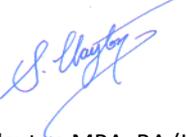




NOTICE IS HEREBY GIVEN that a meeting of the above-named Parish Council will be held by Zoom video commencing at 7 pm on Tuesday **27 April** 2021 and Members are hereby summoned to attend for the purpose of transacting the following business. Here is the [link to the Zoom meeting](#).

Signed:


Sharon Clayton MPA, BA (Hons), Fellow SLCC
Clerk

Date of issue: 20 April 2021

AGENDA

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

2. Apologies for absence

To receive apologies for absence

3. Police Report

To receive a report from the Oswestry Rural South Safer Neighbourhood Team

4. Public Participation

Members of the public will be given an opportunity to make representations to the Parish Council on matters included on the agenda or which are of public interest

5. Minutes

- a) To CONSIDER and APPROVE the minutes from a Parish Council meeting held on 30 March 2021
- b) To NOTE and ADOPT the minutes from a Personnel Committee meeting held on 4 June 2020

6. Disclosure of Pecuniary Interests

Members are required to declare a disclosable pecuniary interest in a matter to be discussed at this meeting and which is not included in the Register of Interests. Members should leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the Register of Members' Interests maintained by the monitoring officer.

7. Dispensations

To CONSIDER and APPROVE any requests for dispensations

8. Declaration of Acceptance of Gifts and Hospitality

To receive any declarations of acceptance of gifts and hospitality

9. Planning Matters

a) Planning Decisions

To NOTE the following:

Planning Decision Details	Proposals
21/00765/PMBPA Barn conversion at The Byg Farm, Old Racecourse, Oswestry	Application for prior approval under Part 3, Class Q of the Town and Country (General Permitted Development) (England) Order 2015 for the Change of Use from agricultural to one residential dwelling; with all associated works WITHDRAWN 6 April 2021

b) Planning Applications

To CONSIDER and APPROVE a response to the following:

Planning Application Details	Proposals
21/01334/EIA Proposed development at land off Mile End Roundabout	Hybrid Planning Application for: Full planning permission - formation of a 360m spine road; two 3.5m wide foot and cycleways; one 2m wide footpath; one electricity substation; supporting utilities infrastructure; drainage system; landscaping and ancillary works; Outline planning permission - 10 plots to be delivered in four phases, providing: - a hotel (use class C1) up to 30,000sq. ft; - three units providing up to 6,000sq. ft of hospitality and up to 3000sq. ft of services; - five mixed use units providing general industry with ancillary office (B2 & E) providing up to 180,000sq. ft; - one office unit (use class E) providing up to 15,000sq. ft; - one light industrial unit (use class E) providing up to 63,000sq. ft; - two mixed use units providing storage/distribution with ancillary office (B8 & E) providing up to 200,000sq. ft; - the provision of green infrastructure and all ancillary works. It was PROPOSED, SECONDED and AGREED that, due to its late arrival, this should be considered at the next meeting.
21/01457/FUL Pentre Issa, Trefonen, Oswestry	Change of Use for proposed office in granary to B1A and erection of building for B1C use
21/01620/FUL Springfield Cottage, 1 Aston Square, Aston, Oswestry	Erection of single storey infill extension to front/side including improvements to the existing porch and principal entrance
21/01732/AGR Vron Fach, Chapel Lane, Trefonen	2 bay fodder barn FOR INFORMATION ONLY – no comments required

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 in order to meet response timeframes.

10. Clerk's Report

To receive a report from the Clerk

11. Councillor Reports

To receive and note verbal reports (if any) from Parish Councillors including reports from representatives on outside bodies

12. Shropshire Council

To receive a report from Shropshire Councillor Joyce Barrow

13. Financial Matters

To CONSIDER and APPROVE:

- a) Bank reconciliations to 31 March 2021
- b) Year-end accounts for the financial year 1 April 2020 to 31 March 2021
- c) Payments for April 2021 (details to follow)

14. Local Connection

To CONSIDER and APPROVE a local connection for Local Needs Planning

15. Rose Bed at Glentworth

To CONSIDER and APPROVE a request from a member of the public for permission to tidy the rose bed at Glentworth Green

16. Annual Parish Council Meeting and Future Parish Council Meetings

To CONSIDER and APPROVE arrangements for the Annual Parish Council meeting on 18 May 2021 and future face-to-face Parish Council meetings

17. Village Halls

- a) To NOTE that the Parish Council has no responsibility for the management of nor the provision of information concerning Trefonen Village Hall, Rhydycroesau Village Hall, nor Morda and Sweeney Village Hall and that all of these village halls are governed by the Charity Commission
- b) To CONSIDER and APPROVE a response to Lanyon Bowdler as to whether the Parish Council wishes to proceed with the first registration of Morda and Sweeney Village Hall which is currently showing on its registered title as being held in the names of the individual trustees when the Deed of Appointment from 7 March 1997 appointed the Parish Council as Custodian Trustee
- c) To consider and approve whether the title register of Trefonen Village Hall should be updated to reflect the Deed of Appointment of 7 March 1997 appointing the Parish Council as the Custodian Trustee

18. Flood Plain at Morda

To receive a response from the Environment Agency concerning flooding in Morda (Cllr. Les Maguire)

19. Road Safety

To receive an update and consider and approve any action required concerning road traffic issues within the parish

20. Planning Enforcement

To receive a response from Shropshire Council concerning planning enforcement

21. Fairhaven Camp Site

To consider information received and approve any action required in response to Fairhaven Camp Site

22. Trefarclawdd Farm

To consider the impact on residents of activities at Trefarclawdd Farm and approve any action required

23. Mud on the Road

To consider mud on the road and any action required (Cllr. Tony Milner)

24. Recycling Bins

To consider recycling bins and approve any action required (Cllr. Martin Jones)

25. Recording of Council Meetings

To consider the recording of Council meetings and approve any action required (Cllr. Martin Jones)

26. Consultation

NOTE: Consultation not listed below and received after the issue of this agenda and included on Shropshire Council's website will also be considered in order to meet response timeframes.

