

## RUYTON XI TOWNS PARISH COUNCIL JUNE 2014 MINUTES

A Parish Council meeting was held at The Victoria Room, Ruyton XI Towns at 7.30 pm on Monday 9<sup>th</sup> June 2014.

**Councillors in attendance:** Mr C Case (Chairman); Mrs R Slowley (Vice-Chair); Mrs A Sanders Royle; Mr S Gittins; Mr T Allison; Mr D Spicer; Mr M Lewis; Mr A Johnston and Mrs A White.

**Also in attendance:** Sue Hackett Clerk; Nick Bardsley Shropshire Councillor; and Irena White.

- 34.14 WELCOME BY CHAIRMAN & PUBLIC SESSION – No issues were raised by the public the Chairman opened the council meeting.
- 35.14 APOLOGIES – None.
- 36.14 COUNCILLORS DECLARATIONS OF PECUNIARY INTERESTS – The Chairman declared an interest in planning application Ref 14/02206/FUL as the applicant was a close friend.
- 37.14 VILLAGE HANGING BASKETS PROJECT – Council agreed to organise and finance the project this year, giving the Chairman delegated powers to spend in the region of £450.00 to finance the purchase of the required number of hanging baskets to meet the village's needs. It was agreed that the Clerk contact Mr Gittins for the details of the mailing list of those who have been happy to donate to the project in previous years, so that this could be utilised in future years.

Clerk also requested to write formally to Mr John Gittins and Mr Edward Garbett thanking them for organising the project for the past 10 years.

- 38.14 ADOPTION OF NEW MODEL FINANCIAL REGULATIONS – This item was deferred to the next meeting when the Chairman and Cllr Spicer agreed to provide a report.  
Action: Cllrs CC and DS.

- 39.14 PLANNING MATTERS – The following planning applications were considered:

Reference: 14/01937/FUL

Address: Court Yard Cottage, Wigmarsh, West Felton, Oswestry

Proposal: Erection of a 2 storey extension; including insertion of dormers to north elevation. Erection of a single storey garden/log store

Council unanimously agreed to make no comment. (Proposed CC; Seconded TA)

*The Chairman left the room.*

Reference: 14/02206/FUL

Address: 3 Princes Terrace, Ruyton Xi Towns, Shrewsbury

Proposal: Erection of two storey rear extension

Council unanimously agreed to make no comment. (Proposed TA, Seconded ASR)

*The Chairman returned to the room.*

The Chairman reported that the Planning Inspectorate upheld Shropshire Council's Planning Department's decision to oppose development by Shropshire Towns and Rural

Housing at Birch Grove (Appeal Ref: APP/L3245/A/14/2214183) and (SC Ref 13/01580/FUL, dated 11 April 2013) The Chairman thanked Cllr Bardsley for his support.

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

40.14 SHROPSHIRE RURAL SUPPORT REQUEST RE VULNERABLE ELDERLEY MEMBERS OF THE PARISH – Following some discussion it was agreed that current networking processes within the village already met the needs of the elderly. Action: Chairman to provide list of current events demonstrating this to Clerk to forward on.

41.14 CONFIRMATION & ACCEPTANCE OF PREVIOUS MEETING MINUTES: Draft minutes of the council meeting held on 12<sup>th</sup> May 2014 were resolved without dissent as accurate by Council.( Proposed RS; Seconded AW )

42.14 SHROPSHIRE COUNCIL – Councillor Nick Bardsley highlighted the following in his report:

- SWFRA are specifically seeking feedback on a proposal to merge the Service's Fire Control centre (currently based in Shrewsbury), with that of at least one other organisation. He expanded on the disadvantages of this course of action.

It was agreed that individual councillors would provide their personal feedback to this consultation. Action: All councillors.

- Polling districts and Polling places were to be reviewed by Shropshire Council (1/7/2014 – 5/8/2014) and parish councils responses would be sought.

It was agreed that given the timescales this would be considered at the July council meeting.

43.14 HIGHWAYS & MAINTENANCE ISSUES & FOOTWAY LIGHTING:

- a. VAS Project – The Chairman confirmed that the contract with SC had been ceased; and that Council was awaiting details of preferred contractors from SC. Action: Clerk to chase.
- b. St Lighting Maintenance issues – Action: Clerk to report 3 lights which were not operative to V & W and arrange for condition survey by V&W of all PC owned lights in the parish.
- c. Village maintenance specification – Following a report by the Clerk it was agreed that a specification would not be circulated to contractors until the Autumn.
- d. Cllr White reported that the footway adjacent to the highway nr The Bridge Inn was impassable because of over grown trees. Action: It was agreed that following an inspection by the Chairman, the Clerk would write to householders concerned.
- e. Spinney Project- The Clerk confirmed that as yet Clive X had not yet approached the Pentons with regard to permission to remove the trees.

