

Wem Rural Parish Council

Minutes of the Annual Meeting of the Parish Council held on Tuesday 7 May 2024 at Edstaston Village Hall starting at 7.00pm

Formal Meeting

Present:

Councillors: Peter Broomhall, Huw Edwards (Chair), Julia Goode, Jan Hilditch, Andy Matthews, Denise Morgan, Len Staines and Liz Vernon

Clerk: Helen McCabe

Members of the Public: 5

52/24 Elect the Chair of the Council

Cllr Edwards was unanimously elected as Chair.

53/24 Declaration of Acceptance of Office

Cllr Edwards signed the Declaration of Acceptance of Office.

54/24 Elect the Vice Chair of the Council

Cllr Goode was unanimously elected as Vice Chair.

55/24 Public Participation Period:

A member of the public spoke in favour of their planning application 24/01183/FUL Holiday Let Accommodation At Holly Farm Wolverley Wem Shropshire SY4 5NQ. This is a retrospective planning application as the barn was converted to family accommodation and has since been used as a holiday let and advertised as suitable for disabled guests. It is an energy neutral house and the conversion was made internally only and doesn't have any new external openings.

A question was raised as to why a planning application hadn't been submitted prior to building which was answered.

A question was also raised if the holiday let can be tied into the property to avoid it going on the open market and this was agreed by the member of public.

56/24 Apologies for absence:

Cllr John Britton (accepted)

Cllr William Minty (accepted)

Cllr Jordan Page (accepted)

Cllr Peter Slack (accepted)

Cllr Edward Towers (accepted)

57/24 Minutes

The minutes of the meeting held on 9 April 2024 were approved and signed.

Clerk: Helen McCabe

4 Bazeley Way

Wem

SY4 5QN

Tel. 07720 854185

Email: clerk@wemrural-pc.gov.uk

www.wemrural-pc.gov.uk

58/24 Disclosable Pecuniary Interests

- a. Members are 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.
- b. ***To consider any requests for Dispensation.***
None
- c. ***Members are reminded that they are required to declare any acceptance of gifts and hospitality.***

59/24 Personnel Committee:

- a. ***Review Terms of Reference***
 - a. The Terms of Reference were reviewed and adopted subject to updating Clerk's details.
- b. ***Receive nominations to the Committee***
Cllrs Goode, Morgan, Staines and Vernon were appointed to the Committee.
- c. ***Appoint Chair of Committee***
Cllr Vernon was appointed Chair of the Committee.

60/24 Policy Review

It was resolved to re-adopt the following polices and procedures:

- a. ***Standing Orders***
- b. ***Financial Regulations***
- c. ***Procedures for Dispensation in relation to Disclosable Pecuniary Interests***
- d. ***Health and Safety Policy***
- e. ***Scheme of Delegation***

61/24 To Appoint officers and representatives to the following outside bodies:

- a. **Shropshire Association of Local Councils**
It was resolved to appoint Cllrs Minty and Edwards
- b. **Emergency Planning Officer**
It was resolved to appoint Cllr Vernon
- c. **Helicopter Noise Liaison Group**
It was resolved to appoint Cllrs Hilditch and Matthews
- d. **Wem Business Partnership Growth**
It was resolved to appoint Cllrs Broomhall and Morgan
- e. **Newtown Community and Recreation Association**
It was resolved to appoint Cllr Hilditch
- f. **Wem Area Climate Action Forum**
It was resolved to appoint Cllr Staines

62/24 Planning

- a. **Decisions Received: to note**
 - i. 24/00952/FUL
2 Aston Wem Shrewsbury Shropshire SY4 5JQ
Erection of three storey extension to side and replacement outbuildings
Decision: Granted