27. Correspondence

To receive and NOTE correspondence as follows:

- a) SALC information bulletin and NALC information (emailed to Members)
- b) Information about training events for councillors (emailed to Members)
- c) Information about coronavirus (emailed to Members)

28. Agenda Items for Next Meeting

Please see agenda item 16 above

29. Date for Next Meeting

To NOTE that the Annual Parish Council meeting will take place at 7 pm on Tuesday 18 May 2021 at Morda and Sweeney Village Hall (coronavirus regulations will apply)

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

30. Notice Boards

To CONSIDER and APPROVE the cost of £260 for adjusting doors and fitting 20 knobs to the notice boards

31. Trefarclawdd Cemetery

To CONSIDER and APPROVE the cost for the installation of a commemorative seat and tree in Trefarclawdd Cemetery

32. Staffing Matters

To CONSIDER and APPROVE a pay increase for the Clerk as recommended by the Personnel Committee following her annual performance review

33. Planning Enforcement

To NOTE any planning enforcement notifications received

Oswestry Rural Parish Council

Minutes of a virtual Parish Council meeting held at 7 pm on Tuesday 30 March 2021 by Zoom online video

Present:

Chairman: Cllr. Peter Richardson, Cllr. Janet Barlow, Cllr. Pam Broomby, Cllr. John Davies, Cllr. Peter Davies, Cllr. Martin Jones, Cllr. Les Maguire, Cllr. Claire Mahoney, Cllr. Phil May, Cllr. Paul Milner, Cllr Tony Milner, Cllr. Elliot Roberts Jones, Cllr. Tracy Rowe.

Clerk to the Council:

Sharon Clayton

In attendance:

Approximately 22 members of the public.
Shropshire Councillor Joyce Barrow.
Inspector Claire Greenaway, Oswestry Rural South Safer Neighbourhood Team.

964 Chairman's Welcome

The chairman welcomed everyone to the meeting.

965 Apologies for Absence

Apologies were received from Cllr. Robert Milton who had a work commitment and Cllr. Bob Kimber who was not well.

These apologies were accepted and AGREED as APPROVED absence.

966 Police Report

Inspector Claire Greenaway gave the following verbal report:

There were no crime reports other than speeding and a few calls about horses straying from fields. The police have launched a Community Charter, which is a service level agreement between the police and the community. It would be available for consultation soon. It is the first of its kind and will create a positive step forward for healthy engagement.

Claire was informed of a shooting incident in Nantmawr which had left the glass in the telephone kiosk with a hole in it. Claire said this had not been reported.

Due to the forthcoming local elections in May the Police and Crime Commissioner was in purdah and the police were not currently engaged with him. It was hoped that the Charter, which was the work of West Mercia Police, would encourage people to liaise more with the police.

When asked whether a dog walker approached by someone with a knife was an isolated case Claire said there had been 3 incidents in the past and the current incident was still under investigation. However, it had not been confirmed whether it was a knife crime.

When informed of another alleged knife crime reported on social media Claire said she was not aware of this incident.

Claire said that 40 sheep had been killed last year and this was of concern. There had been a recent incident and it would be dealt with as a criminal offence.

NOTED.

967 Public Participation

One member of the public thanked the Council for its good work this year especially during the pandemic. He then outlined local concern about the Chapel Lane development proposals and implored the Council to object.

The Chairman of TRPG spoke on their behalf, with reference to the Chapel Lane development proposals. He said the Group believed the proposals did not meet the Local Plan SAMDev, nor comply with the draft pre-submission Local Plan in terms of scale and truly affordable housing, neither do they reflect the results from the Parish Council's Housing Needs Survey. He asked that these points be considered by the Parish Council in its response to the outline application.

One member of the public referred to the Parish Council's Code of Conduct and the requirement for Members to disclose pecuniary and non-pecuniary interests. She expressed concern that the Code does not cater for non-pecuniary interests and disclosure of these interests was at the discretion of Members themselves to declare. She said it was up to the Council to decide what should be included in its own adopted Code which should consider whether interests are pecuniary or non-pecuniary, including bias and pre-determination, and should make it clear when Members need to leave the meeting and not participate in discussions nor voting.

One member of the public gave a quick verbal update on how endeavours to install traffic calming measures at Coed-Y-Go were progressing. Local residents had produced a report which he asked Members to review and asked for them to be placed on the Parish Council website so that they could be seen by members of the public.