44.14 WAR MEMORIAL TASK GROUP- Cllr Sanders Royle gave a detailed report on actions taken since last meeting and emphasised the need for approval of the following as the War Memorial grant application form's deadline was 30-6-2014. Council resolved that:

- a. TR Associates (architects) be engaged to prepare the documents required which accompany the grant application; i.e. specification. Cost to be borne by Parish Council. ( Estimated cost £300)
- b. 3 names were to be added to WWI plaque.

- c. Council would fund the remaining 25% of project outturn; as War Memorial Trust grant covers 75%. (Based on ball park quotes of stone masons and professional services estimated to be in the region of £1,500; currently in PC's Budget.)
- d. Scope of work to include:  
Repair to rim of step in stone; Agreed works on stone seats; WWI plaque as per design presented (H). WWII plaque as per design (H) to include personnel employed at Packwood. Action: Cllr Johnston to obtain names. Action: Cllrs Case and Sanders Royle to complete grant application.

#### 45.14 FINANCE

- a. Payments – The following payments were approved and authorised by the Council by resolution, (Proposed CC; Seconded RS) Councillors Lewis and Slowley were instructed to check and sign the supporting paperwork.

Chq No	Payee Description of expenditure	£
000645	D Peate – March/April/May Village Maintenance	513.00
000646	B Townson - 2013/14 Annual Internal Audit Fee	100.00
000647	Clerk – Postage/ Meetings Mileage/ Salary Owed	65.11
000648	SALC – Annual Subscription to SALC NALC & Area Com	387.56
000649	Post Office Limited – First Quarter's tax due 19/7/2014	368.40
000650	PCC Ruyton XI Towns – May & June Meetings at Vic Room	24.00

- b. The Chairman confirmed that the correct net salary amount was now being paid to Clerk with effect from 20/5/2014 by standing order; having scrutinised the May bank statement.
- c. Receipts & Treasurer's Deposit Account – The Clerk reported that as at 31/5/2014 the bank balance was £49,733.56; interest of £3.32 having been received during the month and a grant of £700.00 from SC towards Small Village Maintenance.

#### 46.14 2013-14 YEAR END ACCOUNTS CORPORATE GOVERNANCE – Appendix B

- a. Council resolved without dissent to approve the yearend accounts; Annual Return (AR) Section 1 and bank reconciliation which had been circulated. The Chairman was instructed by Council to sign the AR evidencing this. (Proposed TA; Seconded AW.)
- b. Council considered the Internal Auditor's report and agreed to complete the Annual Return Section 2 positively as shown, instructing the Chairman to sign the AR as evidence of this. (Proposed TA; Seconded AW.)
- c. Notice of Electors' Rights – The Chairman stated that the notice was displayed on the Council's village notice board.

#### 47.14 COUNCIL POLICIES - Council agreed to adopt/readopt the following policies:

- a. Pre-Planning Policy
- b. Freedom of Information Policy / Publications (Pricing policy was reviewed and it was agreed that cost of provision of hard copy documents would be set at £1.00 per page)
- c. Communications Policy
- d. Press & Media Policy
- e. Complaints Policy

#### 48.14 CLERK'S UPDATE REPORT & COMMUNICATION – See Appendix A

See also 42.14 above. The Clerk confirmed that the war memorial and cross were now insured with a replacement value of £30,000; at no extra cost. However the insurer's had requested that a proper valuation and condition survey of each was carried out in the coming year.

49.14 LOCAL REPORTS – On behalf of PC Dale the Clerk summarised the police report. 4 sandstone planters had been stolen from Ruyton Hall; 2 domestic incidents had been reported in Birch Close; disturbances had been reported at Aldersley Way and Bridge Inn relating to youths on motor bikes/scooters. The Chairman expanded on the latter and urged that when such incidents occurred the details should be reported ASAP to the police by calling 101.

50.14 SUPPLEMENTARY AGENDA – None.

There being no other business the Chairman closed the meeting at 9.25pm.  
The next Parish Council meeting is to be held on 21<sup>st</sup> July 2014 at 7.30 pm at The Victoria Room, Ruyton XI Towns.

Confirmed as accurate:.....C Case.....

Date.....21/7/2014...

COLIN CASE

Chairman of the Parish Council.

Appendix A Clerk's Report  
Appendix C Internal Auditor's Report  
Appendix E Year End Accounts  
Appendix G Press & Media Policy

Appendix B Annual Return Page 2 and 3  
Appendix D Financial Regulations  
Appendix F FoI Policy. Publications  
Appendix H War Memorial Report