

ST MARTINS PARISH COUNCIL

To: All Members of St Martins Parish Council

Friday 8th May 2026

From: Edward Davies, Parish Clerk

You are hereby summoned to attend an **ANNUAL MEETING OF THE ST MARTINS PARISH COUNCIL** to be held on **Thursday 14th MAY 2026** commencing at 7.00pm at St Martins Village Hall, Overton Road, St Martins, Oswestry, Shropshire. SY11 3AY

Press and Members of the public are invited to address the parish council in the public open forum.

PLEASE NOTE: Can all Members please attend at 6.30pm when the Vice-Chairman, Cllr Sue Schofield will present the Unsung Hero Award.

MEETING - A G E N D A

- 095/05/26.C To elect a Chairman of the Council for the ensuring municipal year.**
(The Chairman will then make the Declaration of Acceptance of Office).
- 096/05/26.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).
- 097/05/26.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).
- 098/05/26.C Apologies for absence.**

To receive from Members any apologies and approve reasons for absence.
- 099/05/26.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.
- 100/05/26.C Appointment of Committees 2026/2027**
- 100/05/01/26.C Executive Committee (6)**
(Chairman, Vice Chairman, + 4)
- 100/05/02/26.C Finance Committee (6)**
- 100/05/03/26.C Recreation Services Committee (6)**
(Chairman, Vice Chairman, + 4)
- 100/05/04/26.C Planning Committee**

All members of the Parish Council.

100/05/05/26.C Grievance Panel Committee (4)
(Vice Chairman + 3)

100/05/06/26.C Disciplinary Committee (4)
(Chairman + 3)

100/05/07/26.C Street Lighting Committee (4 + 1)
(Plus 1 being Chairman of Finance Committee).

100/05/08/26.C P3 Footpath Committee (to include co-opted members of the parish as required).

100/05/09/26.C Allotments Committee
(Parish Clerk plus 1 Cllr and 1 co-opted allotment holder)

100/05/10/26.C IT Committee (New) 4
(Parish Clerk plus 3 Cllr's)

101/05/26.C Appointment of Representatives to Outside Bodies and Organisations 2026/2027

101/05/01/26.C Area Committee SALC (2)

101/05/02/26.C Local Joint Committee LJC (1 + reserve)

102/05/26.C Minutes

To confirm and adopt the minutes of the Council meeting held on the 10th of April 2026 (previously circulated) and the Extra Ordinary Council meeting held on the 23rd April 2026 (previously circulated).

103/05/26.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.

104/05/26.C Public Open Forum

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.

105/05/26.C Parish Clerk's Progress Report

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

106/05/26.C Police Report

To raise any questions on policing matters. Latest report has been circulated.

107/05/26.C Highway Issues

To receive an update on outstanding highway issues.

108/05/26.C Planning

To consider the following planning application(s) received since the last meeting.

There are none.

Schedule of additional planning applications

To comment on planning applications that are received after the date of publication of this agenda due to response time frames set by Shropshire Council.

To receive and comment as necessary on any planning decisions and recommendations of the planning authority received since the last meeting.

Reference: 26/00679/TPO (validated: 19/02/2026)

Address: 1 Firs Close, St Martins, Oswestry, Shropshire, SY11 3LT

Proposal: Fell 1no. Sycamore protected by The Council of the Borough of Oswestry (The Land at the Firs, Ellesmere Road, St Martins, Oswestry) TPO 2003 (OS/00057/03)

Decision: Grant Permission

Reference: 26/00242/FUL (validated: 06/03/2026)

Address: Lower House Farm, Pen-y-bryn, St Martins, Oswestry, Shropshire, SY11 3DX

Proposal: Erection of 3No. additional agricultural buildings together with concrete pads.

Decision: Grant Permission

109/05/26.C Financial Matters.

To consider any accounts for payment.

110/05/26.C Annual Governance and Accountability Return (AGAR)

To certify the Annual Governance Statement (Section 1) and the Accounting Statements (Section 2) for the year ending 31st of March 2026 (Attached).

111/05/26.C Annual Internal Audit

To note the Annual Internal Audit report 2025/26 (AGAR) and **Receive and Adopt** the Internal Audit Report 2025/26 from Audit Solutions Ltd. (Both reports attached).

112/05/26.C Shropshire Council

To receive any reports from our Shropshire Cllrs.

113/05/26.C Shropshire Association of Local Councils (SALC)

To note any correspondence received from the Chief Officer at SALC Chris Mellings.

114/05/26.C Correspondence

To note any correspondence received and not included in any of the above agenda items.

115/05/26.C Members Reports

To receive reports from Members on any areas of concern.

116/05/26.C Next Meeting(s)

The next Parish Council meeting will be held on Thursday 11th of June 2026
@ 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.