- ii. 24/00899/FUL
Ulverley Aston Wem Shrewsbury Shropshire SY4 5QJ
Alterations and Extension
Decision: Granted
- iii. 24/00865/FUL
Damson Tree Cottage 68 Coton Whitchurch Shropshire SY13 3L
Demolition of existing and erection of new garage, workshop and garden store
Decision: Granted
- b. Applications Received: to consider response**
 - i. 24/01402/AMP Land At Drakey Lane Horton Wem Shropshire
Non material amendment of roofing materials from Onduline Roof Sheeting to Plastic Coated Steel Box Profile Sheet colour is Juniper Green relating to Planning Permission 24/00233/FUL
Decision: Granted
 - ii. 24/01183/FUL Holiday Let Accommodation At Holly Farm Wolverley Wem Shropshire SY4 5NQ
Conversion of outbuilding to single dwelling house for use as a holiday let (retrospective application)
Decision: It was resolved to support the retrospective planning application as long as the conversion is tied up in the property and provision is made for wildlife refuge as a biodiversity report hadn't been done prior to the building work.
 - iii. 24/00966/FUL Springs Farm Palms Hill Wem Shrewsbury Shropshire SY4 5PH
Subdivision of existing farmhouse to 2 dwellings and formation of 1 new vehicular access.
Decision: It was resolved to support the application.
 - iv. 24/00811/FUL Woodhouse Farm Tilley Green Wem Shrewsbury Shropshire SY4 5PF
Creation of an open-fronted two bay oak framed garage.
Decision: It was resolved to support the application.
 - v. 24/01270/FUL 7 Lacon Holdings Saulton Road Saulton Wem Shrewsbury Shropshire SY4 5RR
Construction of a double garage with store room above.
Decision: It was resolved to support the application

63/24 Parish Clerk's Report

- a. Complaints – annual report
The Clerk confirmed there had been no complaints
- b. H&S – annual report
The Clerk confirmed there had been no issues raised.
- c. Events attended and upcoming
The Clerk provided an update on events attended and upcoming.
- d. Presenting cheques for community grants
The Clerk advised that cheques would be handed out in person.
- e. Rural Review – to update
The Clerk provided an update on the Rural Review and Annual Report.

64/24 Financial Matters:

- a. **Balances for information**
Noted
- b. **Outstanding accounts**
The following payments were approved:

H McCabe	£1,249.49
Hiscox Insurance	£762.69
- c. **Bank signatories**
It was resolved to add Cllrs Hilditch and Morgan as bank signatories
- d. **2023/24 Bank reconciliation - report by Councillor**
The Bank reconciliation was approved and signed
- e. **2023/24 Year End Accounts - to approve**
The Accounts were approved and signed
- f. **Internal Audit – to review and note**
The Internal Audit was reviewed and noted.
- g. **Renewal of Insurance Policy**
The Insurance Policy was reviewed and approved
- h. **Statement of Internal Control – to review and approve**
The prepared Statement was reviewed, approved and signed
- i. **Effectiveness of Internal Control – to review and approve**
The review was completed, approved and signed.
- j. **Annual Governance and Accountability Return 2022/23 Part 3**
 - i. **To consider the Annual Governance Statement (Section 1)**
The responses to the Annual Governance Statement were considered, agreed, completed and signed.
 - ii. **To consider Accounting Statements 2023/24 (Section 2)**
The Accounting Statements 2023/24 were approved and signed.
- k. **Reserves Policy – to approve**
The Reserves Policy was reviewed and readopted

65/24 Consultation

- a. Garden Waste and Household Recycling Centres

66/24 Business Plan 2021/2025

- a. Review
The Business Plan 2021/2025 was reviewed and work will commence on the 2025/2029 plan in the summer
- b. Action Plan 2024/25
 - i. Updates of the Action Plan 2024/25 have been noted.

67/24 Councillor Reports

- a. **Parish Councillors**
Cllr Hilditch attended the Business networking event which was well attended and really positive.
Cllr Staines provided an update from WACA which included membership, funding, upcoming events and working with students from Thomas Adams School.
- b. **Shropshire Councillors**
A written report was submitted.

Concerns regarding traffic in Wem were raised and the developments/future of the Whitehorse will be discussed at Wem Town Council's Annual Meeting on 23rd May and residents are invited to attend.

68/24 Parish Matters

a. Residents concerns with Oaklands

Residents are due to meet with Oaklands and Wem Rural Parish Council will host next meeting if needed.

b. Proposed works at Brockhurst Farm Drive

It was resolved to support the works.

c. Neighbourhood Watch Stickers

Honesty boxes have been stolen. Details of how to prevent rural crime are included in the next issue of the Rural Review.

69/24 Highways - to bring to the attention of the Parish Council matters of interest or importance.

Cllr Goode raised concerns of ongoing speeding in Newtown. Wem Rural Parish Council to seek viable options such as speed calming gates, sleeping policeman

Big tankers driving up Church Lane have been reported.

Concerns over how pot holes are treated were raised.

70/24 Date of future meeting and to consider agenda items:

Tuesday 4 June 2024

The Chair, Huw Edwards declared the meeting closed at 8.50 pm

Signed.....

Date.....