

RUYTON XI TOWNS PARISH COUNCIL

25th JULY 2016 MEETING MINUTES

The Parish Council held an ordinary meeting at The Victoria Room, Ruyton XI Towns at 7.30 pm on Monday 25th July 2016.

Parish Councillors in attendance: Mr T Allison; Mr M Berry (Vice- Chair); Mr C Case; Mr M Lewis; Mrs A Sanders Royle; Mrs R Slowley (Chairperson); Mr D Spicer; and Mrs A White.

Also in attendance: Nick Bardsley (Shropshire Council Councillor); Corrie Davies (SC Community Enablement Officer); Sue Hackett (Clerk);.

34.16 PUBLIC SESSION – No questions arose.

35.16 INTRODUCTION & APOLOGIES – The Chairperson opened the meeting and reported that the Clerk had received the following apologies for none attendance, which were accepted and approved by the Council. Cllrs M Drinan; S Gittins; and A Johnston; were unable to attend due to personal commitments.

36.16 COUNCILLORS DECLARATIONS OF PECUNIARY INTERESTS & DISPENSATIONS - Cllr Case reported an interest in Min Ref 45.6c and the reimbursement of £745-00, for the purchase of the basketball installation for Drs Meadow play area.

37.16 HIGHWAYS & MAINTENANCE ISSUES – Council agreed that the following required attention and instructed the Clerk to engage the Council's local contractor to carry out the work:

- Church Bank footpath required tidying;
- Hedge on Church Rd outside Riversdale required cutting back so that pedestrians could use footpath safely;
- 30 mph sign obscured on Olden lane; hedge required trimming.

Cllr Bardsley reported that regrettably the following remained outstanding, although repeatedly chased by both the Clerk and himself at SC:

- The inaccessibility of the footway between Ruyton XI Towns and Baschurch due to an overgrown hedge.
- 30 mph speeding restrictions in School Rd to be relocated (back) to include Packwood School.
- 8 cones remained located outside Cliffe House; Little Ness Road for over 4 months, and were regarded as unsightly and a hazard by councillors.

Following much Council discussion over highway works which had been carried out within the parish and other works which remained outstanding, the Council agreed that the SC portfolio holder for Highways (Shropshire Cllr Simon Jones) should be invited to the next meeting on 5 September. Cllr Jones was to explain how SC arrived at an annual plan of works and whether the process took into account local priorities as highlighted by parish councils.

Cllr Bardsley agreed to support the request, and suggested that local highways works to some extent could probably be managed far better at a local level. He also agreed to provide the Council with a more detailed briefing note, particularly relating to the SC Ringway contract.

- 38.16 SHROPSHIRE COUNCIL – Cllr Nick Bardsley reported that the volume of planning applications being received by SC had decreased; and as a result of the Core Strategy having been approved, also fewer planning decisions were now being contested.
- 39.16 OSWESTRY AREA COMMITTEE & SC & SALC MEETING ON CLUSTERING – Corrie Davies introduced herself and explained that the above meeting had been postponed as a result of the SC press release which had deferred the need for parish and town councils to provide financial assistance in delivering local services until September 2017.
- Corrie expanded on the type of local services which had been primarily identified by SC and distributed details of the 2015/16 annual spend by SC on the parish’s recreational/play areas. Following discussion it was agreed that Corrie would provide further details of nearby parishes SC service costs and keep the Council informed of developments.
- Council agreed that Cllr Case would provide a statement for the August PC newsletter; in which he would explain to the Community how the cost of providing local services previously provided by SC may be undertaken and delivered by the Parish Council to ensure continuity and its financial implications in terms of the precept and council tax.
- 40.16 LOCAL REPORTS – Parish Plan Steering Group – Cllr Spicer confirmed that he would confirm the date and venue of the September public meeting, which was designed to put proposals forward about possible improvements to improve the safety of the village’s highway/street scene. Press release to be provided to the Clerk by 25/8/2016.
- 41.16 PLANNING MATTERS - The Clerk confirmed that no new planning applications or planning decisions had been notified to the Council since the previous meeting.
- 42.16 ~~SHROPSHIRE COUNCIL REPORT~~ – duplication error.
- 43.16 PROJECTS UPDATE
- a. Hanging Basket Project – The Clerk reported that public contributions banked amounted to £445; whilst 23 baskets had cost £450 to purchase. It was agreed that councillors would note where baskets were not being watered in order to revise where they would be re-sited next year.
 - b. Doctors Meadow – Basketball Court Project – Cllr Case confirmed that he and the Clerk had met with the contractor and agreed installation would commence on Tues 2 August and hoped to be completed by 9 August. Other than Cllr Case confirming the courts location; size and height of the hoop to the contractor nothing remained outstanding.
 - c. Street Party- Cllr Sanders Royle confirmed that the party was to be postponed till 2017.
 - d. Local bus service – Following comments made by Cllr Case; Cllr Bardsley agreed to follow up several issues with the SC Officer. Council agreed that an alternative bus service contract had been speedily put in place by SC with Aviva and commended it.
 - e. AED Project – A refresher training course was being planned for 9 September. Council resolved to fund training costs and Cllr Sanders Royle agreed to provide a press release to the Clerk by 25/8/2016; so that volunteers would be aware of the course.
- 44.16 CONFIRMATION & ACCEPTANCE OF PREVIOUS MEETING MINUTES: The Council resolved that the draft minutes of the Council meeting held on 6th June 2016 with one amendment relating to cheque payment 000817 to be recorded as £387 and not £300 were accurate. Council then instructed the Chairperson to sign them as accurate.
- 45.16 FINANCE
- a. The Clerk reported that Cllr Berry had confirmed the accuracy of the first quarter bank statement reconciliation. Council funds as at 30/6/2016 were reported as £58,848; with

