

RUYTON XI TOWNS PARISH COUNCIL

9 JUNE 2020 MEETING MINUTES

An ordinary meeting of the Parish Council was held online at 6.30 pm on Tues 9th June 2020.

Parish councillors in attendance: Mr S Denyer, Mr B Edwards, Mr S Gittins (Chairman), Mr R Harrison, Mrs A Lister, Mrs A Sanders Royle, Mr D Shearan, Mr D Spicer (Vice Chairman).

Also in attendance: Nick Bardsley (Shropshire County Councillor), Lydia Bardsley (Clerk), Public: 4

Meeting started at: 6:33pm.

15/20. Welcome by Chairman

The Chairman opened the meeting and welcomed everyone present to the meeting.

16/20. Apologies

The Chairman reported that apologies for absence had been received from the following councillors: Mr T Allison, Mrs A Hall, Mr I Pinner. These were accepted by the Council.

17/20. Disclosure of Pecuniary Interests and Dispensation

No declarations received.

18/20. Public Session

It was **RESOLVED** that agenda items 22/20b Cllr Bardsley report and 25/20(1) Yardley planning application would be brought forward.

22/20b and 25/20(1). Yardley

Shropshire Cllr Bardsley gave a summary of the minutes of the liaison group meeting on 28th May. **These notes will be available as an appendix to the parish council meeting minutes.** Cllr Bardsley drew the Council's attention to the vice chairman's clarification as to whether SC's planning application for Yardley will be considered by planning officers or the Northern Planning committee. According to SC's constitution, if SC is acting in respect of its statutory functions, then technically it would not need to go to Planning Committee. It is not clear if the Yardley case falls under the statutory function definition, but Cllr Bardsley felt there are good arguments for it to go to planning committee in any case. He encouraged members of the public to submit any comments via the planning portal sooner rather than later. The official deadline for comments is June 12th, and it was **NOTED** that the parish council had been granted permission to submit comments after the next meeting on July 7th.

It was noted that the amended supporting document for the planning application is visible on the planning portal, however the Council **NOTED** that this referenced consultation with the neighbours, which had not yet taken place, and would therefore need updating again. Traffic and highway safety issues persist with this application, with right turns being of particular concern. It was **NOTED** that a site visit had already occurred, but Cllr Spicer had been unable to attend, and neither the chairman nor Cllr Bardsley had been invited. Additional site visits would be arranged soon.

A member of the public gave a summary of their objections to the application, which included substandard and unsafe highways access (previously used as the grounds for refusing two prior applications for the same site), unclear and contradictory information in supporting statements, insufficient car parking for

staff, visitors, residents etc., intensification of use which would result in considerable changes to geography of the site, and boundary issues. These concerns were echoed by other members of public present at the meeting.

It was felt that the Parish Council's main concern is road safety. It was **AGREED** that Cllrs Spicer and Shearan will work on a paper detailing what is needed to improve road safety on Brownhill and the rest of village, and what funding is needed.

The Liaison Group will hopefully meet again in the last week of June (23/24 June), and it was **NOTED** that site visits would be needed to clarify a few matters.

It was **RESOLVED** to continue with the normal agenda order.

19/20. Minutes

The clerk notified the Council of a few minor corrections to the previously circulated minutes (corrected minutes were already online). It was **RESOLVED** to confirm that the corrected minutes of the council meeting held on 5th May 2020 were accurate and would be signed at a future date.

Members of the public left the meeting at 7.05 pm.

20/20. Annual Governance and Accountability Return (AGAR, appendix A)

a) Internal audit report 2019-20

After consideration it was **RESOLVED** to **NOTE** the Internal audit report, which was positive and showed no issues.

b) Annual Governance Statement 2019-20

After reviewing the annual governance statement, it was **RESOLVED** to complete the form and the chair signed.

c) Accounting Statements 2019-20

After reviewing the accounting statements, it was **RESOLVED** to approve these and the chair signed.

d) Variance report 2019-20

The Council considered and **NOTED** the explanation of variance report.

e) Period for exercise of electors' rights

It was **NOTED** that the requirement to have a period including the first 10 working days of July had been removed by recent coronavirus legislation, and that the latest start date for the exercise of electors' rights was 1st September 2020. The clerk suggested a 30 working day period from Monday 15th June to Friday 24th July 2020 inclusive, as recommended by the external auditors. The Council **AGREED** with the proposed dates, and the clerk would arrange for public notice of electors' rights to go on the parish council website.

