

Selattyn and Gobowen Parish Council

Minutes of the meeting of the Parish Council on Wednesday 14th February 2018 at the Pavilion, Gobowen at 7.00pm

In the Chair – Cllr Ellis

Present: Councillors: H Ellis, E Morgan, C Emery, T Broom, M McKenna, T Bird, S Crow, D Lloyd.

Also present: CSO Pete Roberts, 2 members of the public, Shropshire Councillor Mark Jones.

786	<p>To receive apologies and reasons for absence</p> <p>It was RESOLVED to accept apologies for absence from Cllrs: West-Wynn, Keeling, Macey, Britner, Harness and Whitelaw.</p> <p>Absent – Cllr Westwood Bate.</p>
787	<p>Disclosable Pecuniary Interests</p> <p>a) Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests. None Declared.</p> <p>b) To consider any applications for dispensation. None Received.</p>
788	<p>To confirm the Minutes of the Full Council Meeting held on 10.01.18 and the Extra Ordinary Full Council Budget Meeting held on 31.01.18.</p> <p>It was RESOLVED to amend the minutes of the meeting on 31.01.18 p.321 to read ‘Work to ensure boundaries are secure <i>on the Playing Field</i>’.</p> <p>It was FRUTHER RESOLVED to accept the minutes of the full council meeting on 10.01.18 and the extraordinary meeting on 31.01.18. They were duly signed as a true record.</p>
789	<p>Public Participation session - a period of 15 minutes will be set aside for the public to speak on items on the agenda.</p> <p>A Member of the public spoke on the following matter:</p> <p>The proposed development of land adjacent to Southlands Avenue. The resident noted that there are now 19 objections and 3 letters submitted to the online portal. The following points were raised:</p> <ul style="list-style-type: none"> ➤ The Design and Access Statement – Items 3.1.1 and 3.3.3 ➤ Large increase in traffic ➤ Concern expressed for the safety of Derwen College residents ➤ Wildlife
790	<p>Reports</p> <p>a) Progress Report – To consider the Clerk’s progress report. It was RESOLVED to note the report.</p> <p>b) Public Health concerns - Complaint Ref:- 18/00020/PHSEPU – Receive Report from Severn Trent Severn Trent had submitted a report for councillors’ consideration. The report was discussed, and it was RESOLVED to respond to Severn Trent to thank them for the report and request a time frame (funding period) for the work and suggest that they carry out a Misuse Campaign again to raise awareness.</p> <p>c) Shropshire Council - To receive reports from Shropshire Council elected councillors.</p>

Cllr Mark Jones reported on the following points:

- Shropshire Council Budget
- Car Parking Consultation and Outcome
- Innovation site on Oswestry Roundabout
- Old Smithfield Site in Oswestry – potential movement forward

It was **RESOLVED** to note the report.

d) Other Reports – To receive reports from councillors attending meetings, training sessions and site visits on behalf of the parish council.

- I. **Oswestry 2050 Event** – Cllr Morgan reported on the event organised by the Civic Society which presented a proposal for an alternative view on planning and the allocation of land to be included in SAMDEV. It is an approach with a long-term view and proposes the development of 2 new villages to the East of the A5 and with this the infrastructure would be built in to make them villages.
- II. **Derwen College Presentation to Councillors** – Cllr Broom reported on the plans the Derwen College put forward as part of the presentation which proposes to change what they teach, the way they teach and how they will fund it.
- III. **Bryn y castell coppice conservation group report** – It was **RESOLVED** to note the written report. Attached (Appendix A).
- IV. **P3 Report** – It was **RESOLVED** to note the written report. Attached (Appendix B).
- V. **Old Racecourse** – Cllr Morgan reported on recent progress.
- VI. **Cllr Ellis noted that he attended 2 recent funerals on behalf of the parish council.**

It was **RESOLVED** to note the reports.

e) Police report – To receive the police report and note the CCTV report. The written support was noted and the following matters raised with CSO Roberts:

- Parking on dropped kerbs.
- The damaged manhole cover at the bottom of Rhwel Bank and the serious concerns this raises.

