

# Selattyn and Gobowen Parish Council

---

## Minutes of the Parish Council meeting held on Wednesday 8 February 2023 at The Pavilion, Gobowen, commencing at 7pm.

- In the chair:** Cllr Emery
- Present:** Cllr Broom, Cllr Clare, Cllr Crow, Cllr Dyke, Cllr Ellis, Cllr McKenna, Cllr Mellor, Cllr Morgan, Cllr Westwood-Bate.
- In attendance:** Mrs B Laraway (Parish Clerk & RFO)  
4 members of the public  
Mr A Jones, Chartland Homes
- Apologies:** Cllr Evans, Cllr Lander, Cllr Macey.  
Shropshire Cllr M Jones

### **1788. To receive apologies and reasons for absence**

Apologies and reasons for absence were received from Cllr Evans, Cllr Macey, Cllr Lander and Shropshire Cllr Jones.

### **1789. Disclosable Pecuniary Interests**

- a. There were no declarations of disclosable pecuniary interest.
- b. There were no applications for dispensation.

### **1790. To note the resignation of Cllr Mandy Lloyd on 23 January 2023.**

Cllr Lloyd's resignation was **NOTED**. The Clerk will arrange for the casual vacancy notice to be published.

### **1791. Presentation by Mr A Jones, Chartland Homes.**

Mr Jones gave a short presentation about the planning application for The Tilings, Whittington Road, Gobowen.

Councillors asked questions on the design and size of the properties, the location of the sewage pumping station and energy efficiency of the properties.

### **1792. Public Participation session**

One member of the public spoke about the following topics:

- Signage on Almond Avenue (to be referred to Shropshire Councillors)
- The area covered by Shropshire Council litter pickers (to be referred to Shropshire Councillors)
- Litter on Preeshenlle Lane in the vicinity of the 'no tipping' sign.
- Footpath around the playing fields.

### **1793. Minutes**

- a. **To confirm** the minutes of the Full Council meeting held on 11 January 2023.

**RESOLVED:** The minutes were confirmed as a true record of the meeting and were duly signed by Cllr Emery.

### **1794. Reports - to consider**

- a. Parish Clerk's progress report ([Appendix A](#))

The Clerk gave the following verbal update to the written report:

# Selattyn and Gobowen Parish Council

---

- SALC is now working with Shropshire Council Highways in developing their VAS policy.
- Snowdrop bulbs have been ordered for the cemetery
- The Clerk has been informed of a crowdfunder appeal by Shropshire Museums service to retain the Gobowen Hoard of 337 Roman coins in the county. The fundraisers have not made a direct approach to the Parish Council.

**RESOLVED:** To note the Clerk's verbal and written reports

**b.** Shropshire Council elected Councillors.

There were no Shropshire Councillors present.

**c.** Police Report ([Appendix A](#))

**RESOLVED:** To note the Police report

**d.** CCTV report January – December 2022

**RESOLVED:** To note the CCTV report

**e.** Other reports

- Cllr McKenna reported that the Parish Paths Partnership have written to the Parish Council concerning the building work at the end of Fernhill Lane and its impact on access for walkers.
- Cllr Morgan reported on an Oswestry Racecourse Management Association meeting held earlier in the day. The group plan to review the 10 year management plan from 2024 and Shropshire Council will be renewing the Countryside Stewardship.
- Cllr Emery reported on an informal meeting of the Chairmen and Vice-Chairmen of Selattyn and Gobowen, Weston Rhyn and St Martins Parish Councils that had taken place.

## **1795. Financial matters**

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

**RESOLVED:** Noted

**b.** Payments - **to approve** payments (Appendix B)

**RESOLVED:** Approved

**c.** Income - **to note** income received in January.(Appendix B)

**RESOLVED:** Noted

**d.** VAT Rebate – **to note** Q3 VAT rebate £2000.96 received 9.1.23.

**RESOLVED:** Noted

**e.** Expenditure to approve:

- i. Parish Clerk expenses £143.88 Defibrillator pads (2 sets), £2.80 printing. **Total £146.68**  
**RESOLVED:** To approve the Parish Clerk's expenses.
- ii. Code of Conduct training (Cllr Mellor) **£20**
- iii. Data protection for Councillors training (Cllr Dyke) **£30**
- iv. Chairmanship skills training (Cllr Morgan) **£75**

# Selattyn and Gobowen Parish Council

---

Items 1795e (ii-iv) were considered en bloc.

