

Selattyn and Gobowen Parish Council

Draft Minutes of the Parish Council meeting held on Wednesday 10th April 2024 at The Pavilion, Gobowen, commencing at 7pm

In the Chair: Cllr Morgan

Present: Cllr Broom, Cllr Clare, Cllr Crow, Cllr Dyke, Cllr Ellis, Cllr Emery, Cllr Lander, Cllr Martin, Cllr McKenna, Cllr Mellor, Cllr Morris.

In attendance: Mrs B Laraway (Parish Clerk and RFO)
3 members of the public
Shropshire Cllr Mark Jones
PCSO D Hughes

Apologies: Cllr Westwood Bate, Cllr Macey, Cllr Evans, Cllr Martin

2093. To receive apologies and reasons for absence

Apologies were received from Cllr Westwood Bate, Cllr Evans, Cllr Macey, Cllr Martin.

2094. Disclosable Pecuniary Interests

- a. Cllr Emery 2099f personal interest.
- b. There were no applications for dispensation

2095. Public Participation session

One member of the public spoke on the following subjects:

- Trip hazard on the pavement on Old Whittington Road caused by a tree stump (Shropshire Council).
- Flood sign located left near Trewern Avenue from last flood (Shropshire Council)
- Road condition on Station Road near Trewern Avenue (Shropshire Council)
- Caravan and rubbish in a field on Gobowen Road towards Oswestry (Shropshire Council)
- Delay in being informed if their Community Speedwatch vetting had been completed.
- Large pothole on the road to Hengoed Cemetery (Shropshire Council)
- River Perry alongside Gobowen Playing Field.

2096. Minutes

- a. **RESOLVED:** To correct minute 2073c to read 'Total Roundabout Community Grants awarded £1800 (includes 2071d). The minutes were updated by hand.
RESOLVED: The corrected minutes of the Full Council meeting held on 13 March 2024 were confirmed as a true record of the meeting and were duly signed.
- b. The draft minutes of the Finance & Executive committee meeting held on 20th March 2024 were **NOTED**.
- c. The draft minutes of the Amenities & Services committee meeting held on 27th March 2024 were **NOTED**.

2097. Reports - to consider

- a. Parish Clerk's progress report ([Appendix A](#))
The Clerk's written report was **NOTED**.

Item 2097c Police report was taken at this point. The minutes record the business in the order of the published agenda.

Selattyn and Gobowen Parish Council

b. Shropshire Council elected Councillors

Shropshire Councillor Mark Jones reported on the following matters:

- Freedom Fibre have launched a grant fund offering £500 grant for community projects.
- Shropshire Towns and Rural Housing's development in Aspen Grange is almost completed. The sheltered accommodation will be available soon.
- Green waste and Household Recycling Centre consultation has commenced.

Councillors asked questions about the following subjects:

- Process, costs and start date of the proposed charging scheme for green waste collection.?
- Timeframe for the 30mph signage in Selattyn being moved.
- Timeframe for finalising Vehicle Activated Signs policy

c. Police Report

The Police report was **NOTED**.

PCSO Hughes spoke on the vetting process for CSW volunteers and will follow up training for volunteers that have been approved.

d. Other reports

Cllr McKenna reported that two ash trees on the playing field will need to be taken down as they are affected by ash dieback.

2098. **Financial matters**

a. Monthly statement

RESOLVED: To note the bank reconciliation ([Appendix B](#))

b. Payments

RESOLVED: To approve payments made during March and forthcoming for April. ([Appendix B](#))

The Clerk advised the Council that payment DD2024-001 to SSE for Pavilion Gas was listed incorrectly on the payments list circulated in advance of the meeting but will be shown correctly on the minutes. Correct values £77.64 net, £3.88 vat, £81.52 total.

c. Income

The income received in March was **NOTED**. ([Appendix B](#))

d. Expenditure – to approve:

- i. Crisis Communication for Local Councils training (Cllr Martin) **£35**

RESOLVED: Approved

- ii. Levelling and turfing work at Hengoed Cemetery **£855**

RESOLVED: Approved

- iii. River Clearance work 2023-24 **£570**

RESOLVED: Approved

Selattyn and Gobowen Parish Council

e. Banking

RESOLVED: To approve bank transfer of £10,000 made by the Clerk (under delegated powers) from Unity Trust Deposit account to Unity Trust current account on 28th March 2024 to cover expenses until the Precept is received in late April.

