

Selattyn and Gobowen Parish Council

Minutes of the Parish Council meeting held on Wednesday 9 November 2022 at The Pavilion, Gobowen, commencing at 7pm.

- In the chair:** Cllr Emery
- Present:** Cllr Broom, Cllr Clare, Cllr Crow, Cllr Dyke, Cllr Ellis, Cllr Evans, Cllr Lander, Cllr Macey, Cllr McKenna, Cllr Mellor, Cllr Morgan, Cllr Westwood Bate
- In attendance:** Mrs B Laraway (Parish Clerk & RFO)
3 members of the public
Hannah Thomas and Jo Blackburn, Shropshire Council
Mrs D Rae, Hanmer Morris Charity
- Apologies:** Cllr Lloyd, Police (Oswestry Rural North SNT),
Shropshire Cllr Mark Jones.

1718. To receive and approve apologies and reasons for absence

Apologies for absence from Cllr Lloyd were received and approved.

1719. Disclosable Pecuniary Interests

- a. Cllr Morgan declared an interest in Agenda item 1726a
- b. There were no applications for dispensation.

1720. Public Participation session

Two members of the public spoke on the following items:

- Possibility of the grit bin in Fairfield Close being moved to Trewern Avenue if a new one isn't possible (question was addressed to Shropshire Cllr Macey)
- The Parish Council was thanked for its support and the grant towards Gobowen Community Group's bonfire and fireworks event.
- Storage box for community litter pickers agreed at an earlier Parish Council meeting.

1721. Minutes

- a. The minutes of the Parish Council meeting held on 12th October were confirmed as a true record of the meeting and were duly signed by Cllr Emery.

1722. Presentation by Mrs D Rae – the work of the Hanmer Morris Charity.

Mrs Rae gave a short presentation on the history and recent work of the Hanmer Morris Charity in Selattyn. Cllr Emery thanked her for coming to speak to the Council.

1723. Shropshire Council Health & Wellbeing Strategy Joint Strategic Needs Assessment (Oswestry Place Plan area) – presentation and discussion

The presentation slides had been circulated in advance of the meeting. Hannah Thomas and Jo Blackburn invited comments and questions from Parish Councillors.

Mrs D Rae, Hannah Thomas and Jo Blackburn left the meeting.

1724. Reports - to consider

- a. Parish Clerk's progress report ([Appendix A](#))
The Clerk gave a verbal update on the HSBC bank account advising that the deposit account has been frozen.

Selattyn and Gobowen Parish Council

RESOLVED: The Parish Clerk's written and verbal reports were noted.

RESOLVED: To review the Council's banking arrangements at the next Finance & Executive committee

b. Shropshire Council elected Councillors ([Appendix A](#))

c. Police Report

There were no questions or comments on the report. The Clerk was asked to raise the following matters with the Safer Neighbourhood Team.

- Issues with Fireworks being set off at Oswestry Racecourse
- Anti Social behaviour (drinking and littering) at Oswestry Racecourse.

d. Other reports

- Cllr McKenna proposed that the Council record a vote of thanks to Gobowen Community Group for the bonfire and firework event on 6th November.
- Cllr Morgan gave a verbal report from the Oswestry Racecourse Management Association committee meeting that had taken place on 9th November. They have been advised by Shropshire Council that there is no funding available for maintenance work at the Racecourse. There have been issues with fireworks being let off and evidence of alcohol being consumed in the car park. The Parish Clerk will feed back these issues to the police.

1725. *Financial matters*

a. Monthly statement - **to note** bank reconciliation ([Appendix B](#))

RESOLVED: Noted

b. Payments - **to approve** payments made during October and forthcoming for November ([Appendix B](#))

RESOLVED: Approved

c. Income - **to note** income received in October ([Appendix B](#))

RESOLVED: Approved

d. VAT – **to note** Q2 VAT rebate received **£8036.89**

e. Expenditure - **to approve:**

- ORP Surveillance – new CCTV camera & installation **£2349.60**
- Parish Clerk expenses: Land registry search £6.00, Colour printing £4.80, Postage £2.35, Key cutting £22.50, Mobile phone purchase £183.94, USB C Adapter £25.00, Mobile phone case £18.00 **Total £262.59**
- Cllr Mellor - Fundamentals for Councillors training **£30.**
- HSBC Fee for transfer from Business Money Manager account **£40**

