

RUYTON XI TOWNS PARISH COUNCIL

8th JANUARY 2018 PARISH COUNCIL MEETING MINUTES

A meeting of the Parish Council was held at 7.30 pm on 8th January 2018 at The Victoria Room, Ruyton XI Towns.

Parish Councillors in attendance: Mr T Allison; Mr S Denyer; Mr A Johnston (Chairman); Mrs A Hall and Mr R Harrison.

Also in attendance: Nick Bardsley (SC Councillor); Sue Hackett (Clerk) and a local residents.

114.17 PUBLIC SESSION – Mr Case highlighted the need for resurfacing of the highway at Platts Bridge and requested that the Council report this to Shropshire Council. Council members agreed to do this and also raise the issue at the next Multi Agency meeting.

115.17 CHAIRMAN'S UPDATE & APOLOGIES - The Chairman opened the Council meeting and congratulated Mr Case on being awarded the British Empire Medal in the New Year Honours List.

The Chairman reported that Cllr Mr D Spicer had given his apologies due to work commitments; Cllrs R Edwards and S Gittins regrettably were ill and Cllr A Sanders Royle had been unable to attend due to personal commitments. These apologies were accepted by Council.

116.17 COUNCILLORS DECLARATIONS OF PECUNIARY INTERESTS & DISPENSATIONS – None were declared.

117.17 LOCAL GROUP REPORTS

- a. Local Police Report – The Clerk gave the December incident report in the absence of the Local Police Team. This was noted by councillors.
- b. Volunteer Speed Watch Scheme – The Clerk collected 3 Volunteer forms and reminded Council members that 8 volunteers were required. It was agreed that those members of the community who had volunteered and absent councillors would be reminded to complete their forms as a matter of urgency. **ACTION:** Council members & Clerk to promote project.
- c. Safer Roads Group – The Chairman confirmed that the order for the gates had been placed and outlined plans which involved the Primary School.

118.17 SHROPSHIRE COUNCIL (SC) – Councillor Nick Bardsley reported on the following which is summarised below:

- Baschurch Doctors Surgery and parking issues which were expected to be resolved.
- Shropshire Council Budget 2018-19 and expected SC Council Tax rise of 4.99 – 5.99%. The latter was to be confirmed at a SC Council meeting.

Cllr Bardsley and Mr C Case left the meeting

119.17 CLERK'S UPDATE REPORT & COMMUNICATION – See Appendix A. Councillors noted the Clerk's report and that a date was still awaited for the Foundation Award Panel interview. Council **AGREED** that the Clerk issues a formal letter outlining councillors' views on the low risk of flooding at Weirbrook to Ms S Rattray and that the Environmental Agency be made aware of what was regarded as inaccuracies in its map outlining flood risk areas within Ruyton XI Towns parish. Council meeting dates for 2018; as circulated were agreed; with the understanding that the Clerk was unable to attend the July meeting.

120.17 WEST MERCIA POLICE BUDGET CONSULTATION – Council **AGREED** that the consultation be responded to on an individual basis, not as a Parish Council. **ACTION** Clerk to circulate information in PC newsletter dependent on its next date of issue.

121.17 FINANCE

a. Council considered the Draft Budget 2018-19 (Appendix B). Following much discussion:

Council **RESOLVED** without dissent that a General Reserve Policy be adopted where by the reserve consisted of 6 months routine expenditure.

Council **RESOLVED** without dissent that an Expenditure Budget of £39,085 be set; there by being financed from Restricted Reserves £11,600; General Reserve £1,052 and Receipts of £26,433.

It was further **RESOLVED** by the majority following the Chairman casting his vote that the 2018-19 Precept be set at **£25,563**; representing a £983 rise compared with the previous year (i.e. 4%).

It was also **RESOLVED** that the Restricted Reserve for the New Village Hall be reallocated to the following as at 31/3/2018; as there was no evidence of current or long term activity planned by the Village Hall Committee:

Street Lights LED Reserve £4,000;

Safer Roads Project £4,000;

& General Reserve £9,241.

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

	Payee	Description	£ (VAT)
904	Highline Electrical Ltd	Valley View Light & SP Charge	222.90 (37.15)
905	DE Peate	Village Mtce & Notice Board Mtce	147.50
906	Highline Electrical Ltd	3 Streetlights repaired	380.70 (63.45)
907	SLCC	2018 Annual Sub	115.00

c. The Chairman independently checked and reported that the most recent bank reconciliation prepared by the Clerk using the bank statement dated 30/11/17 and was accurate. Reported balances taking into account unrepresented cheques to date were as follows Receipts £28,505, which included HMRC Refund £444; Payments £18,149; Reconciled Balance £51,008

The Clerk's payroll payments in November and December were also checked by the Chairman and found to be accurate.

122.17 COUNCIL ANNUAL RISK ASSESSMENT 2017-18 – Council considered the identified operational, physical and financial risks and whether the Council's system of controls was adequate enabling the Council to achieve its objectives. (See Appendix C) Council **RESOLVED** that the Risk Assessment be adopted and that councillors would inspect Council assets to confirm their condition during the next month. Council also considered the effectiveness of internal audit; and confirmed the appointment of Mr B Townson as Internal Auditor for 2017-18.

123.17 COUNCIL CONFIRMATION & ACCEPTANCE OF PREVIOUS MEETING MINUTES Draft minutes of the Council meeting held on 5 December 2017 as circulated were **RESOLVED** as accurate; following a minor amendment; Cllr Mason being replaced with Cllr Macey. Following the amendment the Chairman was instructed to sign them as such.

124.17 LOCAL PROJECTS UPDATE:

- a. War Memorial Renovation Grant – The Clerk reported that the grant had yet to be submitted to the War Memorial Trust.
- b. Birch Grove & Doctors Meadow - Recreational Areas, the Clerk reported that a quote was still awaited for B Grove and that works remained outstanding on D Meadow. **ACTION:** Clerk to follow up.
- c. The Cliffe – The Clerk reported that as yet no meeting date had been arranged; and she awaited notification from Mark Blount.
- d. Parish Council Website Improvements – It was **AGREED** that Cllr Hall would work on suitable proposals and a Parish Council logo; with the assistance of Mr Hall.
- e. Spinney – Cllr Allison reported that a resident had brought to his attention the dangers associated with unsupervised burning at the Spinney, which was on-going. Council **AGREED** that Cllr Gittins be contacted on the matter.

125.17 PLANNING – Council considered the following planning application:

Reference: 17/05946/VAR (validated: 13/12/2017)

Address: RDW Exhibitions , Little Ness Road, Ruyton XI Towns, SY4 2LL

Proposal: Variation of Condition No. 4 (approved plans) attached to Planning Permission OS/96/9422 dated 23 July 1996 Applicant: RDW Exhibitions Ltd

Council **AGREED** to support the application; on the basis that it encouraged the local business economy and that it was a sensible expansion, enabling the business to continue operation from its current site having no negative impact on neighbouring properties.

The Clerk confirmed that no new planning decisions had been notified to the Parish Council.

126.17 SUPPLEMENTARY AGENDA – Council **AGREED** that the planned January newsletter issue should be delayed; awaiting installation of the gated entrance.

There being no further business the Chairman closed the meeting at 9.30 p.m. and thanked everyone for attending.

Confirmed as accurate.....Councillor A Johnston

Chairman of Ruyton XI Towns Parish Council

Date.....

Appendix A Clerk’s Update Report & Summary of Communications Received

Appendix B Parish Council’s Set Budget 2018-19 & Precept

Appendix C Parish Council’s Adopted Annual Risk Assessment 2017-18