£1,176 having been received from SALC re Ben Hamilton-Baille presentation costs. Cllrs Berry reported that the Clerk's May salary had not as yet been paid.

- b. The Clerk reported that she had satisfactorily responded to a number of queries raised by the External Auditor; in July and was awaiting the return of the Annual Return 2015/16.
- c. Council resolved to pay the following, instructing Cllrs Slowley and Case to check the supporting paperwork to the cheques raised before authorising payment: (Proposed TA; Seconded MB.)

Chq No 000819 Ruyton XI Towns PCC £128.00; Rent of room for 8 evenings up until 31/3/2016;

Chq No 000820 Clerk £1,033.06; May & July Net Pay; (Noted: 1% pay increase yet to be implemented.);

Chq No 000821 Scottish Power £242.30; VAT £11.54; quarterly st light energy costs;

Chq No 000822 Colin Case £745.00; VAT £124.17; reimbursement of PC basketball equipment costs.

- d. Clerk instructed to forward electronic Bank of Ireland bank mandate forms to councillors; enabling two further signatories Cllrs Spicer and Berry to be added. (This requires completion of the forms by the current signatories Cllrs Case; Slowley and Lewis. Forms to be printed as per guidance supplied and brought to the September meeting or before enabling the Clerk to collate and return to the Bank.

46.16 CLERK'S UPDATE REPORT & COMMUNICATION – The Clerk gave a verbal report and Council agreed to adopt the use of mailchimp as an electronic parish council newsletter. Next newsletter to be published late August; with deadline for **items to be emailed to the Clerk at the latest by 25/08/2016.**

The Clerk was asked to include piece on need for residents to ensure their hedges were kept tidy and did not restrict use of footways and a piece on the new basketball court facility.

Council website:

- Cllr Case agreed to make further improvements to the Council's website pages; having already of rectified links to 2015/16 Annual Return and Rights of Electors Notice.
- The Council agreed to look at other parish council websites and the information provided on them, in order to decide whether further improvements or indeed a new website was needed. Feedback was to be given at the next meeting on 5/9/2016.
- Clerk to investigate further Transparency Grant funding availability via SALC.

47.16 SUPPLEMENTARY AGENDA – Council agreed Cllr Drinan's attendance at the public speaking training course and Cllr Berry to attend a Chairmanship training course in Sept. Clerk to arrange with SALC.

There being no further business the Chairperson closed the meeting at 9.28 p.m. Council members were reminded that the next Council meeting would be held on **5th September 2016 at 7.30 p.m. at The Victoria Room, Ruyton XI Towns.**

Confirmed as accurate..... Chairperson Cllr R Slowley

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