Items 1725e (i) – (iv) were considered en bloc

RESOLVED: Approved

1726. *Planning applications for consideration*

Cllr Morgan left the meeting.

a. **Reference:** 22/04434/FUL (validated 30.9.22)

Address: Holly Cottage, Racecourse Road, Oswestry, SY10 7PQ

Selattyn and Gobowen Parish Council

Proposal: Erection of single storey garden room extension to replace existing conservatory and closed porch to replace existing open porch.

View online: [Holly Cottage planning application](#)

RESOLVED: To make no comment

Cllr Morgan entered the meeting

b. Reference: 22/04640/FUL (validated 12.10.22)

Address: Warren House, Chirk Road, Gobowen, SY11 3LB

Proposal: Erection of single storey extension following demolition of existing.

View online: [Warren House planning application](#)

RESOLVED: To make no comment

c. Reference: 22/04706/VAR (validated 17.10.22)

Address: Proposed residential development to the south of Fernhill Lane, Gobowen.

Proposal: Variation of Condition 1 attached to Application Reference 15/04968/REM dated 13/5/2016 for residential development.

View online: [Residential development south Fernhill Lane planning application.](#)

RESOLVED: To **OBJECT** with the following comments:

- Road Safety (pedestrians) – Removing the pavement from the eastern side of the new road reduces the options for pedestrians to move safely within the new development.
- Road Safety (pedestrians)– The pavements serving the new development should be fully connected to the existing pavement network on Fernhill Lane, rather than end where the new road will meet Fernhill Lane.

1727. Planning decision - to note

a. Reference: [22/03431/FUL](#) (validated 26.7.22)

Address: Blake House, Glyn Road, Selattyn, SY10 7DR

Proposal: Erection of a single storey raised dwelling following demolition of existing two storey dwelling and garage; relocation of entrance driveway and vehicular access.

Decision: Withdrawn.

b. Reference: [22/03801/OUT](#) (validated 18.8.22)

Address: Land adj Tamarind, Old Chirk Road, Gobowen, SY11 3LH

Proposal: Outline application for the erection of 1No dwelling and formation of vehicular access (all matters reserved) (resubmission)

Decision: Refuse

c. Reference: [22/03729/FUL](#) (validated 15.8.22)

Address: 10 Pantglas, Oswestry, SY10 7HS

Proposal: Erection of extension and internal alterations.

Decision: Grant Permission

d. Reference: [22/03460/FUL](#) (validated 2.8.22)

Address: 3 Oakhurst Cottages, Oakhurst Road, Oswestry, SY10 7BY.

Proposal: Re-opening of previously closed off vehicular access (re-submission).

Selattyn and Gobowen Parish Council

Decision: Refuse

Items 1727 a-d were considered en bloc

RESOLVED: Noted

1728. Correspondence

- a. Items circulated by email **to note**

RESOLVED: Noted

- b. Shropshire Needs Ambulances – copy of letter sent to the Health and Social Care Secretary, Rt Hon Steve Barclay MP **to note.**

RESOLVED: Noted

1729. Fairfield Close

To note update from STAR Housing: Detailed drainage surveys have now been carried out, views on the proposed new development have been taken on board and an application for planning permission for 32 new affordable homes will be submitted in November.

RESOLVED: To note the update

RESOLVED: To invite STAR Housing to attend the Parish Council meeting at which the Planning application will be discussed.

1730. Gobowen Defibrillator

To consider the proposal to relocate the defibrillator sited on the exterior wall of Gobowen Post Office to the exterior wall of the Pavilion. Quote for work to re-site and re-wire cabinet **£159 + vat.**

RESOLVED: Approved

1731. Parish Roundabout – to agree 2023 schedule

RESOLVED: Approved. Editions will be produced in February, May, August, November.