Howard Martin, the applicant of the planning application for the proposed residential development off Chapel Lane in Trefonen, referred to comments made by members of the public. He said that it would be a joint development and the ground would not go on the open market and he was in discussions with a developer. Surveys of the site were available to view on Shropshire Council's Planning Portal and information was available on social media. Objections to the proposals were not overwhelming in proportion to the population. He reminded Members to consider very carefully their eligibility to vote on this application.

968 Minutes

The minutes of a Parish Council meeting held on 28 February 2021 were considered for approval.

It was PROPOSED, SECONDED and RESOLVED that the minutes be APPROVED and ADOPTED as a true record.

969 Disclosure of Pecuniary Interests

Members were reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the Register of Members' Interests maintained by the Monitoring Officer.

The following interests were declared:

COUNCILLOR	INTEREST
Peter Richardson	Pecuniary interest, as a close neighbour, concerning agenda item 25, Fairhaven Camp Site.
Martin Jones	Non-pecuniary interest with reference to the proposed development at Chapel Lane (knows the applicant).
Tracy Rowe	Non-pecuniary interest in planning application at Glentworth Close (neighbour).
Elliot Roberts Jones	Pecuniary interest concerning planning application at Bellan Place (owner of land).
Paul Milner	Non-pecuniary interest, as a substitute on the Shropshire Council Northern Planning Committee.
John Davies	Non-pecuniary interest with reference to Trefonen Hill (friend).

970 Dispensations

None requested.

971 Declaration of Acceptance of Gifts and Hospitality

None declared.

972 Planning Matters

a) Planning Decisions

The following planning decisions were **NOTED**.

Planning Decision Details	Proposals
20/04567/FUL Proposed affordable dwelling west of Vine Cottage, Middleton Road, Middleton	Erection of a single plot exception (SPE) affordable dwelling and garage. Permission GRANTED 18 March 2021. <i>The Parish Council supported this application.</i>
21/00431/TPO 11 St Anne's Drive, Morda, Oswestry	Reduce tree back from conservatory, balance crown and crown raising 2/3m in width one Sycamore tree protected by The Council of the Borough of Oswestry (Morda House, Morda, Oswestry) TPO 1977. Permission GRANTED 8 March 2021. <i>The Parish Council objected to any works on this tree and wanted it to remain as it was.</i>

b) Planning Applications

The following planning applications were considered:

Planning Application Details	Proposals
21/00756/FUL Bethania, 9 Glentworth close Morda	Replacement of one ground floor bow window with a flat window and replacement of one ground floor bow window with bay window, including dwarf brick wall and pitch roof to front elevation. It was PROPOSED, SECONDED and AGREED to support. Cllr. Tracy Rowe abstained from the vote.
21/00857/HHE 5 Bellan Place, Bellan Lane, Trefonen	Erection of a single storey rear extension to terraced dwelling, dimensions 4.8 meters beyond the rear wall, 2.75 meters maximum height, 2.45 meters high to eaves. Cllr. Elliot Roberts Jones left the meeting. It was PROPOSED, SECONDED and AGREED to support. Cllr. Elliot Roberts Jones returned to the meeting.
21/00910/CPL Trefonen Hill, Trefonen	Application for a Lawful Development Certificate for the proposed erection of a rear extension. To NOTE only.
21/00911/FUL Trefonen Hill, Trefonen	Erection of roof extension over garage and installation of Cabrio Velux roof windows. It was PROPOSED, SECONDED and AGREED to support. Cllr. John Davies abstained from the vote.
21/01004/OUT Proposed residential development off Chapel Lane, Trefonen	Outline application (all matters reserved) for the erection of 23 dwellings and the formation of a vehicular access. Due to a considerable amount of local concern it was PROPOSED, SECONDED and AGREED to object for the following reasons: <ul style="list-style-type: none"> ○ The proposed site is outside of the current village development boundary. There are no grounds to classify the site as a rural exception where 100% rural homes would be required for a village like Trefonen, which is still classified as countryside and therefore, the proposed development would not conform with the current Local Plan. ○ Any new development would increase the volume of traffic onto an already busy road at peak times thus creating further danger to school children crossing the road. ○ The primary school is already full, and the pre-school nursery has a waiting list. There are only 2 schools in the parish and local people are having to look outside of the parish for school places.

