

RUYTON XI TOWNS PARISH COUNCIL

8 MARCH 2022 MEETING MINUTES

An ordinary meeting of the Parish Council was held at St John's CofE School, at 6.30 pm on Tues 8th March 2022.

Parish councillors in attendance: Mr T Allison, Mr A Collier, Mr S Denyer, Mr R Edwards, Mr M Eyles, Mr R Hamlett, Mrs A Lister, Mr L Penton.

Also in attendance: Lydia Bardsley (Clerk, attended remotely via Zoom), Nick Bardsley (Shropshire County Councillor), Stuart Carroll (Oswestry SNT) Public: 0

Meeting started at: 6:33 pm.

134/21. Welcome by Chairman

In the absence of the Chairman, it was **RESOLVED** that Cllr Lister be elected to Chair for this meeting. Cllr Lister took the Chair and welcomed everyone to the meeting. It was also **NOTED** that Councillor Shearan had sadly decided to step down from the Council with immediate effect. On behalf of the Council, the Chairman wanted to formally recognise and thank David Shearan for his dedication and the significant contributions he has made to both the Council and wider community over his time as a councillor.

135/21. Apologies

Apologies were received from Cllr Spicer (shielding), and Cllr Gittins (other commitments). It was **RESOLVED** to accept these.

136/21: Disclosure of Pecuniary Interests and Dispensation

None received.

137/21. Public Session

No public present.

138/21. Minutes

It was **RESOLVED** to confirm that the Council [meeting minutes dated 8th Feb 2022](#) were an accurate record. These would be signed at a later date by the Chairman.

139/21. Reports – Council to consider and agree actions

It was **RESOLVED** to bring forward police report as PCSO Carroll had another meeting to attend.

a) Local Police Report/Rural crime

The police report was **NOTED**. The "suspicious vehicle" item was an isolated incident; a grey vehicle with two occupants was recently spotted in Little Ness (before school drop off) and in Ruyton (after school drop off) and was being treated as suspicious. This is an ongoing investigation but no other information is currently available and details of vehicles or occupants were not known.

PCSO Carroll also gave an update on Neighbourhood Matters, and encouraged councillors to sign up. There was a brief discussion on recent communication with the police re. speed enforcement. It was **NOTED** that the Community Speed Watch group had struggled to recruit enough volunteers even before Covid. Its effectiveness was questioned, as drivers would warn one another, so the CSW group only tended to catch 1 in 20 speeders. It was **NOTED** that CSW is mostly used as deterrant, though the police do prosecute on occasion. It was **AGREED** that Cllr Denyer will look at whether it might be possible to revive the CSW group and will get back to PCSO Carroll in due course.

Chair thanked PCSO Carroll and he left the meeting at 18.52.

b) Shropshire Councillor Nick Bardsley (appendix A)

It was **RESOLVED** to note the report which included updates on:

- CIL project and consultation with community. SC Cllr Bardsley agrees with SRG that proper consultation is needed to make sure that community are on board with priorities and proposed road safety measures.
- CIL briefing 23.03.2022. SC Cllr Bardsley shared concerns about CIL local spending decisions being made solely by SC officers, and that Town and Parish Councils (as well as SC Cllrs) should have a bigger say in how CIL Local is spent. He gave the example of housing built in Baschurch generating £2m of CIL Local funding, but almost all of the CIL Local Fund is to be spent in Shrewsbury. There were concerns this could also happen in Ruyton, as there are considerable infrastructure needs in Oswestry. He encouraged Cllrs to attend the CIL briefing on 23rd March and to raise this issue with Eddie West at Planning Policy dept. It was **NOTED** the clerk is due to attend this briefing, and Cllrs should let the clerk know if they also want to attend.
- Shrewsbury Big Town Plan – SC Officers have been forced to concede there will be bus station in town centre after objections. SC Cllr Bardsley will monitor this carefully to ensure it doesn't get dropped quietly.

c) Safer Roads Group

Cllr Spicer had shared notes from the recent SRG meeting which were **NOTED**. These covered:

- recent concerns about speeding and correspondence with the police about enforcement
- public consultation on the CIL road safety project
- lighting up the stone cross
- extension of the 30mph limit past Packwood school
- Shropshire-wide 20mph campaign
- Streetlighting on Brownhill

There was a suggestion of finding a consultant to advise on additional lighting to improve for pedestrians. It was **AGREED** that Cllr Lister will clarify with Cllr Spicer whether they mean a consultant on actual streetlights or just low level lighting for benefit of pedestrians (or both). It was believed that the streetlights on the Brownhill straight are legally spaced for 30 mph limit. It was **AGREED** the Clerk will ask Eon and Highline if we can upgrade to different model lanterns for Brownhill that have wider spread of light for footpath. The PC may be able to keep hold of existing lanterns as spares in case lights in other parts of the village need replacing.

d) Climate Emergency Working Group

No report at this time. It was **NOTED** that Cllr Edwards expressed an interest in being involved in the Climate Emergency WG and the VAS volunteer group. It was **FURTHER NOTED** that Cllr Eyles was happy to be involved in Cliffe Nature Reserve designation.

e) Village Hall Working Group

No report at this time. Cllr Penton is looking into getting copy of lease for VHCM.

f) Clerk's update report (appendix B)

This was **NOTED**. It was **AGREED** that Ruyton XI Towns PC is happy to share a printer with Clive PC if purchases of ink, paper etc., are alternated between the two councils.

Re. overhanging branches on Church Street, this is being dealt with by the Vicar and diocese.

140/21: Policies to review and approve (appendix C).

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

- a) Action Plan quarterly review
- b) Grant Awarding Policy and Procedure

141/21: Parish Matters — Council to receive updates and agree actions.

E: parishclerk@ruytonxitownparishcouncil.org.uk

www.ruytonxitownparishcouncil.org.uk

a) Chairmanship of Parish Council

It was **NOTED** that Cllr Spicer had originally intended to step down as Chairman in the spring (but would be staying on the Council as a Councillor), but given the recent resignation of the Vice Chairman Cllr Shearan, Cllr Spicer had decided to stay on as Chairman of the Parish Council for the the time being for continuity. Cllr Lister was nominated for the position of Vice Chairman on an interim basis and was duly elected to this position. It was **FURTHER RESOLVED** that Cllr Lister would also be added as a bank signatory. Clerk to action.

b) Coronavirus

All legal restrictions have now ended. There was a recent motion put forward by SLCC for PCs to support the campaign and petition for remote/ hybrid meetings:

‘This Council supports the [petition launched by ADSO and LLG on 5 January](#) with regard to remote and hybrid meetings. We agree to write to the Secretary of State for Levelling Up, Housing and Communities calling on the Government to change the law to allow councils the flexibility to hold such meetings when they deem appropriate within agreed rules and procedures.’

It was **RESOLVED** to support the motion and associated actions.

c) Gooseberry lane handrails

It was **NOTED** that Royal Mail claims team have confirmed they will settle the invoice for £416 for repair of handrails directly with the contractor. It was **FURTHER NOTED** that the contractor is now finished with the reinstatement work, so it was **AGREED** that Cllr Lister will put message of thanks on local social media.

d) Hanging baskets

Quotes had been received from Flowerscape, Greenhills nursery, and Derwen College nursery. After discussion it was **AGREED** Cllr Lister will check with Flowerscape re. colour scheme and if there is any extra cost. It was **RESOLVED** that, if colour scheme is possible and not significantly more expensive, then PC will place an order with Flowerscape, but if not, then Derwen College Nursery will be next preferred choice.

e) War memorial

Clerk had chased up SC Conservation for an update on the maintenance proposals and was awaiting a response, so will chase again. Cllr Spicer had circulated a report on research on ownership prior to the meeting, and it was **NOTED** that the Memorial Cave is excluded from the deed of Rock House, so is not the responsibility of the landowner. It was **AGREED** clerk will ask Historic England if they have additional info.

f) Doctors Meadow improvements

Clerk had asked Cllr Penton to get a copy of lease from landowners to establish that SC, as leaseholders, have the power to grant permission for potential improvements.

g) The Cliffe

Local Nature Reserve status – The next step is making formal declarations that the Cliffe is being managed as a Local Nature Reserve. Clerk had prepared declarations and public notices to be signed, but was awaiting some legal clarifications from Natural England as to signing declarations under seal and certifying these for public access. Notices detailing where certified copies of the declaration can be inspected (Oswestry library) can then be displayed in notice boards along with the boundary map of the Cliffe, and the clerk should also publish the notice on the PC website and can also put an advert in the local press.