1732. Nant Lane programmed resurfacing 2023/24

To note update from Shropshire Council and **to agree** any concerns, queries, local issues or events to feedback to Shropshire Council for consideration in planning the resurfacing work.

RESOLVED: To provide the following feedback to Shropshire Council:

- Parts of the road are already closed due to subsidence. This subsidence will need to be repaired before resurfacing can take place.
- Use of road closed signs – only deploy signage when the roads are actually closed. There have been instances during the works that have taken place in Selattyn this summer when road closed signs have been in place but the roads are still fully passable.
- Diversion routes – given the distance of a full diversion along equivalent classifications of roads, request to deploy a more local diversion for cars and other light traffic.
- Request that Bath Banks (between Nant Lane and Glyn Road) is not closed.

Selattyn and Gobowen Parish Council

1733. *Silent Soldier*

a. To note email correspondence advising the statue cannot easily be repaired.

RESOLVED: It was noted that the Silent Soldier's broken rifle cannot be easily repaired. It is constructed from a metal sheet encased in plastic

b. To consider the purchase of a replacement '[Unknown Tommy](#)'.

RESOLVED: It was resolved by a majority vote not to purchase a replacement Unknown Tommy

RESOLVED: To consider the removal of the Silent Soldier at a future Council meeting.

1734. *Selattyn Christmas Tree (Cllr Lander)*

Motion: To fund a Christmas tree and tree lights for Selattyn village at an estimated cost of **£135+vat**.

RESOLVED: To award a grant of £135+vat (£160 total)

1735. *Scribe Cemetery data entry (Cllr Crow)*

Motion: To approve the principle of volunteer Councillors working with the Clerk to enter new cemetery data and check existing cemetery data on Scribe Cemetery to enable the Council to fully benefit from the investment made in the Scribe Cemetery System (cloud based). Councillors are asked to volunteer if they have time available to provide support.

RESOLVED: Approved. Cllr Broom, Cllr Crow and Cllr Dyke volunteered.

1736. *Consultations – to consider any response from the Parish Council*

a. Department for Levelling Up, Housing and Communities Committee Funding review.

RESOLVED: To submit the following comments:

- The system is incredibly complicated and Councillors couldn't work out how they would be able to access funding, or where information could be found to explain the system.
- There are lots of different funding pots available but, again, no information on whether applying to one funding pot would mean that the Council couldn't apply to one of the other funding pots etc.
- From the point of view of a small parish Council, it could be interpreted as a paper exercise made extremely complicated to put Councils like this off from applying, and prevent the funding from having to be spent.

b. Shropshire Council's Draft Tenancy strategy

RESOLVED: To make no comment on the consultation.

RESOLVED: To ask the following questions:

- Is there an enforcement strategy in place? Is this also under review?

1737. *Bleed control kits (Cllr Lander)*

Motion: To purchase [emergency bleed control kit](#) for Selattyn to be housed in the adopted phone kiosk on Glyn Road alongside the defibrillator at a cost of **£85.00+vat**. To consider purchase and locations for emergency bleed control kits (unit cost £85+vat), dedicated storage cabinets (unit cost £310+vat if required) in Hengoed and Gobowen.

RESOLVED: To purchase an emergency bleed control kit to be housed in the adopted phone kiosk on Glyn Road in Selattyn.

Selattyn and Gobowen Parish Council

1738. Future agenda items

The following future agenda item was agreed:

- Hengoed telephone kiosk.

1739. Future meetings - to note the date of the next meeting: 14th December 2022

RESOLVED: Noted

1740. Closed Session

RESOLVED: 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.

1741. Staffing Matters

a. **To agree** implementation of 2022/23 National Salary Award from 1 April 2022.

RESOLVED: To implement the 2022/23 National Salary Award from 1 April 2022.

b. **To consider** Parish Clerk annual leave request

RESOLVED: To agree the Clerk's annual leave request.

