

# RUYTON XI TOWNS PARISH COUNCIL

## 7<sup>th</sup> NOVEMBER 2017 PARISH COUNCIL MINUTES

A meeting of the Parish Council was held at 7.30 pm at The Victoria Room, Ruyton XI Towns.

Parish Councillors in attendance: Mr A Johnston (Chairman); Mrs A Hall; Mr T Allison; Mrs A Sanders Royle; Mr R Harrison; Mr R Edwards; Mr D Spicer; Mr S Denyer and Mr S Gittins.

Also in attendance; Corrie Davies (Shropshire Council); Nick Bardsley (SC Councillor); Sue Hackett (Clerk) and 2 residents.

78.17 PUBLIC SESSION – Members of the public did not express a wish to speak.

The Chairman opened the meeting and called for a minutes silence to respect the sad loss of Mick Berry who had been a valued member of the Parish Council for over 2 years.

79.17 CHAIRMAN'S UPDATE & APOLOGIES - The Chairman reported that Cllr Nick Bardsley would be arriving late and gave his apologies for any inconvenience this caused.

80.17 COUNCILLORS DECLARATIONS OF PECUNIARY INTERESTS & DISPENSATIONS – With the exception of expense claims relating to parish council expenditure claims being made by the Chairman and Cllr Denyer; none were declared.

81.17 LOCAL GROUP REPORTS

a. Police Report & Volunteer Speed Watch Scheme – The Chairman explained that there was no report or progress with the scheme. The Clerk had followed up with the relevant WM Police Officer; and was hoping for a response given the outcomes of the Speed Monitoring Exercise conducted in September 2017. ACTION Clerk to follow up further during November if a response was not forthcoming.

b. Safer Roads Group – Cllr Edwards gave a detailed report on the outcomes of the Much Wenlock Visit. Following much discussion councillors were in agreement that a similar traffic light scheme would be appropriate for the village to safe guard pedestrian users on narrow pavements and that the SC Officer be contacted as to whether a Feasibility Study would be paid for by SC. ACTION Clerk to contact SC Officer D Gradwell. It was also AGREED that the item be tabled for the Multi Agency meeting to be held on 28/11/17. ACTION Corrie Davies; also to invite Consultant Frank Beech to the meeting.

c. The Chairman reported that Mary Drinan had been elected as Chairperson of the Safer Road Working Group at its meeting on 6/11/17. Where it had been AGREED that the installation of gates at the entrance to the village on Olden Lane be progressed. The Chairman reported that the project would cost in the region of £3,000; and a meeting with the SC Highways Officer and Glasdon had been organised for the forthcoming week. Following further discussion; Council RESOLVED that it would on this basis financially support the project.

d. Oswestry Area Committee (SALC); Cllr R Harrison agreed to be a Parish Council representative. ACTION Clerk to inform Area Committee Secretary.

e. Multi Agency Group – Cllr Edwards reported on the appalling September Speed Watch results which had been circulated and supported that the majority of road users exceeded the speed limits with in the centre of the village and a significant number drove through the village at very high speeds, which were totally inappropriate. As 4,000 vehicles had passed through the village during the week in question, councillors AGREED that this supported the need for speed enforcement which was to be discussed with SC and the Police at the next Multi Agency Group meeting. ACTION Corrie Davies.

- f. Weirbrook – Cllr Hall reported that during the Highways England A5 maintenance works, (now finished), inadequate diversion signage had been provided. ACTION Clerk to provide details of whom to report issues to at Highways England.

82.17 MAIN AIMS QUESTIONNAIRE – Cllr Harrison gave a verbal summary of outcomes explaining that there had been in total 85 household respondents. Corrie Davies confirmed this was a good response but only part of engaging with the Community. Cllr Harrison stated he was in the process of compiling a detailed written report which would be circulated amongst councillors and Council AGREED to include its circulation to Corrie Davies. Feedback to the community was also to be provided in the November newsletter in a summarised report. ACTION Cllr Harrison & Clerk.

*Councillor Bardsley arrived.*

83.17 SHROPSHIRE COUNCIL – Councillor Nick Bardsley apologised for arriving late, and proceeded to give his report which included:

- News of limited progress to date regarding the New Baschurch Doctors Surgery;
- Shropshire Council’s ever increasing funding gap, as Central Government continued to cut grants;
- Proposals for a Baschurch Local Joint Meeting; on CIL funding.

