

RUYTON XI TOWNS PARISH COUNCIL

5 APRIL 2022 MEETING MINUTES

An ordinary meeting of the Parish Council was held at St John's CofE School, at 6.30 pm on Tues 5th April 2022.

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

Also in attendance: Lydia Bardsley (Clerk, attended remotely via Zoom), Nick Bardsley (Shropshire County Councillor). Public: 1

Meeting started at: 6:38 pm.

149/21. 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.

150/21. Apologies

Apologies were received from Cllr Spicer (shielding), Cllr Hamlett (work commitments), Cllr Penton (work commitments). It was **RESOLVED** to accept these.

151/21: Disclosure of Pecuniary Interests and Dispensation

Cllr Gittins had a planning app: 22/01123/FUL, but no notification had been sent to the Parish Council so this was not on the agenda for consideration.

152/21. Public Session

No comments.

153/21. Minutes

It was **RESOLVED** to confirm that the Council [meeting minutes dated 8th March 2022](#) were an accurate record.

154/21. Reports – Council to consider and agree actions

a) Shropshire Councillor Nick Bardsley (appendix A)

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

- Severn Trent Water works and road closures in Baschurch (April and Summer holidays). Shrewsbury road closure will have access to frontages only. Clerk and Baschurch clerk are liaising with SC and Arriva and suggestions have been made for alternative transport between Oswestry and Baschurch, and Baschurch and Shrewsbury. SC are chasing Arriva but no confirmation of any alternative plans yet. Once something has been agreed SC Cllr Bardsley would be happy to arrange a meeting with SC, Arriva in Baschurch and Ruyton to make sure know what has been put in place before the summer closures. Cllrs expressed disappointment that current systems don't seem to be working to ensure alternative plans are put in place and communicated to residents in advance.
- Arriva reduction in bus services – mainly affects town routes, so hopefully won't impact 576. SC has been unsuccessful in bid for Central govt public transport funding.

b) Local Police Report/Rural crime

The police report was **NOTED**.

c) Safer Roads Group

Cllr Spicer had shared an SRG update which was **NOTED**. SRG meeting scheduled for next week. The report covered:

- CIL road safety project (still waiting final design plan from WSP)
- Streetlighting on Brownhill (covered under agenda item 156/21g)

d) Climate Emergency Working Group

No report at this time. Cllr Spicer is going to approach one of the non-councillor members to see if they might take group on.

e) Village Hall Working Group

No report at this time. Still waiting for copy of lease for DM field from Cllr Penton.

f) Clerk's update report (appendix B)

This was **NOTED**.

155/21: Policies to review and approve (appendix C).

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

- a) Scheme of Delegation

156/21: Parish Matters — Council to receive updates and agree actions.

a) Casual vacancy

It was **NOTED** that no election was called and SC have confirmed that the PC can co-opt. It was **AGREED** to set a deadline for candidate applications of 26.04.2022. This would be advertised on website, notice boards, social media, and on local mailing list.

b) Coronavirus

It was **NOTED** that Clerk had sent letters to Michael Gove MP, Sajid Javid MP, Elizabeth Truss MP, and Chloe Smith MP re. remote and hybrid meetings. Chairman Cllr Spicer had also contact Shropshire MP Helen Morgan to ask her to push for a response to the remote meetings consultation from last year.

c) War memorial

It was **NOTED** that neither SC nor Historic England have documents to share on ownership. Chairman Cllr Spicer had shared an update on ownership queries. It was **AGREED** that Clerk will investigate Land Registry to see if this can establish ownership. It was **NOTED** that advice was being sought from SC's Jason Hughes re. solar lights around base of Stone Cross.

SC Conservation had finally responded to the PC's proposals for cleaning and maintenance and had requested additional evidence and information. It was **AGREED** that M. Eyles will pick up and respond to questions raised by SC Historic Environment. There were some concerns about choice of material for info plaque about missing names. Cllr Eyles will liaise with member of the public to clarify where info has come from re. the extra sign.

d) The Cliffe

Local Nature Reserve status – Clerk had received advice that, if Council resolves to declare Cliffe and LNR, then two members can sign the declaration and clerk can witness it, and this is the equivalent of signing under seal.

It was **RESOLVED** to declare that the part of the Cliffe owned by the Parish (approx. 14.48 hectares) and situated in Ruyton XI Towns, Shropshire is being managed as a Local Nature Reserve, and Cllrs Lister and Denyer will sign the declaration.

