



*"Not for self"*

Oswestry Rural Parish Council

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Minutes

of the Ordinary Meeting

held at 7.30 pm on Thursday 27 June 2024 at Trefonen Village Hall

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**Present:**

Cllr Martin Bennett, Cllr Peter Richardson, Cllr Bob Kimber, Cllr Martin Jones, Cllr William Jones, Cllr Steve Watts, Cllr Mike Weston, Cllr Peter Davies, Cllr Jaz Singh, Cllr Richard Fowler

**Clerk to the Council:**

Kathryn Lloyd

**In attendance:**

Approximately five members of the public

**1985 Chairman's Welcome**

Cllr Peter Richardson extended a warm welcome to those present.

**1986 Apologies**

Apologies were received from the following:

Cllr Paul Milner

Cllr Chris Woods

Cllr Martin Jones made a point regarding absences and wished to remind Councillors they are summoned to attend. Where Councillors fail to attend for a period of six months they are automatically disqualified from office. He requested this be an agenda item for next month's meeting. Members **NOTED** this.

**1987 Police Report**

a) Cllr Peter Richardson confirm there was no Police representative present or Police report available.

b) Cllr Peter Richardson advised members a requested had been received for details of the Council's three community priorities / concerns for the Local Police Charter covering July to September 2024. He proposed the same priorities as last year; Speeding, Drugs and Anti-Social behaviour.

**It was PROPOSED, SECONDED and AGREED for these to be the priorities. ACTION: The Clerk will submit details to the Oswestry Safer Neighbourhood Team.**

c) Members **NOTED** the RACE County wide initiative.

**1988 Shropshire Council Report**

No Shropshire Council report available .

### 1989 Public Participation

None

### 1990 Minutes

The minutes of the meeting of the Parish Council held on 24 May 2024 were considered for approval.

**It was PROPOSED, SECONDED and AGREED that the minutes be APPROVED and ADOPTED as a true record. There were three abstentions.**

### 1991 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.

None declared

### 1992 Dispensations

None requested.

### 1993 Declarations of Acceptance of Gifts and Hospitality

None Declared

### 1994 Planning Matters

Planning Application Details	Planning Proposals
24/01292/FUL Field East Of The Hollies, Middleton, Oswestry, Shropshire, SY11 4LU	Change of use from agriculture to secure dog walking and exercise field.  Decision: Grant Permission
24/01668/FUL The Manse, Oswestry Road, Trefonen, Oswestry, Shropshire, SY10 9DF	Erection of single storey extension following removal of open porch  Decision: Grant Permission

#### a) Planning Applications

To CONSIDER and APPROVE a response to the following:

Planning Application Details	Planning Proposals
24/01953/FUL Bank House, Craig-Ilwyn, Trefonen, Oswestry, Shropshire, SY10 9BH	Demolition of existing dwelling and erection of a replacement dwelling and associated works  <b>It was PROPOSED, SECONDED and AGREED to Support this application</b>
24/01901/FUL Holly Cottage, Morton, Oswestry, Shropshire, SY10 8AJ	Conversion of 1 No dwelling to 2 No dwellings  Councillors made a number of comments ranging from a lack of detail to converting expensive dwellings to more affordable housing.  <b>It was PROPOSED, SECONDED and AGREED to support this application on the basis it complies with all current Building Regulations.</b>

<p>24/02275/FUL Cleddon, Aston Square, Aston, Oswestry</p>	<p>Proposed single storey extension to form additional living accommodation to existing dormer bungalow.</p> <p>Cllr Martin Bennett commented that as the extension was 3.8m x 2.5 m planning permission was not required. It was noted that all properties has been extended.</p> <p><b>It was PROPOSED, SEONDED and AGREED to support this application.</b></p>
<p>24/02309/FUL /02309/FUL Cae Pwll, Morda, Oswestry, Shropshire, SY10 9AR.</p>	<p>Erection of side, front and rear extensions following partial demolition of existing house.</p> <p>Cllr Martin Bennett advised members he had reviewed the conservationist report on bats and birds. There was no impact.</p> <p>Members <b>AGREED</b> not to comment on this application.</p>

**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

Planning Application Details	Planning Proposals
<p>24/02460/CPL Hopton Villa, Maesbury Marsh, Oswestry, Shropshire, SY10 8JA</p>	<p>Lawful development certificate for proposed erection of a single storey side extension and surfacing and extension of an existing driveway.</p> <p><b>FOR INFORMATION ONLY</b></p>

#### 1995 Clerk's Report

Members **NOTED** a written report from the Clerk on action taken following decisions made at previous council meetings. Members **AGREED** for all completed items to be removed.

#### 1996 Finance Committee

Cllr Peter Richardson advised members the Finance Committee had met earlier in the week and appointed Cllr Martin Bennett as Chairman. Cllr Martin Bennett advised a considerable number of documents had been reviewed including Internal Audit Report, Annual Governance and Accounting Return, Exercise of Public Rights dates and Terms of Reference for various working groups. Several recommendations were agreed.

