

# RUYTON XI TOWNS PARISH COUNCIL

## 5 MAY 2020 PARISH COUNCIL MEETING MINUTES

An ordinary meeting of the Parish Council was held online at 6.30 pm on Tuesday 5<sup>th</sup> May 2020.

Parish Councillors in attendance: Mr S Denyer, 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: 2

01/20	<b>WELCOME BY CHAIRMAN</b> – The Chairman opened the meeting and welcomed everyone present to the meeting.
02/20	<b>APOLOGIES</b> - The Chairman reported that apologies for absence had been received from the following councillors: Mr T Allison, Mrs A Hall, Mr I Pinner, Mr B Edwards. These were accepted by the Council.
03/20	<b>DISCLOSURE OF PECUNIARY INTERESTS AND DISPENSATION</b> No declarations received.
04/20	<b>PUBLIC SESSION</b> It was <b>AGREED</b> that members of the public would speak during the agenda item covering Yardley which would be brought forward.
05/20	<b>MINUTES:</b> It was <b>RESOLVED</b> to confirm that the draft minutes of the council meeting held on 14 <sup>th</sup> April 2020 were accurate and would be signed at a future date.  It was <b>AGREED</b> to bring forward item 08/20e – Yardley.
08/20e	<b>Yardley</b> - Cllr Nick Bardsley gave a summary of his report to the parish council. <b><i>This will be available as an appendix to the parish council minutes.</i></b> He will be having a meeting with Karen Bradshaw (Director of Children and Young People’s Services) on Thursday 7 <sup>th</sup> May. SC had previously informed the parish council that there will be a planning application irrespective of whether one is legally required or not. The Council <b>NOTED</b> the response from SC’s planning department as to whether a planning application was required for the change of use. The Council <b>NOTED</b> Cllr Spicer’s response to this.  SC Cllr Bardsley suggested arranging a meeting of the previously discussed liaison group asap. It was <b>RESOLVED</b> that Cllrs Gittins and Spicer should represent the Parish Council on the liaison group.  A resident spoke about the lack of communications with neighbouring properties and some of the issues with work currently taking place on site. Supposedly COVID-19 has prevented consultation though the purchase process started well before lockdown. Cllr Spicer spoke

	<p>about serious concerns for protecting children against risk of exploitation in “County lines” drug dealing context.</p> <p>It was further <b>RESOLVED</b> that the clerk will liaise with the chair and vice chair to write another letter to SC highlighting neighbour concerns re. lighting and fencing and emphasise that SC is proceeding at risk by continuing work without planning permission. The letter will ask for specific timeframes for when a planning application will be submitted, if this has not already been established by that time.</p> <p>It was <b>NOTED</b> that as SC is the body who will be making decision on the eventual planning application, SC was exposing itself to harsh criticism from the public. There were also concerns about the potential waste of taxpayer money in the event that planning permission is not granted.</p> <p>It was <b>NOTED</b> that several Freedom of Information (Fol) requests have been submitted by residents with no response from SC. It was <b>NOTED</b> that Cllr Spicer’s Fol request is well beyond the deadline with no response or acknowledgement. The Parish Council is still waiting for a response to its formal complaint, though that deadline has not expired yet.</p> <p>It was further <b>RESOLVED</b> that the Council will put a post on the website to signpost residents to the minutes and various appendices relating to this matter and to show what the Council is doing to try to clarify the matter.</p> <p>The Chairman thanked the members of the public for their input and they left the meeting at 18.50pm.</p> <p>It was <b>RESOLVED</b> to return to the original order of agenda items.</p>
06/20	<p><b>CORONAVIRUS</b> - Receive an update, agree any actions, and ratify any decisions made outside normal meetings.</p> <p>a) Council to consider adopting Remote meetings protocol – <b>RESOLVED</b> to adopt.</p> <p>It was also <b>NOTED</b> that the second wave of Small Grants Funding for supporting communities during the pandemic had opened and would close on May 22<sup>nd</sup>. The clerk emphasised that there would be a third wave of funding, however this wave would be arranged directly with organisations, so applications for funding <b>MUST</b> be received by the May 22<sup>nd</sup> deadline or they would not be considered.</p>
07/20	<p><b>REPORTS</b></p> <p>a) Clerk’s update report – See Appendix A. <b>RESOLVED</b> to note.</p> <p>b) Shropshire Councillor Nick Bardsley – Cllr Bardsley gave the following update:</p> <p>It was <b>NOTED</b> that Shropshire Household Recycling Waste Centres should be partially re-opening from Tues 5<sup>th</sup> May (today) with measures in place to maintain social distancing. He also reported there had been pressure from central government for principal councils to distribute</p>

