

RUYTON XI TOWNS PARISH COUNCIL

Dear Councillors,

Date: Tues 19th July 2022

Notice is hereby given that an ordinary 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 26th July 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

COUNCIL AGENDA 26TH JULY 2022

29/22: Welcome by Chairman

30/22: Apologies

31/22: Disclosure of Pecuniary Interests and Dispensation

32/22: Public session

33/22: Minutes

To approve [Annual Council meeting minutes dated 24th May 2022](#), and the [Extra Ordinary Council minutes dated 31.05.2022](#).

34/22: Council vacancies

Council to consider applications received and co-opt to fill 2nd vacancy

35/22: Reports – Council to consider and agree actions

- a) Shropshire Councillor Nick Bardsley (appendix A)
- b) Local Police Report/Rural crime
- c) Safer Roads Group (incl. Streetlighting on Brownhill)
- d) Clerk's update report (appendix B)

36/22: Policies to approve (appendix C)

- a) ICO Publication Scheme
- b) Privacy policy
- c) Security Incident Response Policy
- d) Subject Access Request Policy

37/22: Council representatives

38/22: Parish Matters – Council to receive updates and agree actions

- a) Coronavirus
- b) Council Assets
 - i. Stone Cross damage – receive Structural inspection report and agree actions (Appendix D)
 - ii. War memorial cleaning
 - iii. War memorial name and info plaques – consider submitting application for listed building planning permission
 - iv. Village gates damage
- c) Cliffe –Local Nature Reserve, access signage
- d) New email provider update
- e) Community Governance Reviews
- f) Shropshire Food Alliance letter – Council to consider request to sign letter
- g) Twenty's Plenty campaign – Council to consider motion to support Shropshire campaign
- h) Baschurch station re-opening
- i) Marches Meadow maintenance
- j) Platt Bridge hedgehog sign
- k) Arboretum

- l) Platinum Jubilee debrief

39/12: Consultations

- a) West Mercia Police Town & Parish Council survey (deadline 08.08.2022)
b) [Shropshire Library Strategy 2022-27](#) – deadline 03.08.2022

40/22: Planning applications/appeals – Council to ratify/agree response

1. **Appeal: [Keppel Gate Farm, Elbridge, ref: 21/02595/FUL](#) (appeal ref: [22/03024/REF](#), [Planning Inspector ref: APP/L3245/W/22/3293953](#)) - Council to ratify**

Proposal: Erection of farm managers dwelling with farm office, detached garage, and installation of package treatment plant (re-submission).

Deadline: 14.07.2022

2. **[Packwood Haugh School, Ruyton XI Towns, ref: 22/02807/FUL](#) - Council to agree response**

Proposal: Redevelopment of the existing science classrooms to include demolition and replacement of two classrooms and refurbishment of one classroom

Deadline: 31.07.2022

41/22: 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](#) – Refused
3. **Appeal: [Land East Of Mill Lane, Brownhill, ref: 21/04897/FUL](#) (appeal ref: [22/03011/REF](#), [Planning Inspector ref: APP/L3245/W/22/3293162](#)) - Pending consideration**
4. **Appeal: [Keppel Gate Farm, Elbridge, ref: 21/02595/FUL](#) (appeal ref: [22/03024/REF](#), [Planning Inspector ref: APP/L3245/W/22/3293953](#)) - Pending consideration**

42/22: Finance – to consider and approve

- a) Receipts & payments May and June 2022
- b) Bank statement May and June 2022
- c) Bank reconciliation May and June 2022
- d) 1st quarter budget monitoring report – Council to ratify/agree virements
- e) Savings account application – Council to receive update and agree actions

43/22: Payments – Council to consider and approve

a) Invoices/reimbursements - to be ratified

- L. Bardsley, June salary, £574.89 (no VAT) – to ratify
- HMRC, June PAYE and NI contributions, £13.20 (no VAT) – to ratify
- NEST (Direct Debit), June pension contributions, £43.74 (no VAT) – to ratify
- L. Bardsley, July salary, £574.89 (no VAT)
- HMRC, July PAYE and NI contributions, £13.20 (no VAT)
- NEST (Direct Debit), July pension contributions, £43.74 (no VAT)
- Phil White Associates Ltd, Structural survey of Stone Cross, £750.00 (no VAT)
- Shropshire Council, 2021 elections recharge, £100.00 (no VAT)

b) Invoices/reimbursements - to be approved

- L. Bardsley, Aug salary, £574.89 (no VAT)
- HMRC, Aug PAYE and NI contributions, £13.20 (no VAT)
- NEST (Direct Debit), Aug pension contributions, £43.74 (no VAT)
- L. Bardsley, May-July expenses, £82.78 (of which £4.80 VAT, non-recoverable)
- Paul J Eddon, Wildflower seed bed prep (QEII Field), £340.00 (no VAT)
- Claire Trickett, Jubilee expenditure reimbursement claim, £101.28 (of which £13.40 VAT)
- Cllr Alyson Lister, Jubilee expenditure reimbursement claim, £264.35 (of which £3.78 VAT)
- D.E. Peate, grounds maintenance, floral displays etc March – June, £748 (no VAT)
- Highline Electrical, R30 new lantern head, £296.40 (of which £49.40 VAT)
- Flowerscape, hanging baskets x 16, £484 (no VAT)
- C2S2, annual hosting and domain registration, £58.00 (no VAT)
- Scottish Power, 1st quarter streetlight energy, £TBC
- Time Assured Ltd, church clock maintenance, £180.00 (of which £30.00 VAT)

c) Urgent invoices received after publication of agenda - to be approved

44/22: Correspondence received

45/22: Exclusion of press and Public

To pass resolution to exclude the public under Public Bodies (Admission to Meeting) Act 1960, so as to consider the following confidential matters.

46/22: STAFFING MATTERS

47/22: 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.

48/22: Next Council meeting – Council to agree

End of meeting agenda

Appendices: A. Shropshire Councillor report, B. Clerk update report, C. Policies to review and approve, D. Structural inspection report, Stone Cross.