

RUYTON XI TOWNS PARISH COUNCIL

5 JAN 2021 MEETING MINUTES

An ordinary meeting of the Parish Council was held online at 6.30 pm on Tues 5th Jan 2021.

Parish councillors in attendance: Mr T Allison, Mr A Collier (joined after co-option), Mr G Barrett, Mr S Denyer, Mr M Eyles, Mr S Gittins (Chairman), Mrs C Jones, Mrs A Lister, Mr D Shearan, Mr D Spicer (Vice Chairman).

Also in attendance:, Lydia Bardsley (Clerk), Nick Bardsley (Shropshire County Councillor), Public: 2

Meeting started at: 6:32pm.

108/20. Welcome by Chairman

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

109/20. Apologies

Cllr Prince (internet connection issues).

110/20. Disclosure of Pecuniary Interests and Dispensation

None received.

111/20. Public Session

Residents raised serious concerns about the condition of the road surface in various parts of the parish (Platt bridge, and by War Memorial Cross). So far at least 2 people have spoken to SC and sent photos. Cllrs will ask for reference numbers to share with clerk, ask if a bollard can be added to warn people. It was **AGREED** that this could be discussed as part of the Safer Roads Group agenda item.

Concerns about people visiting the Cliffe parking haphazardly along Fiveways etc., and requested no parking signs or bollards. It was **AGREED** that Cllrs will go and have a look on weekends.

112/20. Minutes

It was **RESOLVED** to confirm that the [Council minutes dated 1st Dec 2020](#) were accurate and would be signed at a future date.

113/20. Coronavirus

Cllr Lister was still waiting for info from the Basnett, Mathew, and Minton Trust on how much funding was needed to support households and would let the PC know as soon as possible.

It was **NOTED** that the whole of England will be placed under the highest level of lockdown restrictions from Wednesday 6th Jan. It was **NOTED** that the covid-19 volunteer helpline is still operating and residents have shared this information on Facebook.

Concerns were raised about compliance with social distancing and other restrictions within the parish, and the impact an outbreak would have on the large number of elderly/clinically vulnerable residents in the parish. It was **AGREED** that clerk would look for posters from SC/national govt which can be put up around the parish. One specific location is the bus stop on Little Ness Road junction which is being used as a meeting place/rest stop by cyclists. Cllrs would monitor behaviour after the meeting and if issues of

compliance persist after the legislation change, then the PC would publish stronger statements on the website and on Facebook.

114/20. Reports – Council to consider and agree actions.

a) Clerk's update report (appendix A)

It was **RESOLVED** to note the report. In addition to the report the clerk asked cllrs to confirm if they wanted to attend training on 03.02.2021 (Fundamentals). Census – Cllr Shearan suggested putting a message on social media about Census and related job opportunities.

b) Shropshire Councillor Nick Bardsley report (appendix B)

Cllr Bardsley (NB) gave a brief update on the following matters:

- Local Plan review – the anomaly discussed previously about wording in exception site policies will be corrected to ensure a consistent approach across related policies (this will be a minor internal modification).
- CIL funding - No papers have been shared at this point despite several emails with cabinet member Gwilym Butler who has supported the PC's request for info. It was suggested that if necessary that cllrs could put in a FOI request if information was not forthcoming through normal channels.

c) Safer Roads Group

Cllr Spicer is now in contact with SC project lead Emma Walker, and will also try Andy Begley (SC Chief Exec) to get a response. The Council and residents were disappointed with the lack of communication with the community.

d) Local Police Report

No report had been received. It was **NOTED** that a suspicious vehicle had been seen at Wykey and reported directly to Graham Donaldson at WM Police.

Smartwater – It was **NOTED** that all the residential kits had been registered and posted to households (for which we had addresses) across the whole parish. WM Police have returned the surplus kits to the Chairman, as yet the clerk has not received any emails/calls from residents who have not received a kit.

It was **AGREED** that cllrs would establish appropriate locations on the borders of the parish to share with WM Police for installing the We Don't Buy Crime signage posters.

Cllr Gittins reported he had enough fluid in his domestic kit for both his home and the farm business equipment, so will talk to other businesses to see if they feel there is still a need for business SmartWater kits.