It was **RESOLVED** to note the police report. No CCTV report was received.

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Financial Matters

- a) **Monthly statement** - To approve the monthly financial statement and bank statements against bank reconciliation. **RESOLVED** to approve.
- b) **Payments** - To approve outstanding payments and payments made prior to the meeting. **RESOLVED** to approve and on this occasion, as only two signatories were present at the meeting, it was **AGREED** that Cllr Crow sign the cheque made out to Mr Crow. This was duly signed by Cllr Morgan.

BACS/Chq Payments made before 14.02.18					Act
Chq / BACS	Supplier	Net	Vat	Gross	
BACS155	ORP - CCTV maint. contract 18-19	452.00	90.40	542.50	LG&RA 1997 s.31
BACSCM45	RJAH - Dec Meals	277.50	55.50	333.00	
	Total	729.50	145.90	875.50	
Current Account Cheque Payments					
Chq	Supplier	Net	Vat	Gross	
300747	HMRC Inland Revenue Payments (Clerk NI & Tax) + PC NI contribution (78.97)	206.24	0.00	206.24	LGA 1972 s.112(2)
300748	Phil Crow - Cover for pavilion and playing field duties (6 weeks covering Dec and Jan)	330.94	0.00	330.94	LGA 1972 s.111

300749	Duncan Royce - Allotment Gate repair (Purchase Order 9 - work agreed at A&S committee 05.10.17)	120.00	0.00	120.00	LGA 1972 s.111; SHAA 1908 s.26
	Total	657.18	0.00	657.18	
	Total cheques paid since last meeting	1386.68	145.90	1532.68	
BACS, Standing Orders and DD payments					
BACS No.					
BACS156	Highline Electrical - Repair to light outside No49 Perry Road (62.50+VAT), Connect Gobowen Defib, as per quote (196.45+VAT)	258.95	51.79	310.74	PCA 1957 ss.3(1) & 7 / HA 1980 s.301 / OSA 1906 s.10
BACS157	Daren Brewer Feb Invoice (bus shelters and railway carriage £45.00, litter picks x 3 (2nd Feb, 8th Feb, 14th Feb)	75.00	0.00	75.00	SC Maint. Fund HA 1980 s.96 LG (MP)A 1953 s.4 / PCA 1957 s.1
BACS158	Shropshire Council - Streetlight Electricity - 3rd Quarter	726.26	145.25	871.51	PCA 1957 ss.3(1) & 7 / HA 1980 s.301 / OSA 1906 s.10
BACS159	Agritel - Printer Toner for Clerk's Printer	74.95	14.99	89.94	LGA 1972 s.111
BACS160	Parish Clerk's Expenses (phone and broadband 21.00, mileage Jan/Feb 85.95, stamps 5.60, VSLR adaptor for microphone 12.99)	125.54	0.00	125.54	LG(FP)A 1963 s 5
DD	Pension Contribution (Employer 7.66, Staff 6.13)	13.79	0.00	13.79	LGPSR SI 2007/1166, LGPS SI 2008/238&239
DD	BT Busines Bill - Pavilion Phonenumber, Broadband (56.75 + VAT) and Mobile (£18.00 + VAT) Delivery of Hub 6 (£8.50+VAT)- Now paid as a combined bill - monthly.	83.25	16.65	99.90	LGA 1972 s.111
DD	Veolia (payment taken on 28.02.17) - 2 lifts	28.98	5.80	34.78	LGA 1972 s.214(6)
DD	Npower - Pavilion Electricity Charges (25.10.17 - 29.01.18)	55.80	2.79	58.59	LGA 1972 s.111
SO	Clerk's Salary - Month 11	1118.86	0.00	1118.86	LGA 1972 s.112(2)
	TOTAL	2561.38	237.27	2798.65	
	Total outgoings for February	3948.06	383.17	4331.33	
Current Account Income					
Income banked in January after the January meeting					
BACS	Pavilion Hire Yoga (December Hire) Paid 10.01.18	15.00	0.00	15.00	
BACS	HMRC - 3rd Quarter VAT Reclaim paid 22.01.18	2585.99	0.00	2585.99	
BACS	Interest on HSBC BMM Account paid 22.01.18	5.04	0.00	5.04	
Income banked in February					
138	Cemetery Income - Memorial Plaque - D4	90.00	0.00	90.00	