21/20. Coronavirus

It was **NOTED** that no invoice had been received from Numbers Plus for the last month. Clerk had been in touch and they confirmed there had been no calls to the helpline last month so there was nothing to charge for.

It was **NOTED** by the Council that there had been an increase in rural crime in recent weeks, including the theft of a quad bike that was thankfully recovered by the parish border.

22/20. Reports – Council to consider and agree actions.

a) Clerk's update report (appendix B)

RESOLVED to note. It was **AGREED** that the clerk will attend the training for public engagement and community events on 14th July, (Ruyton XI Towns PC to pay in full, rather than split with Clive PC), and for Cllr Lister to attend the “Be a better councillor” training in the autumn. This training will be split over two mornings, on 24th Sept and 1st Oct 2020. The clerk will share updates re. the forthcoming road closures and disruption to 576 bus service as soon as it becomes available.

b) Shropshire Councillor Nick Bardsley, including Yardley (appendix C)

Yardley had been discussed earlier in the meeting. Cllr Bardsley spoke on the overgrown footway between Ruyton and Baschurch, which he had raised with SC in January. The clerk had also written to the Highways dept recently, and the matter has also been raised by Baschurch Council.

c) Local Police Report

Council **RESOLVED** to note the report. It was **NOTED** that additional crimes had not been recorded in the report. A quad bike had been stolen from Tedsmore Lakes (just over border into West Felton parish) and hidden in the woods on Wykey Farm land for collection later. Luckily the quad bike had a tracker and was recovered but Wykey Farm was not informed until 3 days after the theft. It was **AGREED** that the Chairman and Vice chairman will liaise with the clerk about sending feedback to the police.

23/20. Policies

Council **RESOLVED** to approve and adopt the following policies:

- a) **Standing Orders**
- b) **Financial Regulations**
- c) **Code of conduct (updated)**
- d) **ICO Publication Scheme (updated)**
- e) **Privacy Notice**
- f) **Security Incident Response Policy**
- g) **Subject Access Policy**

24/20. Parish Matters – Council to receive updates and agree actions.

a) Neighbourhood Plan

No update at this time.

b) Safer Roads Group

Cllr Shearan gave an update. It was **NOTED** that some of the VASs e.g. Brownhill had not been working recently. The SRG volunteers had arranged for the batteries to be swapped, so these signs should be operational again very soon.

c) Tree planting and hanging baskets

It was **NOTED** that Cllrs Lister and Shearan would look into applying for additional funding for trees from the Urban Tree Challenge.

It was **NOTED** that Greenhills nursery were no longer providing hanging baskets, but Flowerscape (florists from the village) would be able to supply these. It was **RESOLVED** to place an order for filling 16 baskets.

A member of the public had asked about ploughing and seeding the Queen Elizabeth II field in the spring. It was **AGREED** to put this on the agenda for the July meeting. They had also asked about widening paths on the QE II field for social distancing. No action required as this is a SC matter.

d) The Cliffe management contract (appendix E)

The Council considered the annual management report and it was **AGREED** that achievement of the long term goals in the original agreement could not be judged after 1 year. It was **NOTED** that as SC was also managing other sites next to the Cliffe (i.e. Nescliffe Hill and Hopton Hill), the parish council was benefitting from SC's stewardship of the wider countryside area, particularly in relation to mountain biking. Due to economies of scale, it was possible that the PC's contribution to maintenance costs would be less than if the parish council brought in their own external contractors. It was **RESOLVED** to renew the contract with SC.

