

# RUYTON XI TOWNS PARISH COUNCIL

## 10 DECEMBER 2019 PARISH COUNCIL MEETING MINUTES

An ordinary meeting of the Parish Council was held at The Barn, The Talbot Inn, Ruyton XI Towns at 6.30 pm on Tuesday 10th December 2019.

Parish Councillors in attendance: Mr T Allison, Mr S Gittins (Chairman), Mrs A Hall, Mr R Harrison, Mrs A Lister, Mr I Pinner, Mrs A Sanders Royle, Mr D Shearan, and Mr D Spicer (Vice Chairman).

Also in attendance: Lydia Bardsley (Clerk) and 3 members of the public.

95.19	WELCOME BY CHAIRMAN – The Chairman opened the meeting and welcomed those present to the meeting. He also read out a thank you card from the retired clerk Sue Hackett.
96.19	APOLOGIES - The Chairman reported that apologies for absence had been received from the following councillors: Cllrs Mr S Denyer (work commitments), Mr R Edwards (unwell), and Shropshire Councillor Nick Bardsley (other commitments). These were accepted by the Council.
97.19	COUNCILLORS DECLARATIONS OF PECUNIARY INTERESTS & DISPENSATIONS – No declarations received.
98.19	PUBLIC SESSION A member of the public suggested planting some trees (maybe 75) in time for the VE Day 75 commemorations in May 2020. They had no specific locations in mind yet.
99.19	MINUTES It was noted that there had been a spelling error in Cllr Sanders Royle's name in the November minutes. The clerk would correct this before publishing the approved minutes on the website. It was <b>RESOLVED</b> to confirm that the draft minutes of the council meeting held on 26 <sup>th</sup> November 2019 were otherwise accurate.
100.19	CLERK'S UPDATE REPORT & COMMUNICATION – See Appendix A – noted.
101.19	SHROPSHIRE COUNCILLOR'S REPORT – No report available
102.19	NEIGHBOURHOOD PLAN The Chair thanked both Cllrs Harrison and Shearan for their thorough work on their reports. It was noted that if Shropshire Council's Local Plan Review is accepted by central government that approx. 100 new dwellings will be built in Ruyton XI Towns parish. The chair and clerk had calculated that the potential CIL Neighbourhood Fund (which would be directly available for the Parish Council to use) would be significantly greater if the parish has a Neighbourhood Plan (approx. £415,000 with a Neighbourhood Plan vs approx. £250,000 without a plan). [NB. These estimates were calculated based on 80 open market dwellings and 20 affordable housing dwellings; the actual figures will vary.]

	<p><b>After discussion it was <u>RESOLVED</u> that the Council would pursue a Neighbourhood Plan with Councillor Harrison being the lead for the time being.</b></p> <p>Cllrs Pinner, Shearan, and Spicer would also join the Neighbourhood Plan Steering Group and together the four councillors would aim to recruit 10+ members of the community to join them. The Steering Group would arrange to meet independently but would report progress to the Council. Two members of the public who were present at the meeting were happy to be involved in the Steering Group at least initially, and it was noted that their experience working on the Parish Plan would be very helpful.</p>
103.19	<p><b>LOCAL REPORTS</b></p> <p>a) <b>Local Police Report</b> – PCSO Carroll circulated the police report, thankfully there was nothing major to report this month. It was noted that there had been reports of a flasher on the Nesscliffe part of the Cliffe who had been apprehended. The Chairman thanked PCSO Carroll and he left the meeting.</p> <p>b) <b>Safer Roads Group</b></p> <ul style="list-style-type: none"> <li>- Cllr Spicer reported that they felt confident that the community could get some funding from Shropshire Council as the engineering in the twenty-mph zone was not meeting legal compliance for effectiveness. The engineer from WSP has made suggestions for software that could be purchased for looking at the effectiveness of different measures, what they would look like etc. The WSP engineer emphasised the need to warn motorists that they are approaching a school. It was noted that other changes could mean that further VASs would not be needed.</li> <li>- The narrow pavement near Cobblers cottage (near Talbot Inn) was discussed as being very dangerous for pedestrians being passed by wider vehicles, particularly pedestrians with children and pushchairs. <b>It was <u>AGREED</u> that this was a statutory safety issue and should be raised as a priority for the Oswestry Place Plan.</b></li> <li>- Concerns about horse rider safety had been considered by the Safer Roads Group. This was further discussed by the Council. There were concerns that the British Horse Society suggestion of 15mph signs would still be too fast to pass riders safely. In principle the Council was supportive of doing more to improve rider safety, but there were also concerns that installing more signs in the parish might dilute the message of the horse specific signs. <b>It was <u>AGREED</u> that Cllr Hall will seek advice from the local authority in Northumberland who have launched a campaign with British Horse Society.</b> It was noted that riders also needed to ride responsibly e.g. wearing Hi-Viz vests, especially at dusk and night. The Chairman shared David Gradwell's email, who had asked for more information e.g. volumes of horses, hoof-fall, hot spots etc., and ideally some kind of report/recommendation from the British Horse Society. <b>It was <u>AGREED</u> that the Safer Roads Group would take this matter forward.</b></li> <li>- The clerk passed on positive feedback from Shropshire Councillor Bardsley regarding Cllr David Shearan's recent interview on Radio Shropshire about road safety.</li> </ul> <p>c) <b>The Cliffe</b></p> <ul style="list-style-type: none"> <li>- The Council discussed the request for memorial bench. <b>It was <u>AGREED</u> that the Council would permit installation of a new bench, with the family paying for this.</b> It was agreed that Cllr David</li> </ul>