	138	Pavilion Hire (Football)	25.00	0.00	25.00	
	138	Cemetery Income - Edmund Rowlands - Interment 354	140.00	0.00	140.00	
	139	Pavilion Hire (Football)	25.00	0.00	25.00	
BACS		Roundabout Advertising - Locksmith 1/2 page	100.00	20.00	120.00	
		TOTAL INCOME	2986.03	20.00	3006.03	
Community Meals Account Payments						
		Supplier	Net	Vat	Gross	
BACSCM46		K Griffiths - Expenses Jan	11.50	0.00	11.50	
		TOTAL	11.50	0.00	11.50	
Community Meals Income						
000054		Direct Payment - Feb Meals Pierce	40.00	8.00	48.00	
000054		Community Meals income - Jan 2018	223.33	44.67	268.00	
BACS		Direct Payment - Feb Meals Smithers	80.00	16.00	96.00	
		TOTAL INCOME	343.33	68.67	412.00	

- c) **Income** -To note income received since the last meeting. **RESOLVED** to note.
- d) **3rd Quarter Internal Controls** – Receive verbal report from Cllr Emery. **RESOLVED** to note.
- e) **VAT** – To note update from the Clerk on VAT registration. The Clerk reported that the VAT Registration process was now complete and the parish council have been assigned a VAT Registration Number and registered with effect from 01.01.18. The Clerk also reported that she has been researching the Partial Exemption Calculation and it is a specialist area, with specialist knowledge and experience required. The Clerk **RECOMMENDED** that external support with the calculation be bought in by the council to ensure it is done correctly in the first year. Councillors **SUPPORTED** the Clerk’s recommendation following the points raised and it was **RESOLVED** that the Clerk look into who can provide this support, the associated costs and that this be brought back to the March meeting.
- f) **Pensions** – To note correspondence from NEST regarding contribution increases. It was **RESOLVED to NOTE** that from the earning period 14th March – 13th April the contributions will increase to 2% for employers and 3% for employees.
- g) **FSCS / Additional Bank Account** – Receive a report from Clerk and information provided by the internal auditor and consider the options. The Clerk presented a written report covering the options available to the council and it was **RESOLVED** to open a 95-day notice saving account with Nationwide which is currently offering an interest rate of up to 0.70%.

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Planning Items

a) Planning Decisions – To note

- I. **Reference:** 17/05537/FUL (validated: 27/11/2017)
Address: Grouse Lodge, Selattyn, Oswestry, Shropshire, SY10 7PB
Proposal: Part demolition of existing barns, erection of two-storey replacement extension to include two balconies and modification of roof arrangements together with internal alterations; demolition of outbuildings
Decision: Refuse
- II. **Reference:** 17/04707/FUL (validated: 10/10/2017)
Address: Penybont Farm, Selattyn, Oswestry, Shropshire, SY10 7LL
Proposal: Erection of 2 storey and single storey extensions following demolition; demolition of existing garage; internal alterations

- Decision:** Grant Permission
- III. **Reference:** 17/04959/FUL (validated: 12/10/2017)
Address: Penybont Farm, Selattyn, Oswestry, Shropshire, SY10 7LL
Proposal: Formation of New Access Road
Decision: Grant Permission
- IV. **Reference:** 17/05673/TPO (validated: 23/11/2017)
Address: Elm Field Lodge , Silverways Drive, Gobowen, SY11 3QR
Proposal: Fell 1no Poplar on south-western boundary of property protected by The Council of the Borough of Oswestry (The Silverways, Gobowen) TPO 2005
Decision: Grant Permission
- V. **Reference:** 17/05203/FUL (validated: 08/11/2017)
Address: Henlle Hall , Preeshenlle Lane, Gobowen, SY10 7AX
Proposal: Erection of reception/office residents lounge and managers flat; installation of package treatment plant; formation of parking areas
Decision: Refuse
- VI. **Reference:** 17/04228/FUL (validated: 24/10/2017)
Address: The Hollies, Hengoed, Oswestry, Shropshire, SY10 7EQ
Proposal: Application under Section 73A of the Town and Country Planning Act 1990 for the erection of agricultural building (retrospective)
Decision: Refuse