**RESOLVED:** Approved

## **1796. Reports from 2021/22 Parish Grant recipients – to consider**

- a. Crane Quality Counselling **£200** (Donation to bursary fund)
- b. Friends of Gobowen School **£200** (Books for pupils)
- c. Parkinsons in the Marches **£50** (Events – room hire & refreshments)
- d. Selattyn Burial Ground **£250** (Grounds maintenance)
- e. Selattyn Produce & Craft Show **£100** (Advertising and printing)
- f. St Mary's Church **£250** (Grounds maintenance)
- g. The New Saints FC Foundation Ltd **£1500** (Youth Café & Holiday Activities)
- h. All Saints' Church **£250** (Churchyard maintenance)

There was no discussion or questions about any of the reports.

## **1797. Reports from 2021/22 Roundabout Community grant recipients – to consider**

- a. The New Saints FC Foundation Ltd **£352.92** (Sports, craft and karaoke equipment for Gobowen Youth Club)
- b. Preeshenlle, Gobowen Foodbank **£1000** (Costs of Food to support people in Gobowen)

The Clerk read out the report at the meeting as it had not been received in time to circulate with the meeting papers.

- c. Signal **£1000** (Deafness and hearing loss support and awareness programme)

The Clerk advised that no report had been received. This is being followed up for the next meeting.

## **1798. Q3 Internal Control – to receive a verbal report from Cllr Clare.**

Cllr Clare gave a short verbal report confirming that the Q3 Internal Control checks had been carried out and no areas of concern had been identified.

Cllr Clare and the Clerk were thanks for their time.

## **1799. Planning applications for consideration**

- a. **Reference:** [22/05708/FUL](#) (validated 21.12.22)

**Address:** Land Adj. Tyn Y Wern, Hengoed, SY10 7EP

**Proposal:** Erection of 3 stables, tack room/feed store and haystore, formation of hard standing and alterations to existing field access.

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

- Nature conservation. If the building construction goes ahead, the existing hedge will have to be reduced to a height of 0.9m to comply with the conditions recommended by Highways.
- Highway safety. The existing hedge is immediately next to the road tarmac with no verge in between, resulting in poor visibility for vehicles leaving the property. There is a risk that the property owner, and future owners, may not adhere to the condition to reduce and retain the hedge at a maximum height on 0.9m, compromising visibility.

# Selattyn and Gobowen Parish Council

---

- Design and appearance. The building will be visible from the road and not screened by the hedge if permission is granted and the condition to reduce the hedge height is attached to the planning permission. The building should be relocated further into the field so that it can be screened by the reduced hedge height on 0.9m

**b. Reference:** [23/00087/FUL](#)

**Address:** Tilings, Whittington Road, Gobowen, SY11 3NA

**Proposal:** Residential development of 15no. dwellings with new vehicular access.

**RESOLVED:** To support the planning application and make the following comments:

- Soakaways (reference SUDS comment 2). The Parish Council request that a planning condition is put in place to ensure that appropriate arrangements are made for soakaways to enable the highway to be adopted.
- The Parish Council welcome the inclusion of bungalows in the development which meet a demographic need.
- Affordable housing. The Parish Council request that that a local lettings policy is developed, giving priority to people with a local connection and employed in the public sector locally.

**c. Reference:** [23/00091/FUL](#)

**Address:** Meadow Lea, Whittington Rd, Gobowen, SY11 3NA

**Proposal:** Proposed detached garage

**RESOLVED:** To support.

## **1800. Planning decision - to note**

**a. Reference:** [22/04706/VAR](#)

**Address:** Land south of Fernhill Lane, Gobowen

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

**Decision:** Grant Permission.

**b. Reference:** [22/05074/FUL](#)

**Address:** Fairfield Close, Gobowen

**Proposal:** Erection of 20No. dwellings and 12No. apartments and associated access, parking and amenity spaces following demolition of existing bungalows, common room, flat and garages.