	<p>funds to Towns and Parish Councils, and shared a letter from Cllr Peter Nutting (leader of SC) to MP Robert Jenrick (Minister for Housing, Communities, and Local Government) in response to this. It was noted that this mainly affected large town councils, but there could be future implications for the Parish Council’s responsibilities re. the Cliffe. It was AGREED that no actions were needed at present.</p> <p>c) Local Police Report – no report received. The Council <b>NOTED</b> there had been an incident of fly tipping in Wykey, but the Chair had received no response from the police. The culprit’s employer had been contacted, and the individual responsible had collected the rubbish. A letter of apology has been written.</p>
08/20	<p><b>PARISH MATTERS</b> – Council to discuss and agree actions</p> <p>Before proceeding on to parish matters, the Chair asked the Council about ordering more flowers for the village hanging baskets. It was <b>RESOLVED</b> to ask last year’s supplier (Greenhills Nursery) to provide flowers, and the Chair will make arrangements. It was <b>NOTED</b> that Cllr Lister had saved many of the flowers from last year’s baskets and will put these in pots around the Stone Cross.</p> <p>a) Neighbourhood Plan – No update at this time.  b) Safer Roads Group – No update at this time.  c) War Memorial names – It was <b>NOTED</b> that the clerk had updated Shropshire Council’s Historic Environment Team on the plans for the memorial cave. They have indicated that an alternative material may be acceptable if no other good match can be found in ceramic. It was <b>NOTED</b> that the project organisers felt that a close match in stone would be preferable to ceramic in case additional names needed adding at a later date, as it would not be possible to add extra names to a ceramic plaque without it cracking.  d) The Cliffe – The Council <b>NOTED</b> the management report (part of Appendix B) that had been shared by Shaun Burkey previously. It was <b>RESOLVED</b> to defer a decision on signing a renewal contract until the June meeting. There were some concerns that the horses may not be the most effective method of dealing with the bracken, but other methods were not as environmentally friendly.  e) Yardley – This had been discussed earlier in the meeting.</p>
09/20	<p><b>PLANNING APPLICATIONS</b> – Council to consider and agree response</p> <p>None received prior to agenda being published. It was <b>NOTED</b> that an application had been received for 20/01747/AGR but this did not require planning permission and no parish council comment is required.</p> <p><b>PLANNING DECISIONS BY SHROPSHIRE COUNCIL</b> – Council to Note</p> <p>1. <b>Reference:</b> 18/02858/REM (validated: 10.07.2019)  <b>Proposal:</b> Approval of reserved matters (appearance, layout, landscaping, scale) pursuant to 14/04168/OUT - for residential development of two detached houses; formation of vehicular access with visibility splay; to include removal of trees  <b>Address:</b> Proposed Residential Development West Of Darlee Cottage Brownhill Ruyton XI Towns Shropshire  <b>Decision:</b> Pending consideration</p>