#### 1997 Financial Matters

Members considered for approval income and expenditure for May 2024 ,I & E Balances to date and forecasted outturn position to 31 March 2025.

**It was PROPOSED, SEONDED and AGREED that the income and expenditure to 31 May 2024 , balance of income received to date of £ 49,297.83 and gross expenditure to date of £24,734.00 and forecasted outturn position be APPROVED.**

#### b)Bank Reconciliation

Members considered for approval the bank reconciliation at 31 May 2024.

**It was PROPOSED, SEONDED and AGREED that the bank reconciliation statement to the 31 May 2024 be APPROVED.**

#### c) Payments for June 2024

Members considered the provisional payments for June 2024.

**It was PROPOSED, SEONDED and AGREED that the provisional payments for June 2024 be approved as follows:**

Supplier	Details	Gross £
Zurich	Annual Insurance	736.13
Trefonen Village Hall	Reimbursement of defibrillator pads and battery	167.34
EE	Mobile charges 11/06 - 10/07/2024	14.81
HSBC	Bank charges - 30/04/2024 - 29/05/2024	8.00
A G Royce	Grounds Maintenance Works - 9/05/2024 and 23/05/2024	602.00
Mark Evans	Bus shelter Cleaning June 2024	60.00
Colin Turner	Bus shelter Cleaning June 2024	25.00
K Lloyd - The Clerk	Clerk's pay and allowances June 2024	1,562.67
HMRC	PAYE / NI Clerk Pay June 2024	268.56
K Lloyd - the Clerk	Reimbursement - Postage for agendas and associated papers June 2024 and stationery (estimated)	44.37
RLT Auditing	Internal Audit Fee 2023/24 and mileage	246.60
Unity Bank	Bank charges 5 March - 5 June 2024	18.00
EDG Ltd T/A Water Treatment Services (* on hold)	Water Testing -Samples, certificate and courier collection June 2024	318.00
<b>Total</b>		<b>4,071.48</b>

#### 1998 Environmental Maintenance Grant 2024/25 – 50 % Reduction

Cllr Peter Richardson advised that Shropshire Council Environmental Maintenance Grant 2024/25 had been reduced by 50% to £750.00

**It was PROPOSED, SECONDED and AGREED to accept the reduced Environmental Maintenance Grant 2024/25 of £750.00**

#### 1999 Annual Governance and Accountability Return 2023/24

Members CONSIDERED the following reports for APPROVAL:

a) The Annual Internal Audit Report for the financial year 1 April 2023 to 31 March 2024. It was **NOTED** the report commended the Clerk / Council for the high quality of the accounting systems and controls in place. There were several minor recommendations, and the Clerk will complete an action plan for members to review.

**It was PROPOSED, SECONDED and AGREED to RECEIVE the Annual Internal Audit report for 2023/24**

b) The Annual Governance Statement 2023/24

**It was PROPOSED, SECONDED and AGREED for the Annual Governance Statement 2023/24 to be APPROVED**

c) The Accounting Statement for 2023/24

**It was PROPOSED, SECONDED and AGREED for the Annual Governance Statement 2023/24 to be APPROVED**

d) Cllr Peter Richardson advised members the Exercise of Public Rights (To include first ten working days of July 2024) had to be agreed with the latest date of the announcement being 28 June 2024 to comply with statutory deadlines.

**It was PROPOSED, SECONDED and AGREED to set the Exercise of Public Rights date as 1 July 2024 to 9 August 2024 with the announcement being published on the website by 28 June 2024.**

#### 2000 Policies/Terms of Reference

Cllr Peter Richardson proposed members defer items a & b Financial Regulations and Standing Orders to allow the Clerk the opportunity to review these against the new NALC Model regulations. Members considered items c – h: .

c) Terms of Reference for the Personnel Committee

d) Terms of Reference for the Road Safety Working Group

e) Terms of Reference for the Cemetery Working Group

f) Terms of Reference for the Environment Working Group

g) Terms of Reference for the Finance Committee

h) Review of inventory of land and other assets including buildings and office equipment (to NOTE this was conducted in April 2024)

Members agreed to the changes to the Cemetery Working Group Terms of Reference proposed by Cllr Mike Weston. Cllr Martin Bennett proposed that in future all Terms of Reference will be reviewed by each working group with recommendations brought forward to Full Council for consideration and approval.

**It was PROPOSED, SECONDED and AGREED to defer items a & b and to approve items c – h with the changes**

### **2001 The Tonys' Community Service Award 2024**

Cllr Peter Richardson advised members that to date, no nominations had been received. Cllr Martin Bennett proposed an article could be included in the Morda and Sweeney newsletter to publicise this and to ask residents for their nominations, The award scheme will remain open.