	<ul style="list-style-type: none"> ○ There have been problems with flooding this year, especially adjacent to the proposed site. ○ There is local concern about the ecology of the site, including previous mining of coal and clay and its associated risks. Coal mining reports may be required as the site is already defined as high risk. ○ The proposed site is highly visible, and any new development would be intrusive and have a dramatic effect on the appearance of the village, especially as it currently has views to Offa's Dyke. ○ Any new development will put additional strain on the present infrastructure, and the adequacy of local amenities should be considered before any further development is allowed. <p>The following Councillors abstained from the vote: Martin Jones, Phil May, Tony Milner, Tracy Rowe.</p>
21/01114/FUL Angel Cwtch, Morton, Oswestry	Erection of single storey extension. It was PROPOSED, SECONDED and AGREED to support.
21/01164/FUL Ty Nant Sychtyn, Trefonen	Erection of detached self-contained residential unit as ancillary accommodation to main house, following demolition of former bothy building; erection of workshop/stables with hay loft above. It was PROPOSED, SECONDED and AGREED to object until sufficient detail was available about where the development was to take place.
21/01265/FUL Grange Cottage, Morton, Oswestry	Erection of first floor extension. It was PROPOSED, SECONDED and AGREED to support.
21/01334/EIA Proposed development at land off Mile End Roundabout	Hybrid Planning Application for: Full planning permission - formation of a 360m spine road; two 3.5m wide foot and cycleways; one 2m wide footpath; one electricity substation; supporting utilities infrastructure; drainage system; landscaping and ancillary works; Outline planning permission - 10 plots to be delivered in four phases, providing: - a hotel (use class C1) up to 30,000sq. ft; - three units providing up to 6,000sq. ft of hospitality and up to 3000sq. ft of services; - five mixed use units providing general industry with ancillary office (B2 & E) providing up to 180,000sq. ft; - one office unit (use class E) providing up to 15,000sq. ft; - one light industrial unit (use class E) providing up to 63,000sq. ft; - two mixed use units providing storage/distribution with ancillary office (B8 & E) providing up to 200,000sq. ft; - the provision of green infrastructure and all ancillary works. It was PROPOSED, SECONDED and AGREED that, due to its late arrival, this should be considered at the next meeting.
21/01423/AGR Graigllwyn Farm, Graig-Llwyn, Trefonen	Storage building for hay, straw and agricultural machinery. For information only.
19/03030/FUL The Elms, Middleton	Application under Section 73A of the Town and Country Planning Act 1990 for the use of land and buildings for production, storage and sale of biomass fuel and animal bedding (re-submission) (amended description). It was PROPOSED, SECONDED and AGREED to object to the late notification and to continue to object on the same grounds as previously stated.

c) Stopping Up Order

The Stopping up of Highways (West Midlands) (No.13) Order 2021 authorising the stopping up of two part-widths of Long Lane, at the site of the former School House Bridge, Oswestry to enable development as permitted by Shropshire Council under reference 19/03372/FUL.

NOTED.

973 Clerk's Report

Members **NOTED** a written report from the Clerk on action taken following decisions made at the last Parish Council meeting.

It was AGREED to pursue the request to the Highways Agency for safety improvements to be made to the traffic lights at Maesbury.

974 Councillor Reports

CLlr. Phil May reported that, even though it had previously been reported to Shropshire Council, the grit bin at Nantmawr had been stuck in front of the notice board for a few weeks thus preventing access to the notice board.

It was AGREED that the obstructing grit bin should be reported to Shropshire Council.

975 Shropshire Council

CLlr. Joyce Barrow had nothing to report.

976 Financial Matters**a) Income and Expenditure and Bank Reconciliations**

Members considered for approval income and expenditure and bank reconciliations up to 28 February 2021.

It was PROPOSED, SECONDED and AGREED that the income and expenditure and bank reconciliations to 28 February 2021 be APPROVED.

b) Payments for March 2021

Members considered for approval payments for March 2021.

It was PROPOSED, SECONDED and AGREED that the following payments for the month of March 2021 be APPROVED.

PAYEE	DESCRIPTION	AMOUNT £
Mark Evans	Bus shelter cleaning	60.00
Colin Turner	Bus shelter cleaning	25.00
Viking	Stationery and stamps	31.86
Silver Marbles	Quarterly website maintenance	36.00
SALC	Councillor training	30.00
HMRC	PAYE/NI	177.95
Sharon Clayton	Salary/expenses/reimbursements	929.05
	TOTAL	1289.86

c) Virements

It was PROPOSED, SECONDED and AGREED that the following virements be APPROVED:

VIREMENT FROM	£	VIREMENT TO	£
Meeting room hire	50.00	Stationery	50.00
Meeting room hire	15.00	Postage	15.00
Newsletter	400.00	Professional/legal fees	400.00
Councillor training	140.00	Website	140.00
TOTAL	605.00	TOTAL	605.00

977 Risk Assessment

Members considered for approval the annual risk assessment.

It was PROPOSED, SECONDED and AGREED that the annual risk assessment be APPROVED.

978 Road Safety

Members received written reports from local residents at Coed-Y-Go. Shropshire Council had confirmed that the traffic counter would be installed in the new financial year. There had been no meetings due to lockdown.
NOTED.

Concern was expressed about the 20mph signs outside Morda School which were not very obvious and it was suggested that road markings should be improved.

NOTED.

Members were asked to acknowledge the support of Llanyblodwel Parish Council who were trying to reduce the speed limit at Nantmawr to 30mph.

It was AGREED to write and thank Llanyblodwel Parish Council for their efforts in trying to reduce the speed limit at Nantmawr.

Members were informed that the VAS had been installed in Trefonen and that grant funding for them had been received.

NOTED.

Members were informed that grants were available for traffic calming measures and that further information was available from David Gradwell, the Area Traffic Engineer at Shropshire Council.

NOTED.

It was suggested that VAS should be installed in Morda, especially outside the school.

NOTED.

979 Village Halls

a) Members received information and reports concerning Morda and Sweeney Village Hall.

It was PROPOSED, SECONDED and AGREED that:

- **Clarification should be sought as to whether a parish councillor/trustee can be a member of the Management Committee.**
- **The Management Committee of Morda and Sweeney Village Hall should be asked for details of who had carried out their audit.**

b) Members considered how to respond to Lanyon Bowdler concerning the titles of Trefonen Village Hall and Morda and Sweeney Village Hall.

It was PROPOSED, SECONDED and AGREED that this matter be deferred to a future meeting until more information had been provided.

980 Place Plan

Members received an updated Place Plan that included all comments from Members.

