

RUYTON XI TOWNS PARISH COUNCIL

7 DEC 2021 MEETING MINUTES

An ordinary meeting of the Parish Council was held at St John's CofE School, at 6.30 pm on Tues 7th Dec 2021.

Parish councillors in attendance: Mr A Collier, Mr S Denyer, Mr M Eyles, Mrs A Lister, Mr L Penton, Mr D Shearan (Vice Chairman).

Also in attendance: Lydia Bardsley (Clerk), Nick Bardsley (Shropshire County Councillor), PCSO Charles Iremonger (Oswestry RS SNT), Public: 1

Meeting started at: 6:30 pm.

85/21. Welcome by Chairman

The Vice Chairman Cllr Shearan took the Chair and welcomed everyone to the meeting. It was **NOTED** that Cllr Jones had stepped down from the Council as of 06.12.2021, and the relevant statutory Casual Vacancy notice had been published accordingly. The 14-day period for calling a by-election would be ending on 30th Dec 2021. On behalf of the PC the Chairman publicly recognised Cllr Jones's contributions as a councillor over the last year and wished them all the best for the future.

86/21. Apologies

Apologies were received from Cllr Spicer (dispensation previously granted), Cllr Hamlett (family commitments), Cllr Allison (self-isolating), Cllr Gittins (work commitments). It was **RESOLVED** to accept these.

87/21: Disclosure of Pecuniary Interests and Dispensation

None received.

88/21. Public Session

The Chairman wished to congratulate the Village Hall Committee on another successful pantomime.

Members of the public spoke on the following agenda items: 93/21 Planning applications (ref: 21/05221/OUT)

They shared information on the steep gradient of the site, and the impact of the proposed entrance, and concerns about the speed of passing traffic on the road outside the site. It was felt to be more dangerous than the original refused application. No efforts have been made to address highways safety issues raised in previous refused application, no traffic surveys.

It was **NOTED** that SC Cllr Bardsley had called in this application and requested that it be considered by committee if the Planning officer recommendation is to grant permission.

It was **RESOLVED** to bring forward item 93/21, Planning applications.

93/21: Planning applications – Council to consider and agree response

1. [Proposed Residential Development Land North Of, Olden Lane, ref: 21/05221/OUT](#)

Proposal: Outline application for residential development.

Deadline for comments: 10.12.2021

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

Site is outside adopted development boundary and open market housing so should not be granted permission. Sight lines are not properly included on plans and cross other properties boundaries that applicants do not have access to or control over. There is no scale on plans, but visibility splays don't appear to be the right size for a 40mph limit.

Member of the public left the meeting at 18.42.

It was **RESOLVED** to resume the normal order of business on the agenda.

89/21. Minutes

It was **RESOLVED** to confirm that the [Council meeting minutes dated 9th Nov 2021](#) were an accurate record. These were signed by the Chairman.

90/21. Reports – Council to consider and agree actions.

a) Shropshire Councillor Nick Bardsley (appendix A)

It was **RESOLVED** to note the report which covered:

- CIL Highways allocation – consultation has been terrific, but need to reach consensus in order to avoid delays in other stages of the project.
- Shrewsbury Big Town Plan – Plans to potentially remove/relocate bus station. SC Cllr Bardsley was at a Teams meeting yesterday with Mark Barrow, who confirmed no decision had been made, and there will be another round of public consultation before a decision will be made. SC Cllr Ed Potter insisted that rural parishes will be consulted as much as town councils. Cllrs **NOTED** the importance of an integrated transport link by having rail station and bus station next to each other. It was **RESOLVED** that PC will contact neighbouring parishes to invite to collaborate on joint response (e.g. letter), and PC will share information and raise awareness in advance of consultation (i.e. newsletter and website, and notice boards) to encourage public responses.

b) Local Police Report/Rural crime

PCSO Iremonger went through the report which was **NOTED**. As well as other items, there were at least 3 RTCs with trees on the highway at night following the storms. A very recent incident was also **NOTED** of a vehicle colliding with the zebra crossing pole and a private property on 5th Dec (pole and lantern seem to have been repaired now) but this may not have been reported to police. Cllrs also asked about a recent collision with parked vehicle on Brownhill, but don't believe this was reported to police. It was **NOTED** that domestic disturbances reported were spread around the village, not just one property.

The Chairman thanked PCSO Iremonger and he left the meeting at 18.51.

c) Safer Roads Group

VAS signs – it was **NOTED** that the VAS signs on Church street and Brownhill had not been working on certain evenings recently, and this was being checked by volunteers. Batteries have gone flat on number of occasions, so may need to go back to previous procedure of having two batteries per sign so there is one in reserve, and may need to review positioning of solar panels.