It was RESOLVED to note all planning decisions.

b) Planning applications for consideration

- I. **Reference:** 18/00018/OUT (validated: 18/01/2018)
Address: Proposed Residential Development Land Off, Southlands Avenue, Gobowen, Shropshire
Proposal: Outline application (all matters reserved) for mixed residential development of 33 dwellings; formation of estate roads

It was RESOLVED to MAKE A REPRESENTATION with the following comments:

- The Parish Council are mindful of the high level of opposition and concern for the wellbeing and mobility for residents from Southlands Court and would urge the most sensitive development to minimise traffic and other hazards.
- The Parish Council request that the proposed mix of housing be retained as it needs to cater for the local need, however the Parish Council request that the location of housing mix be reviewed. The Parish Council welcome the provision of bungalows, however it is the view of the Parish Council that their siting be reviewed and relocated to the North boundary of the site.
- The residents of Southlands Court use buggies and this would necessitate for pavements to be wider for their safety.
- Considerations must be made for wildlife
- The adjacent footpath must be taken into consideration and this should be noted on the plans
- In arriving in this conclusion, the parish council have considered the NPPF Document as a whole.

Cllr Crow declared an interest in the next 2 items and did not take part in discussions or decisions.

- II. **Reference:** 18/00198/FUL (validated: 15/01/2018)
Address: Building 1 Units A and B, Gobowen Station, Station Road, Gobowen, Oswestry, Shropshire, SY11 3JS
Proposal: Change of use from workshop (B1) to (A1) shops or (A2) financial and professional services

It was RESOLVED to MAKE A REPRESENTATION with the following comments:

The Parish Council have no comments to make on this application

- III. **Reference:** 18/00199/LBC (validated: 15/01/2018)
Address: Building 1 Units A And B, Gobowen Station, Station Road, Gobowen, Oswestry, SY11 3JS
Proposal: Renovation and minor alterations affecting a Grade II Listed Building in association with change

	<p>of use</p> <p>It was RESOLVED to MAKE A REPRESENTATION with the following comments:</p> <p>The Parish Council have no comments to make on this application</p> <p>IV. Reference: 18/00214/FUL (validated: 25/01/2018) Address: Robert Jones And Agnes Hunt Orthopaedic Hospital, Gobowen, Oswestry, SY10 7AG Proposal: The creation of a fully accessible garden including erection of a single storey garden room</p> <p>It was RESOLVED to MAKE A REPRESENTATION with the following comments:</p> <p>The Parish Council have no comments to make on this application</p> <p>V. Reference: 18/00380/FUL Address: Robert Jones And Agnes Hunt Orthopaedic Hospital, Gobowen, Oswestry, SY10 7AG. Proposal: Proposed staff car park, sited on a previously demolished building</p> <p>It was RESOLVED to MAKE A REPRESENTATION with the following comments:</p> <p>The Parish Council have no comments to make on this application</p> <p>c) Wat’s Meadow – Receive and consider an update following Winter observations of the land. The update from Shropshire Council was noted and the parish council expressed their serious concerns regarding the fact that no action is being taken on this matter. It was RESOLVED to bring the matter back to the March meeting and request the legal position be confirmed in regard to enforcing the 106. It was FURTHER RESOLVED to place an article in the roundabout requesting that residents get in touch with the Clerk if they have concerns regarding the drainage on the site and to submit pictures.</p>
793	<p>Consultation – Shropshire Council 2018-19 Budget – Consider a response http://www.shropshire.gov.uk/get-involved/2018-19-budget-consultation/</p> <p>The budget proposals were discussed and it was RESOLVED to submit the following comments:</p> <ul style="list-style-type: none"> • If the Environmental Maintenance Grant is removed, the parish council will no longer manage the grass cutting of the roundabout. This would be a step backwards. The Environmental Maintenance Grant enables parish councils to carry out work at a local level. • If the edges of the roads were kept in better condition, there would be less work and associated costs in the future.
794	<p>Staff Recess and Cover Arrangements – Discuss Cover Arrangements for the Clerk and Agree Cemetery Training for Councillors.</p> <p>The Clerk’s holiday arrangements were noted and it was RESOLVED that councillors McKenna and Crow attend the Cemetery Training with the Clerk on 17th April.</p> <p>It was FURTHER RESOLVED that Cllr Crow and Cllr McKenna’s (Reserve) telephone numbers be put on the Clerk’s answer machine whilst on holiday and that the burial procedure be shared at the Amenities and Services Committee so that all committee members are aware of the process.</p>
795	<p>Correspondence forwarded to Councillors for consideration and information</p> <p>a) To note the attached appendix of items which have been circulated and hard copies to be presented at the meeting. RESOLVED to note.</p> <p>b) SALC Annual General Meeting on Friday 23rd February – Discuss and agree attendance. It was RESOLVED that Cllr Ellis attend and report back at the March meeting.</p> <p>c) Universal Credit Training – Agree a date to hold the training in Gobowen Pavilion. It was RESOLVED to book Monday 26th March during the day and to invite councillors of neighbouring parishes.</p>