2099. *Correspondence*

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

The information circulated by email was **NOTED**

b. Request from parishioner for urgent campaigning by the Parish Council against the potential closure of Oswestry Recycling Centre.

RESOLVED: To raise awareness of the survey through the Parish Council's website and Facebook page. The Council will consider campaigning if the outcome of the consultation doesn't reflect community priorities.

c. 2025 National Garden Scheme invitation for more towns and villages to be involved.

RESOLVED: To share information through the Parish Council's website and the Parish Roundabout.

d. Request from parishioner for signage on the playing field encouraging users to place their litter in the bins provided.

RESOLVED: To provide signage. The Clerk was asked to obtain quotes for consideration at a future meeting.

e. Complaint regarding inadequate drainage of the playing field footpath.

Councillors discussed historic drainage issues and potential causes. It was noted that there are funds in the 2024/25 budget for drainage investigations and path repairs. The Clerk was asked to contact Severn Trent Water regarding river levels downstream. To be considered again at a future meeting.

f. Request from tournament organisers to sell alcohol during the final match of the Graham Edwards Tournament.

RESOLVED: To agree the request.

2100. *D-day grant application*

a. Meadowbrook Court Residents Association **£250**

RESOLVED: To award a grant of £50.

2101. *Motions for consideration*

a. To purchase a traffic mirror for installation opposite the entrance to Gobowen Allotments. Cost **£362** + vat. (Cllr Westwood Bate)

This item was deferred as Cllr Westwood Bate had sent apologies for the meeting.

b. That when a planning enforcement order is made in respect of an illegal development within this parish, the Parish Council is informed of the outcome, or given an update within 90 days of the order being served (Cllr Clare)

RESOLVED: To agree the motion.

Selattyn and Gobowen Parish Council

RESOLVED: To write an open letter. Cllr Clare agreed to draft the letter and forward it to the Clerk for review and distribution.

2102. Consultations – to consider any response from the Parish Council.

- a. Shropshire Council Gambling Act 2005 Policy Statement 2025-2028

RESOLVED: Not to submit a response.

2103. Amenities and Services Committee Recommendations for consideration

- a. To take out a subscription for the Scribe Allotments software package for allotments administration. Set up cost £189+vat plus annual fee £348+vat. Total cost in 2024/25 will be **£537+vat**.

RESOLVED: Agreed.

- b. To agree the following exceptions and proposed start date to the prohibition of non-parishioner burials at Hengoed Cemetery.

- i. Non-parishioners retain the right of burial in existing graves or pre-purchased plots.
- ii. Non-parishioners may be buried in a new grave if, within the last 5 years, their last place of private residence was in the civil parish of Selattyn and Gobowen and they had to leave the Parish for nursing or residential care.
- iii. No other exceptions
- iv. Changes to come into effect from 1st January 2025

RESOLVED: To agree exceptions (i), (ii) and (iv).

2104. Environmental Maintenance Grant

To consider whether to submit an application for 2024/25. Closing date 10th May 2024.

RESOLVED: Not to submit an application.

2105. Shropshire Best Kept Village and Community Competition

To receive information about the new competition run by Shropshire Community Foundation and to consider entering in April 2025.

RESOLVED: To include the competition in the planned consultation.

2106. Planning applications to consider

- a. Reference: [24/01055/PSPPA](#)

Address: Robert Jones and Agnes Hunt Orthopaedic Hospital, Gobowen, SY10 7AG.

Proposal: Notification for Prior Approval under Part 14 Class J of the Town and Country Planning (General Permitted Development) Order 2015 To install a solar (PV) array on the roof of the building.

RESOLVED: To make no comment.

- b. Reference: [24/01082/VAR](#)

Address: Street record, Bowyer Grant, Gobowen.