No access signage – Cllr Lister had delivered letters to residents, and feedback had been very positive about the proposal to improve the signage to make it clearer that the lane is a bridleway. Photos had been received showing cars blocking the bridleway entirely and parking outside private residences on weekends. There had been some suggestions that slightly different wording might be needed on the second sign near

the cottages. Residents had also asked whether the PC could print off flyers to put on windscreens to drivers who ignore the new signs, but it was **AGREED** it would be better for police to do this with official forms if possible, so we have a consistent approach to parking across the parish. Three estimates had been received for signs, and after discussion it was **RESOLVED** to purchase signs from Cestrian signs at a cost of £221 + VAT.

It was **FURTHER AGREED** that before raising an official purchase order with the supplier that the Clerk will double check with police first that proposed wording on signs will not prevent them from being able to enforce.

Mounting biking on Cliffe – A recent near miss between a walker and MTB rider had been reported to the Parish Council. It was **AGREED** to revisit the working group that was set up to discuss user group conflict and to pick up this matter again. The PC also **NOTED** that some digging was apparently taking place which had caused damage to plants and roots. It was **AGREED** that the Clerk will liaise with Shaun Burkey at SC about how to put right the damage, so we don't make it worse. It was **FURTHER AGREED** that Cllr Lister will liaise with local cyclist who knows most local riders about whether they have heard anything about recent damage.

h) New email provider

No new updates at this time. Clerk would liaise with Besthost for advice on proceeding with switchover following Cllr Shearans's resignation. It was **NOTED** that Cllr Eyles might be able to help with new email switchover. It was **FURTHER NOTED** that Cllrs Hamlett, Allison, and Lister can't get existing email accounts to work, so clerk will send details of existing provider to Cllr Hamlett and Allison to try to resolve problem.

i) Community bus service request

Clerk had asked other clerks and SC for advice on this, and SC had shared some basic info on Community Car Schemes which had been circulated prior to the meeting. It was **NOTED** that there is already a car service in the village and the driver is believed to be DBS checked. Cllr Lister will send details to Clerk so we can ask if they want us to promote their service for them on website, notice board etc., and if they wish to be listed on SC Community Car Scheme (if not listed already). On balance, it was **AGREED** that there was insufficient need to setup any additional community transport service.

j) Membership of Rural Services Network

After discussion it was **AGREED** to cancel the membership at the end of the free trial period.

k) Ukraine conflict

Cllr Lister gave an update on local efforts to coordinate collections for donations to help people in Ukraine as well as refugees fleeing the conflict. It was **NOTED** that the recent Village Hall Bingo evening had raised £130 which the community wanted the PC to distribute to charities helping those in Ukraine. It was **AGREED** to send the £130 donation to the International Committee of the Red Cross. It was **FURTHER RESOLVED** to make a separate donation of £170 to the same charity on behalf of PC. Both donations would be made using General power of Competence (as s.137 cannot be used for overseas charities). Cllr Edwards read out a message from Cllr Spicer which asked the Council to recognise the significant amount of work that Cllr Lister, as well as the landlord at the Talbot Inn, have put into coordinating the relief efforts.

It was **NOTED** that NALC and Local Government Association have both endorsed the statement from the CEMR (Council of European Municipalities and Regions) in support of Ukraine, and that Cllrs could choose to endorse this as well if they wished.

Cllr Spicer had asked if the Council would support his signing this statement on behalf of the Parish Council. It was **RESOLVED** to support this.

I) Platinum Jubilee activities

Cllr Lister gave an update on progress. A few volunteers have signed up and they are looking into organising a beacon event with a local resident. The WI, Cubs, Scouts are all involved, and there will be a picnic day in June. Next meeting for Jubilee planning will be 16.03.2022 in Cafe XI.