796	<p>a) Date of next meeting - To note date, time and location. Wednesday 14th March, 7.00pm at Selattyn school.</p> <p>b) Annual Parish Meeting – Agree a date for the APM and proposals for a speaker. It was RESOLVED that the APM be held on Wednesday 16th May. It was FURTHER RESOLVED that a decision regarding a speaker to be deferred to the next meeting and councillors asked to submit suggestions to the clerk to enable a list to be compiled for consideration.</p> <p>c) Informal Public Meeting – Agree a date to invite a representative from the Civic Society to give a talk on Oswestry 2050. Agree whether the presentation is to be followed by a discussion on Neighbourhood Planning. Clerk to liaise with the Civic Society and Neighbouring Parish Council’s to set a date and publicise it in the roundabout. It was FURTHER RESOLVED to have a board at the meeting with post it notes to obtain views and thoughts on Neighbourhood Planning.</p> <p>21.00 – It was RESOLVED to suspend standing orders to enable councillors to discuss item 797.</p>
797	<p>Exclusion of press and public <i>To resolve: That in accordance with s1(2) Public Bodies (Admission of Meetings) Act 1960, members of the public and press be excluded from the remainder of the meeting on the grounds that the following items to be considered involves the likely disclosure of confidential information.</i></p> <p>a) Planning Matters and Enforcement – Discuss. It was RESOLVED to note the information and thank the Planning Department for providing the information. It was RESOLVED to write to Peter Nutting requesting a site visit and provide an opportunity for the council to explain why Gobowen is the only place in the county that has an unauthorised traveller site. It was FURTHER RESOLVED that the letter be copied to MP Owen Paterson and the Ministry for Housing, Communities and Local Government.</p> <p>b) Recruitment and Contractual Arrangements – Discuss and Consider recommendations from the Finance and Executive Committee meeting on 17.01.18. Consider contractual options and expressions of interest in the role.</p> <ul style="list-style-type: none"> • It was noted that there is currently one person interested in a contractual role – Caretaker • Following discussions on the types of contracts, it was RESOLVED that this be a Flexible Hours Contract and that the employee complete a timesheet and be paid monthly • The rate of pay was agreed at SCP 15 • It was AGREED that Cllrs West-Wynn, Keeling and Crow and the Clerk meet with the person interested in the role to ascertain their ability to carry out the role effectively. The council AGREED that if they are deemed suitable for the role that they be offered the position to start in post as soon as possible. • It was FURTHER RESOLVED that Mr Crow continue to provide cover when the employee takes annual leave to ensure bookings are not cancelled and that Football continue to be a key holder, however, the responsibility for cleaning up after matches will be included in the caretaker role.

Meeting closed: 21.32