CIL Infrastructure priorities - The clerk shared the list of priorities prepared by the joint SRG/school/PC members. It was **NOTED** that some cllrs still had some reservations on the measures being proposed. A question was asked about process, and at what point the PC will be asked to ratify the measures, and whether they will be asked to ratify each measure, or a package of measures. This will be passed to SC for clarification. It was **NOTED** that community consultation would be undertaken before any proposals are agreed. After discussion, it was **RESOLVED** that in order to avoid further delays the PC would approve this

list of priorities to be sent to SC to help prepare a development plan, which will need to be discussed again by the PC.

d) Climate Change Working Group

Cllr Shearan gave an update. The Working Group has now established that both pumping stations (School Rd, and Platt bridge), do have sewage discharge consents in case of emergencies. They following up on how this is reported and how sewage discharges into to the River Perry will be addressed if that happens.

e) Village Hall Working Group

It was **NOTED** that a meeting had been held on 11.11.2021. Cllr Collier had given sqm cost on new build (approx. £1400/sqm), and had ideas for where to go to approach for funding, but will need a scheme in place before we can approach these avenues.

f) Clerk's update report (appendix B)

It was **RESOLVED** to note the report. It was **NOTED** that Royal Mail have now offered to pay for the costs to repair/replace the handrails on Gooseberry lane. Clerk has contacted SC to ask for advice and is awaiting a response. It was **NOTED** that there may be specific regulations for handrails outside, i.e. should not be cold to touch, and restrictions for the height above ground. There were concerns about ongoing liability and maintenance as ownership had not been established. Cllrs weighed up the relative risks of acting vs not acting, and it was **AGREED** that Clerk will ask fellow clerks for advice and ask for supplier recommendations. Clerk will also chase SC for suppliers/fabricators. It was **NOTED** that PC can ask a fabricator to design as well as supply handrails which may reduce PC liability. It was **AGREED** that Cllr Denyer will approach a fabricator on School Road (CES).

It was **AGREED** that depending on advice, clerk will seek out quote from D. Peate and any other contractors for the work to consider on email as a matter of urgency. It was **FURTHER AGREED** that clarity was needed on who would be responsible for the handrails moving forward (clerk had asked SC if they would take them on once repaired.)

91/21: Policies to review and approve (appendix C).

After review it was **RESOLVED** to approve the following:

- a) Action Plan quarterly review

92/21: Parish Matters — Council to receive updates and agree actions.

a) War memorial

Maintenance – Advice received from SC was **NOTED** and discussed. It was **AGREED** that PC supports cleaning in principle, subject to more detailed info. It was also suggested that lighting could be added to highlight the Memorial. It was **AGREED** that Cllr Eyles will prepare a business case for cleaning to send to SC.

b) Doctors Meadow improvements

Cllr Shearan gave an update. Grass cutting of playing field - still waiting on response from Nick Williams at SC. The Working Group met in Nov and they want to establish first that ultimate authority for approving plans lies with SC as leaseholder (rather than landowner). Once this has been clarified, the next step will be a leaflet drop to ask residents to shortlist their 4 preferred improvements.

c) The Cliffe

Local Nature Reserve status – Clerk had attempted to contact Natural England to clarify next steps and is awaiting a response.

Signage – (Access rights) PC need to establish where existing sign is now, and whether permission is needed from Highways/SC OPT to remove and replace old sign. In principle, proposed wording (No motor vehicles beyond this point except residents) was acceptable, but Cllrs would speak to residents living in

that area as well to ensure they were happy with this revised wording. It was **AGREED** that clerk will get some quotes from suppliers, ready for when permission is granted.

Address change with Land Registry – The corrected deeds had been received.

d) Zoom Pro subscription

It was **AGREED** to keep the Zoom Pro subscription going and review again in 3 months.

e) Council email accounts

After discussion, it was **RESOLVED** to change to a new email provider. It was **FURTHER RESOLVED** to proceed with option 1 for the 2021-22 year (Besthost, 15GB of space, £77 annually), and to make provision in the 2022-23 budget for option 2 (Besthost 22GB of space, £104 annually). Cllr Shearan and Clerk will arrange purchase and communication with councillors.

f) Christmas Tree

Cllr Lister gave an update: Tree has been installed, and decorations will be finished shortly, thanks to local donations. It was **AGREED** that Clerk will send thank you card to tree supplier.

g) Little Ness Road bus stop maintenance

It was **NOTED** that D. Peate had already done some maintenance and had removed shrubs. It was **AGREED** that Cllr Lister will talk to resident about their plans.

93/21: Planning applications – Council to consider and agree response

This item was considered at an earlier point in the meeting (after item 88/21 Public session).