1742. Planning enforcement cases – to note

RESOLVED: Noted

Meeting closed 20:50

Selattyn and Gobowen Parish Council

Appendix A - Reports

Parish Clerk's Progress Report

1. Bank transfers agreed at 12th October Full Council meeting.

The Clerk reports that a clerical error was made in the instruction issued to HSBC for a transfer of funds. The instruction issued was to transfer £45,000, not the £42,500 agreed and minuted (1708d). The difference to the value of the transfer has no material impact and does not change the Council's level of risk. The purpose of the transfer was to make a total deposit of £85,000 in United Trust Bank. This deposit will now be made using £45,000 from HSBC and £40,000 from Unity Trust instead of £42,500 from each bank.

2. Road markings near Selattyn School

The 'Keep Clear' and other road markings have not yet been re-instated following resurfacing work on Glyn Road. It has been confirmed that the re-surfacing work was a Highways project and is unconnected to Severn Trent works in the area. The Clerk has chased up the re-instatement of the road markings with Kier.

3. Parish Council mobile phone

The new phone has been purchased and the phone number transferred to Vodafone, resulting in a much improved phone signal and service.

4. Gobowen and Selattyn Planters

The three-tiered planter has been moved to enable the Christmas tree to be sited in its approved location. A thank you is due to Cllr Crow and Mr P Crow for working with Derwen College to carry this out.

Winter bedding plants have now been planted in all Gobowen and Selattyn Planters.

5. Chirk Road Vehicle Activated Signage and grant

The grant payment from the Police and Crime Commissioner's Road Safety Fund has now been received. At the time of writing this report there had been no response from Shropshire Council regarding facilitating the purchase of the VAS. The grant from the PCC has to be spent by 31st March 2023.

6. Veolia Duty of Care Charge

An explanation of this annual charge was requested at the October Parish Council meeting. Veolia advise that the charge covers the administration process associated with waste licensing and permits. As a Commercial waste producer, the Council makes an annual declaration to Veolia about the waste that is collected from the Cemetery (completed online by the Clerk). Veolia keep this on file and may need to produce it if their Waste Management Processes are audited by the Environment Agency.

7. Community talk by Neighbourhood Planning Expert

Identification of an expert to give the talk remains an outstanding action.

8. Hengoed Phone Kiosk / Little library

Obtaining a quote to rotate the phone kiosk on its axis remains outstanding.

9. Highways issues outstanding

At the time of writing this report, the Parish Council has not received any formal response from Shropshire Council on the following requests.

Selattyn and Gobowen Parish Council

- a. 20mph zone around the school
- b. Hengoed Speed limit reduction to 30mph.

Shropshire Council elected Councillors Report

Shropshire Councillor Robert Macey gave the following verbal report:

- Gobowen has been selected as one of 6 primary schools in Shropshire to take part in a School Streets trial designed to improve child safety. The first stage is a 6 week public consultation which has just been launched. Cllr Macey has highlighted that School Lane shouldn't be considered in isolation and that the knock on impact on Chirk Road should also be taken into account.
- A number of residents have been in touch about the speed of traffic on Whittington Road / ByPass Road. Cllr Macey and Cllr Jones intend to carry out a survey of properties in the area affected and asked for any comments to be forwarded to them.
- Cllr Macey submitted comments to the Planning appeal for Henlle Golf Club that were broadly in line with those submitted by the Parish Council.
- Shropshire Council and partner organisations have produced a Cost of living toolkit that has been circulated to all Shropshire Councillors.
- The Housing Allocations policy has been approved.
- The estimated deficit in Shropshire Council's 2023/24 budget is currently £36m. The current year's budget (2022/23) has been affected by inflationary pressures and is currently forecasting a £5m overspend.
- The Integrated Care System (replacing Clinical Commissioning Groups) has now started to come into effect and is a joint board of leaders in the Health and Social Care sectors.
- Road markings outside Selattyn School are yet to be re-instated following recent re-surfacing works. Cllr Macey is chasing this up.

Shropshire Councillor Robert Macey gave the following updates on questions previously asked by Parish Councillors:

- The delays in the Cornovii development in Ifton Heath were due to delays in a water connection being made. This has now been resolved and construction work is continuing.

Parish Councillors raised the following questions and comments.

