

# RUYTON XI TOWNS PARISH COUNCIL

## 8<sup>th</sup> JANUARY 2019 PARISH COUNCIL MINUTES

“Working in partnership to make our Parish a safer place to live”

An ordinary meeting of the Parish Council was held at 6.30 pm on Tuesday 8<sup>th</sup> January 2019 at The Victoria Room, Ruyton XI Towns.

Parish Councillors in attendance: Mr T Allison (Vice Chair); Mr A Johnston (Chairman); Mrs A Sanders Royle; Mr D Shearan and Mr D Spicer.

Also in attendance: Nick Bardsley (Shropshire Council Councillor); Sue Hackett (Clerk); CSO C Iremonger and 4 members of the public.

108.18 PUBLIC SESSION – The Chairman invited CSO Iremonger to give the local police report, which was noted; particularly recent issues arising from rogue traders and inconsiderate motor cyclists. The Clerk asked for assistance with regard to confirming what the legal distance requirement for the placement of street lighting was; for 30mph speed limit enforcement to be effective. It was **AGREED** that the Clerk would provide information sourced to date which would be verified by the Local Police Team.

Representatives from the Knockin & Kinnerley Cricket Club gave a detailed presentation about the club; its success and need for expansion of the current pavilion and subsequent request for grant funding. An analysis of members and activities was given. The Council noted that residents from the parish attended;( some 20 households) and as such agreed they would like to financially assist the Club in its future development as a valued rural sporting activity however financial constraints exist.

Two members of the public and CSO Iremonger left the meeting.

### 109.18 CHAIRMAN'S INTRODUCTION & APOLOGIES

The Chairman opened the meeting and reported that due to ill health Cllr Houghton had recently decided to resign. On behalf of the Parish Council he wished it minuted the Council's gratitude for his contributions and wished Mr Houghton well. **ACTION:** Clerk to ensure the new vacancy was advertised.

The Chairman stated that regrettably the following councillors had been unable to attend:

Cllr R Edwards & Cllr S Denyer (Due to ill health),  
Cllr S Gittins, Cllr R Harrison & Cllr A Hall (Due to work commitments).  
Their apologies were noted and accepted by Council.

110.18 COUNCILLORS DECLARATIONS OF PECUNIARY INTERESTS & DISPENSATIONS –  
There were none.

111.18 CO-OPTION OF PARISH COUNCILLOR – David Shearan gave a short presentation about himself and interest in becoming a parish councillor. Following which Council **RESOLVED** without dissent to co-opt David Shearan as a parish councillor. The Clerk collected his signed Acceptance of Office and DPI paperwork.

- 112.18 SAFER ROADS GROUP (SRG) – Cllr David Spicer gave an update on the Group’s activities and stated that arrangements had been made to walk the village with a SC Officer to agree specific sites for VASs and to obtain feedback on those preferred by the Group. The Clerk reported that she had applied for grant funding for VASs from SC Highways Maintenance; (deadline 31/12/2018) and described the process.

The Clerk confirmed that details of the Police Commissioner grant funding for road safety projects had also been forwarded to Cllr Spicer. Council **AGREED** that the draft application be delegated to the SRG; who would have more detailed information about their preferred VASs/Signage requirements etc. The application be then returned to the Clerk for finalisation and final submission on behalf of the Council.

Cllr Sanders Royle spoke of local dissatisfaction with the street lighting refurbishment scheme which had yet to commence. Following some discussion it was **AGREED** that the Clerk would contact E-on St Lighting immediately, asking why the contract had not commenced after Christmas as stated and request confirmation of a new start date; emphasising that street lights located on Brownhill be given priority. The Clerk explained that the latter had been repeatedly stressed at the outset and in previous communication with the contractor.

It was **RESOLVED** to make a payment of £100 to Ruyton XI Towns CE Primary School for the hire of the School hall in November.

- 113.18 SHROPSHIRE COUNCIL (SC) LOCAL PLAN CONSULTATION – Deadline 31/1/19  
The Chairman explained that Cllr Harris had been unable to provide a report for the meeting; which was unfortunate. He confirmed that the Clerk had circulated Oswestry Civic Society’s report and details of a SC meeting being held on 15/1/2019, where the Oswestry Place Plan would be discussed and where there would be an opportunity to question officers on the policy and seek neighbouring town and parishes views.

The Chairman proceeded to read out the SC Oswestry Consultation Questionnaire; the preferred method of responding. Following some discussion Council **AGREED** that due to ambiguities in the policy documentation concerning Delivering Local Housing Needs - Cross subsidy Exception Sites; the Clerk in conjunction with Cllr Bardsley would write to SC Planning stating that the PC found themselves unable to respond via the consultation questionnaire until the policy documentation had been reworded and clarity was achieved. As a result it was further **AGREED** to make no response to the Oswestry Civic Society’s report.

- 114.18 SHROPSHIRE COUNCIL REPORT – Councillor Nick Bardsley gave a verbal report which is summarised as follows:
- His concerns that the additional Highway budget funding recently received would be spent in larger urban settlements rather than in rural areas.
  - SC would no longer be providing administrative support for the Multi Agency Group; as the group meetings were recognised as important he asked whether there was anyone willing to provide this support on a voluntary basis. Councillors noted the problem and agreed to consider it further.