Proposal: Variation of Condition 6 attached to Application Reference Number 15/04473/REM Date of decision 16/10/2015.

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

Selattyn and Gobowen Parish Council

- 28 of the houses on the development are completed.
- The houses nearest to the footpath location are going to be the last to be completed so changing the condition to reflect the request will mean that the site will be 100% completed before the footpath link is in place.
- There is a large mound of spoil in the location of the footpath. The Council is concerned that, if this variation is agreed, the spoil will not be removed from the site and the footpath will not be completed.
- The large mound of spoil in the location of the footpath is preventing access to the footpath route which is why it hasn't been used.
- The Council requests the original condition is retained and that the footpath link is completed for use by the local community without undue delay.

c. Reference: [24/01805/FUL](#)

Address: Proposed dwelling south west of Vulcan Cottages, Glyn Road, Selattyn.

Proposal: Erection of dwelling including garage and alteration to vehicular access and formation of turning area. Erection of single garage to 2 Vulcan Cottages.

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

- The proposed development would create one new property with very little amenity space and reduce the amenity space for the existing property to very little space.
- Local knowledge is that there is considerable run-off of water on to the site from the raised land at the rear. The volume of water is so significant that the property across the road has to have sandbags along their boundary to prevent flooding. The Council is concerned that the proposed development would be at risk of flooding. No detail is provided on the application regarding the proposed method of managing this run off from the raised site or the size and location of soakaways.
- The proposed development is on the site of the existing oil tank for 2 Vulcan cottages. There is no detail on the application regarding the proposed heating provision for both properties.

2107. Planning decisions - to note

a. Reference: [24/00024/FUL](#)

Address: The Sycamores, St Martins Road, St Martins, SY10 7BJ

Proposal: Demolition of existing dwelling and farm buildings and erection of replacement dwelling and new garage.

Decision: Grant Permission

The Planning decisions were **NOTED**.

2108. Future agenda items

- Hot water supply to the toilets at the Pavilion.

2109. Future meetings

a. Next meeting: 8th May 2024 (Annual Parish Council Meeting)

b. The Chairman reminded Councillors that the next meeting is the Annual Parish Council meeting where the Chair, Vice Chair and committee roles will be decided for 2024/25.

Selattyn and Gobowen Parish Council

2110. 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 involve the likely disclosure of confidential information.

2111. Hengoed Cemetery

RESOLVED: To return affected graves as soon as ground conditions allow.

2112. Planning Enforcement

RESOLVED: To register as an Interested Party for the planning enforcement case.

Meeting closed 20:43

DRAFT

Appendix A Clerk's report

The Clerk's priorities and workload were reviewed at the Finance & Executive committee meeting held on 17th January and new priorities agreed. The updates below reflect the new priorities.

In hand projects

Project	Update since last meeting
Chirk Road Vehicle Activated Signs (VAS)	No progress since last meeting.
Maintenance contract tenders	Complete. All contracts signed and in place from 1 April 2024.
Playing field fence	Supplier has advised work will be completed late April / early May. The Clerk has obtained an extension on the hire of the Heras fencing until the new fencing is installed.
Devices for Councillors	Supplies has not been able to procure the devices in their quote. A quote for an alternative device has been requested.

Priority Projects

Project / Task	Update since last meeting
Parish Council website	2 x ½ day (15 th & 22 nd March) to complete 5 further pages. Approximately 60% complete.
Health and Safety Policy	No progress since 17 th January.
Digitising Cemetery Records	Progress continues – a small number of records are updated each week by Cllr Dyke. The Clerk has dealt with problems / exceptions and attached scanned documents to the digital records.

Parish Clerk's Progress report continued

1. Correspondence from residents

The Clerk has responded to a written complaint from a resident about a Parish Councillor. The Clerk replied to the resident advising that the monitoring officer handles complaints about Councillors, that this doesn't extend to private disputes, and enclosed a copy of the Parish Council's complaints policy.