It was PROPOSED, SECONDED and AGREED that:

- **The updated Place Plan be submitted to Shropshire Council.**
- **The Parish Council would support improvements to ground floor renovations at a cost of £6,000 and a 1st floor renovation at a cost of £4,000 at Morda C of E Primary School.**

At this point in the meeting, **it was PROPOSED, SECONDED and AGREED to suspend Standing Order number 3(x) to enable the meeting to exceed more than 2 hours.**

Cllr. Phil May left at this point in the meeting.

981 Planning Enforcement

Concern was expressed that planning breaches were not being enforced. For example, The Elms had been operating for over 12 months without proper planning permission and the Black Country Metal Works had also been operating without full permission. The Enforcement Officers were not enforcing planning regulations.

It was PROPOSED, SECONDED and AGREED the Parish Council should write to planning enforcement and express concerns about their failure to enforce planning regulations within the parish and that the reasons why should be explained.

982 The Elms

There was no further discussion as this had been covered earlier in the meeting.

983 Mud on the Road

Members received information from Shropshire Council's Agriculture Partnership concerning mud on the road and other issues created by agricultural vehicles.

NOTED.

984 Flood Plain at Morda Village Hall

The Clerk informed Members that a response had been received from the Environment Agency which would be included for discussion at the next meeting.

It was PROPOSED, SECONDED and AGREED that this should be discussed further at the next meeting.

985 Litter Picking

Members considered for approval the provision of litter picking equipment for volunteer litter picking groups.

It was PROPOSED, SECONDED and AGREED that a recognised body would need to be found/established before any equipment could be purchased by the Parish Council.

It was also NOTED that Shropshire Council would provide litter picking equipment, free of charge, to recognised groups.

986 Dog Bins

Members considered the installation of dog litter bins in Morda.

It was PROPOSED, SECONDED and AGREED that:

- **Shropshire Council should be asked to provide 2 dog litter bins near to Hope House in Morda, one near to the Navigation Inn and one near to Spiggots Bridge along the Montgomery Canal. It was further agreed there should also be more signage to prevent dog litter.**
- **The Clerk should write to the local press and ask them to publish how offenders leaving dog litter can be reported to Shropshire Council.**

987 Declaration of Disclosable Pecuniary Interests (DPIs)

Members considered concerns from a member of the public about the declaration of pecuniary and non-pecuniary interests and whether Members knew when to declare them. There was also concern about keeping DPIs up to date.

It was PROPOSED, SECONDED and AGREED that Councillors should keep their DPIs up to date.

988 Fairhaven Camp Site

Having declared an interest Cllr. Peter Richardson left the meeting.

Members received a response from Natural England concerning the Parish Council's complaint about activities at Fairhaven Camp Site. The response outlined the powers that could be used to regulate the camp site's activities. In response to several complaints Natural England had issued Freedom Camping Club (FCC) with a formal warning letter outlining the steps required by Natural England for FCC to remedy the situation. Members were informed that other complaints had been made about Freedom Camping Club in other areas.

It was PROPOSED, SECONDED and AGREED that:

- **Because there had been complaints about FCC at other campsites the Parish Council should ask Natural England to escalate its complaint to Stage 3.**
- **Owen Patterson MP should be asked for further support concerning this issue.**

Cllr. Peter Richardson returned to the meeting.

989 Boundary Review

Members received information from Oswestry Town Council outlining its response to the proposed boundary review.

It was PROPOSED, SECONDED and AGREED that the parish boundary should remain the same as was at present.

990 Consultation

No consultation had been received.

991 Annual Parish Meeting

Members considered for approval items for inclusion on the agenda for the forthcoming Annual Parish Meeting that would take place by Zoom on Tuesday 20 April 2021.

It was PROPOSED, SECONDED and AGREED that invitations to attend and speak should be sent to the following:

- **Head Teachers from Morda C of E Primary School to speak about future plans for the school.**
- **The local police**
- **The PCC to speak about road safety.**
- **Cambrian Heritage Railways to discuss future plans.**
- **Shropshire Union Canal Society to discuss restoration plans for the Montgomery Canal.**

992 Correspondence

Members received the following:

- a) SALC information bulletin and NALC information.
- b) Information about training events for councillors.
- c) Information about forthcoming local elections.
- d) Information about the Public Sector Deposit Fund.
- e) A thank you for the grant awarded to Rhydygroesau Village Hall towards maintenance costs of the defibrillator.
- f) Report concerning the projected environmental impact caused by intensive dairy farming at Trefarclawdd Farm.
- g) Information and plans in relation to 20 affordable homes at Weston Road, Morda.

NOTED.

993 Agenda Items for Next Meeting

It was **AGREED** that the following matters should be discussed at the next Parish Council meeting:

- Flooding in Morda (Cllr. Les Maguire)
- Recycling bins (Cllr. Martin Jones)
- Recording of meetings (Cllr. Martin Jones)
- Trefarclawdd Farm and its impact on local residents
- Mud on the road (Cllr. Tony Milner)

994 Date of Next Meeting

It was **NOTED** that the next meeting would take place by Zoom video on Tuesday 27 April 2021.

Public Bodies (Admission to Meetings) Act 1960

Pursuant to Section 1(2) of the above Act it was **PROPOSED, SECONDED and RESOLVED** that due to the confidential nature of the business to be transacted the public and press should not be present.

