

RUYTON XI TOWNS PARISH COUNCIL

18 MAY 2021 ANNUAL COUNCIL MEETING MINUTES

The Annual meeting of the Parish Council was held at Ruyton XI Towns Village Hall, at 6.30 pm on Tues 18th May 2021.

Parish councillors in attendance: Mr T Allison, Mr A Collier, Mr S Denyer, Mr M Eyles, Mr S Gittins, Mr D Shearan.

Absent: Cllr C Jones.

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

Meeting started at: 6:30pm.

01/21: ELECTION OF CHAIRMAN

After nominations, and a vote, it was **RESOLVED** to elect Cllr Spicer as Chairman. As he was unable to join the face-to-face meeting it was **FURTHER RESOLVED** that the PC would receive his Chairman's declaration of acceptance of office by July 6th 2021.

02/21: ELECTION OF VICE CHAIRMAN

After nominations, and a vote, it was **RESOLVED** to elect Cllr Shearan as Vice Chairman. Cllr Shearan duly accepted the position and signed the Vice Chairman's declaration of acceptance of office. In Cllr Spicer's absence, it was **AGREED** that Cllr Shearan would chair the remainder of the meeting.

03/21: Declarations of Acceptance of Office

It was **NOTED** that signed declarations of acceptance of office had been received prior to the start of the meeting by the following councillors:

Mr T Allison, Mr A Collier, Mr S Denyer, Mr M Eyles, Mr S Gittins, Mr D Shearan, Mr D Spicer.

It was **RESOLVED** that the Council would receive declarations from the following councillors by 6th July 2021: Cllr Spicer (Chairman's declaration), Cllr Jones, Cllr Lister.

04/21: Welcome by Vice Chairman

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

05/21: Apologies

Apologies were received from Cllr Spicer and Cllr Lister. It was **RESOLVED** to accept these.

06/21: Disclosure of Pecuniary Interests and Dispensation

None received. Clerk reminded cllrs of the need to complete their DPs and Expenses Returns and return these either to the clerk or Shropshire Council within 28 days of the election. It was **NOTED** that Claire Porter has recently retired as Monitoring Officer and Returning Officer, so the interim advice from SALC was to send these to Graham White in SC Legal Dept.

07/21: Minutes

It was **RESOLVED** to confirm that the [extra ordinary meeting minutes dated 27th April 2021](#) were accurate and would be signed at a future date.

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08/21: General Power of Competence

It was **RESOLVED** that the Parish Council meets the necessary criteria for General Power of Competence, namely, that at least two-thirds of the Council members had been elected, and that the clerk holds the Certificate in Local Council Administration.

09/21: Council vacancies

It was **NOTED** that 2 seats remained unfilled after the uncontested election. It was **RESOLVED** that the PC will advertise the vacant seats on local notice boards.

10/21: Policies to review and approve (appendix C).

It was **RESOLVED** to approve and adopt the following **two** procedural documents (a and b).

- a) **Standing Orders**
- b) **Financial Regulations**
- c) **Action Plan**

It was **RESOLVED** to **NOTE** the updated Action Plan. Objectives and actions would be updated asap after new councillors had been co-opted to fill the remaining seats, and after necessary community engagement.

11/21: Planning applications – Council to consider and agree response

1. [Tedsmore Lakes, Tedsmore, West Felton, ref: 21/01278/FUL](#)

Proposal: Application under Section 73A of the Town and Country Planning Act 1990 for the regularisation of fishing pond, associated pegs/decking, storage shed, stone ornament, parking area and access track (retrospective)

Parish Council comments deadline: 19.05.2021

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

Disregard for planning process and continuing works despite permission being refused previously. Concerns that site will still operate as a holiday accommodation site in future despite this element being removed from latest application. Extensive lighting and negative impact on local wildlife. Highways concerns – volume of expected traffic from fishery and anticipated holiday accommodation will have impact on road safety for local users.

12/21: Shropshire Council Planning decisions

It was **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. **[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

5. **[Land East Of Wigmarsh Cottage](#), ref: 21/00202/FUL – Pending consideration**

Proposal: Erection of an affordable single plot exception house

6. **[Caravan site at Barncroft, Olden Lane](#), ref: 21/00568/FUL – Pending consideration**

Proposal: Change of use of land and siting of ten static caravans (expansion of existing caravan site); creation of new vehicular access and visibility splay to include removal of tree(s)

7. [North West Relief Road Scheme, 21/00924/EIA](#) – Pending consideration

Proposal: North West Relief Road scheme.

8. [Caravan rear of Admiral Benbow, Church Street, ref: 21/01219/FUL](#) - Pending consideration

Proposal: Erection of summer house for continued use as a barber shop.

13/21: Payments – Council to consider and approve

a) Invoices/reimbursements to be authorised

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

- Numbers Plus, AED scheme annual line rental, £118.80 (of which £19.80 VAT)
- Business Services at CAS Ltd, insurance premium, £401.25 (no VAT).

No invoice received yet from Greenhills Nursery for hanging baskets. It was **RESOLVED** to pre-authorise the payment of £474, so it can be made once the invoice arrives to avoid delays in settling bill.

It was **AGREED** that the clerk will include an agenda item for next meeting to consider cancelling the covid-19 helpline with Numbers plus, as it is believed it is no longer needed. Cllr Shearan will discuss this with rest of volunteer group before next meeting.

b) Urgent invoices to approve after publication of agenda

None received.

14/21: Finance – to consider and approve

a) Receipts & payment April 2021

b) Bank statement April 2021

c) Bank reconciliation April 2021

It was **RESOLVED** to approve the above items, and these would signed at a later date. It was **FURTHER RESOLVED** that Cllr Eyles would scrutinise bank reconciliations each month, and would also undertake the bi-annual internal controls checks for the time being.

15/21: Correspondence received

- Hope House (28.04.2021) – **AGREED** to send copy of PC Grant Awarding Policy.
- Mowing on Holyhead Road, West Felton – **AGREED** to pass on to West Felton clerk.
- Nesscliffe Hills & District Bridleway Association P3 Group (27.04.2021) - **NOTED**

16/21: 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.

- Cliffe access and Local Nature Reserve status
- Vacant seats on Council
- Covid-19 helpline
- Parish Council webmail issues – **NOTED**. Cllrs will email specific issues to Cllr Shearan to follow up with email provider.
- Baschurch road footpath – work being done but no notification of road works received.

17/21: Next Council meeting – Council to agree

It was **AGREED** that the next meeting would be scheduled for Tues 6th July 2021 at 6.30pm (venue TBC depending on covid-19 restrictions).

There being no further business, the Vice Chairman thanked the outgoing Chairman, Cllr Simon Gittins for his hard work as Chair over the last few years, and particularly during the challenges of the last 12 months. The Vice Chairman closed the meeting at 7.15 pm.

Confirmed as accurate: _____ Chairman. Date: _____