**Decision:** Grant Permission

**c. Reference** [22/05054/FUL](#)

**Address:** Proposed Residential conversion of Stables, Rhosygadfa, Gobowen

**Proposal:** Conversion of stable building to 1No dwelling, installation of package treatment plant and associated works

**Decision:** Refuse

# Selattyn and Gobowen Parish Council

---

d. **Reference** [22/05129/FUL](#)

**Address:** Holiday Chalets, Henlle Hall, Henlle, SY10 7AX

**Proposal:** Application under Section 73A of the Town and Country Planning Act 1990 for the erection of two storey extension to chalet approved under permission 18/03018/FUL

**Decision:** Refuse

Items 1800 a-d were considered en bloc.

**RESOLVED:** Noted

**1801. National Planning Policy Framework consultation**

a. **To consider** the briefing note circulated by SALC

b. **To consider** submitting a Parish Council response to the consultation

<https://www.gov.uk/government/consultations/levelling-up-and-regeneration-bill-reforms-to-national-planning-policy>

Items 1801a-b were considered en bloc.

**RESOLVED:** The Parish Council will not submit a response.

**1802. Vehicle Activated Signage (VAS) update from Shropshire Council – to consider**

**RESOLVED:** To note that progress on developing the Shropshire Council VAS policy is expected towards the end of February.

**1803. Correspondence**

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

**RESOLVED:** Noted

b. Request received from resident for free use of the Pavilion for Breast Cancer Now fundraising coffee morning Saturday 26<sup>th</sup> August 11am -3pm **to consider**

**RESOLVED:** To agree to the request.

c. Airband – email advising of criminal damage to their fibre optic cable in Selattyn **to note**

**RESOLVED:** Noted

d. Resident email – Fernhill Lane building site **to consider**

**RESOLVED:** To request Shropshire Councillors follow up issues raised.

e. SSE business energy – letter advising Pavilion energy contracts are non-eligible supplies for the Energy Bill Relief Scheme **to note**

**RESOLVED:** Noted

f. Irwell Insurance Company Insurance Renewal Notification **to note**

**RESOLVED:** Noted

**1804. Consultations – to consider any response from the Parish Council.**

a. Shropshire Council draft sustainable affordable warmth strategy

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

# Selattyn and Gobowen Parish Council

---

- There are no details about how Shropshire Council plans to improve households' income (referred to in 1.6, 1.8 and in the first priority for action on page 16 of the document)
- The document contains no information about the current situation or baseline.
- There is insufficient information about how Shropshire Council intends to fund the delivery of the actions needed now and the changes needed in the future.

## **1805. Coronation celebrations**

**To consider and agree** any Parish Council-led activities or support from the Parish Council for community activities to celebrate the coronation of King Charles III on 6<sup>th</sup> May 2023. 2023/24 budget includes £2,200 for Civic and Seasonal occasions.

**RESOLVED:** The Parish Council will not lead any activities. Community groups and groups of residents can request funding towards their activities through a simple grant application process requiring a short description of the activity, the number of people involved and the value of grant requested. The deadline for applications was agreed as 31<sup>st</sup> March 2023. Applications will be considered at the April 12<sup>th</sup> Council meeting.

*Mr A Jones and 1 member of the public left the meeting.*

## **1806. Parish Council data and email security (deferred item 1759 December meeting)**

**To consider** the recommendation from EDGE IT Systems that the Microsoft Authenticator (2 Step verification) rollout is applied to all Parish Councillor and Staff email accounts.

**RESOLVED:** To set up Microsoft Authenticator on the Parish Clerk's licence.

**RESOLVED:** To allow individual Councillors to opt in to using Microsoft Authenticator for their licences.

## **1807. Planning enforcement correspondence**

**To consider** correspondence received from Shropshire Council in response to the Parish Council's request to be kept informed about planning enforcement cases.