84.17 PLANNING

a. The Parish Council has been notified of the following planning applications:

Ref: 17/05020/FUL & 17/05021/LBC Bridge House, Brownhill, Ruyton XI Towns  
Proposal: Formation of an internal garden wall and pedestrian gateway.  
Following some discussion it was AGREED that no comment should be made.

Ref: 17/04920/FUL Barncroft, Olden Lane, Ruyton XI Towns  
Proposal: Erection of replacement shower and toilet block.  
Following some discussion it was AGREED that no comment should be made.

b. The Clerk reported that no planning application decisions had been received from Shropshire Council. However the following application remained pending 16/05608/FUL Wheel House, at Shotatton and she had been approached by the architects as to arranging a meeting with the Parish Council on the application. It was AGREED that the Clerk follow up with SC Planning as to why the application remained pending.

85.17 FINANCE

a. The Chairman reported that he had checked and agreed the Clerk’s 30th September Bank Reconciliation, and also the Clerk’s October and November salary payments. This was noted and approved by the Council.

b. Council considered the following invoices/reimbursement claims and RESOLVED that they be authorised for payment; instructing the Chairman and Cllr Spicer to check all supporting paperwork prior to signing cheque payments:

Chq	Payee	Description	£
889	Anne Chalkley	Clerking October meeting	112.35
DD	Scottish Power	St Light energy	245.57
888	Highline Electrics	Street light repairs, September	126.90
890	Smith of Derby	3 year maintenance contract church clock 2018-2020	634.80
901	*Ruyton XI Towns Village Hall Committee	Donation to Home Grown Show s137	100.00
902	*A Johnston	Banners promoting launch of Questionnaire	35.73
891	Matthews & Peart Ltd	Memorial Hall Windows	3,354.00
896	Great Ness & Little Ness PC	Scanner	18.00

893	Post Office Ltd	National Insurance for 2 <sup>nd</sup> Quarter	39.84
894	S Denyer	Neighbourhood Planning Guide	4.00
892	SALC	3 Training courses Planning, Chairmanship, Accounts & Audit	115.00
895	Clerk	Administration expenses, mileage	85.89

\*as approved at October meeting.

- c. The Clerk informed the Council that CCLA account paperwork had not been received by CCLA and that she wished to instruct the Bank to stop the cheque (No 0878 £25,000.00); as the necessary documentation was now out of date. It was RESOLVED that in the circumstances the Council would revisit opening such an account in April/May 2018 and that the cheque be stopped.

#### 86.17 COUNCIL CONFIRMATION & ACCEPTANCE OF PREVIOUS MEETING MINUTES

It was RESOLVED to approve the circulated minutes of the 3<sup>rd</sup> October 2017 as a true record and the Chairman was instructed to sign them as such.

#### 87.17 LOCAL PROJECTS UPDATE:

- a. AED Project – Cllr Sanders Royle reported that Numbers Plus had set up the telephone rota call system which she was currently trialling. The Clerk reported that she had emailed two officers in the West Midlands Ambulance service repeatedly in an attempt to make contact and arrange refresher AED courses. The Chairman stated that the training was important and that initiation of the contract with Numbers Plus should be done via the Clerk; once training had been arranged.
- b. Beacon to Commemorate End of WWI – Cllr Sanders Royle reported on progress to date and that she was unable to do more until Jan/February 2018. Council RESOLVED that the project although sited on private ground was fully supported by the Parish Council; however project costs as yet remained undetermined.
- c. War Memorial Renovation – Cllr Sanders Royle reported that she was awaiting a response from the memorial contractor. It was AGREED & ACTIONED that the Clerk would organise a meeting between herself, the contractor and Cllr Sanders Royle as soon as possible.
- d. St Lights Poppy Appeal – Cllr Denyer reported that he had received favourable responses from the community whilst installing the poppies. The Chairman congratulated him and thanked him for his work.
- e. Spinney – The Clerk reported that her findings as reported in the Clerk's Report following the site visit in October were now redundant as further felling and burning had taken place last week. Cllr Allison gave a more up to date comprehensive report about the site. Cllr Gittins confirmed he hoped to organise with the Primary School a Community Planting Event in the Spring. Council noted developments.

- 88.17 PARISH COUNCIL WEBSITE – Following much discussion about the current web pages which were on the Community website; it was AGREED that the Chairman would discuss the need for the Parish Council to have its own domain name with Colin Case; who was responsible for the Community website.

- 89.17 CLERK'S UPDATE REPORT & COMMUNICATION – The Clerk's report was noted. (Appendix A.)