2. Grant correspondence received

Thank you letters or emails have been received from the grant recipients listed below:

- Selattyn Community Christmas Tree (letter from The Docks)
- Hengoed Community
- Selattyn School
- Selattyn Bural Ground Trustees

- Crane Quality Counselling
- All Saints Church
- Gobowen Craft Group
- Gobowen Foodbank
- The New Saints FC Foundation

3. Road Closure affecting Hengoed Cemetery access

The road between Pentre Dafydd Crossroads and Pentrewern Farm will be closed from 11th June and 24th June for pole and cabling installation works by Freedom Fibre.

The Clerk has been in contact with Freedom Fibre and they have agreed to maintain access to the cemetery for visitors, burials and maintenance and to provide signage at the road closure points stating that the cemetery is open as usual.

4. Parish Roundabout distribution

The volunteer that has been delivering the Parish Roundabout to 33 rural properties around the Selattyn area has stepped down due to a change in circumstances. A new volunteer will have to be recruited as there are no 'standby' volunteers for this route.

Shropshire Councillors report

Selattyn and Gobowen Parish Council

Payments made prior to meeting

Ref	Supplier	Description	Net	Vat	Gross	Act
BACS 2023-366	Shropshire Council	Bin emptying	£574.74	£114.95	£689.69	Litter Act 1983, ss.5,
BACS 2023-367	Gobowen Craft Group	Parish Grants	£638.00	£0.00	£638.00	Localism Act 2011, s.1- 8
BACS 2023-368	Selattyn Produce and Craft Show	Parish Grants	£100.00	£0.00	£100.00	Localism Act 2011, s.1- 8
BACS 2023-369	Selattyn C of E Primary School	Parish Grants	£1,000.00	£0.00	£1,000.00	Localism Act 2011, s.1- 8
BACS 2023-370	Preeshenlle URC church	Grant	£150.00	£0.00	£150.00	Localism Act 2011, s.1- 8
BACS 2023-371	St Marys Church	Grant	£200.00	£0.00	£200.00	Localism Act 2011, s.1- 8
BACS 2023-372	Gobowen Scouts	Parish Grants	£375.00	£0.00	£375.00	Localism Act 2011, s.1- 8
BACS 2023-373	Gobowen Allotment Society	Parish Grants	£100.00	£0.00	£100.00	Smallholdings & Allotments Act 1908, s.23
BACS 2023-374	Preeshenlle URC church	Parish Grants	£1,000.00	£0.00	£1,000.00	Localism Act 2011, s.1- 8
BACS 2023-375	ALL Saints Church	Grant	£300.00	£0.00	£300.00	Localism Act 2011, s.1- 8
BACS 2023-376	Selattyn Burial Ground Trustees	Grant	£500.00	£0.00	£500.00	Localism Act 2011, s.1- 8
BACS 2023-377	Hengoed Shropshire Community	Grant	£500.00	£0.00	£500.00	Localism Act 2011, s.1- 8
BACS 2023-378	Crane Quality Counselling	Grant	£100.00	£0.00	£100.00	Localism Act 2011, s.1- 8
BACS 2023-379	Bryn Y Castell Coppice	Grant	£175.00	£0.00	£175.00	Localism Act 2011, s.1- 8