#### 115.18 THE CLIFFE

Purchase - Councillors confirmed that no unexpected issues had arisen from the searches which had been received from the solicitor and circulated (by the Clerk). However clarification was required as to how much the indemnity insurance policy covering possible future “title disputes” would cost and whether this would be paid by Bradford Estate as stated in past correspondence, (dated 30/10).

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In order to speed up legal proceeding Council **RESOLVED** that the Chairman had authority to agree to decide that the Parish Council would pick up this one off cost (max cost being £200); should circumstances have changed.

SC Maintenance Agreement – Following Cllr Allison’s report that the revised map (an appendix to the agreement) was now accurate. Council **RESOLVED** that the agreement be adopted and signed by the Chairman as such, however on the understanding that an annual report was to be provided by SC Outdoor Partnership Team on how the funds had been spent and what works had been carried out and what was planned. The Clerk noted that this was referred to in the existing agreement.

116.18 COUNCIL CONFIRMATION & ACCEPTANCE OF PREVIOUS MEETING MINUTES - Draft minutes of the Council meeting held on 4<sup>th</sup> December 2018 as circulated and uploaded to the Council’s website in draft were slightly amended with regard to a minor typing error at Min 101.18. Following a correction, the Council **RESOLVED** that the minutes were accurate and instructed the Chairman to sign them as such.

117.18 RISK ASSESSMENT 2018/19 – Council considered the annual risk assessment and unanimously **AGREED** that it be adopted. Following which it was further **AGREED** that:

- Councillors would inspect the condition of Council assets and provide feedback at the next meeting.
- Cllr Shearan agreed to be added as a new cheques signatory; to reduce the risk identified. It was **AGREED** that a further signatory would be sought ASAP.

118.18 GDPR – The Clerk collected 7 Councillor GDPR Consent Forms; however 4 remained outstanding. **ACTION** Councillors Denyer, Gittins, Hall and Harrison to arrange for completion and submission to the Clerk.

119.18 FINANCE

a. Council **RESOLVED** that the following invoices/reimbursement claims be authorised for payment by Cllrs Johnston and Spicer.

Payee	Description	£
Society Local Council Clerks (Chq 952)	Annual Subscription 2019	122.00
HMRC (Chq 953)	Third Quarter NI Contributions	34.26
Clerk (Chq 954)	*Reimbursement of cost of new lap top & software. (VAT £79.67) NB, Remaining Transparency Fund Grant monies of £300 being utilised.	477.99
St John Baptist CE Primary School Fund (Chq 955)	Payment for use of hall and facilities in November	100.00

(\*Please note the Clerk reported on 4 alternative lap tops and their cost but due to availability during the sale period HP14ck0517 had been selected from Currys, with permission having been given by the Chairman & Cllr Edwards.)

- b. Council **AGREED** that the resolution made at the December’s meeting concerning the 2019/20 Precept remained unchanged. The Chairman signed and approved the Precept Request Form for £31,000 which was countersigned by the Clerk.
- c. The Chairman confirmed the accuracy of the 30 November bank reconciliation; reporting that Council available funds as at 20/12/18 were £58,776. The Chairman also confirmed that that he had independently checked the Clerk’s salary payments made in November and December to RTI reports and bank statements.
- d. Council deferred approval of the Clerk’s Computation of her Annual Pay increase to the February meeting.

120.18 PLANNING – The Clerk confirmed that no new planning applications had been notified to the Council. The following planning decision had been received:

Reference: 18/05117/FUL Upper Farm, Shotatton, Ruyton XITowns SY4 1JG  
Proposal: Replacement conservatory to rear **SC Decision: Grant Permission**

Cllr Spicer in his planning report stated that in order for councillors to be able to effectively respond to planning applications Council should consider:

- Adoption of a new Pre-Planning Application Consultation Policy,
- Formation of a Planning Committee or nominate Planning Specialists amongst councillors,
- Arrange for planning training for councillors as a group.

**ACTION;** Clerk to source training; Planning Committee T o R and an appropriate Pre Planning Application Consultation policy. **AGREED** Council to decide on way forward at next meeting.

Cllr Spicer & Allison **AGREED** to meet with planning officers at SC at Cllr Hall's convenience in respect of discussions regarding Community Led Plan and Housing Needs Survey.

121.18 CLERK'S UPDATE REPORT & COMMUNICATION – The Clerk summarised the report and the following was **AGREED** that the January newsletter includes the following articles:

- Cllr Spicer to provide an article about outcomes of SRG public meeting, new VASs chosen to be installed and any other improvements.
- Chairman's report about Cliffe / Precept for 2019/20.
- Report about the street light refurbishment project.

122.18 SUPPLEMENTARY AGENDA – Council **AGREED** to nominate the Chairman and his wife to attend the Queen's Garden Party. (Draw undertaken by SALC.)

The Chairman closed the meeting at 8.30pm and reminded everyone that the next meeting was to be held on 5<sup>th</sup> February 2019 at 6.30 pm at The Victoria Room.

Confirmed as accurate.....

Date.....