

RUYTON XI TOWNS PARISH COUNCIL MAY 2013 MINUTES

The Annual Parish Council meeting was held at Ruyton XI Towns Memorial Hall on Monday 13th May 2013 at 7.30 pm.

Councillors in attendance: Mr C Case; Mrs R. Slowley; Mrs A Sanders Royle; Mrs A White; Mr A Johnston; Mr D Spicer; Mr A Allison; Mr S Gittins

Also in attendance: Sue Hackett Clerk and 6 members of the public.

- 13.13 ELECTION OF CHAIR – Nominations for the position were requested. One nomination was put forward; Cllr Case was proposed, seconded and unanimously supported. (Proposed SG; Seconded AJ.) Cllr Case was duly appointed as Chairman and signed his declaration of acceptance of office.
- 14.13 ELECTION OF VICE-CHAIR- The Chairman requested nominations for the position. One nomination; Cllr Slowley was proposed, seconded and unanimously supported. (Proposed TA; Seconded CC.)
- 15.13 COUNCILLORS DECLARATIONS OF ACCEPTANCE OF OFFICE – Councillors signed declarations of acceptance of office were collected by the Clerk.
- 16.13 PUBLIC SESSION – It was agreed that presentations would be made during the meeting on behalf of Hall Farm re planning application 13/01341/FUL and by Mr Edwards regarding the local connection application. Cllr Slowley as a resident presented on planning application 13/01528/FUL stating her concerns with regard to access and difficulties wheel chair users would experience within the village. These were noted.
- 17.13 APOLOGIES – There were none.
- 18.13 COUNCILLORS DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS – Councillors who had already completed their registers confirmed their accuracy whilst 3 newly completed registers were submitted. Cllr Slowley declared an interest in planning application 13/1528/FUL due to the close proximity of the house and Cllr Gittins declared an interest in planning application 13/01341/FUL.
- 19.13 SHROPSHIRE COUNCILLOR REPORT – The Clerk reported that this was unavailable as she had been unable to make contact with the newly appointed councillor.
- 20.13 CONFIRMATION & ACCEPTANCE OF PREVIOUS MEETING MINUTES: Draft minutes of the parish council meeting held on 8/4/13 were resolved as accurate and the Chairman instructed to sign them as accurate. (Proposed RS; Seconded AJ)
- 21.13 PLANNING MATTERS
- a. The Council considered the following planning applications:
Cllr Slowley left the room.
- Reference: 13/01528/FUL (validated: 23/04/2013)
Address: Kynaston Farm, School Road, Ruyton Xi Towns, SY4 1JT
Proposal: Extension to ground floor front elevation (to bring level with the first floor elevation) with provision of two bay windows to improve internal space and light on the ground floor and single storey extension at rear Applicant: Condover College (C/o Agent)

Council agreed that the applications should be objected to on the following grounds. School Road was a very busy road and that insufficient parking exists or has been proposed which will accommodate frequent visits made by carers etc. to the said property. However the Council is open to being approached with an alternative solution to this issue.

Cllr Slowley returned to the room. Cllr Gittins left the room:

Reference: 13/01341/FUL (validated: 10/04/2013)

Address: Hall Farm , Church Street, Ruyton Xi Towns, Shrewsbury, SY4 1LA

Proposal: Construction of earth banked digestate lagoon and erection of perimeter fencing Applicant: Mrs Kate Mayne (Hall Farm, Church Street).

The Chairman lifted Standing orders and Kate Mayne summarised aspects of the application with regard to vehicle movements and diverted rights of way. Standing Orders were reinstated. Council resolved to make no comment. (Proposed DS; Seconded CC.)

Cllr Gittins returned to the room.

Reference: 13/01418/FUL Land West of Birch Grove Ruyton Xi Towns Proposal:

Erection of 3 dwellings and demolition of existing buildings

Reference: 13/01580/FUL Land South West Of Birch Grove Ruyton Xi Towns Proposal:

Erection of 2 dwellings and demolition of existing Buildings

Land west and south of Birch Grove.