995 Planning Enforcement

There were no planning enforcement notices.

The meeting closed at 22:00.

Signed: _____
Chairman

Date: _____

Oswestry Rural Parish Council

Minutes of a Personnel Committee meeting

held by Zoom video at 11 am on Thursday 4 June 2020

Present:

Chairman Cllr. Peter Richardson, Cllr. Janet Barlow, Cllr. Pam Broomby and Cllr. Bob Kimber.

Clerk:

Sharon Clayton

05/20 Election of Chairman

Nominations were sought for the election of Chairman.

It was PROPOSED by Cllr. Pam Broomby SECONDED by Cllr. Bob Kimber and unanimously AGREED that Cllr. Peter Richardson be elected as Chairman for the ensuing year.

06/20 Apologies for absence

There were no apologies as all Members were present.

07/20 Minutes

The minutes from a meeting held on 26 March 2019 were considered for approval.

It was PROPOSED, SECONDED and RESOLVED that the minutes be signed and ADOPTED as a true record.

Public Bodies (Admission to Meetings) Act 1960

Pursuant to Section 1(2) of the above Act it was **PROPOSED, SECONDED and RESOLVED** that due to the confidential nature of the business to be transacted the public and press should not be present.

08/20 Staffing Matters

- a) Members considered for comment and approval the Clerk's annual appraisal and performance review based on her performance since the last review carried out on 26 March 2019.
It was PROPOSED, SECONDED and unanimously AGREED that the appraisal and performance review was satisfactory.

- b) Members considered for approval the Clerk's salary for the fiscal year 2020/2022.
It was PROPOSED, SECONDED and unanimously AGREED to recommend to the Parish Council that the Clerk's salary for 2020/2021 should be increased to SCP 24 effective from 1 April 2020.

The meeting closed at 11:27.

Signed: _____

Date: _____

Chairman

Clerk's Monthly Report

The following is a report on action taken following decisions made at the last parish council meeting.

MONTH	MINUTE NUMBER	RESOLUTION/AGREED ACTION	TASK COMPLETE	COMMENTS
2020 July	422/19	Inform Shropshire Council that the Council would like to take on the undisputed land at Chapel Green.	Yes	Awaiting a response from Shropshire Council.
2021				
February	947	Seek quotes for a perimeter hedge to be installed on the additional land at Trefarclawdd cemetery.	Work in progress	
	947	Write to the landowner to inform of proposed work at Trefarclawdd cemetery and seek permission in case it is necessary to enter their land.	Yes	Positive response received.
	948	Arrange for handles to be fitted on notice boards and necessary maintenance work carried out.	Work in progress	Quote received for consideration.
	947	Ask Shropshire Council to empty a newly installed bin at Morton Playing Field.	Yes	Response awaited.
	950	Ask Environment Agency whether flooding at Morda is due to development.	Yes	Enquiry ref: 210308/JV07 Due to COVID-19 responses are taking longer than usual. Response received.
	951	Report state of road at Coed-Y-Rae Lane to Shropshire Council. Report flooding to Environment Agency.	Yes Yes	
March	972(b)	Respond to planning applications.	Yes	
	973	Clerk to write to Highways England and request a response concerning improvements to be made to the traffic lights at Maesbury junction.	Yes	Response received.
	974	Write to Shropshire Council and request that the obstructing grit bin be removed from in front of the notice board at Nantmawr.	Yes	
	978	Write to Llanyblodwel Parish Council and thank them for their support to reduce the speed limit to 30mph.	Yes	
	979(a)	Seek clarification as to whether a parish councillor/trustee can be a member of the Management Committee.	Yes	Response received from NALC.
	979(b)	Ask the Management Committee of Morda and Sweeney Village Hall for details of who carried out their audit.	Yes	Response received.
	980	Submit the updated Place Plan to Shropshire Council.	Yes	
	981	Write to Planning Enforcement at Shropshire Council and ask for an explanation about the lack of enforcement.	Yes	Response received.
	986	Ask Shropshire Council to provide dog litter bins at Morda and Maesbury and write to the local press and ask them to publish how offenders leaving dog litter can be reported to Shropshire Council.	Yes	

Clerk's Monthly Report

MONTH	MINUTE NUMBER	RESOLUTION/AGREED ACTION	TASK COMPLETE	COMMENTS
	988	Escalate the complaint to Natural England about Fairhaven Camping to Stage 3 and write to Owen Patterson MP and ask for further support.	Yes	Response received from Natural England. Response awaited from Owen Patterson MP.
	989	Inform Shropshire Council that the parish of Oswestry Rural should remain the same when a boundary review is carried out.	Yes	
	991	Invite speakers to the Annual Parish Meeting as agreed.	Yes	2 have not responded to the invitation.

TO NOTE:

- The installation of the notice board at Trefarclawdd cemetery is dependent on when the old notice board from Trefonen has been refurbished.

