

RUYTON XI TOWNS PARISH COUNCIL

3 NOV 2020 MEETING MINUTES

An ordinary meeting of the Parish Council was held online at 6.30 pm on Tues 3rd Nov 2020.

Parish councillors in attendance: Mr T Allison, Mr G Barrett, Mr S Denyer, Mr M Eyles, Mrs C Jones, Mrs A Lister, Mr A Prince (after being co-opted on to the Council), Mr D Shearan, Mr D Spicer (Vice Chairman).

Also in attendance:, Lydia Bardsley (Clerk), Nick Bardsley (Shropshire County Councillor), Public: 0

Meeting started at: 6:33pm.

78/20. Welcome by Chairman

The Vice Chairman Cllr Spicer opened the meeting and welcomed everyone present to the meeting. It was **AGREED** that he would chair this meeting.

79/20. Apologies

The Chairman reported that apologies for absence had been received from the following councillors: Cllr Gittins (phone line issues). These were accepted by the Council.

80/20. Disclosure of Pecuniary Interests and Dispensation

None received.

It was **AGREED** to bring forward agenda item: 85/20a Casual vacancies.

85/20 Parish matters

a) Casual Vacancies

It was **NOTED** that no election had been called for the vacancies left by Cllr Hall, so the PC could co-opt for this seat. One application for co-option had been received which the Council considered. The candidate introduced themselves. It was **NOTED** that they already sit on Baschurch parish council, but that there are no legal prohibitions against sitting on two councils at the same time. After a discussion and vote it was **RESOLVED** to co-opt Anthony Prince as Councillor, and he was duly elected, and joined the meeting as a councillor.

It was further **NOTED** that Cllr Bob Edwards had stood down from the PC on 8th Oct, and no election had been called. It was **AGREED** that the PC will advertise this casual vacancy to be filled by co-option, with an application deadline of 5pm Thurs 26th November.

81/20. Public Session

No members of the public present.

82/20. Minutes

It was **RESOLVED** to confirm that the [Council minutes dated 6th Oct 2020](#) were accurate and would be signed at a future date.

83/20. Coronavirus

It was **NOTED** that a nationwide lockdown would begin on 5th Nov and end on 2nd Dec 2020. It was **AGREED** that Councillors would share suggestions for nominees for the Lord Lieutenant garden party via

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email and would defer a decision until Feb 2021 (deadline March 2021). Clerk reminded the Council of the previous decision to support the Basnett, Mathews, and Minton Trust financially if needed.

84/20. Reports – Council to consider and agree actions.

a) Clerk's update report (appendix A)

RESOLVED to note. In addition to the report it was **NOTED** that the company the Council had chosen to supply the notice board for Birch Grove no longer stocks the specific model chosen. The clerk is checking stock of models with other suppliers from whom we had previously received estimates, and will present these at the December meeting. It was further **NOTED** that the clerk would pause updating the address for The Cliffe land title until after new year due to the likelihood of PC address changing soon.

It was **NOTED** that the clerk had received a request from Hope House that their grant application be considered before the Feb council meeting. It was **AGREED** that clerk will circulate the application and existing policy, for potential consideration at the December meeting.

b) Shropshire Councillor Nick Bardsley report (appendix B)

Cllr Bardsley gave an update on the following matters:

- Local Plan Review and exception sites wording. Potentially increasing percentage requirement for affordable housing. Final stage of public consultation Dec-Jan– public can make representations, but on more limited grounds.
- Government proposed Planning reform.
- Footpath along B4397 from Platt bridge to Baschurch. More work needed to remove vegetation overgrowing surface of footpath which reduces usable footpath. Clerk to chase SC.
- Development south of Aldersley Way, site management concerns. It was **AGREED** that the clerk will email the developer to remind of conditions of permission, and Case officer to suggest a site visit.

c) Local Police Report

Council **RESOLVED** to note the police report. Concerns were repeated about criminal activity not included on the report, and lack of detail about burglaries mentioned.

Smartwater – It was **AGREED** that the clerk will contact WM police to ask about ordering additional residential kits to take bring parish up to 100% coverage. Clerk to ask police what they will send with kits, e.g. explanatory leaflet. It was **NOTED** that Cllr Gittins and Graham Donaldson are moving things forward with farm/business kits and it is hoped that funding would pay for this.

