

MONTH	MINUTE NUMBER	RESOLUTION/AGREED ACTION	TASK COMPLETE	COMMENTS
	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 for the February meeting. Members noted the report. Councillors to forward their views and for Cllr Martin Bennett to report at the March Meeting. This was deferred until April 2023. There has been no progress on this. To be considered by members during the August recess and ideas brought to Full Council in September 2023. <b>Members agreed to refer this to the Finance Committee – January 2024</b>
	1627 1804	Members agreed for: 1. A schedule of works and payments to be agreed with Shropshire Council to allow the Coed y Go speed reduction scheme to progress	WIP	The Clerk has requested a schedule of works and payments from Shropshire Council for the Coed y Go speed reduction project. This has been chased over several months. A response was received and reported in September. A speed limit of 40 mph is considered deliverable.  A Concept Plan has been completed by WSP which should be with local members and the Parish Council by 2nd October. If proposals find local support, there will be a three week formal consultation on the TRO. Again, if there is support a date for completion will be confirmed and Kier should confirm works in their programme. This will be treated as a priority for Kier by Shropshire Council.  Cllr Roger Jones requested a copy of the response from Shropshire Council so he could inform local residents Further information received in October 2023. A resident survey has been completed. The Clerk has requested an update from Matthew Johnson at Shropshire Council

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		1. Write to Shropshire Council again to ask for discretionary speed limit at Weston and signage in respect of Aston to direct HGV traffic the Oswestry Industrial Estate	WIP	<p>Cllr Martin Bennett provided draft letters to the Clerk to send to Shropshire Council and PCC. A response was received on 22 March 2023 by email.</p> <p>1. The HGV signage issue (Aston) Shropshire Council should be able to confirm in the next 3 to 4 weeks as to the priority this will have in the programme of works for 2023/24. In the event it cannot be funded in 2023/24 from the limited traffic engineering budget/ funding, it will be considered as part of the new Place Plans and other funding opportunities such as CIL and more local perspective priorities.</p> <p>The Clerk requested an update on 20 November 2023 with Shropshire Officer, Derek Buchanan. A response has been received , "Still on our list and not yet within the programme for delivery" Only a few signs - estimated around the £1500 (2-4 signs, including erection),. As it is on A5 trunk road and under jurisdiction of national Highways cost could double"</p> <p>Hundreds of requests and £20k annual budget for the North . REVIEW EARMARKED RESERVES</p>
	1640	Members agreed to enter into negotiations with Shropshire Council without prejudice for land transfers	WIP	The Clerk sent an email to Shropshire Council to express the Council's interest in a transfer of amenity land on a leasehold or freehold basis under Community Right. This has been acknowledged and is being taken forward with the relevant Departments / Officers. Followed up numerous times .
April 2023	1692	Members agreed to remove Lanyon Bowdler as the Parish Council appointed Solicitors	WIP	The Clerk has officially notified Lanyon Bowdler of its decision and requested arrangements are made for the return of all documents held . A response has been received. The Clerk is waiting for a response concerning the release of deeds. There is a question over the release of information. To be progressed.
June 2023	1749	Members agreed for the Clerk to take forward the recommendations from the Internal Audit 2023 and to report back to Full Council in September 20023.	WIP	The Clerk is working through the recommendations, a number of which have been implemented. The Clerk updated members at the September 2023 meeting Refer to minute 1798.

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	1780	Members agreed to accept the recommendations in the Tree Survey report and for quotes to be sought for the work to be undertaken.	Yes	A summary of works to be undertaken has been created and the Clerk is seeking quotes for the work to be undertaken as per recommendations in the Tree Survey report. Abbey Tree Services has advised the business has closed and relocated and will not be submitting a quote. Liam Royce has submitted a quote for part of the works and the Clerk is waiting for Rob Mays. Quotes will be considered at the November 2023 meeting. Refer to 1856
September 2023	1796 d	Members agreed to wait for a response from Shropshire Council regarding the annual costs of emptying additional dog waste bin in the parish.	WIP	The Clerk is waiting for a response from Shropshire Council and quote details from Cllr John Davies. <b>Members to determine whether to continue with this idea.</b>
	1797	Members agreed to accept all policies with amendments .	Yes	The Clerk have updated all the policies which just need to be publish on the Parish website. To be completed by the end of November 2023.
	1803	Members agreed the following recommendations  c)The Cemetery Group search for a number of persons or firms to quote for the preparation of a specification document  d)The Clerk purchase a sign from B&Q to be installed on the cemetery gate	WIP  WIP	Quotes are being sought by the CWG for quotes for the preparation of a specification document  The Clerk has purchased a sign ready for installation on the cemetery gate. Cllr Mike Weston will fix this in situ.
	1804 & 1829 (October 2023)	Members agreed for Cllr Rogers Jones to draft a letter to include additional questions and for it to be sent to the Environment Agency	Yes	The Clerk has sent the letter sent to Cllr Chris Schofield and received a response from the Planning Officer at Shropshire Council. A letter has been sent to the Environmental Agency (EA) in November 2023 which has been acknowledged. A response was received 30 November 2023 and forwarded to members on 4 December 2023. There appeared to be no concerns by the EA.
	1805	For Cllr Chris Woods to take forward the possibility of a Commonwealth War Grave Commission plaque at Nantmawr Chapel and Maesbury	WIP	Cllr Chris Wood's is taking this forward with owners of the Chapel at Nantmawr. The Clerk has asked him to also look into Maesbury
	1810	Member agreed to : a) Refer the other issues back to the Cemetery Working Group	Yes	Cemetery Working Group to take forward the issues. Report and recommendations being discussed at January 2024 meeting. Refer to Minutes 1834
October 2023	1821 c	Members agreed for five sets of planning documents to be printed.	WIP	The Clerk will print the publications over the next few weeks.

