considered how CIL monies and Neighbourhood Funds could be used within the parish.

It was PROPOSED, SECONDED and unanimously AGREED that CIL monies should be spent on re-building Morda Village Hall as a priority.

692/20 Policies and Procedures

Members considered for approval and adoption the following:

- a) Information and Data Protection Policy (reviewed).
It was PROPOSED, SECONDED and unanimously AGREED that the reviewed policy be APPROVED.
- b) Disclosable Pecuniary Interest Dispositions Procedure (reviewed).
It was PROPOSED, SECONDED and unanimously AGREED that the reviewed policy be APPROVED.
- c) Risk Management Scheme (reviewed).
It was PROPOSED, SECONDED and unanimously AGREED that the reviewed policy be APPROVED.
- d) Social Media Policy (new).
It was PROPOSED, SECONDED and unanimously AGREED that the policy be ADOPTED.

693/20 Grant Applications

- a) Members considered for approval a revised Grant Application Form.

It was PROPOSED, SECONDED and unanimously AGREED that the revised Grant Application Form be APPROVED.

- b) Members considered for approval a reviewed Community Grant Policy.

It was PROPOSED, SECONDED and unanimously AGREED that the reviewed policy be APPROVED.

694/20 Standing Orders

Members considered for approval reviewed Standing Orders.

It was PROPOSED, SECONDED and unanimously AGREED that the reviewed Standing Orders be APPROVED.

695/20 Financial Regulations

Member considered for approval reviewed Financial Regulations.

It was PROPOSED, SECONDED and unanimously AGREED that the reviewed Financial Regulations be APPROVED.

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.**

696/20 Speeding through Coed y Go

In response to concerns from local residents Members considered issues about the speed of traffic passing through Coed y Go. The road was narrow and carried large agricultural vehicles past a number of houses on a road designated with the national speed limit of 60mph.

It was PROPOSED, SECONDED and unanimously AGREED that:

- a) **Shropshire Council highways should be asked to impose a 30mph speed restriction in Coed y Go.**
- b) **This issue should be discussed further at the next meeting.**

697/20 Urban Tree Challenge

It was PROPOSED, SECONDED and unanimously AGREED that this be discussed at the next meeting.

698/20 Affordable Housing

It was PROPOSED, SECONDED and unanimously AGREED that this be discussed at the next meeting.

699/20 Local Plan Review

It was PROPOSED, SECONDED and unanimously AGREED that this be discussed at the next meeting.

700/20 Consultation

Members were informed that the consultation period for the Oswestry Economic Growth Strategy had ended.

It was PROPOSED, SECONDED and unanimously AGREED that the information contained within the Oswestry Economic Growth Strategy be NOTED.

701/20 Correspondence

Members received the following:

- a) SALC information bulletin and NALC information.
- b) Information concerning the coronavirus.

NOTED.

702/21 Agenda Items for Next Meeting

It was **AGREED** that the following matters should be discussed at the next Parish Council meeting:

- Update on VAS (Cllr. John Davies).
- Footpath diversion in Treflach (Cllr. Pam Broomby).
- Morda Village Hall (Cllr. Robert Milton).
- CIL funds.
- Coed y Go speed limit.
- Maesbury bone works chimney (Cllr. Tony Milner).

703/20 Dates for Future Meetings

- a) Members considered for approval that future virtual meetings be facilitated using Zoom video.
It was PROPOSED, SECONDED and unanimously AGREED that future virtual meetings be held with Zoom whilst legislation prevails.

- b) Members considered for approval a meeting schedule from May 2020 to May 2021.
It was PROPOSED, SECONDED and unanimously AGREED that the following meeting schedule from May 2020 to May 2020 be APPROVED. Venues would be dependent on when lockdown ended.

DATE	VENUE
2020	
30 June	Rhydycroesau Village Hall
28 July	Trefonen Village Hall
25 August	Trefonen Village Hall
29 September	Rhydycroesau Village Hall
27 October	Trefonen Village Hall
24 November	Morda Village Hall
15 December	Morda Village Hall
2021	
26 January	Morda Village Hall
23 February	Morda Village Hall
30 March	Trefonen Village Hall
27 April	Trefonen Village Hall
18 May Annual Parish Meeting	Trefonen Village Hall
25 May Annual Parish Council Meeting	Morda 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.

704/20 Planning Enforcement

Members **NOTED** a recent planning enforcement notification.

The meeting closed at 21:29.

Signed: _____
Chairman

Date: _____