It was resolved that the Council objects to the planning applications as adequate parking facilities were not provided and that "Spare parking facility on neighbouring streets" as quoted in the Access Statement did not exist during the evenings and weekends. These comments were supported by comments made by local residents and councillors. (Proposed: CC; Seconded: SG 6 For 1 Against RS.)

b. The outcome of the recent SC Planning Committee meeting was reported by the Chairman and noted by the Council.

c. The Clerk reported on the following planning application decisions notified to Council:

Reference: 13/00603/FUL (validated: 26/02/2013)

Address: Fiveways, 1 Startlewood Cottages, Startlewood Lane, Ruyton XI Towns

Proposal: Erection of side and rear extensions to dwelling Decision: Grant Permission

Reference: 12/05197/REM (validated: 20/12/2012)

Address: Land To The East Of Cliffe House , Big Walls, Ruyton Xi Towns

Proposal: Application for consent of reserved matters (scale, appearance and associated landscaping) pursuant to outline permission 09/02729/OUT for the erection of 2 dwellings Decision: Grant Permission

Reference: 12/03060/FUL (validated: 23/07/2012)

Address: Barn Opposite Elbridge Holding, Elbridge, Ruyton Xi Towns, Shropshire

Proposal: Conversion of a redundant brick built farm building into a residential dwelling; erection of a detached garage; installation of septic tank; formation of new vehicular access Decision: Grant Permission

22.13 LOCAL REPORTS

- a. Drs Meadow Spinney, Diamond Jubilee Woodland Project – No further progress had been made. It was agreed that Cllr Gittins would follow up on permissions for the felling of trees.

- b. SALC Reports & Oswestry Meetings – The Chairman reported that no recent meetings had been held. The Clerk reported that it was intended to hold councillor training at the next Area Committee meeting; confirmation was awaited as to when it would be held.

23.13 HIGHWAYS & FOOTWAY LIGHTING – The Council discussed and agreed the following actions:

- a. Clerk to chase Scottish Power regarding foot way lighting works in School Rd.
- b. Hedge at Park bank to be trimmed as organised by Cllr Gittins.

24.13 YEAR END ACCOUNTS CORPORATE GOVERNANCE – Appendix B

- a. Council resolved to approve the yearend accounts; Annual Return Section 1 and bank reconciliation which had been circulated. The Chairman was instructed to sign the AR evidencing this.
- b. Council considered the Internal Auditor's (IA) report and completed the Annual Return Section 2 positively as shown, instructing the Chairman to sign the AR evidencing this.
- c. The Chairman reported the positive comments made by the Internal Auditor and thanked the Clerk for all her work. Council agreed to thank the IA in their response to him.
- d. The Clerk informed the Council that a Notice of Electors' Rights had been displayed, inviting electors to inspect the accounts. This was noted.

25.13 FINANCE

- a. Council resolved to approve the renewal of the 2013/14 SALC subscription.
- b. Council resolved to approve renewal of insurance policy with Came & Co. full details as emailed by Clerk.
- c. Payments - The following suppliers invoices were approved for payment by the Council and Cllrs Slowley & Case were instructed to check and authorise the cheques as presented. (Proposed SG; Seconded AJ.)

SO	Clerk	May Clerk's Salary to be processed by standing order 20/5/13	*£537.33
Chq 601	SALC	Annual Sub	£376.81
Chq 602	Mr B Townson	IA Fee 2012	£100.00
Chq 603	Broker Network Ltd	Annual insurance 2013/14	£452.02
Chq 604	S Hackett	Reimbursement of BT Broadband/telephone & mileage costs	£77.49

*Please note the original Standing Order had been reduced once RTI HMRC Payroll had been loaded and processed the April pay. It was noted that the April SO had not successfully debited the Council's bank account. The Clerk reported that this matter was being investigated by the bank and hopefully both April & May payments would be processed in May.