Shearan would liaise with the family to get details of where they would like to install the bench and a brief description of what it would look like, be made of etc., subject to this meeting health and safety standards. Clerk can then add this to the asset register and insurance. Future maintenance would be paid for by the Parish Council. The clerk asked if someone from the Cliffe Crew could provide more information about the location of the other benches and a brief condition report so they can be added to the asset register and insurance policy if they are not already included.

- Management working group – There was no update currently.

d) **Doctors Meadow Bridge Painting Project**

The clerk had written to the outdoor partnerships team but had received no response yet.

e) **Doctors Meadow, dog fouling and fencing of sand pit**

The clerk has received prices from Keep Britain Tidy for glow in the dark 'We're Watching You' posters (min. order 10 posters @ £25 each + VAT = £300 minimum). The clerk had also liaised with play equipment inspector Martin Mee re. signage that was due to be installed in Doctors Meadow, but no response had been received.

**It was AGREED that the council will revisit this in January once we have a response from Shropshire Council.**

f) **Surface water flooding in parish area**

Cllr Hall gave an update on measures that had been taken by certain landowners, but that there were still some issues where water was blocked under the road adjacent to the water treatment area. It was noted that ST&R Housing may also have responsibilities to clear areas near their properties.

**It was AGREED that the Chair will clarify where the issues are and who the land belongs to in each instance before emailing Victoria Doran at Shropshire Council.**

g) **Stone wall on Church Bank**

Clerk had reported the stone wall to the Highways department and was awaiting a response. It was noted that more chunks had fallen off in the last 24 hours, so the clerk would email them again.

h) **Café XI forecourt resurfacing**

There was some discussion about whether this was something the Council should be involved in, and how it would be perceived by members of the community, as there may be other issues that are a higher priority. It was noted that whilst the café was a private business, the Memorial Hall building itself is an important public asset, with the income from the café helping to maintain the building. It was noted that if the Council decided to undertake both the resurfacing project and the Smart Water project in the current financial year, that this would mean a slight overspend of the Contingency budget header, with the surplus coming from General Reserves. It was noted that improving the surface could also improve accessibility i.e. making the existing ramp easier to access.

After a vote, **the Council RESOLVED to financially support this project. The council further RESOLVED to place an order directly with the proposed contractor Wyevale.** The clerk would liaise with the Village Hall Committee for the necessary details.

i) **War Memorial names**

The Council discussed the proposal to add names to the memorial. There are 3 extra names to go on for servicemen who had been missed initially. A new plaque would be needed to replace the original in the same font. Getting the funding has been the stumbling block in the past. There was some discussion about potential plans for engineering next to the War Memorial to create a safe place for people to access it, as well as slowing down traffic on that part of the road. It was felt that this should be a separate project (under the Safer Road Group) to adding the names, as the latter was more easily achievable in a shorter space of time. **It was AGREED that the chairman, Cllr Lister, and a member of public would attempt to get estimates for a replacement plaque from stonemasons, funeral directors, etc.**

j) **SmartWater** – The Chair gave an update. **The Council approved the expenditure of £2723.40 for the kits, ideally to come out of the 2019-20 budget.** It was felt that the Council and Police should start organising public meetings for end of January/early February.

