

RUYTON XI TOWNS PARISH COUNCIL

1 SEPT 2020 MEETING MINUTES

An ordinary meeting of the Parish Council was held online at 6.30 pm on Tues 1st Sept 2020.

Parish councillors in attendance: Mr S Denyer, Mr B Edwards, Mr S Gittins (Chairman), Mrs A Hall, 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

Meeting started at: 6:32pm.

46/20. Welcome by Chairman

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

47/20. Apologies

The Chairman reported that apologies for absence had been received from the following councillors: Mr T Allison (connectivity issues). These were accepted by the Council. Cllr Hall explained she would have to leave the meeting just before 7 due to other commitments. Cllr Sanders Royle gave notice that she was resigning and that this would be her last meeting. The Council thanked Cllrs Sanders Royle and Pinner for their contributions to the council and community during their time as councillors.

48/20. Disclosure of Pecuniary Interests and Dispensation

No declarations received.

49/20. Public Session

It was **RESOLVED** to bring forward agenda item 54/20/4 Yardley planning decision.

4. [Yardley, Brownhill](#), ref: 20/01988/FUL – Application withdrawn

Proposal: Change of use from residential dwelling (Use Class C3) to a children's home (Use Class C2) and associated works to the access and the provision of additional parking and turning space.

Residents made some comments about the Yardley planning application withdrawal. Chair gave a summary of the letter received from Shropshire Council Children's Services regarding the decision to withdraw the application. It was **NOTED** that the Parish Council has not yet replied to the letter, as it wanted to discuss it openly as a group first.

Residents thanked the PC and NB for their efforts during the process and discussions re. the Yardley situation, and made some suggestions for response to the withdrawal notice. There was a desire for assurances that future projects would be done openly and with involvement from the PC and community.

NB informed the PC that he hadn't heard any more about the future of the property, which remains in ownership of SC. He supported the principle of local consultation at early end of process to help gain local support and allow integration into community. It was **NOTED** that there was a lot of local involvement in the early stages of a similar care home project in Baschurch.

It was **NOTED** that the PC was never able to fully discuss the application with all the relevant planning information, and therefore could not vote, but it was felt that if the road safety issues could have been

resolved, then the PC would have supported the change of use application. Currently it was not known if the road safety issues were the main reason for the decision to withdraw the application.

Residents strongly disagreed with the suggestion that the children would not be welcome in the village, and asked the PC to make this clear in its letter to SC.

In response to a query, it was **NOTED** that the 'back entrance' shown in the Yardley plans, would not actually be permissible for main access, it is a historic access for feeding livestock etc.

It was **NOTED** that there is nothing in the Place Plan or Local Plan about implementing SC's policy to provide care homes, so currently this is not an avenue for PC involvement.

NB - SC agreed the policy to purchase properties for new care homes (while NB was portfolio holder), but the report was not site-specific. Both he and Cllr Ed Potter (current portfolio holder) are disappointed that Children's services did not involve them in discussions about where care homes should be, as local knowledge is invaluable, and would have shown Yardley's planning history and road safety issues. It was hoped that the new Chief Executive of SC will have a different approach to consulting with the local community, PC, and elected members.

Cllr Hall left the meeting at 18:55 to attend another meeting. Members of the public left meeting at 19.04.

It was **AGREED** that the clerk would reply to the letter from Karen Bradshaw (Director of Children's Services at Shropshire Council).

50/20. Minutes

It was **RESOLVED** to confirm that the [Council minutes dated 7th July 2020](#) were accurate and would be signed at a future date.

51/20. Coronavirus

It was **NOTED** that NALC's guidance was that remote meeting links should be published on parish council websites at the same time as agendas. The Council was made aware of resident(s) who may be in need of support and that the relevant groups had made contact.

52/20. Reports – Council to consider and agree actions.

a) Clerk's update report (appendix A)

RESOLVED to note. It was **AGREED** to increase the parish council email storage to 2GB (£9+VAT per year). Council also **NOTED** new National pay scales and it was **AGREED** that the clerk would arrange for October salary to include backdated pay from April 2020 to account for the increase. Clerk also gave an update on the War Memorial project. It was **AGREED** that the clerk would send a thank you letter to the resident who prepares flowers for the War Memorial.

The clerk had also received information about Risk assessment training webinar that they would like to attend on 12th November (£30). The cost of this would be split with Clive PC (exact split tbc). Council **AGREED** the clerk should book on the training. It was further **NOTED** that Platt Bridge had been assessed and works have been ordered (although not urgent) and are being scoped by Keir. It is hoped the work will be completed in the autumn. It was also **NOTED** that drainage investigations were scheduled for October in the Little Ness Road part of the parish. It was **NOTED** that the wall along Church Street was still damaged and no repairs had taken place (this was originally scheduled for April). The clerk would follow this up with SC.

b) Shropshire Councillor Nick Bardsley report (appendix B)

It was **NOTED** that 2 applications under the Build Your Own Affordable House Scheme had been accepted for land in the parish, so planning applications should be expected at some point.

