Llanyblodwel Parish Council

Clerk: Mrs A Jones, Hawthorn Cottage, Porthywaen, Oswestry, SY10 8LX
T: 01691 829571 E: llanyblodwelpc@gmail.com

DATE: 3rd January 2025

TO: ALL MEMBERS OF LLANYBLODWEL PARISH COUNCIL

You are hereby summoned to attend a meeting of Llanyblodwel Parish Council on **Thursday 9th January 2025, starting at 7.30 p.m** to be held in the Llanyblodwel and Porthywaen Memorial Institute for the transaction of the following business.

A Jones
Amy Jones - Clerk

A G E N D A

01.25 **Apologies for absence**
To receive apologies for absence.

02.25 **Disclosable Pecuniary Interests**
a) Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests.
b) To consider applications for dispensation.

03.25 **Public Participation Session**
A period of 15 minutes will be set aside for the public to speak on any items on the agenda.

04.25 **Minutes**
To confirm the minutes of the Meeting of the Parish Council held on 14th November 2024.

05.25 **Planning Matters**

a) Planning Decisions, Updates and Appeals – To note

I. **Reference:** 24/03570/FUL (validated: 25/09/2024)
Address: The Yard, Porth-y-waen, Oswestry, Shropshire
Proposal: Erection of commercial building for B8 use, following relocation of existing timber building, erection of boundary fencing and 2No containers
Decision: Grant Permission

II. **Reference:** 24/03805/FUL (validated: 04/10/2024)
Address: Proposed Conversion Of Garage SW Of Min Y Dwr, Llanyblodwel, Shropshire
Proposal: Conversion and change of use of existing garage and office/storage building into a holiday let
Decision: Grant Permission

III. **Reference:** 24/04199/PIP (validated: 06/11/2024)
Address: Land Adjacent To White House , Coopers Lane, Porth-y-waen, Shropshire
Proposal: Application for Permission in Principle for construction of between 2No. dwelling and 4No. dwellings
Decision: Refuse

IV. **Reference:** 24/04277/FUL (validated: 08/11/2024)
Address: Rose Cottage, Bryn, Nantmawr, Oswestry, Shropshire, SY10 9EQ
Proposal: Erection of single storey rear sunroom extension
Decision: Grant Permission

b) Planning Applications for consideration (Please view Shropshire Council Planning Register online prior to the meeting.

V. **Reference:** Reference: 24/04661/FUL (validated: 13/12/2024)
Address: Cefn Lane Farmhouse, Cefn Lane, Nantmawr, Oswestry, SY10 9JD
Proposal: Removal of first floor front dormer and replacement with gable extension

c) Consider Planning applications not listed above that are received after the issue of this agenda and are included on Shropshire Council's website.

06.25 Reports – To consider

a. Clerk's Report (attached)
b. Councillor Reports *(Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas)*
c. Police Report
d. Shropshire Councillor Report

07.25 Finance

a) To approve the following payments:

Cheque No/BACS ref	Payee	Details	Amount (inc VAT)
DD	Shropshire Council	3rd Quarter S/Light Energy Charges – paid 31.12.24	£186.68
Direct	Unity Trust	Bank charges November (paid 31.12.24)	£6.00
22	A Jones	Clerks Salary (8 weeks), mileage, HOA, expenses	£640.50
23	HMRC	PAYE Payments	£156.64
24	D Brewer	Bus Shelter Cleaning x 2	£10.00
25	Llanyblodwel & Porthywaen Memorial Institute	Hall Hire 2024	£120.00
26	Highline Electrical	S/Light Repairs – Dolgoch light flashing	£102.00
Direct	Unity Trust	Bank Charges December (to be paid 31.01.25)	£6.00
	Royce Landscapes	Annual Grounds Maintenance Fee Cutting back sycamores in Llanyblodwel	TBC

b) To note income received. Bank Interest - £173.97.
c) To approve the bank reconciliation up to and including 31st December 2024.
d) Internal Transfer – Approve a transfer of £8,000 from the savings to the Current Account to pay all expenditure due before the Financial Year End.
e) 3rd Quarter Budget Report – Consider as part of the 2025/26 budget.
f) Internal Controls – Review the Council's system of Internal Controls and note that the accounts will now be given to Cllr Counsell to carry out a mid-year review and report back at the March meeting.

08.25 2025/26 Budget

a) General and Earmarked Reserves - Consider the Clerk's report in relation to earmarked reserves and the council's general reserves policy.
b) To consider the budget proposal and items prepared by the Clerk, presented under the following headings:
I. Income (Receipts)
II. Staff Costs and Admin (Payments)
III. Parish Maintenance and Projects (Payments)
c) To agree the budget for 2025/26 and agree the parish precept

09.25 Annual review of council regulations and procedures

a) Standing Orders
b) Financial Regulations
c) Code of Conduct

d) Policies, procedures and practices in place in respect of the Parish Council's obligations under freedom of information and data protection legislation:

I. Publication Scheme
II. Privacy Policy
III. Document Retention Policy
IV. Personal Data Management Policy
V. Security Incident Response Policy
VI. Subject Access Policy

e) Accounting Procedures Risk Assessment

f) Parish Council Policies:
I. Complaints Policy
II. Health and Safety Policy
III. Risk Management Scheme, Risk Register and Asset Inspection Schedule
IV. Defibrillator Maintenance Policy
V. Dignity at Work Policy
VI. Accessibility Statement

10.25 Asset Management / Parish Maintenance / Parish Matters

a) Closed Churchyards - Wall repairs – Receive an update on the ordered work.
b) Closed Churchyards – Annual Headstone Inspections – Consider reports from the Clerk.
c) Play Equipment, Bryn Melyn – Consider quotes and agree a project in principle to enable funding to be applied for.
d) Bulb Planting – Receive an update from Cllr Cross.
e) Accessibility of Emergency vehicles via the Llanyblodwel Bridge – Discuss the response from Shropshire Council.

11.25 Correspondence - To note:

a) SALC and NALC Newsletters and Bulletins.
b) PPC Newsletters
c) Shropshire Project Gigabit Stakeholder Update - December 2024
d) Shropshire Council Leader's Update – December 2024
e) Proposed Oswestry Post Office Closure – Correspondence via the OAC.
f) SALC – Training Events 2025

12.25 Next Meeting

To note the date, time and location of the next meeting.