### **2002 Road Safety Working Group**

a) Cllr Mike Weston advised members he had observed the Speed Awareness Programme being led by ex-Cllr John Davies with a number of volunteers in Trefonen. He suggested resurrecting this for parts of Morda. Cllr Peter Richardson advised there had been a speed watch group in Maesbury and it had been quite effective. It was suggested an article be included in the newsletter for Morda & Sweeney Ward for a Speed Watch Group.

b) Cllr Martin Bennett advised members he had received an update from Jo Hardie at Shropshire Council regarding the Coed y Go speed calming project. The Contractor Kier originally planned to conduct this work together with a drainage scheme in order to limit disruption. However, the drainage scheme is no longer being progressed and the project will be completed in isolation by a sub-contractor. A road closure is required, and this is being arranged.

**Members accepted the report from Cllr Martin Bennett.**

### **2003 Cemetery Working Group**

Cllr Mike Weston advised members he was hoping to engage with Henry Thomas to continue with the cemetery plans. However, having engaged with him, he has withdrawn from the process. Cllr Mike Weston will pursue with the first plan.

### **2004 Environment Working Group**

#### **a) Water Testing**

Cllr Iain Campbell gave his apologies to members for his recent absence. He advised there had been a change of test site with water testing being undertaken at Rhydygroesau. There was an issue with the courier service, and he requested the Clerk hold payment of the invoice until new water test are completed next week. Cllr Martin Jones advised members that Shropshire Council were offering grants of up to £3,000 predominantly around Shrewsbury. However, there is a direct correlation between water testing and the water flow. He proposed applying for the grant which is open to applications until 5 July 2024.

**It was PROPOSED, SECONDED and AGREED for Cllr Martin Jones to apply for a grant from Shropshire Council to support water testing.**

#### **b)Trefarclawdd Farm**

Cllr Peter Richardson advised members that a general invitation to visit the farm had been received. Cllr Richard Fowler attended in his capacity as a resident and during his visit a farm representative claimed the flooding in Coed y Go was nothing to do with the farm. The Clerk received a formal invitation from Roger Parry & Partnership for the Council to visit the farm on Monday 1 July 2024, no one will be attending in their capacity as a Councillor. A formal meeting is being arranged with the Chairman, Vice Chairman, a member from EWG representing the Council. The Clerk will minute the meeting so records and information is retained. Cllr Richard Fowler asked what Shropshire Council's view had been in relation of planning applications. Cllr Peter Richardson advised piece meal applications had been submitted with several conditions not being complied with. There have been a number of enforcements.

**It was PROPOSED, SECONDED and AGREED for a formal letter to be sent to Roger Parry & Partnership setting out the Council's position.**

#### **c)Frankton Vyrnwy Connection**

Cllr Peter Richardson advised members there had been lengthy comments on the 'Frankton Vyrnwy Pylon Corridor Facebook page' (FVPCFP). There is continued aggression from Bute Energy. Issues with Bute Energy and Green Gen appear to be nationwide.

#### **c)PROW – Land North of Maesbury Wharf**

Cllr Peter Richardson advised members that several residents have spoken to the landowner regarding the PROW on land north of Maesbury Wharf informing him it is a criminal offence to remove the finger post. The pathway still exists. The PROW Officer at Shropshire Council has sent a definitive map and action has been taken. The outcome is not known. and is being responded to positively.

**2005 Parish Council Twitter / Facebook Page**

Cllr Richard Fowler read his report to members. He had met with Cllr Peter Richardson a number of weeks ago and as part of the discussions wished to raise the profile of the Council through Social media . Facebook page. Val Smout had been the original administrator and there had been no posts in 8 years. With the current site any member can post on it . He recommended a new page with an administrator authorised by the Parish Council to manage and approve posts. This is work in progress. There will be no involvement for the Clerk .

**It was PROPOSED, SECONDED and AGREED to reactivate Social media for the Parish Council.**

**2006 Zoom Meeting provision**

Cllr Peter Richardson advised members that he agreed with the request from the Clerk for the cessation of the zoom link / facility. During Lockdown zoom was well attended and was continued as a Public Service. However, during the past year there has only been one anonymous person observing one meeting. There is no legal requirement for zoom.

**It was PROPOSED, SECONDED and AGREED for the cessation of zoom link / facility for Council meetings. There was one abstention.**

**2007 Consultation**

None

**2008 Correspondence**

a)Cllr Peter Richardson advised members that at the last meeting a resident had raised concerns with abandoned vehicles / fly tipping. As agreed, The Clerk has forwarded the emails on. Shropshire Council has removed the abandoned vehicles and tipping. Since then, another vehicle has been abandoned.

**2009 Date for Next Meeting**

Members **NOTED** that the Ordinary Meeting of the Parish Council will take place on **Thursday 25 July 2024** at Canal Central, Maesbury.

**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**

**2010 Internal Audit Service 2024/25**

Cllr Peter Richardson advised members an estimate for the cost of the internal audit for 2024/25 had been received from RLT Auditing Services. The Finance Committee recommended accepting this and members agreed.

**It was PROPOSED, SECONDED and AGREED to accept the estimate for the 2024/25 internal audit.**

**2011 Planning Enforcement**

There were no planning enforcements cases.

The Chairman thanked everyone for their attendance and closed the meeting at 7.59 pm

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

The Chairman