e) **Mountain bikes on the Cliffe**

It was **NOTED** that recent damage caused by mountain bikes was predominantly on the SC owned part of the Cliffe (in the Great Ness Little Ness parish), however Cllr Allison had notified the council of one path that was being used by mountain bikers in the Ruyton PC owned part of the Cliffe. Concerns were raised about increase in parking in the village and influx in riders from afar due to promotion on Mountain biking websites. The Council **NOTED** Cllr Shearan's response to a member of the public and thanked him for this, and SC's response to recent activity was also **NOTED**. It was **AGREED** that steps needed to be taken to ensure everyone's safety and enjoyment, and prevent damage to the site. The PC would follow SC's lead in this, but it was also emphasised that we should not attempt to ban mountain biking, as there is a history of local mountain bikers becoming successful in this sport, which should be supported.

It was **AGREED** that Cllr Shearan would join a Zoom meeting with SC and Great Ness & Little Ness Parish Council.

It was further **NOTED** that members of the public had asked if Covid-19 signage could be renewed on site as it had been removed. They had also asked if there could be additional signage about littering on site.

25/20. Planning applications – Council to consider and agree a response.

1. [Yardley, Brownhill](#), ref: 20/01988/COU

Proposal: Change of use from residential dwelling (Class C3) to a children's home (Class C2).

Consultation expiry date: 12/06/2020

This matter was discussed earlier in the meeting during the public participation session. The Parish Council had been granted permission to submit comments after the next meeting (July 7th 2020).

26/20. Shropshire Council Planning decisions – Council to note.

The Council **RESOLVED** to **NOTE** the following:

1. Proposed Development [West Of Darlee Cottage](#), ref: 18/02858/REM

Proposal: Reserved matters for residential development of two detached houses (14/04168/OUT).

Decision: Pending consideration

2. [Shelvock Coppice](#), ref: 20/00673/FUL

Proposal: Erection of agricultural building for storage of machinery, produce and housing of livestock.

Decision: Awaiting decision

3. [Park Cottage, The Rough](#), ref: 20/01016/FUL

Proposal: Erection of two storey rear extension and internal alterations incl. relocation of staircase.

Decision: Awaiting decision

4. [The Wheelhouse, Shottaton Court](#), ref: 20/01268/FUL

Proposal: Erection of ground mounted solar panel array.

Decision: Grant permission

27/20. Payments – Council to consider and approve

a) Invoices/reimbursements to be authorised

It was **NOTED** that the Council was still bound to one more year of insurance with Came & Co., so it was **RESOLVED** to reverse the Council's previous decision to take out insurance with BHIB for 2020-21. The payment of the final year's premium with Came & Co (Arthur J. Gallagher) had already been discussed with councillors over email and had already been paid, so it was **RESOLVED** to approve this payment retrospectively. It was further **RESOLVED** to approve all other payments.

- Arthur J Gallagher (Came & Co), Insurance: £558.06 (no VAT)
- Clerk, June salary: £540.65 (no VAT)
- Clerk, June expenses: £18.00 (no VAT)
- NEST (direct debit), pension contributions: £40.21 (no VAT)
- D. E. Peate, village maintenance: £368.00 (no VAT)
- Bernard Townson, Internal audit: £140.00 (no VAT)
- Numbers Plus, Coronavirus helpline: no invoice issued for May, nothing to pay.

b) Urgent invoices to approve after publication of agenda

None received.

28/20. Finance – to consider and approve

Council **RESOLVED** to approve the following. Hardcopies of documents would be signed retrospectively once face to face meetings had resumed.

a) Receipts & payments report May 2020

b) Bank statement for May 2020

c) Bank reconciliation for May 2020

29/20. Future agenda items

- Seed sowing on QEII field
- Yardley planning application
- Improving cycle routes

30/20. Next Council meeting – Council to agree

Next meeting scheduled for 7th July 2020 at 6.30 pm (venue/online TBC).

There being no further business, the Chairman closed the meeting at 7.44pm and thanked everyone for their participation.

Confirmed as accurate: _____ Chairman, Cllr Simon Gittins. Date: _____

Appendices

A. AGAR (Annual governance and accountability return 2019-20)

B. Clerk's update report

C. Notes from Yardley Liaison Group meeting (28.05.2020)

D. Policies to review