	<p>2. <b>Reference:</b> 20/00673/FUL (validated: 24.02.2020)  <b>Proposal:</b> The erection of an agricultural building for storage of machinery, produce and housing of livestock  <b>Address:</b> Shelvock Coppice Ruyton-xi-towns Shropshire  <b>Decision: Awaiting decision</b></p> <p>3. <b>Reference:</b> 20/01016/FUL (validated: 09.03.2020)  <b>Proposal:</b> Erection of two storey rear extension and internal alterations including relocation of staircase.  <b>Address:</b> Park Cottage, The Rough, Ruyton Xi Towns, SY4 1JB  <b>Decision: Awaiting decision</b></p> <p>4. <b>Reference:</b> 20/01268/FUL (validated: 24.03.2020)  <b>Proposal:</b> The erection of ground mounted solar panel array  <b>Address:</b> The Wheelhouse, Shotatton Court, Shotatton, Ruyton Xi Towns, Shrewsbury Shropshire, SY4 1JG  <b>Decision: Awaiting decision</b></p>																														
10/20	<p><b>PAYMENTS</b></p> <p>a) Council <b>RESOLVED</b> to approve the following invoices/reimbursements to be authorised. Hardcopies of invoices and paperwork would be signed by signatories retrospectively once the council was able to meet in person.</p> <table border="1" data-bbox="284 947 1487 1227"> <thead> <tr> <th>Payee</th> <th>Description</th> <th>NET</th> <th>VAT</th> <th>TOTAL</th> </tr> </thead> <tbody> <tr> <td>Scottish Power DD (paid 23.04.2020)</td> <td>4<sup>th</sup> quarter energy bill (streetlights)</td> <td>230.76</td> <td>11.54</td> <td>242.30</td> </tr> <tr> <td>Clerk</td> <td>May salary</td> <td>540.65</td> <td>0.00</td> <td>540.65</td> </tr> <tr> <td>Clerk</td> <td>May expenses (incl. printer ink)</td> <td>44.67</td> <td>5.33</td> <td>50.00</td> </tr> <tr> <td>NEST (DD)</td> <td>May pension contributions</td> <td>40.21</td> <td>0.00</td> <td>40.21</td> </tr> <tr> <td>Numbers Plus</td> <td>Coronavirus helpline</td> <td>0.88</td> <td>0.18</td> <td>1.06</td> </tr> </tbody> </table> <p>b) Any urgent invoices received after the date of issue of the agenda. Invoice no. 66 from SALC for annual affiliation fees had been received on 04.05.2020 for £496.16 (no VAT to pay). It was <b>RESOLVED</b> to approve this payment.</p>	Payee	Description	NET	VAT	TOTAL	Scottish Power DD (paid 23.04.2020)	4 <sup>th</sup> quarter energy bill (streetlights)	230.76	11.54	242.30	Clerk	May salary	540.65	0.00	540.65	Clerk	May expenses (incl. printer ink)	44.67	5.33	50.00	NEST (DD)	May pension contributions	40.21	0.00	40.21	Numbers Plus	Coronavirus helpline	0.88	0.18	1.06
Payee	Description	NET	VAT	TOTAL																											
Scottish Power DD (paid 23.04.2020)	4 <sup>th</sup> quarter energy bill (streetlights)	230.76	11.54	242.30																											
Clerk	May salary	540.65	0.00	540.65																											
Clerk	May expenses (incl. printer ink)	44.67	5.33	50.00																											
NEST (DD)	May pension contributions	40.21	0.00	40.21																											
Numbers Plus	Coronavirus helpline	0.88	0.18	1.06																											
11/20	<p><b>FINANCE – Council to consider and approve the following. Documents requiring signatures would be signed retrospectively by councillors as soon as face to meetings were permitted.</b></p> <p>a) Receipts &amp; payments report April 2020  b) Bank statement for April 2020  c) Bank reconciliation for April 2020  d) Annual arrangements – Council <b>RESOLVED</b> to approve the following financial arrangements:  Annual affiliation fees (SALC and NALC combined) £496.16 for 2020-21  SLCC membership (to be renewed in October at same time as Clive PC renewal), cost TBC nearer the time.  ICO registration fees £35.00 annual direct debit  Scottish Power streetlight energy costs: variable direct debit every quarter (approx. £250 per quarter incl. VAT)</p>																														

	<p>Unity Trust (quarterly bank charges) £18.00 per quarter</p> <p>Shropshire Council Cliffe Management Contract – decision deferred to next meeting.</p> <p>e) Insurance – Council considered estimates previously circulated (Appendix C) and <b>RESOLVED</b> to take out insurance with: BHIB at an annual premium cost of £393.38 for a 3yr LTU policy.</p>
12/20	<p><b>CORRESPONDENCE</b> - It was <b>RESOLVED</b> to note the following.</p> <ul style="list-style-type: none"> <li>a) SaTH updates</li> <li>b) SC food parcel update</li> <li>c) Shropshire Healthwatch COVID-19 survey</li> <li>d) Self-employed income support info</li> <li>e) Shropshire Mind update</li> <li>f) Informal carer pass info</li> <li>g) Yardley and planning permission email (20/04/2020)</li> <li>h) SC coronavirus posters</li> <li>i) SALC Weekly News in Brief &amp; May bulletins</li> <li>j) Keeping Shropshire Warm update</li> <li>k) Connecting Shropshire broadband update</li> <li>l) Western Power Distribution grant funding</li> <li>m) Letter from Leader of SC</li> <li>n) SC advice on giving safely to charities</li> <li>o) Small Grants Funding deadline second wave</li> </ul>
13/20	<p><b>FUTURE AGENDA ITEMS</b></p> <p>Councillor 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> <ul style="list-style-type: none"> <li>a) Review and approve Standing orders and other policies</li> <li>b) Annual return (if completed)</li> </ul>
14/20	<p><b>NEXT COUNCIL MEETING:</b> Tues 9<sup>th</sup> June 2020, at 6.30 pm. This will be an ordinary meeting of the council and not the annual meeting of the council.</p>

There being no further business the Chairman closed the meeting at 19.13 pm and thanked everyone for attending.

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

Appendix A: Scheme of Delegation; Appendix B: Clerk’s report; Appendix C: Yardley briefing note and letter to Shropshire Council; Appendix D: Year-end accounts