

# Minutes of Weston Rhyn Parish Council Meeting - 14/06/22

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**Date and time:** 14/06/22 7:00 PM to: 14/06/22 9:45 PM

**Present:** Helen Belton, Polly Smith, Phil Barnett, Alwyn Hughes, Alison Layland, James Bavin, James Wallace, Sue Barnett, Paul Herbert, Sheila Haskell, John Mattocks, Mark Jones, Rob Macey

**Absent:** Maggie Rowlands, Pam Manley

**Location:** Chirk Bank Methodist Church, Chirk Bank

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## Topics

### 1. Public Participation

**Note** Members of the public were invited to question Councillors or raise any issues of concern for a 15-minute period.

**Note** No public present

### 2. Apologies

**Note** Cllr Pam Manley (illness) and Cllr Maggie Rowlands (illness)

### 3. Declarations of Interest

**Note** To make Declarations of Interests in items on the agenda - To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Act Pecuniary Interests) Regulations 2012

**Note** Cllr Phil Barnett read out information about the declarations referring to the Trust grants. Trustees would be advised to declare an interest and state that they are not biased.

Cllr Alison Layland; Trust, Wren and Greenshoots.

Cllr James Bavin; Trust

Cllr Paul Herbert; Trust and Greenshoots

Cllr P Barnett; Trust

Cllr James Wallace; Trust

Cllr Alwyn Hughes; Trust

### 4. Minutes of Meetings

#### 4-1. To approve the minutes of the Annual Meeting of the Council of 9th May 2022

**Decision** The Minutes of the Annual Meeting of Weston Rhyn Parish Council of the 9th May were approved

### 5. Reports

#### 5-1. Police

**Note** Police Report

 [Weston Rhyn PC report May 22 .docx](#)

**Note** The West Mercia Police Report for May 2022 was noted

## 5-2. Shropshire Councillors

**Note** Cllr R Macey was present and Cllr M Jones arrived 7.20pm.

Cartref - 6 Aqueduct Cottages, Cllr Macey had visited a few times. The ground floor had been secured but the gate and garage had not been done. Cllr Macey would find out how much Shropshire Council would be allowed to tell him/us.

There had been one report so far of rubbish by the Poachers being a problem. Cllr P Barnett had also been in touch with Shropshire Council on a personal basis about some by his house.

CA&RT hadn't had a stakeholder meeting for quite a long time. If they were to have one, Cllr Phil Barnett would like to be invited. Cllr Macey would find out.

Parking on Station Road - There would soon be a meeting with Chairman, Vice Chairman and Highways; already on the agenda. Parking, at least, was effective in slowing traffic.

Extended the STAR Housing management. 10 years from next year.

The Leader's Update email had been received and circulated.

People more confident to come out to meetings now so we should be able to get things moving. Cllr A Hughes asked about the potholes. The system being used was now Fix My Street, which should show details of when things have been completed.

Cllr Macey would ask about the stats for this Parish, as it was 12 months since Cllr Hughes sent photos to Shropshire Council.

## 5-3. Greenshoots

**Note** Greenshoots report attached.

 [Green Shoots report for Parish Council June 22.docx](#)

## 5-4. Chairman - Jubilee

**Note** Cllr A Hughes had a lovely morning delivering the bookmarks to Weston Rhyn Primary School. The books from the government had not yet arrived. A photo had been sent from the school which would be shared on social media.

## 5-5. Village Institute Management Committee

**Note** There was no report.

## 5-6. Weston Rhyn Trust

**Note** The Weston Rhyn Trust Report was received and noted. (Attached)

 [Trust Report June 2022.docx](#)

## 6. Neighbourhood Plan

**Note** Cllr Mattocks gave basic information on the procedure required to prepare a Neighbourhood Plan. No decision was made as to whether the council should go ahead with the project but it was agreed that a small group of Cllrs Mattocks, Herbert and Bavin would discuss and bring back to a meeting in the autumn for further discussion. Cllr Layland suggested that Cllr Rowlands, who was not present, may be interested in being involved.