85/20. Parish Matters – Council to receive updates and agree actions.

b) Safer Roads Group

Cllr Spicer gave an update. A meeting is planned for Monday 9th at 4pm. The clerk and Cllr Shearan were liaising with the contractor to arrange for the VAS on Brownhill to have a solar panel added.

Council considered information shared on restricted view at Platt Bridge. It was **AGREED** that no actions were needed.

c) Green spaces and recreation grounds

Cllr Shearan gave an update on plans to sow wild flowers on QEII and tree planting there. It was **RESOLVED** that the parish council would take responsibility for watering and maintenance of the newly planted trees and wildflowers, and that Shropshire Council would remain responsible for maintenance of the other green

spaces in the parish. It was further **RESOLVED** that the Parish Council would send a letter of support to SC and a copy of the Council's public liability insurance.

It was **NOTED** that all green spaces are owned by someone but leased by SC. Council Shearan raised the suggestion of taking on responsibility for Doctors Meadow playing field, QEII Field, Marches Meadow, Birch Grove, and the Spinney due to concerns about them not being maintained properly. The Parish Council had previously resolved not to take on responsibility for green spaces and recreational areas. It was **AGREED** to add this to the December agenda for further discussion.

d) Post Office

Cllrs Lister and Spicer gave an update on options for securing a Post Office service in the parish. It was **AGREED** that the Parish Council would pursue a "pop up" mobile outreach post office in either Village Hall foyer, or the Victoria Room, or possibly the pub. A 4G or phone line connection would be needed. It was suggested that the Council could also look at services introduced since covid-19 that allow people to access services without having a Post Office in the parish itself. The clerk, Cllrs Lister and Spicer would look into this further.

Cllr Prince gave his apologies and left the meeting at 19.46pm.

e) Designation of Cliffe as Local Nature Reserve

Cllr Shearan had shared information on this matter prior to the meeting. Shaun Burkey from SC would apply for the designation on the PC's behalf. PC would need to prepare and sign a declaration document.

It was **RESOLVED** to pursue designating the Cliffe as a Local Nature Reserve.

It was **RESOLVED** to put some budget aside or ask SC for assistance with improving signage to our part of Cliffe and making it clear what part of LNR belongs to Ruyton XI Towns PC.

It was **NOTED** that Cllr Shearan was interested in conducting wildlife surveys on the Cliffe.

f) Wrekin Orienteering on Cliffe 29th November

Concerns had previously been raised about toilets, parking etc. and organisers have now factored this into their plans. In light of the recently announced lockdown in England it was **AGREED** that the Parish Council would support a future-dated event as long as SC deems the covid-19 measures satisfactory. The Parish Council would also offer practical assistance e.g. moving logs to create space which can be used for parking.

g) Neighbourhood Plan

It was **RESOLVED** to defer this to the December meeting

h) Community engagement for Action Plan

It was **AGREED** that the clerk will add the Action Plan to website and write a website post to invite suggestions for additional ideas.

i) Christmas Tree/lights in parish

No updates currently. It was **NOTED** that there wouldn't be traditional nativity play this year and it was suggested that a Nativity/Christmas scene could be created in the window of the flower shop instead with lights inside the building. Cllr Lister to liaise with Cllr Gittins and Church.

86/20. Planning applications

1. [Tedsmore Lakes, Tedsmore, West Felton](#), ref: 20/03319/FUL

Proposal: Formation of fishing pool (retrospective); siting of 2 lodges and 3 glamping pods for holiday let; erection of toilet/shower block; amendments to two vehicular accesses with formation of on-site vehicular tracks (part retrospective); installation of package treatment plant and the installation of solar panels (partly retrospective)

Consultation expiry date: 27/10/2020 (Council has been granted an extension for comments until 04/11/2020).

After discussion it was **RESOLVED** to object on the grounds of:

Disregard for planning system
Contrary to policy - not part of a settlement
Highways concerns
Impact on wildlife and ecology

2. [Proposed agricultural worker's dwelling, Keppel Gate Farm, Grug Hill, Elbridge, ref: 20/04241/FUL](#)

Proposal: Erection of rural workers principal farm dwelling and adjoining garage, installation of package treatment plant

Consultation expiry date: 25/11/2020

It was **NOTED** that a previous application had been refused for much smaller dwelling.