**It was RESOLVED that the Chair would liaise with the police and invite them to come to the January Council meeting.**

k) **VE 75 day 08.05.2020**

It was suggested having bugler and/or piper on Cliffe, but there were concerns about access. It was noted that Packwood Haugh school should be able to find a bugler. **It was AGREED that Cllrs Sanders Royle and Lister would aim to meet in the New Year with the local history group** and discuss possible collaborations with Café XI and the Talbot Inn.

l) **Additional street lighting**

**It was AGREED to defer this until January as discussions are ongoing.**

m) **Ambulance arrival times**

It was noted that rural areas in Shropshire are behind target for the time it takes ambulances to reach patients. It was noted that, at previous meetings, the ambulance service had discussed the possibility of “off-siting” ambulances at 4 or 5 different locations in the county. It was suggested that one ambulance could be off sited in the Ruyton/Baschurch area from either Shrewsbury or Oswestry. It was noted that there were many other factors involved in response times, as paramedics are sent wherever they are needed, which can be far beyond their usual patch, so having an ambulance stationed nearer to the parish may not make a difference at the time a call comes in. It was also noted that response time was impacted by handover delays at the hospital as paramedics must wait until the patient can be admitted. **It was AGREED that the Chair and clerk will liaise with West Midlands ambulance service.**

n) **Mud on School road** - It was **noted** that this has now been cleared and no actions were needed.

o) **Pedestrian footpath from Ruyton XI Towns to Baschurch** –Shropshire Councillor Nick Bardsley will be emailing Steve Brown at Shropshire Council to do this work again.