142/21: Planning applications – Council to consider and agree response.

No applications received.

143/21: Shropshire Council Planning decisions

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

1. [North West Relief Road Scheme, 21/00924/EIA](#) – Pending consideration
2. [South Of Bay Cottage Little Ness Road, ref: 21/02394/FUL](#) – Awaiting decision
3. Ruyton Hall, Olden Lane, ref: [21/05736/FUL](#) and [21/05737/LBC](#) - Permission granted
4. [Borehole pumping station, Pound Lane, ref: 21/05851/FUL](#) - Permission granted
5. **Appeal:** [Land Adj Riversdale, Church Street, ref: 21/00567/FUL \(appeal ref: 21/02980/REF\)](#) - Pending consideration

144/21: Finance – to consider and approve

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

- a) Receipts & payments Feb 2022
- b) Bank statement Feb 2022
- c) Bank reconciliation Feb 2022

These would be signed at a later date due the clerk being unable to attend the meeting in person.

- d) Asset inspections

Clerk asked Cllrs to complete health and safety and condition inspections of council assets before year end, and would circulate checklists after the meeting to help with this. It was **AGREED** that Cllrs Eyles, Collier, and Denyer would do these inspections.

145/21. Payments – Council to consider and approve

a) Invoices/reimbursements to be authorised

It was **RESOLVED** to authorise the following payments. Invoices would be signed at a later date.

- Pascal Bourguignon (Besthost), new Council email hosting account, £77.00 (no VAT) – Paid 16.02.2022 (previously agreed 07.12.2021 min. ref: 92/21e)
- L. Bardsley, March salary, £573.42 (no VAT)
- HMRC, PAYE and NI contributions, £4.60 (no VAT)
- L. Bardsley, Feb-March expenses, £32.39 (of which £2.40 VAT, non-recoverable)
- Cllr Alyson Lister, reimbursement for metal poppies, £29.99 (no VAT)
- NEST (Direct Debit), March pension contributions, £42.99 (no VAT)
- Highline Electrical Ltd, AED cabinet installation, £126.00 (of which £21.00 VAT)
- Ruyton XI Towns Village Hall Committee, room hire (Sept – Nov 2021), £66.00 (no VAT)
- St John's School, room hire (Dec - March 2022, £66.60 (no VAT)

It was **AGREED** that if the invoices from D. Peate for village maintenance are received in time, and subject to Council approval on email, that payment would be approved and sent before the end of the financial year. This payment could then be ratified at the next Council meeting.

b) Urgent invoices to approve after publication of agenda

None received.

146/21. Correspondence received

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

- SALC News in Brief and bulletins
- NALC legal update
- Great British Spring Clean
- Shropshire Good Food Charter
- NALC Star Awards
- Rural Services Network bulletins
- Oswestry Health Group
- Shropshire Council Flooding
- International Women's Day – This was acknowledged.
- NALC briefing salary agreement 2021-22 – It was **NOTED** that this had come through too late for March payroll, so would be implemented retrospectively and backpay owed would be paid in the April payroll.
- Roadworks: Cefn-y-Wern, Tedsmore (21-22.03.2022); Cefn-y-Wern jct to Haughton Farm jct (28-30.03.2022); Station Rd, Baschurch (23.05-15.06.2022); Prescott Rd, Baschurch (21.07 -31.08.2022). It was **AGREED** Clerk will check about bus service impact and share information on PC website.

There was a brief discussion on website admin following Cllr Shearan's resignation. The clerk will be able to handle most basic things themselves as long as relevant permissions are updated. Cllr Eyles may possibly be able to help with more advanced things if we can arrange a handover.

147/21. 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.

- Casual vacancy
- Cllr Lister and a member of the public have added posts to the trees in the Spinney as they grow, but will need about 10-20 posts as trees grow bigger. Cllr Lister is looking for supplier.

148/21. Next Council meeting – Council to agree

Next meeting would be provisionally scheduled for Tues 5th April 2022 at 6.30pm at St John's School.

There being no further business, the Chairman closed the meeting at 20.41 pm.

Confirmed as accurate: _____ Chairman. Date: _____