115/20: Parish Matters — Council to receive updates and agree actions.

a) Casual vacancy

It was **NOTED** that one application had been received for the final casual vacancy. The candidate introduced themselves and the Council considered their application. After a vote, it was **RESOLVED** to co-opt Mr Andrew Collier as councillor. Cllr Collier signed the Declaration of Acceptance of Office and took his seat on the council.

b) Tree Planting in QEII Field and costs

It was **NOTED** that local volunteers and Councillors had started the tree planting work on the QEII Field on Jan 3rd. The Council thanked Cllrs Shearan, Lister, and Gittins, as well as all the other councillors and

particularly the volunteers who had kick-started this project, for their hard work, expertise, and contributions.

It was **NOTED** that the Council had also received an estimate from Paul Eddon for the work necessary to prepare the soil for wildflower seed sowing on the QEII Field (£420, no VAT to be charged). Cllrs had approached 2 other local contractors for estimates, and had looked into whether the work could be done by the PC, but the other contractors did not own the necessary tools and equipment and the hire costs would have been prohibitive. It was also **NOTED** that Paul Eddon had also done the necessary ground work for the tree planting on the Spinney free of charge. It was therefore **RESOLVED** to appoint Paul Eddon at the price quoted as the grounds contractor for the wildflower and tree planting project. As the work was weather-dependent it was not yet known if this work would take place before or after year end, so it was **AGREED** to include the wildflower costs in the budget for 2021-22 just in case this work has not been completed already. It was **NOTED** that Severn Trent will be giving out more free trees in February, if the volunteer group can identify other locations for planting.

c) Playing field/football field maintenance

Cllr Shearan gave an update on his discussions with Nick Williams re. extra maintenance of the playing field (no response as yet). It was **NOTED** that he had also contacted a football organisation to see if funding might be available, but they needed a team to be playing there to be eligible. It was felt that the playing field definitely needed improving as it can't currently be used as a football pitch. It was further **NOTED** that a track definitely did exist around the outside of Doctors Meadow, but had disappeared under years of grass growth. It was **AGREED** that Cllr Shearan would speak with other local people about approaching SC to get improvements with some support from PC. Cllrs Lister and Gittins would also look into whether the school might allow access to football pitch over the weekend on a temp basis while trying to sort out Doctors Meadow issue.

d) Cliffe – Mountain biking

It was **NOTED** that issues had gotten worse in recent weeks. Gates (at track from Valeswood rd) and fences (lower down on Valeswood Rd as drops towards Hopton) have been pulled down to allow users to regain access. Cllr Potter is trying to get on top of issue for Nesscliffe and Hopton, and there were concerns that problems were going to escalate in Ruyton. Cllr Shearan had contacted Shaun Burkey from SC re. signage but they have not put signs up yet though, and from past experience the signs don't last long before being removed. It was **RESOLVED** to monitor for one month and review in Feb/March. The Clerk will chase up Shaun Burkey re. Local Nature Reserve status for the Cliffe as there may be options for introducing byelaws.

e) Climate emergency

Cllr Shearan spoke on suggestions circulated previously, and cllrs also suggested: public charging points, and influencing developers to incorporate sustainable energy (e.g. ground source heating) and practices in plans, parish council policies favouring sustainable planning applications, etc. SC Cllr Nick Bardsley would contact SC to ask about sustainable planning policies and strategies.

Clerk would share info on Terracycle who are able to recycle items not typically accepted by SC. Schools, community organisations, non-profits etc., could potentially benefit from funding linked to waste collections.

It was **RESOLVED** to form a working group including Cllrs Shearan, Lister, Eyles, Spicer, and SC Cllr Nick Bardsley (as liaison point with SC officers) who would think of ideas that could be put to community for consideration and subsequently added to Action Plan if appropriate.

f) Support for Village Hall

It was **AGREED** to discuss this matter as part of budget proposals.

g) Church Clock maintenance

After discussion it was **RESOLVED** that the PC would use power Parish Councils Act, 1957, ss.2 and 6 to pay for the maintenance for the church clock. It was further **RESOLVED** that the PC would engage Smiths of Derby to undertake the work on a 3 year contract at a cost of £569 + vat if it is possible to split into equal installments, but if not possible, then 1 yr contract only (£211 +VAT).

h) Maintenance of Mill Lane Arboretum

Cllr Lister gave some background on the current situation. Main concern is that elderly parents are not able to maintain long term, and family want to ensure that memorial arboretum is not turned into development or special trees ripped out by subsequent owners if the family do decide to sell in future. Arboretum is approx ¾ of an acre, enclosed but does have public access. The family are still deliberating on different options before they decide on course of action, and will contact the Woodland's Trust before officially approaching the Parish Council.

i) Planning working group

Cllr Spicer had drafted some letters to be given to pre-applicants. It was **RESOLVED** that clerk will send these letters to Ian Kilby and Mark Perry. Agreed Clerk will ask other clerks for Terms of reference for a planning committee/working group that the PC can adapt.