**RESOLVED:** Councillors will identify cases where an update is required and forward to the Parish Clerk to contact Planning Enforcement.

## **1808. SLCC Practitioners Conference 1<sup>st</sup> & 2<sup>nd</sup> February 2023**

**To agree** purchase of video recording of the [conference workshops and training sessions](#). Cost £100.

**RESOLVED:** To agree the purchase of the video recording

## **1809. 2023/24 Shropshire Council Environmental maintenance grant**

**To consider** potential projects within the Parish. Quotes for projects will then be obtained for agreement at a future meeting. Deadline for grant applications is 31<sup>st</sup> May 2023.

**RESOLVED:** To re-consider at the 8<sup>th</sup> March meeting. Councillors to bring suggestions for projects to the meeting. Clerk to establish if Community Payback resource is available.

## **1810. Memorial Safety and Inspection Training**

**To consider and agree** Memorial Safety and Inspection Training for Clerk and one or two Councillors.

# Selattyn and Gobowen Parish Council

---

**RESOLVED:** Parish Clerk and Cllr Westwood Bate to attend the workshop in Ludlow on 17<sup>th</sup> April. **Total Cost £300+vat.**

## **1811. Selattyn Bench**

**To receive** report and **consider** repair or replacement.

**RESOLVED:** To replace the bench with a similar style in recycled plastic. The seat will need to be fastened in place. It was delegated to the Clerk to arrange purchase within the budget.

## **1812. Annual meeting of the Parish – to agree date and venue**

The date was agreed as Wednesday 24<sup>th</sup> May 7pm at Gobowen Pavilion.

Grant recipients and community groups will be invited to give a report at the meeting.

## **1813. Future agenda items**

None

## **1814. Future meetings - to note the date of the next meeting : 8<sup>th</sup> March 2023**

**RESOLVED:** Noted.

## **1815. Closed Session**

**RESOLVED:** 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 item to be considered involves the likely disclosure of confidential information.

## **1816. Planning enforcement case – to note**

**RESOLVED:** Noted

Meeting closed 20:49.

# Selattyn and Gobowen Parish Council

---

## Appendix A - Reports

### Parish Clerk's Progress Report

#### Priority 1 – Active projects

Project	Update since last meeting
New Parish Council website	Accessible versions of 15 documents have been added since January meeting. 6 historic minutes documents remain to be made accessible and uploaded. 14 (of the 64 total) website pages remain to be populated or checked. The complexity of these varies from adding historic / missing documents to simple text updates
St Martins Road Bus Shelter	No progress since December meeting
Chirk Road VAS	PCC has agreed to extend grant deadline to 30.6.23. Response received from Shropshire Council. See agenda Item 1802.
Cemetery records	No progress since January meeting.
Policies – defibrillator, health & safety, lone working	No progress since December meeting
Litter picker storage	New stock expected in the country in Feb 2023.
Business continuity plan implementation	75% complete
Strategic plan development	No progress since December meeting

#### Priority 2 - Forthcoming projects (timescale agreed)

Project	Update since last meeting
River Perry engineering work (Invitation to tender process starts Feb 2023)	No progress expected until Feb 2023.

#### Priority 3 - Projects agreed. Minimal activity to date

Project	Update since last meeting
Garden of remembrance signage	None
Adult exercise equipment	None
Hengoed phone kiosk	None
Tree avenue Gobowen to St Martins	Report on meeting circulated to attendees and St Martins PC Clerk.

#### Priority 4 - Projects agreed but not yet started

Project	Update since last meeting
Repainting of play equipment	None
New Clerk laptop	None
Allotments – hedge cutting along main road	None
Allotments – new fence with field	None
Cyber insurance	None



# Selattyn and Gobowen Parish Council

---

## 1. Highways Issues

A resident contacted the Clerk about the large puddle / mud at the junction of Perry Road and St Martins Rd and a blocked drain on St Martins Road that was making the issue worse. They had previously reported this to Fix My Street but had received notification that the issue had been closed as resolved but no action seemed to have been taken. The resident was asked to raise the issue again with Shropshire Council through Fix My Street.

