

# RUYTON XI TOWNS PARISH COUNCIL

Dear Councillors,

Date: Fri 6<sup>th</sup> May 2022

Notice is hereby given that the Annual Council Meeting of the above-named Parish Council will be held face to face **at St John's the Baptist School, Ruyton XI Towns** on **Tues 24<sup>th</sup> May 2022 at 6.30pm**, and members are hereby respectfully summoned to attend to transact the following business.

*Lydia Bardsley*

Lydia Bardsley, Proper Officer

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Chairman of Parish Council, David Spicer

## ANNUAL COUNCIL AGENDA 24TH MAY 2022

### 01/22: Election of Chairman

### 02/22: Election of Vice Chairman

### 03/22: Welcome by Chairman

### 04/22: Apologies

### 05/22: Disclosure of Pecuniary Interests and Dispensation

### 06/22: Public session

### 07/22: Minutes

To approve draft Council [meeting minutes dated 5th April 2022](#).

### 08/22: Council vacancies

Council to co-opt to fill 1st vacancy and agree deadline for applications for 2nd vacancy

### 09/22: Audit: Annual Governance and Accountability Return (AGAR) 2021-22

Council to consider, approve, and sign the following (Appendix A) in order:

- a) Annual Internal Audit report (to note)
- b) Section 1 – Annual Governance Statement
- c) Section 2 – Accounting Statements
- d) Explanation of variances report (to note)
- e) Period for exercise of public rights – RFO to confirm dates

### 10/22: Appointment of Council representatives

- a) Cliffe Crew representatives
- b) SALC Area Committee representatives
- c) Safer Roads Group representatives
- d) Multi Agency Group representatives
- e) Primary School representatives
- f) Climate Emergency Working Group
- g) Village Hall Working Group
- h) Planning Working Group
- i) Doctors Meadow Working Group
- j) Staffing Committee and Sub-Committee

### 11/22: Policies to approve (appendix B)

- a) Standing orders
- b) Financial Regulations

### 12/22: Council insurance

### 13/22: Reports – Council to consider and agree actions

- a) Shropshire Councillor Nick Bardsley (appendix C)
- b) Local Police Report/Rural crime
- c) Safer Roads Group (incl. Streetlighting on Brownhill)

- d) Clerk's update report (appendix D)

#### **14/22: Parish Matters – Council to receive updates and agree actions**

- a) Coronavirus
- b) War memorial and Stone Cross damage
- c) Cliffe –Local Nature Reserve, access signage
- d) New email provider update
- e) Community Governance Reviews
- f) Platinum Jubilee

#### **15/22: Planning applications – Council to consider and agree/ratify response**

1. [Wykey Farm, Wykey, Ruyton XI Towns, Ref: 22/01123/FUL](#)

Proposal: Erection of 1MW ground mounted solar array and all associated works.

Council to ratify response.

#### **16/22: Planning applications received after publication of the agenda**

#### **17/22: Shropshire Council Planning decisions – Council to note.**

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. Appeal: [Land Adj Riversdale, Church Street, ref: 21/00567/FUL \(appeal ref: 21/02980/REF\)](#) - Pending consideration
4. [Wigmarsh Cottage, Wigmarsh, West Felton, ref: 22/01066/FUL](#) – Grant permission
5. [Wykey Farm, Wykey, Ruyton XI Towns, Ref: 22/01123/FUL](#) – Pending consideration

#### **18/22: Finance – to consider and approve**

- a) Receipts & payments April 2022
- b) Bank statement April 2022
- c) Bank reconciliation April 2022
- d) Bank mandate and FSCS limit – Council to consider opening separate savings account
- e) Annual financial arrangements (direct debits, standing orders etc.)

#### **19/22: Payments – Council to consider and approve**

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

- Scottish Power, 4<sup>th</sup> quarter streetlight energy bill, £470.34 (of which £22.40 VAT), DD paid 25.04.2022
- L. Bardsley, May salary, £574.89 (no VAT)
- HMRC, PAYE and NI contributions, £13.20 (no VAT)
- L. Bardsley, April-May expenses, £32.39 (of which £2.40 VAT, non-recoverable)
- NEST (Direct Debit), May pension contributions, £43.74 (no VAT)
- Numbers Plus, annual AED phone line, £118.80 (of which £19.80 VAT)
- SALC, Affiliation fees invoice 1414, £525.63 (no VAT)
- SDH Accounting, Internal audit 2021-22, £175.68 (no VAT)
- Highline Electrical Ltd, streetlight repairs (pre-agreed 05.04.2022), £TBC

##### **b) Urgent invoices to approve after publication of agenda**

#### **20/22: Correspondence received**

#### **21/22: 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.**

#### **22/22: Next Council meeting – Council to agree**

End of meeting agenda

**Appendices: AGAR 2021-22. B. Policies to review and approve C. Shropshire Councillor report, D. Clerk update report.**