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	1829c	<p>Members agreed the following in relation to Vyrnwy Frankton Connection.</p> <ul style="list-style-type: none"> <li>Contact the Company requesting attendance at a Public Meeting in January 2024</li> <li>Write to Helen Morgan MP and the MP for Powis requesting support and attendance</li> <li>Put a question to Shropshire Council to support people to have the opportunity to consultation</li> <li>Garner Public Support</li> <li>Advertise in the Shropshire Star / Radio Shropshire</li> </ul>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>WIP</p>	<p>The Clerk has sent a letter to Green Gen Cymru to request representation at a Public meeting to be agreed.</p> <p>The Clerk has sent letters to Helen Morgan MP and Fay Jones MP Powys and Radnorshire requesting support and attendance</p> <p>The Chairman sent an email to Shropshire Council to request support</p> <p>To be agreed</p>
	1831 c	Members agreed for the Tree scheme to be referred to the Environmental Working Group (EWG) and for a report to be received at a future meeting.	WIP	The EWG to take forward
	1834	Members agreed for a site meeting at Trefarclawdd Cemetery with a representative of David Davies & Sons to discuss management issues. Members agreed for Cllr Mike Weston, Cllr Peter Richardson, and The Clerk to attend.	WIP	A very productive site meeting was held on 23 November 2023. The issues and any recommendations will be reported at the January 2024 Parish Council meeting.
November 2023	1845	<p>Respond to planning decisions</p> <p>Members requested a letter be sent to Oswestry Town Council(OTC) to request The Chair to attend the next meeting and to provide an explanation for their action in relation to planning application 23/04776/REM Development Land Off Mile End Roundabout.</p>	<p>Yes</p> <p>Yes</p>	<p>All decisions reported via the planning portal</p> <p>The Clerk sent a letter to the Clerk of OTC requesting the Chairman attends the next meeting of the Parish Council. The Clerk has advised that OTC was not consulted on this development. Members will be advised at the January meeting.</p>
	1846	Members agreed for all completed actions to be removed from the Clerk's action report and for minute reference 1606 and 1626 to be taken forward by the Finance Committee in January 2024	Yes	These will be agenda item for the Finance Committee meeting in January 2024.
	1848a	Members agreed for a letter of thanks to be sent to Cllr John Davies for his contribution to the work of the Parish Council	Yes	A letter of thanks has been sent to the former Cllr John Davies.
	1848b	Members agreed for the casual vacancy for the Trefonen with Treflach ward to be advertised	Yes	The casual vacancy has been advertised by Shropshire Council in accordance with current legislation. The notice has been displayed on the Parish Council website and noticeboards. Shropshire Council have confirmed it uncontested. The Parish Council may advertise the vacancy through co-option.

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	1850	Members agreed for a maintenance scheme for all AED's within the Parish to be included in the budget process	Yes	Expenditure budget for 2024/25 to include costs of AED's
	1850b	Members agreed for Cllr Martin Bennett to contact First Responders Oswestry to establish if the batter charge is included in the maintenance of AED, is still working and whether there are any issues	Yes	Cllr Martin Bennett has contacted First Responders Oswestry and received a response. It has been suggested to have list of defibrillators , make . mode, code for each and the keycode for access.
	1851b	Members agreed for a letter of thanks to be sent to Richard Corbett for the installation of red lighting at the farm.	WIP	The Clerk has sent a letter of thanks to Richard Corbett and advised the invitation for members to attend an open day will be shared at the January 2024 meeting.
	1852b	Members agreed to consider a contribution for a pathway / bridleway for Trefonen to Treflach as part of the budget setting process 2024/25	WIP	Members to consider at the January 2024 meeting as part of the budget setting / precept process.
	1853	Members agreed for Cllr Bob Kimber to respond to Shropshire Council SENDS review.	Yes	Cllr Bob Kimber has confirmed a response was not required from the Parish Council only service users.
	1854	Members agreed for the scheduled meeting for December to be cancelled and to delegate responsibility for any urgent work to the Clerk and Chairman.	Yes	Notices advising the cancellation of the December meeting have been published on the Parish website and noticeboards.
	1855	Members agreed for the Clerk to receive arrears of pay for the NALC Pay Service Agreement 2023	Yes	The Clerk has received the arrears of pay due following the NALC Pay Services Agreement 2023.
	1856	Members agreed for the two interlinked Tree Survey quotes to be accepted .	Yes	The Clerk has notified the two companies to undertake the work and requested submission of the relevant invoices once completed.