## 7. Planning

### 7-1. Freshwinds, Wern, Weston Rhyn

**Note** Planning Enforcement Cases for 27/05/2022 relating to parish of: Weston Rhyn

Date Received: 27/05/2022

Reference: 22/08823/ENF

Status: Pending Consideration

Address: Freshwinds, Wern, Weston Rhyn, Oswestry, Shropshire, SY10 7LH

Description of Issue: Alleged breach of Planning Control in relation to the erection of a wooden structure on a raised platform, including the installation of a chimney.

Noted.

## **7-2. Update on Aspen Grange**

**Note** Cllr Polly Smith explained that the steering group had met last week. The proposed completion date for the project is November 2023. Mr Ahmed from STAR Housing had offered to attend a Parish Council Meeting to explain the Lettings Policy. The Lettings Policy for the properties had been sent out for councillors to read; it was considered unnecessary for Mr Ahmed to come to a meeting as the policy seemed self explanatory. The Clerk would write to Mr Ahmed to inform him of this. Shropshire Councillor Mark Jones said he had pushed for Jones Brothers to be included in the tender procedure but they were disqualified due to turnover.

## **7-3. Update on 6 Aqueduct Cottages**

**Note** Discussed earlier in the meeting under Shropshire Councillors

## **7-4. Update on planning on High Street**

**Note** The homeowner had apparently received a letter from Shropshire Council.

## **7-5. Update on CIL funding**

**Note** No more updates at the present time

**Note** Cllr R Macey left the meeting at 7.45pm.

# **8. Policies**

## **8-1. Social Media**

**Note** Social Media Policy

 [Weston Rhyn Social Media Policy.docx](#)

**Decision** Weston Rhyn Social Media Policy was accepted.

## **8-2. Complaints**

**Note** Complaints Procedure

 [Weston Rhyn Complaints Procedure.docx](#)

**Decision** Weston Rhyn Complaints Policy was accepted

## **8-3. Business Continuity Policy**

**Note** Business Continuity Plan

 [Weston Rhyn Business Continuity Plan.docx](#)

**Decision** Weston Rhyn Business Continuity Policy was accepted

## 9. Community

### 9-1. Grant Applications

**Note** Grant File - <https://1drv.ms/u/s!Auy-rf8yf4WfgaQCC9fj1rXV8eKzRw?e=1wyx9i>

**Decision** The following grants were awarded;

St John's Church - £434

Greenshoots. Cllr Alison Layland and Cllr Paul Herbert did not vote. The Parish Council would pay for monthly meetings the group conducted. Invoices would be sent to the clerk.

Men's Sheds - £500.

TNS - £2,000.

WR Trust - £4100.

WREN - £300. Cllr Alison Layland did not vote.

### 9-2. Swift Boxes on Public Buildings

**Note** Cllr Paul Herbert explained and this would return to a future meeting.

### 9-3. Defib in the Phone Box

**Note** The Defib had been installed and was working from the date of this meeting. Cllr P Barnett would put a list of contributors in the window. BT will pay for the electricity for 7 years. The Defib Circuit has to be told. Effie Cadwallader (First Responder) would be invited to run a training session; this would be for locals interested in being trained. This would be well advertised in the area. CA&RT would be asked to install signs along the canal advertising the presence of the Defib. (Cllr P Barnett.)

### 9-4. Use of Phone Box to Store Minutes/Availability of Minutes

**Note** BT have given permission for the Parish Council to store minutes in the phone box, as there are strict rules for the future use of these phone boxes. A document display folder would be purchased.

Shrops Cllr Mark Jones left the meeting at 9pm.

The meeting was adjourned and re-started with Council approval at 9pm.

### 9-5. Place Plans

**Note** The group hadn't yet met. The Clerk would write to Cllr Rowlands to encourage a meeting.

### 9-6. Group Reports

**Note** All reports needed to be provided to the Clerk in advance of meetings. Group Reports would appear on the agenda under 'Community'.

