

# St Martins Parish Council

Clerk to the Parish Council

Edward Davies  
9 Burnham Avenue  
Belvidere Paddocks  
Shrewsbury  
Shropshire. SY2 5LL

Please ask for Edward Davies. Tel: Home 01743 366420

3<sup>rd</sup> May 2024

E-mail: [clerk@stmartinsparishcouncil.gov.uk](mailto:clerk@stmartinsparishcouncil.gov.uk)

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**To:** All Members of St Martins Parish Council.  
(Other circulation for information only)

**Dear Sir/Madam**

Councillors are hereby summoned to attend an **ANNUAL MEETING OF THE ST MARTINS PARISH COUNCIL** to be held in St Martins Village Hall commencing at **7.00 P.M.** on **THURSDAY 9<sup>th</sup> MAY 2024** for the purpose of transacting the following business.

Edward Davies  
Clerk to the Parish Council

**IMPORTANT** please do not attend this meeting if you have any symptoms of Coronavirus, have been in contact with anyone displaying symptoms or have been told to self-isolate.

## AGENDA

- 096/05/24.C To elect a Chairman of the Council for the ensuring municipal year.**  
(The Chairman will then make the Declaration of Acceptance of Office).
- 097/05/24.C To appoint a Vice-Chairman of the Council for the ensuring municipal year.**  
(The Vice-Chairman will then make the Declaration of Acceptance of Office).
- 098/05/24.C To elect a Chairman of the Finance Committee for the ensuring municipal year.**  
(The Chairman will then make the Declaration of Acceptance of Office).
- 099/05/24.C Apologies for absence.**  
  
**To receive** from Members any apologies and approve reasons for absence.
- 100/05/24.C Declarations of interest and dispensations**
- a) **To receive** any Declarations 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** any applications for dispensation.
  - c) **To receive** any Declaration of any other interests in the agenda items.
- 101/05/24.C Parish Council Casual Vacancies**

**To consider** any applications received to fill these vacancies.

**102/05/24.C Appointment of Committees 2024/2025**

**102/05/01/24.C Executive Committee (6)**  
*(Chairman, Vice Chairman, + 4)*

**102/05/02/24.C Finance Committee (6)**

**102/05/03/24.C Recreation Services Committee (6 + co-opted)**  
*(Chairman, Vice Chairman, + co-opted members of the parish as required)*

**102/05/04/24.C Planning Committee**

*All members of the Parish Council.*

**102/05/05/24.C Grievance Panel Committee (4)**  
*(Vice Chairman + 3)*

**102/05/06/24.C Disciplinary Committee (4)**  
*(Chairman + 3)*

**102/05/07/24.C Street Lighting Committee (4 + 1)**  
*(Plus 1 being Chairman of Finance Committee).*

**102/05/08/24.C P3 Footpath Committee (New)***to include co-opted members of the parish as required.*

**102/05/09/24.C Place Plan Committee (New)**

**103/05/24.C Appointment of Representatives to Outside Bodies and Organisations 2024/2025**

**103/05/01/24.C St Martins Recreation Partnership (2 + reserve)**

**103/05/02/24.C Area Committee SALC (2)**

**103/05/03/24.C Local Joint Committee LJC (1 + reserve)**

**103/05/04/24.C Oswestry Heath Group (1)**

**104/05/24.C Minutes**

**To confirm and adopt** the minutes of the Council meeting held on the 11<sup>th</sup> April 2024 (previously circulated).

**105/05/24.C Urgent Items**

At the discretion of the Chairman, **to consider** any urgent items that relate to financial, health and safety issues or issues that require immediate attention and not included in this agenda.

**106/05/24.C Public Session**

At the discretion of the Chairman, a period of 15 minutes will be set aside for residents of St Martins Parish, who have given prior notice to the Parish Clerk, may ask questions of the Council concerning matters on the agenda. Attendance will be limited so residents might wish to raise any issues with any of the parish Cllr's.

**107/05/24.C Parish Clerk's Report**

**To receive** a report from the parish clerk on matters raised at the last meeting and any issues raised by Cllr's since that meeting.

**108/05/24.C Police Report (To be considered at approx. 7.30 pm)**

**To raise** any questions on policing matters. Latest report (April) has been circulated.

**109/05/24.C St Martins Recreation Partnership**

**To receive** an update report from the Project Manager on the MUGA project.

**110/05/24.C Highway Issues**

**To receive** an update on highway issues raised at the last meeting and on ones raised by Cllr's since the last meeting.

**111/05/24.C St Martins Amenities Fund**

**To receive** a report on a proposed Pilot/Trial scheme for grass cutting in St Martins following a recent meeting with Juan Hernandez, Shropshire Council's new Alliance Executive Lead Manager for Street Scene.

**To receive** a further update on the replacement of damaged street name plates.

**112/05/24.C Street Lighting**

**To receive** a report on any outstanding issues.

**113/05/24.C Financial Matters**

**To consider** any accounts for payment.

**114/05/24.C Audit of Accounts**

**114/05/1/24.C Internal Audit**

**To note** the comments from the Internal Auditor and any actions required. (Report previously circulated)

**114/05/2/24.C Annual Governance Statement**

**To approve** the Annual Governance Statement (Section 1 of the Annual Return). for the financial year ending 31st March 2024.

## 114/05/3/24.C Accounting Statements

**To approve** the Accounting Statements (Section 2 of the Annual Return) for the financial year ending 31st March 2024.

## 115/05/24.C Planning

**To consider** any new planning applications received since the last meeting.

**Reference:** 24/01583/FUL (validated: 22/04/2024)

**Address:** 56 Greenfields, St Martins, Oswestry, Shropshire, SY11 3AH

**Proposal:** Single storey extension to the rear to assist living conditions for a disabled occupant

**View online at:** <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SC7BVVTDH8Y00>

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**Reference:** 24/01433/FUL (validated: 26/04/2024)

**Address:** Greenfields Farm, St Martins, Oswestry, Shropshire, SY11 3HH

**Proposal:** Extensions to main house and change of use part of paddock to domestic curtilage.

**View online at:** <http://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=SBMY30TDH0900>

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### Schedule of additional planning applications

**To comment** on planning applications not listed above that are received after the date of publication of this agenda due to response time frames set by Shropshire Council.

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**To receive and comment** as necessary on the planning decisions and recommendations of the planning authority listed in the schedule below.

**Reference:** 24/00628/OUT (validated: 21/02/2024)

**Address:** 55 New Ifton, St Martins, Oswestry, Shropshire, SY11 3AE

**Proposal:** Erection of single two storey detached dwelling

**Decision:** **Grant Permission**

## 116/05/24.C Shropshire Council

**To receive** a report from Shropshire Cllr Steve Davenport.

## 117/05/24.C Funding various projects through CIL.

**To receive** a progress report from the Chairman on the current position of funding various projects in the parish, including Escob Bridge, through CIL.

## 118/05/24.C North Shropshire MP Helen Morgan

**To receive** an update on recent correspondence with our MP Helen Morgan.

## 119/05/24.C Shropshire Association of Local Councils (SALC)

**To note** any correspondence received from the County Secretary.

**120/05/24.C Members Reports**

To receive reports from Members on any areas of concern.

**121/05/24.C Next Meeting(s)**

Full Council Meeting on Thursday 13<sup>th</sup> June 2024 @ 19.00 in St Martins Village Hall.

*The press and public may be excluded from any item on the agenda in accordance with the Public Bodies (Admissions to Meetings) Act 1960 s1 due to the confidential nature of the matter to be discussed.*