

# RUYTON XI TOWNS PARISH COUNCIL

## 4 FEBRUARY 2020 PARISH COUNCIL MEETING MINUTES

An ordinary meeting of the Parish Council was held at The Victoria Room, Ruyton XI Towns at 6.30 pm on Tuesday 4th February 2020.

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

Also in attendance: Nick Bardsley (Shropshire County Councillor), Lydia Bardsley (Clerk), and 4 members of the public.

126.19	WELCOME BY CHAIRMAN – The Chairman opened the meeting and welcomed everyone present to the meeting.
127.19	APOLOGIES - The Chairman reported that apologies for absence had been received from the following councillors: Cllrs Mr R Edwards (unwell), Mrs A Hall (other commitments) Mr R Harrison, (university), Mr I Pinner (other commitments). These were accepted by the Council.
128.19	COUNCILLORS DECLARATIONS OF PECUNIARY INTERESTS & DISPENSATIONS – No declarations received.
129.19	<p>PUBLIC SESSION</p> <p>A resident thanked the council for recent repairs done to highway damage near the bridge.</p> <p>Another resident had recently fallen off their bike due to a dangerous pothole and was very lucky not to be hit by a passing HGV. This pothole has not been filled in yet but has been outlined in white. It was noted that £5m was due to be spent on highways repairs between now and March 2020. The approach will now be to repair all potholes in one area, rather than prioritising the worst ones and coming back for less serious ones at a later date. It was emphasised that residents must continue to report potholes as much as possible to ensure the contractors are aware of them and can repair as many in one go as possible.</p>
130.19	<p>MINUTES</p> <p>It was <b>RESOLVED</b> to confirm that the draft minutes of the council meeting held on 7<sup>th</sup> January 2020 were accurate.</p>
131.19	<p>CLERK'S UPDATE REPORT &amp; COMMUNICATION – See Appendix A – noted.</p> <p>It was noted the Café XI contractor was due to come tomorrow to lay the new surface.</p>
132.19	<p>SHROPSHIRE COUNCILLOR'S REPORT – Shropshire Cllr Bardsley gave the following update:</p> <ul style="list-style-type: none"><li>• Planning – North planning committee – Shelvock application (19/00075/FUL) appealed and granted permission.</li><li>• Local Plan Review – next draft of plan going to cabinet in March, and should be available to read by April parish council meeting.</li></ul>

	<ul style="list-style-type: none"> <li>• Informal planning meetings with hopefully Eddie West and Philip Mullineux. Parish Cllrs will be nominated to meet informally to chat through planning issues, with first meetings to be planned once Local Plan Review draft is available.</li> <li>• Multi-agency group – Mark Moth is not available until April but Shropshire Cllr Bardsley, Cllr Spicer, and David Gradwell will liaise for a meeting date in February.</li> <li>• Bus service – big gaps in weekday afternoon services. He has taken it up with Shirehall as the gap is due to a historic stop that no longer exists.</li> <li>• Highways – He expressed frustration at the lack of communication after issues are reported. He reported on the very recent communication from Shropshire Council Chief Executive about management changes and new measures that may improve the situation. He would appreciate any feedback as to whether the parish sees improvements or not. He reiterated the need to keep reporting issues as much as possible.</li> </ul>
133.19	<p><b>NEIGHBOURHOOD PLAN</b></p> <p>Cllr Shearan gave an update. Cllr Harrison had stepped down due to other commitments and Cllr Shearan had been elected Chairman of the Steering group, Colin Case will be treasurer. The group will be talking to Shropshire Council planning team and terms of reference have been drafted. There is a meeting with Kinnerley planned for 11<sup>th</sup> February.</p>
134.19	<p><b>LOCAL REPORTS</b></p> <p>a) <b>Local Police Report</b> – The wrong report had been received (Knockin), Cllr Spicer will speak with the police about reports.</p> <p>b) <b>Safer Roads Group</b> – Cllr Spicer gave an update. The SRG is putting together a report on infrastructure options. Data from VASs continues to be helpful, and displays are changed regularly to prevent motorist complacency. The group will experiment with laminated signs to be put up on village entrances warning motorists that speeding will be reported to the police, and VAS data will show if this has any impact. Cllr Spicer will prepare a statement about reporting speeding vehicles to police and insurers. SRG is also looking at solar panels for existing VASs. Little progress with Packwood 30mph speed limit extension. Horse rider safety will be picked up once Cllr Hall is available again. SRG has asked David Gradwell to ensure they are informed of any road surfacing proposals for the parish so they can explore coloured tarmac options at the same time. Proposal for more VASs has been put on hold for now.</p> <p>c) <b>The Cliffe</b></p> <ul style="list-style-type: none"> <li>- Management working group – no progress as yet. Next work party on Sunday for scrub clearance and bird box installation. Cllr Spicer noted how much the Cliffe has been improved since the Parish Council had taken ownership and the Cliffe Crew had been working there, and wanted to thank them for their excellent work.</li> </ul> <p>d) <b>Surface water flooding in parish area</b> – Cllr Gittins and Spicer spoke about the meeting in Elbridge. It was <b>NOTED</b> that Shropshire Council has issued works for jetting/cleansing existing road crossings. Flood and water management team are working on a plan to issue further works to resolve the underlying issues. The Council is awaiting further updates. <b>No further actions at present.</b></p> <p>e) <b>War Memorial names</b></p>