Clerk will prepare notices detailing where certified copies of the declaration can be inspected (Oswestry library) which can then be displayed in notice boards along with the boundary map of the Cliffe, and the clerk will also publish the notice on the PC website and can also put an advert in the local press.

No access signage – The Police have to consult with SC and they are still waiting for a response about the wording on the signage, so Clerk has asked if we can intervene through our contacts at SC (possibly Highways/Shawn Burkey) to push for a quicker answer. Clerk will chase police and SC.

Cliffe Management Contract – Cllrs had reviewed the management report and were happy with this. It was **RESOLVED** to extend the management contract for the Cliffe with Shropshire Council Outdoor Partnership Team for 3 years (until March 31st 2025), with some minor corrections to the draft agreement.

Mounting biking on Cliffe – Info had been shared with SC and they were going to look at tracks but thought damage could be from scrambler bikes. It was **AGREED** that clerk will chase up Shawn Burkey re. damage to roots etc and reviving user group. Cllr Lister has forwarded photos to a local resident who does cycle on Cliffe to see if they may have any info.

e) New email provider

Clerk is arranging meeting with Besthost to discuss further. Cllr Eyles is happy to help individuals with switchover when time comes.

SC Cllr Bardsley gave his apologies and left the meeting at 19.36. Chairman thanked him for his participation.

f) Membership of Rural Services Network

Free trial had been extended to 31.12.2022 with PC able to cancel until Friday 30.12.2022. After discussion it was **AGREED** to continue the membership until the end of the free trial period.

g) Streetlight repairs and Brownhill lighting

Clerk had received the annual structural report from Highline which was **NOTED**. It was **FURTHER NOTED** that a new column was need for light R18 (quoted cost £1620+VAT) and new lantern was needed for R30 (quoted cost: £247+VAT). It was **AGREED** to ask Highline to schedule in this work asap.

Streetlighting on Brownhill. Chairman, Cllr Lister, Cllr Collier and clerk had attended a Zoom meeting with SC Street lighting and Traffic Signals Commission Jason Hughes who advised the Council that adding extra columns was the only real way to improve lighting on Brownhill. Solar is comparatively cheap to install but costly to maintain, and only generally recommended where mains supply is not already present. Lower level lighting is at risk of vandalism and has maintenance costs, and generally not considered worthwhile. SC will only adopt lighting if columns are to a specific standard and spaced no more than 35m apart. An estimate was given of approx £40,000 for an additional lights and to bring existing lights on Brownhill straight to standard required for potential adoption by SC, but Cllrs present felt there may have been a miscalculation on this point, and it could be a lot more affordable than first thought. It was **AGREED** to ask Highline to give an estimate of how many additional lights would be needed to fill in gaps on Brownhill so that they are spaced no more than 35m apart and to SC specifications.

There were some concerns that residents will not support extra lights outside their houses, that it will be out of keeping with the rest of the village, and bad for light pollution, and nocturnal wildlife. Others felt it would make it safer for drivers due to driving between patches of dark and light, and safer for pedestrians. There could be other ways to make footpath more easily navigable by pedestrians, e.g. removing overgrowing vegetation, debris etc. It was felt that public consultation may be needed before the PC decides whether to add additional lights on Brownhill straight.

Jason Hughes will share information on joining the SC streetlighting scheme which could significantly reduce the per kWh price for electricity. PC currently pays 47p/kWh through Scottish Power, SC scheme charges 18p/kWh. Clerk has sent updated inventory to Scottish Power who will backdate the change by 14 months. As supply is unmetered this is why there has been no change in quarterly charges since LED upgrade in 2019, so the PC may well end up in credit following this update.

h) Shropshire garden party nomination

It was **AGREED** to ratify the decision to nominate Julie Ball as Head of St John's School to attend the garden party.

i) Trees on the Spinney

Cllr Lister and a member of the public have installed some recycled fence posts to support leaning saplings in Spinney, but more posts will be needed. Cllr Lister has had some quotes from Reeves of Wem, Ebay, and Woodland Timber Products (based in Haughmond Hill) and Reeves were cheapest (approx. £70 for 20 x posts incl. delivery). It was **AGREED** Cllr Lister could put in an order when needed and will be reimbursed by the Council. Cllr Gittins has a fence-post whacker that volunteers can borrow.

j) Consultation – car parking charges

It was **AGREED** that clerk will enquire with other PCs to see whether they are responding or not, and to defer until next meeting.

k) Platinum Jubilee activities

Cllr Lister gave an update on progress. It was **AGREED** that Clerk will chase Insurers re. public liability letter. Cllr Lister has some outlay in terms of coffee cups etc., but will wait to see what else needs purchasing before putting in any reimbursement claims.