It was **RESOLVED** that Cllrs Gittins, Jones, Eyles, Collier, Allison, and Barrett will be on the planning working group.

116/20. Finance – to consider and approve

It was **RESOLVED** to note and approve the following (a-e). Hardcopies of documents would be signed retrospectively once face to face meetings had resumed.

- a) Bank statement and Reconciliation Nov 2020**
- b) Receipts & payment report Dec 2020**
- c) Bank statement Dec 2020**
- d) Bank reconciliation Dec 2020**
- e) 3rd quarter budget monitoring report (appendix C)**
- f) Draft budget proposals 2021-22 (appendix D)**

After discussion it was **RESOLVED** to approve a revised payments budget of £30,040 plus £1300 to be allocated to Earmarked Reserves. There would also be an expected £3000 of payments to come out of the Elections Earmarked Reserve in May 2021. Considering forecasted receipts of approx £800 from VAT refund, the Council **RESOLVED** to submit a precept request of £30,540 for 2021-22. The Band D Council Tax equivalent charge would be £67.86 (0.0% increase from 2020-21, £0.00 increase in real terms). The revised budget will be available as an appendix to these minutes.

It was suggested that informal meetings be held in Autumn 2021 to discuss actions/projects and specific budget proposals for the 2022-23 year, so that this can be agreed in good time before Jan 2022.

117/20. Planning applications

None received.

118/20. 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 Affordable Dwelling, Hillside Cottage, ref: 20/03470/FUL - Pending consideration**

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

3. Tedsmore Lakes, Tedsmore, West Felton, ref: 20/03319/FUL – Refused

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).

4. Proposed agricultural worker's dwelling, Keppel Gate Farm, Grug Hill, Elbridge, ref: 20/04241/FUL – Refused.

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

5. Proposed Exception Site Dwelling East Of Wigmarsh Cottage, Wigmarsh, ref: 20/04269/OUT - Pending consideration

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

119/20. Consultations – Council to agree response

a) **Shropshire Local Plan**

After discussion it was **RESOLVED** that Cllr Eyles would join SC Cllr Bardsley for a Teams meeting at 2.30pm Friday with Eddie West, SC officers, and Baschurch PC chair to discuss concerns about exception site policies in the Local Plan.

It was **AGREED** that there would still be time for the PC to meet in Feb (2nd) and agree a response to be submitted by the deadline of 5th Feb 2021.

120/20. Policies to review and approve (appendix E).

- a) **Annual Risk Assessment**
- b) **Action Plan 2020-21**

It was **RESOLVED** to approve the Annual Risk Assessment. There was some discussion on whether to include a specific heading for Health and Well-being, but it was felt that the PC already does quite a few actions that support this even if they are not explicitly labelled as such. It was **AGREED** to approve the Action Plan in its current format on the basis that further discussions and community engagement will follow to feed into it and produce more actions/projects for the PC.

121/20. Payments – Council to consider and approve

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

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

- Hope House Children's Hospice: £250 (no VAT)
- Clerk, Jan salary: £555.37 (no VAT)
- Clerk expenses: £199.31 (including donations to Tree of Light. Severn Hospice and Hope House)
- SALC, training webinar (Risk Assessments): £30.00 (no VAT)
- Cllr Lister, Christmas Lights reimbursement: £106.93 (no VAT)
- NEST (direct debit), Jan pension contributions: £41.31 (no VAT)

b) Urgent invoices to approve after publication of agenda

None received.

122/20. 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) Official social media account
- c) Census
- d) Thank you letter to Barncroft for Christmas Tree
- e) Dairi-Pak Thank you letter (tree planting parking)
- f) Climate emergency

123/20. Next Council meeting – Council to agree

Next meeting scheduled for Tues 2nd Feb 2021 (online). It was **NOTED** that bank statements would not be available by then, so would need to be approved at the March meeting.

There being no further business, the Chairman closed the meeting at 20.35 pm.

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