## 2. Hengoed Cemetery noticeboard

The Cemetery noticeboard was blow over in the high winds during w/c 9<sup>th</sup> January. It has been put back up but there is a small amount of damage. The purchase of a replacement noticeboard will be considered at the next Amenities and Services Committee meeting.

Mr Phil Crow very kindly volunteered to put the noticeboard back up.

## 3. 'Cuttings' journal from Shropshire Union Canal Society

As a corporate member of the Shropshire Union Canal Society, the Parish Council receives a copy of their quarterly journal, 'Cuttings'. The Clerk has now signed up to receive the journal by email instead of a paper version so that it can be more easily shared with all Councillors.

## 4. Village Centre and Car park CCTV

There has been a fault with the relay of images. The Clerk will give a further update at the meeting.

## 5. On Street Charging Points

The Playing fields car park has been put forward as a potential location to Shropshire Council. No feedback has yet been received.

## 6. Public access bleed kit awareness courses

The local Community First Responder (CFR) is offering to hold free public access bleed kit awareness courses. Their contact details have been passed on to the Selattyn resident that requested the Bleed Kit. The CFR has already been contact by Hengoed residents to deliver one locally.

## 7. Platinum Jubilee Halls Fund.

The Clerk recently circulated details of this fund to the Council. The Clerk has since been advised by ACRE that the Parish Council is not eligible to apply as the Pavilion is run as a Parish Council asset rather than as a separate registered entity or charity.

## 8. Fairfield Close defibrillator

The Clerk has spoken to the resident at the end of Old Chirk Road. A further verbal update will be given at the meeting.

## 9. Community talk by Neighbourhood planning expert.

Potential speakers who are all advocates for Neighbourhood planning have been identified and approached to give a talk. The Clerk continues to look for someone who has been involved in developing a Neighbourhood plan. No progress since last meeting.

# Selattyn and Gobowen Parish Council

## Police Report

### Oswestry Rural North SNT Police Report December 01-31 2023

<b>Theft</b>	01/01/2023 St Martins Road, Gobowen 0090_I_16012023 Gledrid Ind Estate 16/01/2023 Stans, St Martins 0182_I_18012023 Craignant 0612_I_18012023 Daywell Crescent, Gobowen 0115_I_20012023 Vicarage Lane, Weston Rhyn	Theft from outside the property of a washing machine Theft by Employee Theft from Store <b>Crim Ref: 22/5120/23</b> Theft from Motor Vehicle Theft of Motor Vehicle Theft of Plant
<b>Burglary</b>	0501_I_23012023 Old Chirk Road, Gobowen	Burglary Dwelling Burglary Dwelling
<b>ASB/ Nuisance/ PO</b>	01/01/2023 Lodge Inn, Weston Rhyn 0544_I_10012023 Racecourse Area 0228_I_11012023 St Martins School 0600_I_16012023 Cross Foxes, Gobowen 24/01/2023 Gobowen Railway Station 26/01/2023 Racecourse Common 0515_I_27012023 Moors lane St Martins	Public Order Offence <b>Crime Ref: 22/1292/23</b> Inappropriate sexual verbal communication Issue with a pupil Public Order Offence Public Order offence Dog dangerously out of Control Air Rifle in a public place <b>Crime Ref: 22/9504/23</b>
<b>Road Related</b>	0196_I_10012023 Top Street, Whittington	Driving over the prescribed limit (Alcohol)
<b>Criminal Damage</b>	03/01/2023 Hammonds Place, Gobowen 09/01/2023 Chuch Lane, St Martins 15/01/2023 –Stan’s Carpark, St Martins 16/01/23 Wern & Selattyn <b>Crime Ref: 22/5057/23 &amp; Crime ref: 22/5057/23</b> 0075_I_29012023 Hammonds Place, Gobowen	Causing Unnecessary Suffering to an Animal <b>Crime Ref: 22/1779/23</b> Damage to Dwelling <b>Crime Ref: 22/2540/23</b> Damage to Motor Vehicle <b>Crime Ref: 22/9501/23</b> This report relates to several instances of criminal damage to the internet infrastructure being installed in the area two of these incidents were in December ‘22 Targeted Attack to four cars and dwelling.

