

RUYTON XI TOWNS PARISH COUNCIL MINUTES

8th February 2010

The parish council held an ordinary meeting at the Memorial Hall, Ruyton XI Towns on Monday 8th February 2010 at 7.30 pm.

COUNCILLORS PRESENT:

Mr T. Allison	Mr C. Case - Chairman	Mrs M. Lycett	Ms R. Slowley
Mr M Lewis	Mrs A White	Mr M Hamlett	Mrs D. Needham
Mrs Caesar- Homden			

IN ATTENDANCE: Clerk – Sue Hackett; 9 members of the public.

*NOTE :Cllr Caesar- Homden arrived during the meeting, as a result agenda items with a * were not dealt with as per the order shown below but to preserve continuity they have been recorded as per the agenda.*

81.09 WELCOME BY CHAIRMAN & APOLOGIES: The Chairman welcomed all to the meeting and reported that Cllr Caesar-Homden would be unavoidably delayed as she was attending another meeting. Agenda items denoted by a* would therefore with the agreement of the council be dealt with upon her arrival. The Chairman informed the council that the following apologies had also been received:
Cllr Caesar-Homden – Unable to attend prior engagement at LJC.
Cllr Garbett – Unable to attend personal commitment.
Cllr Brown - Indisposed.

Resolved without dissent that these apologies be accepted and approved by the council.
(Proposed by Chairman and seconded by Cllr Allison.)

82.09 COUNCILLORS DECLARATIONS OF INTEREST

In accordance with S50-52 of LGA 2000 the following ongoing declarations were made and noted by the council:

Cllrs Slowley; Needham; White; Case; and Allison expressed their ongoing personal interest as members of the Parish Plan Steering Committee (PPSC) and resulting involvement in the Play Builder Scheme

*Cllr Caesar-Homden when arriving late expressed her ongoing personal and prejudicial interest in all items on the agenda relating to Shropshire Council as she was the SC Councillor for the area.

Cllr Lycett expressed her ongoing personal interest and involvement in the Play Builder scheme.

Cllrs Slowley and Case reported their ongoing personal interest as School governors.

83.09 PUBLIC FORUM :

- A member of the public reported the damage to his perimeter wall as a result of HGV vehicle's impact on 26/01/10. The Chairman noted that this was not an isolated incident. Council agreed that these should be reported to Shropshire Council to reinforce the need for traffic management measures within the village. Chairman to add to his recent report see Min 90.09. The Chairman reported that the parish council was doing all it could to pursue the issue with SC and that although a summary report had been provided by the Cllr Caesar-Homden a detailed HGV survey report was still awaited from SC.
- A member of the public reported that the incidence of HGV traffic and buses mounting the pavements on Church Bank, Ruyton made it almost impossible for children and adults to safely traverse the village. The Chairman reported that the issues had been reported to the traffic management officer who had walked the village with members of the council and local school. Cllr Hamlett suggested that if hedges were well maintained along the

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Brownhill, large agricultural and HGV vehicles would traverse the highway more effectively. The council agreed that property owners would be written to by the Clerk in order to ensure pavements and the highway were not obstructed and accessible.

- Mr Owen spoke on behalf of interested parties of the need for allotments in the parish. The Chairman stated that the need was acknowledged by the council and that a number of landowners had been approached on the matter without success. However it was agreed that the parish council would repeat the process and speak with neighbouring parishes on the matter.

84.09 CONFIRMATION & ACCEPTANCE OF PREVIOUS MEETING MINUTES:

Draft minutes of the parish council meeting held on 11/1/10 as circulated were amended by members re punctuation and the following:

Min 74.09 Cllr Allison was replaced with Cllr Slowley;

Min 72.09 A comma be inserted in the second paragraph to read “ the east wall, at Ingle nook...”

Min 70.09 The apostrophe be amended to read Mr. Gittins’ at para b).

They were then duly signed by the Chairman as approved as correct by the council.

85.09 *POLICE REPORT – Cllr Caesar- Homden reported that the CSO had been unavoidably detained and sent his apologies.

86.09 LOCAL REPORTS

*(a) School, Safe to School Routes – Cllr Caesar-Homden stated that the outcome of meeting in November had resulted in a subsequent meeting being held on Wednesday 10th Feb at 9.00am at the Memorial Hall. Attendance was by invite only and she requested that a parish council representative attend, (not a school governor).

Resolved without dissent that Cllr White attend (proposed by Cllr Allison and seconded by Cllr Lycett.)