Jones and Hughes Ltd were still waiting for samples. It was noted that Shropshire Council conservation officer would need to give permission for the names to be added. Cllr Shearan reported that his pre-grant application seemed unlikely to be successful.

- f) **SmartWater** – The kits had been ordered and delivered. The clerk informed the Council that the total price would be greater than originally planned as the calculator had not factored in delivery or VAT. The Council **RESOLVED** to approve the higher cost of £3280.08, with the understanding that VAT would be reclaimed at year end. **It was AGREED** to approach the school about booking the school hall for a public meeting for a police presentation in first two weeks of March. **Cllr Lister to action.** Once a date was agreed this would be promoted in the Parish Council newsletter and local mailing list, on social media, on notice boards, in schools, and in Café XI. **Clerk to liaise with Tim Williams re. posters etc.** **It was RESOLVED** that Cllrs Lister, Gittins, Denyer, and Shearan would sign up to be volunteers to help register kits.

It was noted that the police presentation event might also be a good opportunity to recruit members for the Neighbourhood Plan steering group.

A member of the public left at 19.20.

- g) **Doctors Meadow Bridge** - Shropshire Council contractors visited the bridge on 20.01.20 and the report is currently being written up. The Environmental maintenance team will be in touch once the report has been reviewed. **Clerk to chase report.**
- h) **VE 75 day 08.05.2020**  
Cllr Lister gave an update and was due to meet the History Society next week.
- i) **Additional street lighting** – It was noted that there is currently no budget at Shropshire Council for additional street lighting, but the requests had been added to a wishlist should further funding become available. It was **noted** that Parish Council-owned lights are not currently showing on the Shropshire Council reporting tool, as they need us to forward an up to date inventory list showing locations etc. It was **AGREED** that the clerk would liaise with Cllr Shearan to put together an inventory and map to share with Shropshire Council street lighting team.
- j) **Ambulance arrival times** - Clerk has contacted Interim Strategy and Engagement Director at WMAS to ask about the possibility of a standby point nearer Ruyton XI Towns. The request has been forwarded to Operational Management Team. **No actions at present.**
- k) **Notice board at Birch Grove** – The Council considered resident comments that had been shared prior to the meeting. It was **AGREED** that there was still a need for a notice board in Birch Grove, but that councillors would help to print and post local notices on the new and existing notice boards.  
It was **AGREED** that the notice board would be situated on the edge of the grass by the junction with Little Ness Road. Cllr Gittins and Shearan to provide specific location to clerk so permission can be sought from Shropshire Council first.

The Council considered estimates provided by the clerk (Appendix B) and pending approval from Shropshire Council, the Parish Council **RESOLVED** to order a notice