NB's report was mostly concerned with SC's Local Plan Review consultation. NB had serious concerns about policy DP7 (cross-subsidy exception site policy), particularly the part about sustainable transport links which were vague and undefined. The clause seemed to allow exception sites very easily that planning dept would struggle to refuse, and could be open to exploitation. Allowing up to ten houses on an exception site could be a considerable development in addition to allocated housing figure for the parish. NB will suggest in his response to the consultation that this clause is removed from policy DP7.

It was **AGREED** that the Parish Council would include in their response to the Local Plan Review consultation that they support NB's suggestion about DP7 (Cross-subsidy exception site policy).

It was further **NOTED** that SC had assessed 22 potential development sites in Ruyton XI Towns parish, and the only site put forward is RUY019, former dairy site on School Road. It was proposed and **AGREED** that the PC would suggest in its response to the Local Plan Review Consultation, that the Cross-subsidy exception site policy (DP7) includes a clause to the effect that sites that have been previously rejected during the assesment process should not be considered for exception sites.

NB also reported that the Police and Crime Commissioner has just announced £280k of funding for community road safety projects across the West Mercia force area, and suggested that the PC and SRG should look at putting in a bid, and there may be the possibility of getting SC to match fund.

c) Local Police Report

Council **RESOLVED** to note the report. Further drone sightings had been noted in the parish, and it was **AGREED** that the clerk would ask police for advice on what the community should do about this. Council discussed rural crime. It was **AGREED** that the clerk and Chair would pursue a funding bid for 20 x farm/business SmartWater kits. It was further **AGREED** that the Council would arrange for remote registration of residential SmartWater kits. A smaller group of councillors would discuss specific arrangements to progress rollout. It was **NOTED** that there was considerable concern among the community re. recent dog thefts, as there had also been assaults on dog owners.

53/20. Planning matters

1. Tedsmore Lakes

Council considered concerns raised about works taking place without planning permission. It is understood that work has been completed under a licence with Natural England and Freedom Camping, but as neither Ruyton XI Towns, nor West Felton Parish Council, nor any of the neighbours have been consulted, it is unclear how a licence can have been granted correctly.

It was **AGREED** that PC should contact planning officer to ask

- a) Is a planning application forthcoming?
- b) Has proper licence been issued in correct, fair, and safe way?
- c) Has an enforcement notice has been issued?

54/20. Shropshire Council Planning decisions.

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

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

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

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

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

3. [Mog Cottage, Wigmarsh](#), West Felton, ref: 20/02619/FUL - Refuse

Proposal: Erection of general purpose agricultural building for temporary sheep shelter and storage.

55/20. Parish Matters – Council to receive updates and agree actions.

a) Casual Vacancy

It was **NOTED** that in addition to Cllr Sanders Royle, Cllr Pinner had also resigned, and that the clerk had submitted the relevant notice(s) to Shropshire Council. It was **NOTED** that no election had been called for Cllr Harrison's vacancy (vacancy 1) so the Parish Council must co-opt to fill this vacancy. The Council will need to wait until 21st September to see if an election is called to fill the vacancies left by Cllrs Pinner and Sanders Royle. If no election is called by that date then the Parish Council will be able to co-opt to fill vacancies 2 and 3. The clerk had prepared an advert, draft application form, and person specification for Vacancy 1 and it was **AGREED** to publish this on the Parish Council website, newsletter, and notice boards, other public spaces. It was **AGREED** to aim to co-opt for the vacancy 1 at the October meeting, with a deadline for applications of 29/09/2020), but to make it clear that there were other vacancies that would also need filling either by election or co-option.

b) Streetlight maintenance

Council considered the comparison of estimates (appendix C) prepared by the clerk. After discussion it was **RESOLVED** to take out a 3 - year contract with Highline. It was further **AGREED** that the clerk would make arrangements for electrical testing for lights R1, R3, R24, and R30 (possibly others in vicinity) to be tested early 2021. Remaining lights to undergo electrical testing on rolling basis before 2025.

c) Neighbourhood Plan

There was no update at this time.

d) Safer Roads Group

It was **AGREED** that SRG would need to discuss PCC grant applications and possible plans. SRG would also revisit adding solar panels to existing VAS signs like in Baschurch.

Councillor Bardsley gave his apologies and left the meeting at 20:00 to attend another meeting.

e) Wild flower seed sowing on Queen Elizabeth II Field

Clerk had contacted Nick Williams to ask what Shropshire Council might be able to do to help with labour of preparing ground for sowing, but no response received as yet.

f) Mountain bikes on the Cliffe

Cllr Allison had reported that paths that were being used for MTB so far appear to be in no worse condition. No response had been received from Outdoor Partnership Team after the last contact. It was felt that the problems seemed to have subsided as lockdown measures had gradually lifted and riders have gone elsewhere for MTB trails. After discussion it was **AGREED** that the PC will take no immediate action but continue to monitor.