*(b) Shropshire Council Report - Cllr Caesar-Homden provided a summary of council activities which she was directly involved with. These were noted by the parish council. Cllr Needham requested further information about the direction the Council social services was moving in, to address concerns relating to the elderly population. This was noted by Cllr Caesar-Homden. Cllr Caesar-Homden all stated that as Shropshire Councillor she had recently prepared a press statement on Drs Meadow Playbuilder site.

(c) SALC New constitution – Having received no feedback from other councillors the Chairman reported that he would be attending the SALC Area Committee latter in the month and find out more. (Noted: The new constitution had been circulated to all councillors by the Clerk in mid January.)

(d) Parish Plan Steering Committee –“ Pooh Bridge ” – As ownership of the bridge has not been established, the Chairman reported that the Clerk had approached the adjacent landowner who had no issue with the wire being dealt with. The clerk had therefore instructed Mr Peate to deal with the matter. As yet no progress had been made re the installation of stiles as Cllr Allison had yet to progress the matter. **After some discussion council agreed that a report on the matter would be provide by Cllr Allison at the next meeting.**

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*(e) Local Joint Committee (LJC) - Cllr Caesar-Homden provided a summary of the meeting which had attracted a high public attendance, particularly by younger people. This was noted by the council.

(f) Drs Meadow Playbuilder Site - Cllr Slowley reported that a delay had arisen which she presumed was due to adverse weather conditions.

(g) Elbridge Notice Board – Cllr Slowley reported that £745.00 had been received by the parish council and that she had obtained details of the original grant which did not include the cost of installation.

Resolved without dissent that if permissible under the terms of the LJC grant where a quote could be obtained by the Clerk which included the provision of a like notice board and installation for the same cost this should be actioned. (Proposed Cllr Case and seconded Cllr Hamlett.)

(h) Sports Committee – Unavailable as Cllr Brown was not present however Cllr Hamlett informed the council that Cllr Brown was meeting with SC officials to discuss further the drainage problems.

(i) Nesscliffe Advisory Group – Cllr Slowley provided a summary of maintenance work to take place and informed the council that the group would meet next in May.

87.09 FINANCE

(a) The Clerk presented the following invoices and claims which required authorisation for payment:

Chq	Payee	Description	£
683	V & W Electrics	ST Lamp maintenance Dec'09	131.68
684	Mrs S Hackett	Expenses which include reimbursement of parish tele /broadband costs for quarter, heat and lighting expenses for 6 months, stationery, mileage and postage.	174.57
685	Shaw & Sons Ltd	Training Books	27.70
686	Mrs S Hackett	4 th quarter salary costs (net)	1227.40
687	Post Office Services Ltd	HMRC 4 th quarter NI & Tax	339.52
688	DE Peate	Repairs to parish notice board & grounds maintenance work	267.24

Resolved without dissent that the invoices and claims be authorised for payment. (Proposed Cllr Case; Seconded Cllr Hamlett.)

(b) The Clerk reported that the SC Highways Grant for 2009/10 of £700 had been received and banked.

(c) The Chairman reported on the Hanging Basket project for 2010/11 per discussions with Mr Gittins, stating that receipts would be banked to the parish council's account and the supplier's invoice paid by the council. Mr Gittins and Mr Garbett were prepared to organise the collection and installation of baskets. Any shortfall if any was to be financed by a grant from the council.

Resolved without dissent that the project be managed as described above. (Proposed Cllr Case; Seconded Cllr Hamlett.)

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(d) The Chairman confirmed that internal checks carried out on the Clerk's payroll calculations for both quarters and the Receipts and Payments records to date had been successful. The Clerk advised that as a matter of good practice and corporate governance these checks should from time to time be performed by other councillors to minimise the risk of collusion. **The council agreed that year end Receipts and Payment and Bank reconciliation would be checked by Cllr Lycett.**

(e) The Clerk reported that a revised quote of £80.00 had been received from Severn Masonry to inspect the memorial sandstone cross and provide a written report on its condition. **Council approved that the Clerk should request that the contractor carry out the inspection.**

88.09 COUNCIL FEEDBACK OF ACTION PLAN TO PARISH PLAN STEERING COMMITTEE
After some discussion the **Council formally approved the updated Action Plan, see Appendix D; and that this process of feedback to the PPSC should be adopted at least annually by the council.**

89.09 BUS SHELTER – The Clerk reported that she awaited SC feedback re council's proposal to install shelter at the preferred site at Bridge Inn but had received positive feedback that the budgeted amount made available by the council was sufficient.