157/21: Planning applications – Council to consider and agree response.

1. [Wigmarsh Cottage, Wigmarsh, West Felton, ref: 22/01066/FUL](#)

Proposal: Erection of extension to agricultural storage building and all associated works.

After discussion it was **AGREED** to make representation, and flag up the fact that there is no mention of footpath within 30 metres of site.

Re. the Wykey Farm application, it was **AGREED** to follow the process in the Scheme of Delegation as no notification had been received by the Council, so Cllrs did not have the relevant information to discuss the application at meeting.

Cllr Gittins gave his apologies and left the meeting at 20.15.

158/21: 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**

It was **NOTED** that Platt bridge had been damaged on the Baschurch side, and stones have moved substantially. Cllr Denyer will take photos for the clerk to report this. Clerk to chase the leaning Stanwardine sign at the same time.

159/21: Finance – to consider and approve

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

- Receipts & payments March (y/e) 2022
- Bank statement March (y/e) 2022
- Bank reconciliation March (y/e) 2022
- Y/e budget monitoring report and VAT claim (appendix D)

Clerk would put in VAT refund claim asap. It was **AGREED** that the PC should plan a Zoom meeting to discuss Earmarked reserve changes.

- Y/e asset register and inspection reports

It was **RESOLVED** to approve the above. It was **AGREED** that no action would be required for Stone cross asset, as edges of crack are not sharp and no urgent action needed (more cosmetic than structural). Cllr Lister will check Elbridge and Wykey notice boards.

Cllr Eyles gave his apologies and left the meeting at 20.25.

f) Updating bank signatories on mandate

Clerk had prepared the change of details form removing Cllrs Gittins and Shearer, and adding Cllrs Lister and Denyer to the bank mandate as signatories. It was **RESOLVED** to approve the new mandate. Cllr Lister and Denyer signed the relevant paperwork, and Cllr Allison signed the authorisation as an existing signatory. Cllr Spicer would co-sign the authorisation as the other existing signatory outside the meeting.

g) Internal controls check (to arrange)

Clerk would arrange with Cllr Eyles to drop off the 2021-22 accounts files for the 4th quarter internal controls checks.

160/21. Payments – Council to consider and approve

a) Invoices/reimbursements to be authorised

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

- L. Bardsley, Ukraine donations reimbursement (Intl Committee of Red Cross), £300.00 (no VAT) – paid 14.03.2022 (min ref: 141/21k)
- D. E. Peate, village maintenance, £202.00 (no VAT)– paid 29.03.2022 (min ref: 145/21a)
- L. Bardsley, April salary (incl. National salary award backpay), £670.90 (no VAT)
- HMRC, PAYE and NI contributions, £38.00 (no VAT)
- L. Bardsley, March-April expenses, £32.39 (of which £2.40 VAT)
- NEST (Direct Debit), April pension contributions, £52.72 (no VAT)
- SALC, training invoice 1271 (Fundamentals for Cllrs x 2), £60.00 (no VAT)
- SALC training invoice 1342, (Projects for 3 x Cllrs and clerk), £120.00 (no VAT)
- Highline Electrical Ltd, Annual structural survey for streetlights, £264.00 (of which £44.00 VAT)

b) Urgent invoices to approve after publication of agenda

None received.

161/21. Correspondence received

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

- SALC News in Brief and bulletins
- NALC legal update
- Talbot Inn update
- Rural Services Network bulletins
- Green Lane Association - NOTE
- CIL Neighbourhood Fund allocations – **NOTED** that Ruyton XI Towns PC is due to receive just under £12,500 in CIL Neighbourhood Fund, which would be received towards the end of April.
- Climate Emergency Workshops
- Police warnings re. theft of heating oil
- Breakthrough communication training events
- Pharmacy appts press release
- West Midlands Flood Resilience event
- Regenerative Farming conference May 2022
- Roadworks: Baschurch (09.04.2022); B4397 Knockin (23-27.05.2022); Station Rd, Baschurch (23.05-15.06.2022); Prescott Rd, Baschurch (21.07 -31.08.2022).

162/21. 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.

- Jubilee
- Audit

163/21. Next Council meeting – Council to agree

Next meeting would be provisionally scheduled for Tues 24th May 2022 at 6.30pm at St John's School. It was **FURTHER RESOLVED** to approve clerk annual leave request of 07.05.2022 – 22.05.2022.

There being no further business, the Chairman closed the meeting at 20.38 pm.

Confirmed as accurate: _____ Chairman. Date: _____