- 13 Ferndale Crescent – following up costs of the new driveway.
- Can the hedges on School Lane be cut more often to improve pedestrian safety?
- Diversion that was put in place for the recent Severn Trent Water works in Selattyn was not the most logical diversion and sent traffic towards Glyn Ceiriog.
- Planning enforcement cases – can the Parish Council be advised of the outcome of planning enforcement complaints so that Councillors can keep local people informed?
- When will the yellow taped posts (ex-streetlights) on Whittington Road be fully removed?

Selattyn and Gobowen Parish Council

Appendix B – Financial Matters

Bank Reconciliation

Bank Reconciliation at 01.11.22

	Cash in hand 01.04.22		£ 327,497.35
	ADD		
	Receipts 01.04.22 - 01.11.22		£ 152,629.26
			£ 480,126.61
	SUBTRACT		
	Payments 01.04.22 - 01.11.22		£ 95,707.96
A	Cash in hand 01.11.22 (per cash book)		£ 384,418.65
	Cash in hand per Bank Statements		
	Cash 1.11.22	£	75.00
	United Trust Bank 13.9.22	£	-
	Redwood Bank 95 day notice 28.7.22	£	85,264.49
	Nationwide 31.03.22	£	85,885.43
	HSBC Business Money Mgr 31.10.22	£	85,196.58
	Unity Trust Deposit 1.11.22	£	69,926.40
	Unity Trust Current 1.11.22	£	58,171.75
			£ 384,519.65
	Less unrepresented payments (see list)		£ 101.00
			£ 384,418.65
	Plus unrepresented receipts		
B	Adjusted Bank Balance		£ 384,418.65
A = B Checks out OK			

Unrepresented payments

£101 – cheque 300962 to The Poppy Appeal

Selattyn and Gobowen Parish Council

Payments made prior to meeting

<u>Ref</u>	<u>Supplier</u>	<u>Description</u>	<u>Net</u>	<u>Vat</u>	<u>Gross</u>	<u>Act</u>
DD 2022-201	Vonage Ltd	Staff telephone	16.00	3.20	19.20	LGA 1972 s.111
DD 2022-202	Water Plus	Pavilion Water	19.27	0.00	19.27	LGA 1972 s.133
DD 2022-203	SSE	Pavilion Gas	11.68	0.58	12.26	LGA 1972 s.133
DD 2022-204	Veolia	Cemetery Refuse	46.14	9.23	55.37	LGA 1972 s.214(6)
BACS 2022-205-208	Parish Clerk / HMRC / NEST	Salary / Pensions / NI / PAYE (Month7)	2918.37	0.00	2918.37	LGA 1972 s.112(2) LGPSR SI 2007/1166, LGPS SI 2008/238&239
DD 2022-209	British Telecom	Pavilion Broadband	33.45	6.69	40.14	LGA 1972 s.133
DD 2022-210	Vodafone Limited	Mobile Phone	10.16	2.03	12.19	LGA 1972 s.111
DD 2022-211	Water Plus	Allotment Water	21.33	0.00	21.33	LGA 1972 s.111
Total	n/a	n/a	3076.40	21.73	3098.13	n/a