The Council thanked Cllr Shearan on the brilliant work done on bracken clearing on the Cliffe. Horse-drawn rollers were used to "harrow" the bracken litter, which SC agreed to and funded. The conclusion was that the harrowing was perhaps a little early in the year, but it would be monitored over time, as it could take time to see the desired impact. The aim was to promote growth of heather and other plants. It was **AGREED** that the clerk would draft a website post/newsletter item to thank Cliffe Crew volunteers for their hard work.

g) Overgrown hedges

Clerk had received reports of overgrown hedges along School Road (between vets and Old School House). Local residents had now trimmed back the hedges to make pavements usable, but the Parish Council had

been asked to contact the landowner to remind them of their responsibilities to maintain hedges on a regular basis (not just when asked) so that the pavement remained usable and safe at all times.

Clerk had also received reports of overgrown hedges near what used to be Kynaston small holding. It was **NOTED** that there are no pavements here, so if hedges are allowed to be cut then they will be.

Concerns were also raised re. the hedge from Victoria Rooms to Gooseberry Lane, and around the vicarage, which impacts visibility for drivers. It was **AGREED** that Cllr Shearan will talk to church warden informally, and that the Clerk will ask contractor to trim foliage around traffic mirror on Church street/Little Ness Road junction.

It was **NOTED** that the roadside hedges between Platt bridge and Baschurch were overgrown again and were obstructing the pavement.

It was **AGREED** that the chair would contact the Jarvis and Kynaston landowners informally and politely remind them of their responsibilities to maintain hedges along pavements/roadsides.

56/20. Consultations – Council to agree response

a) **Local Plan Review** (deadline: 30.09.2020)

After discussion, it was **AGREED** that the Parish Council would respond with the following comments:

No issues with community hub status, boundary, site allocation or housing figure. Only points of concern are exception policy DP7 (as discussed previously) and that sites that have previously been rejected by SC should not be accepted as exception sites for cross-subsidy policy.

b) **Shropshire Housing Strategy consultation** (deadline: 16.09.2020) – no comment.

57/20. Policies to review and approve (appendix A).

a) **Community Engagement Policy – RESOLVED** to approve.

b) **Action Plan 2020-21**

It was **AGREED** to discuss this in more detail over email, with councillors giving suggestions for concrete actions. The clerk will bring an updated draft to October meeting. Councillors felt rest of parish should be more included in aims, objectives, etc., and the action plan should not focus solely on Ruyton XI Towns village.

58/20. Payments – Council to consider and approve

a) **Invoices/reimbursements to be authorised**

The Flowerscape invoice had already been paid by BACS, so it was **RESOLVED** to retrospectively authorise this payment. It was further **RESOLVED** to authorise all other payments.

- Scottish Power, 1st quarter streetlight energy bill: £242.30 (incl. £11.45 VAT) Paid by Direct debit
- Flowerscape Florists, 16 x hanging baskets: £480.00 (no VAT) (paid by BACS)
- Clerk, Sept salary: £540.65 (no VAT)
- Clerk Sept expenses: £18.00 (no VAT)
- NEST (direct debit), Sept pension contributions: £40.21 (no VAT)
- PKF Littlejohn, external audit for 2019-20: £360.00, (incl. £60 VAT)
- Cllr Shearan, reimbursement for 2 x VAS batteries: £102.00 (incl. £17.00 VAT)

b) **Urgent invoices to approve after publication of agenda**

None received.

59/20. Finance – to consider and approve

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

- a) Receipts & payments report July 2020
- b) Bank statement for July 2020
- c) Bank reconciliation for July 2020
- d) [External audit report for 2019-20](#)

60/20. 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.

Councillors are respectfully reminded that this is not an opportunity for debate or decision making.

- a) Action plan
- b) Budget proposals
- c) Casual vacancies.

It was **NOTED** that the Cliffe crew would be meeting again on the second Sunday in October. Clerk to liaise with Cllrs Shearan and Denyer re. covid-19 risk assessment for resuming Cliffe Crew activities.

Cllrs raised comments they had received from parishioners about social distancing measures in Talbot Inn since re-opening.

61/20. Next Council meeting – Council to agree

Next meeting provisionally scheduled for Tues 6th Oct 2020 (online).

Chairman and the Council thanked Cllr Sanders Royle once again for her efforts as councillor. There being no further business, the Chairman closed the meeting at 8:28 pm and thanked everyone for their participation.

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

Appendices

- A. Clerk's update report
- B. Shropshire Councillor Nick Bardsley Report
- C. Streetlight maintenance estimates
- D. Policies to review