Income and expenditure to date:

MONTH	EXPENDITURE	INCOME	BALANCE
	£	£	£
31-Mar-20		B/F	135659.56
2020			
April	-7283.57	80,728.37	209104.36
May	-2940.29	1,108.04	207272.11
June	-1734.61	57.23	205594.73
July	-2469.98	456.19	203580.94
August	-1724.64	10954.08	212810.38
September	-2795.42	807.39	210822.35
October	-2846.70	1602.78	209578.43
November	-4845.47	1.89	204734.85
December	-2029.70	105.76	202810.91
2021			
January	-1677.67	601.16	201734.40
February	-1260.41	525.75	200999.74
March	-1403.62	4,237.34	203833.46
BALANCE	-33012.08	101,185.98	203,833.46

Bank balance as at 31 March 2021:

Current account 10649120	4529.45
Deposit account 11313924	174018.46
Reserve account 21514768	285.55
PSDF	25000.00
	203833.46

Expenditure	Budget 2020/2021	Balance	March 2021	Allocated Reserves
General Administration				
Clerk Salary / Employer NI/ Home Working Allowance	£12,970.00	-£141.38	£13,111.38	
Stationery	£750.00	-£6.73	£756.73	
Postage	£375.00	-£12.22	£387.22	
Clerk Travel Costs	£660.00	£489.00	£171.00	
Audit Fee (internal)	£90.00	£15.00	£75.00	
Audit Fee (external)	£300.00	£0.00	£300.00	
Professional/Legal Fees	£900.00	£30.00	£870.00	£1,000.00
Insurance	£800.00	-£15.56	£815.56	
Meeting Room Hire	£435.00	£261.12	£173.88	
SALC Subscription	£1,600.00	£13.12	£1,586.88	
SLCC Subscription	£246.00	-£5.00	£251.00	
Data Protection	£35.00	£0.00	£35.00	
Quality Award Scheme	£0.00			£150.00
Communication				
Newsletter	£100.00	£100.00		£2,000.00
Website	£390.00	-£30.00	420.00	
Notice board repair/replacement	£7,125.00	£3,750.00	£3,375.00	
Training				
Clerk	£500.00	£261.00	£239.00	
General (Councillor)	£260.00	£200.00	£60.00	£275.00
Elections	£3,430.00	£3,430.00		
Parish Maintenance				
Street Lights - electricity	£960.00	£10.80	£949.20	
Street Lights - repairs	£250.00	£250.00		
Street Lights - new	£0.00			£2,000.00
Grounds Maintenance - Cemeteries	£3,340.00	£723.00	£2,617.00	
Grounds Maintenance - Green Spaces	£3,340.00	£522.00	£2,818.00	
Grounds Maintenance - New Green Spaces	£1,000.00	£1,000.00		
Morton Churchyard	£425.00	£0.00	£425.00	
Bus Shelter - cleaning	£650.00	-£78.00	£728.00	
General Repairs	£200.00	£200.00		
Leisure and Community				
Grants	£3,650.00	£1,416.24	£2,233.76	£1,000.00
General Power of Competence			£45.00	
Strategic Plan (VAS)	£1,000.00	£1,000.00		£6,812.00
Morda Village Hall				£92,000.00
Tony Cheetham Community Grant Award	£52.00	£52.00		
Contingency	£1,000.00	£1,000.00		
AED	£0.00			£400.00
Sub Total	£46,833.00	£14,389.39	£32,443.61	
Neighbourhood Fund Projects				£6,643.00

Allocated reserves				£112,280.00
Unallocated reserves (Neighbourhood Funds)				£31,471.00
			TOTAL	£143,751.00
General reserves				£58,958.00
Total reserves			Approved	£202,709.00
Total net expenditure	£46,833.00	£14,389.39	£32,443.61	
VAT	0	0	£568.47	
Total gross expenditure			£33,012.08	
Income	Budget 2020/2021	Balance	March 2021	
Precept	£45,583.00	£0.00	£45,583.00	
Cemetery Fees	£1,000.00	-£14,025.00	£15,025.00	
Interest	£200.00	£87.03	£112.97	
Donations	£50.00	-£5,282.21	£5,332.21	
Grants received	£4,232.21		£4,232.21	VAS
Sub total	£51,065.21		£66,053.18	
Neighbourhood Fund			£34,405.40	
Total net income	£51,065.21		£100,458.58	
VAT refunds			£727.40	
Total income received			£101,185.98	
After virements				