- d. The Clerk provided a Treasury report based on a reported bank balance as at 30/4/2013 of £ 46,595; this included the receipt of £17,000 precept and interest of £7.15. Council notes that interest earned was low and discussion arose as to whether a higher interest account could be found. Action: Councillors to investigate based on a deposit of £10,000 - £15,000 and the need for the account to be in the council's name with the requirement that 2 signatures were needed.
- e. Yearend Financial Budget Monitoring Report for 31/3/2013 – The report was considered and noted by Council. (Appendix A)

26.13 CLERK'S UPDATE REPORT & COMMUNICATION – The Council considered the report see Appendix C; and authorised training for those councillors expressing an interest to attend. The Clerk reported on a request from Mr John Gittins for financial assistance

regarding the Village's Hanging Basket Project. Council resolved that a grant of £200 should be made to the project, as it was greatly appreciated by the community and visitors to the village, and was recognised as an enhancement to the village. Mr Gittins was also thanked for organising the project and his very generous contributions to its success (Legislative Powers supporting disbursement of £200; Local Government Act 1972 s.137.) Action: Clerk to inform Mr J Gittins.

- 27.13 APPOINTMENT OF PARISH REPRESENTATIVES – Council approved the following:
- (a) Primary School representative - Cllr R Slowley
 - (b) Shropshire Council LJC representative – Cllr Case.
 - (c) Village Hall Committee representative – Cllr Allsion.
 - (d) ALC Area Com/ Oswestry TC Meeting reps – Cllrs Case and Slowley.
 - (e) Nesscliffe Heritage Group rep - Cllr Slowley.
 - (f) Emergency Planning Officer – By agreement deferred.
 - (g) Parish Plan Steering Group – Cllr Spicer.
 - (h) Tree warden/Snow warden - By agreement deferred.
 - (i) Basnett Minton Charity – Cllr Slowley.
- 28.13 STANDING ORDERS & FINANCIAL REGULATIONS – Council approved adoption of existing standing orders and financial regulations.
- 29.13 LOCAL CONNECTION – Council confirmed that Katheryn Bishop - Edwards had a local connection as described by the criteria in the Shropshire Council's Affordable Homes Exception Site policy; Criteria B. (Proposed: SG Seconded: AW.) Action: Clerk to confirm in writing to Ms Bishop-Edwards. By agreement the Chairman lifted Standing Orders and Mr Edwards summarised aspects of the propose planning application and process. Standing Orders were reinstated.
- 30.13 SUPPLEMENTARY AGENDA – Urgent Items
- a. Council agreed that the 3 councillor vacancy notices should be advertised locally as soon as possible and that closing date for applications be 31/5/13 and that co-options would take place at the June meeting. Action Clerk to arrange.
 - b. SC Safer Roads Policy Consultation – It was agreed that this was to be circulated within the parish enabling 5 priorities to be established at the next council meeting via submissions received by the Clerk.
 - c. The Clerk reported on closures with effect from 15 May 2013 on the A5 for resurfacing works. This was noted.
 - d. The Chairman reported that assistance was needed to ensure the local newsletter continued to be produced and asked for volunteers.
 - e. The Clerk reported to council on her leave arrangements. Council resolved to hold the July council meeting on Monday 15th July and the following 2013 dates were confirmed Monday 9th September; 14th October; 11th November; 9th December. All meetings were to be held at 7.30pm at The Memorial Hall.
 - f. The Chairman expressed the Council's thanks and appreciation for the contributions made by past parish councillors Mike Lewis; Dorothy Needham and Margaret Lycett; who had decided not to stand in the May elections.

The Chairman closed the meeting at 10.10pm thanking everyone for attending. He announced that the next meeting would be at 7.30pm on 10th June 2013 at the Memorial Hall.

Minutes confirmed as accurate.....Chairman

Date.....

DRAFT