- 90.17 TRAINING FEED BACK – The Clerk reported that she had attended a training session run by DCK Accounting Solutions on 16/10; which covered Budgets; Year End and Audits; which she had found very useful. She confirmed that the Council's 2017/18 accounts would be required to be internally and externally audited as both receipts and payments exceeded £25,000 and recommended that the Council adopt a General Reserve Policy. ACTION Clerk to draft said policy.

- 91.17 RECREATIONAL GROUNDS DRS MEADOW & BIRCH GROVE

Following much discussion Council AGREED that:

At Drs Meadow: Parish Council would improve the car park surface; and awaited contractors' quotes before progressing further.

Goal posts were to be repaired and consideration given to relocating them; a quote for repairs to the goal posts was awaited before progressing. Random poles located at the perimeter which were considered dangerous were noted as also requiring removal.

ACTION – Clerk instruct a local contractor upon receipt of quotes which were within her delegated powers.

At Birch Grove: Quotes obtained for the purchase of a basket swing and a quote for a basket swing which included full installation was considered outrageously expensive by a number of councillors. It was decided that further research was required. Having researched this in considerable detail already the Clerk proposed to investigate whether alternative funding could be secured from grant providers for the equipment with Corrie Davies assistance. ACTION – Clerk to seek further grant funding.

- 92.17 PARISH NOTICE BOARDS – Council AGREED that a local contractor repair the board outside the school and the board located near Drs Meadow at an approximate cost of £170.

The Clerk and Cllr Denyer having located a Village Hall Committee notice board in the Marches Meadow bus shelter; had obtained permission for shared use of it; thus as AGREED by Council eliminating the need to purchase a further notice board for the southern part of the village. ACTION – Clerk to arrange for a duplicate key to be made available.

- 93.17 SHROPSHIRE COUNCIL Corrie Davies outlined the importance of the following documents:

- a. PLACE PLAN 2017 – to be submitted by 22 December 2017.
- b. LOCAL PLAN REVIEW – Consultation on Preferred Scale & Distribution of development. Closes 22/12/2017.

It was AGREED that a Task & Finish Group be appointed to draft responses in time for the next Council meeting on 5<sup>th</sup> December. Group members included Cllrs Harris, Denyer, Spicer, Johnston and Edwards. ACTION: Clerk to arrange an evening meeting; and attend if available.

- 94.17 STREET LIGHTING – PARISH COUNCIL TO AGREE A 3-5 YEAR PLAN FOR REPLACEMENT OF SOX LIGHTING WITH LEDS.

The Clerk verbally reported on basic costs received from its street light maintenance contractor; following some discussion Council AGREED that the Clerk to further investigate whether these could be improved upon by working in partnership with other nearby parish councils or using a different contractor. ACTION Clerk.

The Council further AGREED that the Clerk test the market and seek alternative quotes for the Council's street lighting maintenance contract for the January meeting. ACTION Clerk.

A resident's request for additional street lighting between Birch Grove and Victoria Room; was deferred by Council to the next meeting due to time constraints.

- 95.17 PARISH CHRISTMAS TREE – Council AGREED that the Clerk write to nearby suppliers; asking for the donation of a tree with the agreement a suitable plaque referring to the donation be placed next to it. ACTION Clerk.

- 96.17 APPOINTMENT OF VICE CHAIRMAN – Council RESOLVED without dissent to appoint Cllr Simon Gittins as Vice Chairman. Cllr Gittins accepted.
  
- 97.17 THE CLIFFE – Council noted the responses by SC Officer Mark Blount (See Clerk’s Report Appendix A). Cllr Allison confirmed that fencing was not an issue as it was “open land”; however Cllr Harris requested legal clarification from SC as to when the lack of ownership by SC of the land had become known; and why it had occurred in the first instance. Council AGREED to delegate authority to the Chairman and Vice Chairman to meet with the Bradford Estate; together with Shropshire Cllrs Mason & Bardsley to discuss the implications of the sale of The Cliffe further.
  
- 98.17 SHREWSBURY NORTH WEST RELIEF ROAD – Council AGREED that due to the deadline for submissions it would be best for councillors to make their own individual responses.
  
- 99.17 SUPPLEMENTARY AGENDA – Clerk reported that she planned to issue November Newsletter 16/11; and that she would not be available the following week.

As there was no further business to transact the Chairman closed the meeting at 10.15 p.m. The next parish council meeting is to be held at 7.30 p.m. on 5/12/2017 at The Victoria Room where the Council’s Budget for 2018/19 is to be drafted.

Confirmed as accurate..... CHAIRMAN OF PARISH COUNCIL

Councillor Andrew Johnston

Date.....