After discussion it was **RESOLVED** to object with the following points:

Size of proposed dwelling (243sqm) - would it be viable to sell as affordable housing if house had to be sold separately, and would it still meet affordable housing criteria?

Is there, or will there be a s.106 agreement in ensuring it stays as a rural workers dwelling for someone in local area?

3. [Proposed Exception Site Dwelling East Of Wigmarsh Cottage, Wigmarsh, ref: 20/04269/OUT](#)

Proposal: Outline application (all matters reserved) for the erection of one (local needs) dwelling with ancillary external plant/machinery storage area

Consultation expiry date: 27/11/2020

After discussion it was **RESOLVED** to support with the following comments:

PC supports the principle of planning if concerns raised in the pre-planning decision letter can be addressed.

It was further **RESOLVED** that the PC should arrange training on planning and policy and perhaps form a working group. Clerk to liaise with Cllrs Gittins and Spicer.

87/20. Shropshire Council Planning decisions

It was **RESOLVED** to note the following decisions:

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. [Proposed Holiday Cabins To The East Of Mill Lane](#) Brownhill, ref: 20/03417/FUL - Refuse

Proposal: Change of use of land to site 2 holiday cabins.

3. [Proposed Affordable Dwelling, Hillside Cottage, ref: 20/03470/FUL](#) - Pending consideration

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Proposal: Erection of an affordable dwelling with detached garage; formation of access and all associated works

4. [Wykey Farm, Wykey](#), ref: 20/03579/FUL – Grant permission

Proposal: Installation of a 2.4mw ground source heat pump and all associated works.

5. Proposed street name “Laurel Close”, residential development South of Aldersley Way (5 plots), ref: 20/04701/NEWDEV.

It was **NOTED** that SC seems to have adopted the PC alternative suggestion of Undercastle Close for this development.

6. Tree Preservation Order, adjacent to Hillside Cottage, ref: SC/00461/20 - Pending consideration

Cllr Jones gave their apologies and left the meeting at 20.35pm.

88/20. Policies to review and approve (appendix C).

- a) **Health & Safety Policy (revised)**
- b) **Equal Opportunities Policy**
- c) **Remote Meetings Protocol (revised)**
- d) **Staff and cllr privacy notice**
- e) **Business Continuity Plan (revised)**

It was **RESOLVED** to approve the above policies with some minor amends.

89/20. Payments – Council to consider and approve

a) Invoices/reimbursements to be authorised

It was **RESOLVED** to authorise the following payments.

- Scottish Power, 2nd quarter streetlight energy bill: £244.94 (of which £11.66 VAT) – already paid by DD (23.10.2020)
- Clerk, Nov salary: £555.37 (no VAT)
- Clerk Oct expenses: £33.64 (no VAT)
- NEST (direct debit), Oct pension contributions: £41.31 (no VAT)
- SLCC, training webinar (Accessible Excel docs): £18.00 (of which £3.00 VAT)
- SLCC, annual membership fee (split with Clive PC): £80.50 (no VAT)
- SALC, Councillor training: £75.00 (no VAT)

b) Urgent invoices to approve after publication of agenda

It was **RESOLVED** to approve payments to Rustic Bloom for £75.00 (no VAT) for Remembrance Day wreath (artificial).

It was **AGREED** that Cllr Shearan will publish info on fallen soldiers on the PC website, and put up a QR code next to each poppy to find out about each soldier.

90/20. 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 Oct 2020

- b) Bank statement for Oct 2020
- c) Bank reconciliation for Oct 2020

d) Draft budget proposals 2021-22

It was **RESOLVED** to defer 2021-22 budget discussions to December meeting.

91/20. 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) Notice boards
- b) Planning training and policy
- c) Budget proposals
- d) Green spaces – Council taking on responsibility
- e) Hope house grant application
- f) Cllr Lister reported receipt of plants for QEII and will heel them in during lockdown. Cllr Lister will liaise with PC's contractor to remove hanging baskets.
- g) Potential vandalism of development board outside Penton's dairy site.

92/20. Next Council meeting – Council to agree

Next meeting provisionally scheduled for Tues 1st Dec 2020 (online).

There being no further business, the Vice Chairman closed the meeting at 20:52 pm and thanked everyone for their participation.

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

Appendices

- A. Clerk's update report
- B. SC report
- C. Policies to review
- D. Draft budget proposals for 2021-22