## 10. Highways

### 10-1. Wern Turn

**Note** The Clerk had spoken with Dianne Dorrell from SALC and would inform councillors of the outcome.

### 10-2. Highway Maintenance Issues

**Note** None that wouldn't be covered by the meeting with the Highways Officer

### 10-3. Meeting with Highways

**Note** A meeting was being arranged with a Highways Officer.

### 10-4. Water leaks in the Parish

**Note** Although many people in the Parish had reported the leak near to the railway line, the Clerk would also report this.

### 10-5. Parking on Station Road

**Note** The Clerk was asked to check the historical issue of parking on Station Road. (June 2021, 124/21). The Clerk would check 'My Shropshire' and would check the email from the resident, received last year, which could then be re-sent to Shropshire.

**Task** ☐ Weston Rhyn - Clerk would look back at emails and My Shropshire regarding parking on Station Road.

*Owned by Weston Rhyn Parish Clerk due 30/06/22*

## 11. Street Lighting

### 11-1. Energy saving

**Note** There were many issues surrounding dimming or turning off lights at night; limits near water, near a junction or where there were vulnerable members of the public. Instead, the Clerk would pursue updating the inventory with Scottish Power, which would potentially lower the monthly bills.

### 11-2. General Issues

**Note** The two Quinta lights were now lit.

### 11-3. Purchase of a shield

**Note** The cost of shield was £30 plus 1 hour labour. Cllr P Herbert would talk to the two residents involved.

**Note** Cllr Sheila Haskell left at 9.22pm.

## 12. Finance and Governance

### 12-1. Authorise payments

**Decision** The payments to the value of £3,223.49 were approved.

### 12-2. Receive and note Internal Audit Report

**Decision** The council carried out a review of the effectiveness of the system of internal control and prepared the Annual Governance Statement. At the meeting, following the review, the council considered the findings of the review.

 [WestonRhyn\\_2122\\_internal\\_audit.docx](#)

**Decision** The Internal Audit report, attached.

 [AnnualInternalAuditReport20212022.pdf](#)

### **12-3. Annual Governance and Accountability Return 2021/22 (AGAR)**

**Note** The Council confirmed the effectiveness of its system of Internal Control to comply with the Accounts and Audit Regulations 2015, by approving the Annual Governance Statement 2021/2022.

**Decision** The Annual Governance Statement, attached.

 [AnnualGovernance20212022.pdf](#)

### **12-4. Accounting Statement**

**Note** The Council considered and then approved the Accounting Statement by resolution and ensured that it was signed and dated by the Chairman of the Council during the meeting.

**Decision** The Accounting Statement, attached.

 [Accountingstatements20212022.pdf](#)

### **12-5. Councillor Email addresses**

**Note** The Clerk would bring quotes to the next meeting.

### **12-6. Community Governance Review**

**Note** This would be removed from future agenda until contacted by Shropshire Council in the autumn.

### **12-7. Purchase of a PO Box Number**

**Decision** The Clerk was instructed to purchase a PO Box number for delivery of mail to Clerk's home address.

## **13. Answer any questions**

**Note** None to answer

## **14. General Correspondence**

**Note** A list had been provided in the Clerk's Report

## **15. Receive items for next meeting**

**Note** Cllr Mattocks - Bus service and bus shelters.  
Co-option.

## **16. Date and Time of next meeting**

**Note** 11th July at 7pm at Weston Rhyn Institute

**Note** Meeting closed; 9.43pm.

## **17. Date of Publishing**

Note Minutes published 27.6.22

H Belton

Clerk to the Parish Council

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## Next Meeting

Meeting title: Weston rhyn parish council meeting - july 11th 2022

Date and time: 11/07/22 07:00 pm to: 11/07/22 09:15 pm

Location: Weston Rhyn Village Institute

## Task Summary

### New Tasks

**Task** ☐ Weston Rhyn - Clerk would look back at emails and My Shropshire regarding parking on Station Road.

*Owned by* **Weston Rhyn Parish Clerk** *due* **30/06/22**