	<p>board from Snap Frames for 1 x Post mounted single door notice board (ref: PMNBS) at an estimated cost of £349.00 plus VAT. To come out of general reserves.</p> <p>l) <b>Tree planting, wild meadows, and climate change initiatives –</b> Councillors considered proposals for tree planting and wild meadow seed sowing on Queen Elizabeth II Field. <b>ACTIONS:</b> Councillors to think about specific locations and rough numbers of trees. Cllr Gittins to look into funding. Cllr Lister and Shearan to look at whether saplings by Platt bridge can be relocated to the Spinney. Clerk to liaise with Shaun Burkey re. permissions, practicalities etc.</p> <p>Chairman Cllr Gittins had to leave the meeting at 7.45pm. Vice chairman Cllr Spicer took the chair for the remainder of the meeting.</p> <p>Climate change workshop on Monday 10<sup>th</sup>, Cllrs Spicer and Sanders Royle are attending and will bring back ideas to the Council in March.</p> <p>m) <b>Multi Agency Group –</b> discussed earlier in meeting</p> <p>n) <b>Meeting dates 2020-21 –</b> It was <b>AGREED</b> to approve the proposed meeting dates. <b>The clerk will make the bookings and confirm costs.</b></p> <p>2 members of public left the meeting at 19.52</p>
135.19	<p>PLANNING APPLICATIONS – Council to discuss the following planning applications and agree response:</p> <ol style="list-style-type: none"> <li>Reference: 20/00049/AGR (validation date): 16.01.2020 Proposal: Erection of a steel frame building Address: Park Cottage, The Rough, Ruyton Xi Towns, Shrewsbury, Shropshire, SY4 1JB <a href="https://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=Q3QQYKTD01O00">https://pa.shropshire.gov.uk/online-applications/applicationDetails.do?activeTab=summary&amp;keyVal=Q3QQYKTD01O00</a></li> </ol> <p>It was <b>RESOLVED</b> to make representation with no comments.</p> <p><b>PLANNING DECISIONS BY SHROPSHIRE COUNCIL –</b> Council to Note</p> <ol style="list-style-type: none"> <li>Reference: 19/03738/FUL (validated: 01/10/2019) Address: The Old Congregational School, Ruyton XI Towns <b>Decision: Grant Permission</b></li> <li>Reference: 19/02401/FUL (validated 11/06/2019) Address: Proposed Dwelling At Hall Farm Church Street Ruyton Xi Towns <b>Decision: Application withdrawn</b></li> <li>Reference: 19/00075/FUL (validated 14.01.2019, previously refused) Address: Shelvock Hall Ruyton-xi-towns Shrewsbury Shropshire SY4 1JL Proposal: Application under Section 73A of the Town and Country Planning Act 1990 for the erection of agricultural building and formation of access track <b>Appeal decision: Grant Permission</b></li> </ol>
136.19	<p>POLICIES – Council to consider and approve the following:</p> <p>a) Grant awarding Policy and Procedure (Appendix C) – <b>RESOLVED to approve and adopt</b> the policy, which would come into effect starting the next financial year.</p>
137.19	FINANCE

a) Council to consider the following invoices/reimbursements to be authorised for payment.

CHQ/BACS	Payee	Description	NET	VAT	TOTAL
DD (already paid 22.01.2020)	Scottish Power	3 <sup>rd</sup> quarter streetlight energy bill	233.88	11.69	245.57
BACS	Lydia Bardsley	Clerk Feb salary (incl. tax refund)	924.92	0.00	924.92
BACS	Lydia Bardsley	Clerk expenses (Jan-Feb)	67.99	10.00	77.99

b) And any urgent invoices received after the date of issue of the agenda. The invoice for SmartWater kits had been received:

CHQ/BACS	Payee	Description	NET	VAT	TOTAL
BACS	SmartWater Technology Ltd	408 x SmartWater kits	2733.40	546.68	3280.08

It was **RESOLVED** to approve this payment. The clerk would set up a BACS payment as soon as possible.

138.19

**FINANCE**

- a) ICO Direct debit arrangements – **RESOLVED** to approve and sign the direct debit instruction form
- b) Bank reconciliation for Dec – **RESOLVED** to approve. Available funds confirmed at £33,880.40.
- c) Clerk salary checks – The vice chairman confirmed he had independently checked the clerk’s salary payments against HMRC printouts and bank statements.
- d) Fixed assets – it was **AGREED** that Cllrs Gittins, Lister, Shearan, and Denyer would complete inspections of the street furniture assets, and Safer Roads Group would inspect the VAS signs. Any issues would be reported to the clerk before the March meeting.

139.19

**CORRESPONDENCE**

- a) Place Plans letter – noted
- b) Keep Britain Tidy – Great British Spring Clean. Possibly pass to school and scouts from PGL Boreatton, as well as Beavers, and Rainbows groups.
- c) AED donation – Call statement from Numbers Plus (no charge this time). School will put in a donation request to the clerk for AED costs.

Last member of public left meeting at 20.15. Vice chair thanked them for their input and contribution to meetings.

140.19

**EXCLUSION OF PRESS & PUBLIC**

It was **RESOLVED** to exclude the press and public under Public Bodies (Admission to Meetings) Act 1960, so as to discuss the following confidential matters.

141.19

**STAFFING MATTERS**

It was **RESOLVED** to approve the Direct Debit instructions for workplace pension scheme.

142.19

**FUTURE AGENDA ITEMS**

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><b>Councillors are respectfully reminded that this is not an opportunity for debate or decision making.</b></p> <p>a) Climate change b) Neighbourhood plan</p>
143.19	NEXT MEETING: 3 <sup>rd</sup> March 2020, 6.30 pm at The Victoria Room, Ruyton XI Towns.

There being no further business the Vice Chairman closed the meeting at 20.16 pm and thanked everyone for attending.

Confirmed as accurate.....

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

Appendix A: Clerk's Report; Appendix B: Notice board estimates; Appendix C: Grant Awarding Policy and Procedure