



Oswestry Rural Parish Council

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NOTICE IS HEREBY GIVEN that the Ordinary Meeting of Oswestry Rural Parish Council will be held at Rhydycroesau Village Hall, commencing at 7 pm on **Thursday 31 July 2025** and Members are hereby summoned to attend for the purpose of transacting the following business.

K L Lloyd

Signed by:
Kathryn Lloyd CPFA
The Clerk & RFO

Date of issue: 24 July 2025

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. Chairman's Welcome

- a) Chairman's engagements

2. Apologies for absence

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

3. Police Report

- a) To receive a report from The Oswestry Safer Neighbourhood Team (3a)
- b) To CONSIDER a response to the West Mercia Town & Parish Council Survey 2025

4. Shropshire Council Report

To receive a report from Shropshire Councillor Andy Davis (4a)

5. 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.

6. Minutes

- a) To CONSIDER and APPROVE the minutes from the Annual General Meeting of the Parish Council meeting held on 26 June 2025 (appendix 6a)

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.

7. Co-option Applications – Trefonen with Treflach and Rhydycroesau

- a) To AGREE deferment of the co-option process for Trefonen with Treflach and Rhydycroesau of Oswestry Rural Parish Council until September 2025, with the provision for an extraordinary meeting if required .

8. 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 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.

9. Dispensations

- a) To consider and approve any requests for dispensations

10. Declaration of Acceptance of Gifts and Hospitality

- a) To receive any declarations of acceptance of gifts and hospitality

11. Planning Matters

a) Planning Decisions

To NOTE the following:

Planning Application Details	Planning Proposals
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b) Planning Applications

To CONSIDER and APPROVE a response to the following planning applications:

Planning Application Details	Planning Proposals
25/02415/FUL The Mile House Farm , Shrewsbury Road, Aston, Oswestry, SY11 4JF	Change of use from Class B2 to Class E (gym)
25/02470/FUL The Bungalow, The Terraces, Morda, Oswestry, Shropshire.	Installation of external wheelchair lift
25/02320/COU The Barn, Top Farm, Woolston, West Felton, Oswestry, Shropshire, SY10 8HY	Extension of residential curtilage
25/02544/FUL Brookside Farm, Albridge Lane, Morton, Oswestry, Shropshire.	Demolition of single storey lean-to and replace with single storey lean-to extension, formation of new vehicular access with visibility splays and sight lines and change of use of land to domestic for new access drive, and parking.

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.

12. Clerk's Report

To receive and NOTE a report from the Clerk (appendix 12)

13. Financial Matters

To CONSIDER and APPROVE:

- a) Income and expenditure , balances to 30 June 2025 and forecasted outturn position at 31 March 2026(13a,aii,aiii)
- b) Bank reconciliation to 30 June 2025 (appendix 13b)
- c) Provisional Payments for July 2025 (appendix 13c)

14. August 2025 Recess – Interim Arrangements

To CONSIDER and APPROVE interim arrangements for August 2025 recess:

Finance

- a) Delegated authority to the Clerk for processing all invoices payable in August 2025
- b) Finance limit of £5,000 set on any individual invoices, above which the Clerk will seek Finance Committee approval
- c) Retrospective approval sought from Full Council at the September 2025 meeting

Planning

- d) Delegated authority to The Chairman for all planning applications / enforcements
- e) All members to forward any views, including support or objections to the Chairman by 22 August 2025
- f) Chairman to determine comments on applications which will be submitted to the Clerk by 31 August 2025.
- g) Retrospective approval sought from Full Council at the September 2025 meeting

15. Finance Data

- a)To CONSIDER a request from Cllr Richard Fowler seeking financial information for an unspecified analysis / or purpose (The Clerk)

16. Policies

- a)To CONSIDER the review of policies and AGREE the process (Cllr Martin Bennett).

17. Yarreal Estate Management Meeting

- a)To AGREE the date, venue and members from the Council to attend the meeting with the Yarreal Estate Manager.

Shropshire Together Conference

- a)To RECEIVE an update on the Shropshire Together Conference held on 25 July 2025 (Cllr Martin Bennett / Cllr Peter Richardson)

18. Houses of Multiple Occupancy (HMO) Oswestry

- a)To RECEIVE information on HMO Oswestry and AGREE any ACTIONS (Cllr Peter Richardson)

19. Future Meetings Schedule

- a)To REVIEW and AGREE proposed dates for the use of Weston Village Clubhouse Pool (appendix 18)

20. Cemetery Working Group

- a)To NOTE the revised dates for the closure of the cemetery for the planned major maintenance work

21. Environment Working Group

To receive an update from the Environmental Working Group

- a) Water Pollution (Cllr Iain Campbell)
- b)To NOTE the response from the Environmental Agency and AGREE and ACTIONS.

22. Communications Working Group

- a) To RECEIVE an update on the Communications Working Group (Cllr Richard Fowler)

23. Social Media

- a) To receive an update on Social Media (Cllr Richard Fowler)

24. Website

- a) To receive the report on the website (Cllr Richard Fowler)

25. Correspondence

- a) To CONSIDER a request from a parishioner for a memorial bench in memory of her husband at Trefarclawdd cemetery .
- b) To CONSIDER a request by Community First Responder for Oswestry, to cover the costs for the replacement of the battery and pads for the defibrillator located outside Morda Village Shop (The Clerk)

26. Consultations

- a) To NOTE any Consultations

27. Date for Next Meeting

To NOTE that the Ordinary Parish Meeting will take place on **Thursday 25 September 2025** at Rhydygroesau Village Hall from 7.00 pm.

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

28. GDPR Breach

- a) To receive a verbal report on the recent GDPR breach (The Clerk)

29. Planning Enforcement

- a) To NOTE planning enforcement notifications received (The Clerk)
- b) To CONSIDER any further ACTIONS on previous Planning Enforcements