# Selattyn and Gobowen Parish Council

## Appendix B – Financial Matters

### Bank Reconciliation

	Cash in hand 01.04.22		£ 327,497.35
	<b>ADD</b>		
	Receipts 01.04.22 - 01.02.23		£ 175,193.97
			£ 502,691.32
	<b>SUBTRACT</b>		
	Payments 01.04.22 - 01.02.23		£ 126,848.91
<b>A</b>	<b>Cash in hand 01.02.23</b> (per cash book)		<b>£ 375,842.41</b>
	Cash in hand per Bank Statements		
	Cash 31.12.22	£	-
	United Trust Bank 13.9.22	£	-
	Redwood Bank 95 day notice 28.7.22	£	85,264.49
	Nationwide 31.01.23	£	85,000.00
	HSBC Business Money Mgr 31.01.23	£	85,360.54
	Unity Trust Deposit 1.2.23	£	70,153.04
	Unity Trust Current 1.2.23	£	50,064.34
			<b>£ 375,842.41</b>
	Less unrepresented payments		£ 375,842.41
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>£ 375,842.41</b>
<b>A = B Checks out OK</b>			

# 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 2022-294	Vodafone Limited	Mobile phone	15.56	3.12	18.68	LGA 1972 s.111
DD 2022-295	Vonage Limited	Staff telephone	16.00	3.20	19.20	LGA 1972 s.111
DD 2022-296	SSE	Pavilion Gas	61.96	3.09	65.05	LGA 1972 s.133
DD 2022-297	Water Plus	Pavilion Water	19.63	0	19.63	LGA 1972 s.133
BACS 2022-298-301	Parish Clerk / HMRC / NEST	Salary / PAYE / Pensions / NI / (Month 10)	3082.94	0.00	3082.94	LGA 1972 s.112(2) LGPSR SI 2007/1166, LGPS SI 2008/238&239
DD 2022-302	British Telecom	Pavilion broadband	33.45	6.69	40.14	LGA 1972 s.133
<b>Total</b>	<b>n/a</b>	<b>n/a</b>	<b>3229.54</b>	<b>16.10</b>	<b>3245.64</b>	<b>n/a</b>

## *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 2022-303	Brewer, D	bus shelter cleaning	49.05	0.00	49.05	LG(MP)A 1953, S.4
BACS 2022-303	Brewer, D	Litter picking	54.50	0.00	54.50	Public Health Act 1875 s.164
BACS 2022-304	Brewer, D	Pavilion Management	130.80	0.00	130.80	LGA 1972 s.133
BACS 2022-305	DCK Payroll Solutions	Payroll Services	30.00	6.00	36.00	LGA 1972 s.111
BACS 2022-306	Cruise Taylor Services	Councillor Training Bespoke	200.00	0.00	200.00	LGA 1972 s.214(6)
DD 2022-307	Water Plus	Allotment Water	21.54	0.00	21.54	LGA 1972 s.111
BACS 2022-308	WelMedical	2 x set defibrillator pads	119.90	23.98	143.88	Public Health Act 1936 s234
BACS 2022-309	Meraki Colour	Colour printing	2.33	0.47	2.80	LGA 1972 s.111
<b>TOTAL</b>	<b>n/a</b>	<b>n/a</b>	<b>608.12</b>	<b>30.45</b>	<b>638.57</b>	<b>n/a</b>

## *Income received in January 2023*

<u>Description</u>	<u>Net</u>	<u>VAT</u>	<u>Gross</u>
Allotment Rental payments x 9	289.00	0.00	289.00
Bank Interest HSBC	68.12	0.00	68.12
Cemetery – sale of plots x 1	395.00	0.00	395.00
Cemetery – Interment Charges x 1	175.00	0.00	175.00
Cemetery – Memorial Fee x 2	210.00	0.00	210.00
Roundabout Advertising x 9	527.72	89.43	617.15
<b>Totals</b>	<b>1664.84</b>	<b>89.43</b>	<b>1754.27</b>