90.09 HIGHWAY MATTERS – The Chairman reported on the positive outcome of traffic management meeting with SC Officer, David Gladwell which had involved a site visit. See details at Appendix E.

91.09 THE CLIFFE- Cllr Allison reported that he had seen evidence of a heavy vehicle using the bridal path and had reported this to the Ranger. This was noted by the council.

92.09 SHROPSHIRE COUNCIL CONSULTATIONS

a) SC Charter for more Effective Local Government in Shropshire – The Chairman reported that he had read the Charter and had no comments to make at this stage. No comments were reported by the remaining councillors. The Clerk asked whether the council was therefore prepared to sign the Charter. **After some discussion the Council deferred the decision to the next meeting. (Councillors had been circulated with an electronic copy of the Charter.)**

b) SC Public Conveniences Consultation - The Chairman reported that he did not consider that council feedback was necessary, this met with council approval.

93.09 COMMUNICATIONS RECEIVED – See Clerk's detailed report at Appendix A which had been circulated to councillors prior to the meeting. The report was noted by the council and the following agreed:

- Mr Gittins should be approached by the Clerk to establish whether he would be interested in being nominated by the council for the Buckingham Palace Garden Tea invitation draw, for recognition of his past work as Chairman of the parish council.

The Clerk expressed her thanks to Mrs Irena White for supplying her with a copy of the S106 relating to Drs Meadow.

94.09 DRAFT POLICIES

a) The Chairman presented the draft Parish Council's Historic Building Policy.

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The Chairman by council agreement suspended council business (i.e. lifted standing orders) to enable Mrs White a resident who had approached the council about the need for such a policy to speak.

Mrs White commented that she felt the council's proposed policy was inadequate and would not provide the necessary strategic vision on planning matters which would safeguard the historic buildings in the village. There followed detailed discussion on the matter.

The Chairman by agreement resumed council business (reinstated standing orders) and asked the council to vote on the proposed adoption of the policy.

The Cllr Allison proposed that the Draft Historic Building Policy be adopted by the council; this was seconded by Cllr Slowley.

Resolved: that the council adopt the Historic Building Policy forthwith see Appendix B. (In favour: CC; TA; RS; DN; JH; ML; M Lycett; : Abstaining: ACH; AW)

- b) The Chairman presented the draft Charity Donation Policy which was discussed in detail. Cllr Lycett proposed that the policy be adopted as should the council wish to at any time to make a donation which was excluded per the policy this could be done by amending the policy in the future. (Cllr Caesar- Homden reminded councillors of the 6 month rule.) The proposal was seconded by Cllr Slowley.

Resolved: that the council adopt the Draft Charity Donation Policy forthwith see Appendix C. (In favour: CC; TA; AW; RS; ML; M Lycett; JH :Abstaining: ACH; DN)

95.09 PLANNING MATTERS

- a) The Clerk informed the Council that she had received notification (on 6/2/10) of a new planning application for 6 intensive poultry units at Foxholes Buildings, Ref 09/01778/FUL

The Chairman proposed that a Extraordinary Council meeting be held to discuss the very detailed application which was passed to him by the Clerk. **The council agreed that the meeting should be held at the Broadplace Victoria Room at 7.30 pm on 22nd February 2010 and that councillors should endeavour to familiarise themselves with the details before meeting.**

- b) The Clerk reported the status of the following submitted planning applications:

09/03388/FUL - Packwood Haugh School - single storey extension to the existing laundry facilities: **SC Decision: Permission granted.**

09/02729/OUT – Cliffe House Big Walls - Outline application for the erection of 2 detached dwellings to include siting and means of access: **SC Decision: Pending**
Cllr Caesar Homden reported that a further application was expected and that the wall was not listed.

- c) Local Development Framework Consultation & Site Allocations and Management Development – Chairman reported that given the consultation periods as reported by the Clerk (See Appendix A) and the importance of the policy there was a need for the

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council to hold an Extraordinary Meeting in March to enable the council to respond to the consultation. **The council agreed in principle to this arrangement.**

96.09 SUPPLEMENTARY AGENDA :

Cllr Hamlett reported on the need for "no through road" signage at the start of Mill Lane as lorries were continually getting stuck in the lane. **Council were in general agreement;** Clerk instructed to request signage from SC Divisional Surveyor.

The Chair thanked all for attending and closed the meeting at 10.10pm. The next ordinary parish council meeting is to be held at the Memorial Hall on 1 March 2010 at 7.30pm; whilst an Extraordinary meeting was arranged for 22nd February at Victoria Room, at 7.30pm.

Minutes approved as correct:Chairman 1/3/10

DRAFT