Forthcoming payments for approval

<u>Ref</u>	<u>Supplier</u>	<u>Description</u>	<u>Net</u>	<u>Vat</u>	<u>Gross</u>	<u>Act</u>
BACS 2022-212	SaLC	Councillor Training	80.00	0.00	80.00	LGA 1972 s.111
BACS 2022-213	A G Royce Garden and Property Maintenance	Turfing & Levelling	485.00	0.00	485.00	Open Spaces Act 1906 s10
BACS 2022-214	ORP Surveillance Ltd	CCTV Camera	1958.00	391.60	2349.60	LG&RA 1997 s.31
BACS 2022-215	Barcham Trees Plc	Specimen Tree purchase	241.00	48.20	289.20	General Power of Competence
BACS 2022-216	Brewer, D	Pavilion Management	147.15	0.00	147.15	LGA 1972 s.133
BACS 2022-217	Brewer, D	Allotment Path Cutting	54.50	0.00	54.50	Small Holdings & Allotments Act 1908, s26.
BACS 2022-217	Brewer, D	bus shelter cleaning	49.05	0.00	49.05	LG(MP)A 1953, S.4
BACS 2022-217	Brewer, D	Playing Field grasscutting rough area	26.80	0.00	26.80	Public Health Act 1875 s.164
BACS 2022-217	Brewer, D	Litter picking	98.10	0.00	98.10	Public Health Act 1875 s.164
BACS 2022-221	DCK Payroll Solutions	Payroll Services	30.00	6.00	36.00	LGA 1972 s.111
BACS 2022-222	Gobowen Community Group	Parish Grants	500.00	0.00	500.00	LGA 1972 s.137
BACS 2022-223	Wel Medical Ltd	Defibrillator spares	160.00	32.00	192.00	Public Health Act 1936 s234
BACS 2022-224	Edge IT Systems Ltd	Councillor email set up	62.40	12.48	74.88	LGA 1972 s.111

Selattyn and Gobowen Parish Council

<u>Ref</u>	<u>Supplier</u>	<u>Description</u>	<u>Net</u>	<u>Vat</u>	<u>Gross</u>	<u>Act</u>
BACS 2022-225	Highline Electrical Ltd	New light fitting	83.28	16.66	99.94	LGA 1972 s.133
BACS 2022-226	Derwen College	Planters project	66.99	13.40	80.39	LGA 1972 s.137
BACS 2022-227	Starboard Systems Ltd	Scribe Cemetery	468.00	93.60	561.60	LGA 1972 s.111
BACS 2022-228	Gov.uk	Land registry check	6.00	0.00	6.00	LGA 1972 s.111
BACS 2022-229	Meraki Colour	Printing	4.00	0.80	4.80	LGA 1972 s.111
2022-230	Post Office Ltd	Stamps / postage	2.35	0.00	2.35	LGA 1972 s.111
BACS 2022-231	Timpson (Clerk expenses)	Pavilion Key cutting	22.50	0.00	22.50	LGA 1972 s.133
BACS 2022-232	Argos (Clerk expenses)	Mobile Phone purchase	183.94	0.00	183.94	LGA 1972 s.111
BACS 2022-233	Tech Heroes (Clerk expenses)	Mobile Phone charger	25.00	0.00	25.00	LGA 1972 s.111
BACS 2022-234	WAVE (Clerk expenses)	Mobile Phone Case	18.00	0.00	18.00	LGA 1972 s.111
BACS 2022-235	Highline Electrical	Streetlight repair	407.00	81.40	488.40	Parish Councils Act 1957 s.3
DD 2022-236	Veolia	Cemetery Refuse	46.36	9.27	55.63	LGA 1972 s.214(6)
TOTAL	n/a	n/a	5225.42	705.41	5930.83	n/a

Income received in October 2022

<u>Payment Type</u>	<u>Received from</u>	<u>Description</u>	<u>Net</u>	<u>Vat</u>	<u>Gross</u>
BACS	Don Bradley	Roundabout advertising	25.00	5.00	30.00
BACS	David Davies & Sons	Interment Charges	175.00	0.00	175.00
Cheque	Jones & Hughes Ltd	Memorial Fee	80.00	0.00	80.00
BACS	Edmund Rowlands & Son	Interment Charges	175.00	0.00	175.00
BACS	Plot 12 allotments	Tenancy Fee	5.00	0.00	5.00
Refund (BACS)	Graham Edwards Tournament	Deposit refund – Pavilion Hire	-100.00	0.00	-100.00
BACS	West Mercia PCC	Grant for Chirk Road VAS	1511.00	0.00	1511.00
CASH	Gobowen Community Group	Pavilion Hire deposit	75.00	0.00	75.00
BACS	Gobowen Celtic	Pavilion Hire	50.00	0.00	50.00
BACS	HMRC	VAT refund Q2		8036.89	8036.89
Interest	HSBC	Interest	28.12	0.00	28.12
TOTALS	n/a	n/a	2024.12	8041.89	10066.01