Selattyn and Gobowen Parish Council

Ref	Supplier	Description	Net	Vat	Gross	Act
BACS 2023-380	The New Saints FC Foundation Ltd	Grant	£300.00	£0.00	£300.00	Localism Act 2011, s.1- 8
BACS 2023-381	The New Saints FC Foundation Ltd	Grant	£2,100.00	£0.00	£2,100.00	Localism Act 2011, s.1- 8
BACS 2023-382	Gobowen Community Group	Grant	£1,000.00	£0.00	£1,000.00	Localism Act 2011, s.1- 8
BACS 2023-383	Evans Construction & Civil Engineering Ltd	Contractor Costs	£856.55	£171.31	£1,027.86	Highways Act 1980, ss. 43,50
BACS 2023-384	A G Royce Garden and Property Maintenance	River clearance	£570.00	£0.00	£570.00	Public Health Act 1875 s.164
BACS 2023-385	A G Royce Garden and Property Maintenance	Cemetery maintenance	£855.00	£0.00	£855.00	Open Spaces Act 1906,
CARD	Lloyds Bank Commercial Card Services	Multipay card monthly fee	£3.00	£0.00	£3.00	Local Government Act 1972 s.111
CARD 2023-387	Gobowen Co-op (Co-Op)	Stamps / postage	£12.00	£0.00	£12.00	Local Government Act 1972 s.111
CARD 2023-388	Amazon Services Europe S.a.r.L	Shower Rail	£15.82	£3.17	£18.99	Local Government Act 1972, s.133
CASH 2023-389	Post Office Ltd	Stamps / postage	£33.00	£0.00	£33.00	Local Government Act 1972 s.111
BACS 2023-390	Parish Clerk	Staff Salary	£2,301.33	£0.00	£2,301.33	Local Government Act 1972 s 112 (1)
DD 2023-391	Water Plus	Pavilion Water	£16.77	£0.00	£16.77	Local Government Act 1972, s.133
DD 2023-393	SSE	Pavilion electricity	£111.26	£5.56	£116.82	Local Government Act 1972, s.133
DD 2023-394	Vodafone Limited	Mobile phone	£18.08	£3.61	£21.69	Local Government Act 1972 s.111
DD 2023-395	Unity trust	bank charges	£33.90	£0.00	£33.90	Local Government Act 1972 s.111
DD2023-396	Unity trust	bank charges	£1.80	£0.00	£1.80	Local Government Act 1972 s.111
DD 2024-001	SSE	Pavilion Gas	£77.64	£3.88	£81.52	Local Government Act 1972, s.133

Selattyn and Gobowen Parish Council

Ref	Supplier	Description	Net	Vat	Gross	Act
DD2024-002	NEST	Pension Contribution (Employer)	£73.76	£0.00	£73.76	Pensions Act 2008 s.3
DD2024-003	NEST	Pension Contribution (Staff)	£98.35	£0.00	£98.35	Pensions Act 2008 s.33
		Totals	£14191.00	£302.48	£14493.48	

Forthcoming payments for approval

Ref	Supplier	Description	Net	Vat	Gross	Act
BACS 2024-005	DCK Payroll Solutions	Payroll Services	£30.00	£6.00	£36.00	Local Government Act 1972 s.111
DD 2024-006	Veolia ES	Refuse emptying	£49.48	£9.90	£59.38	Local Government Act 1972, s.214(6)
BACS 2024-007	Brewer, D	Pavilion Caretaking and Cleaning	£299.75	£0.00	£299.75	Local Government Act 1972, s.133
BACS 2024-008	Brewer, D	bus shelter cleaning	£49.05	£0.00	£49.05	Local Government (Misc. shelters Prov.) Act 1953, s.4
BACS 2024-008	Brewer, D	Litter picking	£87.20	£0.00	£87.20	Public Health Act 1875 s.164
BACS 2024-010	M F S Systems	Intruder Alarm upgrade	£480.00	£96.00	£576.00	Local Government Act 1972, s.133
BACS 2024-011	ORP Surveillance Ltd	CCTV Camera maintenance	£229.00	£45.80	£274.80	Local Government and Rating Act 1997, s.31
BACS 2024-012	Jones and Hughes Ltd	Headstone removal	£160.00	£0.00	£160.00	Open Spaces Act 1906,
BACS 2024-013	SaLC	Councillor Training	£35.00	£0.00	£35.00	Local Government Act 1972 s.111
BACS 2024-014	Phil Crow	Replacement tap supply & install	£53.00	£0.00	£53.00	Local Government Act 1972, s.133
		Totals	£1472.48	£157.70	£1630.18	

Selattyn and Gobowen Parish Council

Income received in March 2024

Description	Net	VAT	Gross
Cemetery Fees	810.00	0.00	810.00
Investment interest	307.00	0.00	307.00
Pavilion Hire	367.50	0.00	367.50
Parish Roundabout adverts	55.00	11.00	66.00
Totals	1539.50	11.00	1550.50