94/21: Shropshire Council Planning decisions

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

1. [Land East Of Wigmarsh Cottage, ref: 21/00202/FUL](#) – Pending consideration
2. [North West Relief Road Scheme, 21/00924/EIA](#) – Pending consideration
3. [South Of Bay Cottage Little Ness Road, ref: 21/02394/FUL](#) – Awaiting decision
4. [Tedsmore Lakes, West Felton, ref: 21/03308/FUL](#) – Grant permission

It was **NOTED** that conditions of approval are quite strict, and SC reserve the right to visit site and inspect visitor logs to ensure conditions are not being breached.

5. [Proposed Holiday Cabins To The East Of, Mill Lane, ref: 21/04897/FUL](#) – Refused

SC Cllr Bardsley gave apologies and left the meeting at 20.05.

95/21: 2022-23 Budget and precept (appendix D)

It was **NOTED** that the current year's (2021-22) precept represented a 0% increase on the PC's portion of Council Tax on Band D charges when compared to 2020-21.

After discussion it was **AGREED** to reduce some earmarked reserves (EMR) budget headers in order to minimise the impact on taxpayers. It was **AGREED** to defer plans for a feasibility study for a ground source heat pump site for the time being. It was **FURTHER AGREED** to remove proposed top ups to the Climate Emergency EMR, and War Memorial EMR. Instead, it was **AGREED** that any underspend from the Safer Roads Group payments budget should be reallocated to War Memorial EMR.

It was **AGREED** that further discussion would be needed in the new year once SC taxbase figures are released, but in the meantime, it was **RESOLVED** to provisionally approve a draft budget for 2022-23 as follows: payments budget of £27,485, plus £2200 allocated to Earmarked reserves. Considering forecasted

receipts of approx. £1000 from VAT refund, the Council **RESOLVED** to agree a provisional precept figure of £28,685 (6% decrease on 2021-22 precept). Band D Council tax equivalent charge and percentage increase or decrease could not be calculated until taxbase figures are available from SC. Once these figures are available the budget and precept may need to be revised further. The precept and budget would be reviewed and finalised in January 2022. It was **NOTED** that there is a contingency plan in place just in case lockdowns prevent PC meetings to take place normally.

96/21. Payments – Council to consider and approve

a) Invoices/reimbursements to be authorised

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

- L. Bardsley, Dec salary, £555.37 (no VAT)
- L. Bardsley, Nov-Dec expenses, £63.98 (of which £2.40 non-recoverable VAT)
- NEST (Direct Debit), Nov pension contributions, £41.31 (no VAT)
- SALC, planning training x 2 (inv. 1039), £190.00 (no VAT)
- D. E. Peate, village maintenance, £568

b) Urgent invoices to approve after publication of agenda

None received.

97/21: Finance – to consider and approve

It was **RESOLVED** to approve the following (a-c):

- a) Receipts & payments Nov 2021
- b) Bank statement Nov 2021
- c) Bank reconciliation Nov 2021
- d) Internal Controls checks

Cllr Eyles reported on Internal Controls checks: Noted that 4 invoices only had one signature. This will be rectified at the next meeting.

98/21. Correspondence received

It was **RESOLVED** to **NOTE** the following:

- SALC News in Brief and bulletins
- Community Reassurance update
- Doorstep carols (15.12.2021) – **AGREED** clerk will put on website.
- Roadworks, Cefn y Wern, Tedsmore (10.12.2021); Grimpo Rd to Railway bridge (20-21.01.2022), Eyton Lane, Baschurch (14-15.02.2022)

It was **NOTED** that Henbarns bridge repairs have finally been completed and road has re-opened.

99/21: Exclusion of press and Public

It was **RESOLVED** to exclude the public under Public Bodies (Admission to Meeting) Act 1960, so as to consider the following confidential matters.

100/21: Staffing matters

It was **RESOLVED** to approve the requests in the Confidential report. It was **AGREED** that Councillors will need to consider available staff resources and whether larger projects will necessitate overtime.

101/21. 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.

E: parishclerk@ruytonxitownparishcouncil.org.uk

www.ruytonxitownparishcouncil.org.uk

- Finalise precept
- Casual vacancy
- External audit report
- Gooseberry lane handrails
- Platinum Jubilee activities
- Shotatton crossroads visibility obscured by hedges and trees. **AGREED** clerk will report to SC.
- LED streetlight on Brownhill is dim. **AGREED** clerk will contact Highline re. maintenance.
- **NOTED** that no poppies left for streetlights due to wear and tear.

102/21. Next Council meeting – Council to agree

Next meeting would be provisionally scheduled for Tues 11th Jan 2022 at 6.30pm at St John’s School.

There being no further business, the Chairman closed the meeting at 20.51 pm.

Confirmed as accurate: _____Chairman. Date: _____