	<p>p) <b>Multi Agency Group</b> – It was noted that the meeting of 6<sup>th</sup> December had been postponed as David Gradwell was unavailable. It will be re-organised for some time in January.</p>																																				
104.19	<p>PLANNING APPLICATIONS – Council to discuss the following planning applications and agree response: None received.</p> <p>PLANNING DECISIONS BY SHROPSHIRE COUNCIL – Council to Note</p> <p>a) <b>Reference:</b> 19/04662/FUL (validated: 24/10/2019)  <b>Address:</b> Coton Side, Ruyton Xi Towns, Shrewsbury, Shropshire, SY4 1NF  <b>Proposal:</b> Erection of a replacement dwelling following demolition of existing, three bay detached garage with room above and installation of treatment plant.  <b>Decision: Refused</b></p> <p>b) <b>Reference:</b> 19/04238/FUL (validated 30/09/2019)  <b>Address:</b> 1 Meadow Court Barns, Wykey, Ruyton XI Towns, Shrewsbury, Shropshire, SY4 1JA  <b>Proposal:</b> Erection of a single storey side extension and shed  <b>Decision: Grant permission</b></p>																																				
105.19	<p>FINANCE</p> <p>a) Council to consider the following invoices/reimbursements to be authorised for payment.</p> <table border="1" data-bbox="252 936 1465 1375"> <thead> <tr> <th>CHQ</th> <th>Payee</th> <th>Description</th> <th>NET</th> <th>VAT</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>BACS</td> <td>D. E. Peate</td> <td>Village maintenance (up to November)</td> <td>139.50</td> <td>0.00</td> <td>139.50</td> </tr> <tr> <td>BACS</td> <td>Clerk</td> <td>Dec salary</td> <td>446.92</td> <td>0.00</td> <td>446.92</td> </tr> <tr> <td>BACS</td> <td>Clerk</td> <td>Nov-Dec expenses</td> <td>57.10</td> <td>0.00</td> <td>57.10</td> </tr> <tr> <td>BACS</td> <td>HMRC</td> <td>Quarterly PAYE and NI contributions</td> <td>265.70</td> <td>0.00</td> <td>265.70</td> </tr> <tr> <td>Chq 1000</td> <td>Ruyton XI Towns Parish Council</td> <td>Transfer to new Unity Trust account</td> <td>3000.00</td> <td>0.00</td> <td>3000.00</td> </tr> </tbody> </table> <p>b) And any urgent invoices received after the date of issue of the agenda.  Cheque no. 1000 was to be authorised as a transfer to the new bank account to allow the Parish Council to start using this new account. <b>It was <u>RESOLVED</u> to approve this payment.</b> It was noted that the Eon invoice had been received and that Eon was happy to wait until the January meeting for approval of this payment.  It was also noted that a bank statement from Unity Trust suggested there would be quarterly bank charges of £18 due on 31<sup>st</sup> December, but Unity Trust had confirmed over the phone that no charges should be due until March 2020, and that the Council would not be charged a full quarter for the November to December period.</p> <p>c) <b>It was <u>RESOLVED</u> to approve and sign the October bank reconciliation.</b></p> <p>d) <b>It was unanimously <u>RESOLVED</u> to close the bank account with Bank of Ireland and transfer the balance to new Unity Trust account.</b> All remaining signatories signed the instruction letter to Bank of Ireland which the clerk would post as soon as possible.</p> <p>e) <b>Environmental maintenance grant</b> – After discussion it was <b><u>RESOLVED</u> that the Clerk will draft an application covering only basic highway maintenance work</b></p>	CHQ	Payee	Description	NET	VAT	TOTAL	BACS	D. E. Peate	Village maintenance (up to November)	139.50	0.00	139.50	BACS	Clerk	Dec salary	446.92	0.00	446.92	BACS	Clerk	Nov-Dec expenses	57.10	0.00	57.10	BACS	HMRC	Quarterly PAYE and NI contributions	265.70	0.00	265.70	Chq 1000	Ruyton XI Towns Parish Council	Transfer to new Unity Trust account	3000.00	0.00	3000.00
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	<p><b>in the parish</b> to bring to January meeting. It would not include proposals from the SRG for large engineering road safety projects.</p> <p>f) Draft Budget 2020-21 – After discussion the Council <b>RESOLVED</b> approved an expenditure budget of £28,180, plus £2,000 to go to earmarked and general reserves (Total £30180). Considering expected receipts of £4,200 from VAT refund, the Council <b>RESOLVED</b> to submit a precept request of £31,000. The Band D council tax equivalent calculations will be minuted in January once the information from Shropshire Council becomes available.</p> <p>The clerk drew everyone’s attention to the new guidance from NALC regarding use of s.137 for traffic calming measures. Because of this, the most the Council would be permitted to spend on speed signs in 2020-21 would be £8112 under s.137. The clerk had already asked the Portfolio Holder for Highways, Councillor Steve Davenport if Shropshire Council would devolve the power to buy speed signs to the parish council which would mean the s.137 expenditure limit would not apply. The clerk would be following this up again.</p>
106.19	<p><b>FUTURE AGENDA ITEMS</b></p> <p>Councillors are requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas.</p> <p><b>Councillors are respectfully reminded that this is not an opportunity for debate or decision making.</b></p> <p>a) Cllr Shearan - A resident had asked if a notice board could be installed at Birch grove.  b) Cllr Allison – 3 cars parked on grass area opposite Startlewood Lane. Cllr Allison would monitor this and report at the next meeting.  c) Cllr Hall passed on her compliments to everyone involved in the recent production of Jack and the Beanstalk.  d) Shropshire Council response re. mole hills on Queen Elizabeth II Field.</p>
107.19	<p><b>NEXT MEETING:</b> 7<sup>th</sup> January 2020, 6.30 pm at The Victoria Room, Ruyton XI Towns.</p>

There being no further business the Chairman closed the meeting at 20.01.pm and thanked everyone for attending.

Confirmed as accurate.....

Chairman of the Council Cllr Simon Gittins Date .....

Appendix A: Clerk’s Report; Appendix B: Neighbourhood Plan Report; Appendix C: VE Day 75 letter; Appendix D: Council budget 2020-21.