TITLE OF REPORT:	The Annual Parish Council Meeting to be held on 18 May 2021 and the requirements of a face-to-face meeting
REPORT BY:	Clerk - Sharon Clayton
BACKGROUND:	<p>Due to COVID-19 regulations the government introduced legislation to allow parish and town councils to conduct their business via virtual online meetings. The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 was introduced on 4 April 2020 and only applies to meetings taking place before 7 May 2021. Despite calls to government to extend these regulations further the government has declined, and face-to-face meetings must resume from 7 May 2021.</p> <p>However, the Communities Secretary, Robert Jenrick MP is backing a legal challenge for the retention of remote meetings brought by Lawyers in Local Government (LLG), Association of democratic Services Officers (ADSO) and Hertfordshire County Council. This is in response to a letter sent to all councils from Luke Hall MP advising that government could not find time to introduce the primary legislation required to allow councils to continue to meet remotely. The legal challenge is to be heard in the High Court on 21 April 2021. Further information can be found by following this link. In the meantime the Parish Council must prepare for face-to-face meetings.</p> <p>All local councils must hold an annual parish/town council meeting in May of each year. This year the Parish Council's Annual Parish Council meeting will take place as a face-to-face meeting on 18 May 2021 at Morda and Sweeney Village Hall. The venue has been booked.</p> <p>Further information about the safe use of buildings can be found by following this link.</p>
ISSUES:	<p>Coronavirus restrictions are still in place and a risk assessment must be carried out to ensure that venues used for Parish Council meetings comply with the government's roadmap out of lockdown and will need to comply with Step 3 as follows:</p> <p>Social contact Gatherings of over 30 people will remain illegal. Indoors, the Rule of 6 or 2 households will apply. People should continue to keep their distance from anyone not in their household or support bubble.</p> <p>Events Up to 30 people will be able to attend weddings, receptions and wakes, as well as funerals. This limit will also apply to other types of significant life events including bar mitzvahs and christenings.</p> <p>Review of social distancing People must keep a distance of 1 metre plus and wear face coverings.</p>
METHODOLOGY:	<p>The following will need to be carried out prior to any face-to-face meeting:</p> <ul style="list-style-type: none"> ● Hand sanitiser must be made available to those entering the meeting room. ● Arrival times of councillors and members of the public may need to be staggered to allow for social distancing. ● Seating must be placed at least 1 metre apart. ● Seating should be arranged so that people are not facing each other. ● All those present must wear face masks. ● Meetings should be paperless to avoid the risk of infection. ● There should be a good airflow and windows and doors should be left open where possible. ● The number of members of the public may need to be limited to ensure sufficient social distancing. ● A QR code will be posted at the entrance to council meeting venues and all those entering the building must scan it using the NHS Test and Trace app.

	<p>The following will need to be carried out at the Annual Parish Council meeting on 18 May 2021:</p> <ul style="list-style-type: none"> ● All newly elected councillors must sign their Declaration of Acceptance of Office prior to taking part in the meeting. Members will have received these before the meeting and each Member must sign theirs on 18 May 2021 before the meeting commences. This must be done in front of the Clerk who must witness each signature. Once signed, each signed Declaration will be put in a box which will be collected by the Clerk at the end of the meeting and signed by the Clerk at a later date. This will reduce the possibility of infection. ● Should co-options take place at the same meeting the above signing procedure will apply. ● The agenda for the Annual Parish Council meeting should include the following in accordance with Standing Orders: <ul style="list-style-type: none"> i. In an election year, delivery by the Chairman of the Council and councillors of their acceptance of office forms unless the Council resolves for this to be done at a later date. ii. Confirmation of the accuracy of the minutes of the last meeting of the Council; iii. Receipt of the minutes of the last meeting of a committee; iv. Consideration of the recommendations made by a committee; v. Review of delegation arrangements to committees, sub-committees, staff and other local authorities; vi. Review of the terms of reference for committees; vii. Appointment of members to existing committees; viii. Appointment of any new committees in accordance with Standing Order 4; ix. Review and adoption of appropriate Standing Orders and financial regulations; x. In an election year, if the Council has previously passed a resolution that it had met the eligibility criteria to exercise the Power of General Competence, it must pass a resolution to reaffirm eligibility if it still meets the criteria; xi. Determine the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council. <p>Standing Orders may be suspended where legislation does not require certain decisions to be made. In this instance, the Council could resolve to defer a review of Standing Orders and Financial Regulations to a future date. It will be advantageous during the current pandemic to keep the agenda to a minimum and thus reduce time spent at the meeting. Only important and pressing matters should be considered.</p>
SUGGESTED AGENDA:	<ol style="list-style-type: none"> 1. Delivery by newly elected councillors their Declaration of Acceptance of Office 2. Election of Chairman 3. Declaration of Acceptance of Office as Chairman 4. Election of Deputy Chairman 5. Apologies for absence 6. Minutes for adoption 7. Disclosure of Pecuniary Interests 8. Dispensations 9. Declaration of Acceptance of Gifts and Hospitality Review of delegation 10. Appointment of Members to the Personnel Committee 11. Appointment of working group(s) and its Members – Safer Roads Working Group 12. Appointment of representatives on outside bodies 13. Review of Terms of Reference 14. Review of Standing Orders and Financial Regulations (agree to defer) 15. Eligibility to meet the criteria to exercise the General Power of Competence 16. Schedule of future meetings 17. Financial Matters 18. Planning matters <p>Unless it is essential to hold monthly Council meetings consideration should be given to granting sufficient delegation to the Clerk so that important Council business continues to be carried out e.g. continuation of payments and responding to planning matters. The Clerk could be granted delegated powers to respond to planning matters following an agreed consensus by councillors via email or an informal Zoom meeting.</p>

	Any environmental problems can be reported to the Clerk for action and do not need to be included on agendas e.g. litter, highways issues etc.
LEGAL OBLIGATIONS:	Coronavirus Regulations. Declaration of Acceptance of Office. Election of Chairman.
FINANCIAL IMPLICATIONS:	Likely costs of sanitisation = 100 cleansing dry wipes £3.50 500ml pump hand sanitiser £3.50 100 latex gloves £11.99 50 face masks £7.50
COMMUNITY BENEFIT	Conducting Council meetings in a safe environment.
PROPOSAL:	To consider and approve: <ol style="list-style-type: none"> 1. A condensed agenda for the Annual Parish Council meeting on 18 May 2021. 2. Appropriate delegation to reduce the need for face-to-face meetings. 3. A budget for the purchase of sanitisation.
DATE OF MEETING AT WHICH THIS WILL BE CONSIDERED:	27 April 2021.