

RUYTON XI TOWNS PARISH COUNCIL

Dear Councillors,

Date: Tues 25th April 2023

Notice is hereby given that the Annual Council Meeting of the above-named Parish Council will be held face to face **at Victoria Room, Ruyton XI Towns** on **Tuesday 2nd May 2023 at 6.30pm**, and members are hereby respectfully summoned to attend to transact the following business.

Lydia Bardsley

Lydia Bardsley, Proper Officer

Email: parishclerk@ruytonxitownsparishcouncil.org.uk

Chairman of Parish Council, David Spicer

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ANNUAL COUNCIL AGENDA 2ND MAY 2023

01/23: Election of the Chairman

02/23: Election of the Vice Chairman

03/23: Welcome by Chairman

04/23: Apologies

05/23: Disclosure of Pecuniary Interests and Dispensation

06/23: Public session

07/23: Minutes

To approve [Council meeting minutes dated 17th April 2023](#).

08/23: Council vacancies

- a) Council to consider applications received for vacancy and co-opt

09/23: Audit: Annual Governance and Accountability Return (AGAR) 2022-23

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

10/23: Policies to review and approve

- a) Standing Orders
- b) Financial Regulations

11/23: Appointment of Council representatives

- a) SALC Area Committee representatives
- b) Safer Roads Group representatives
- c) Primary School representatives
- d) Climate Emergency Working Group
- e) Village Hall Working Group
- f) Planning Working Group
- g) Countryside Working Group
- h) Staffing Committee and Sub-Committee

12/23: Review of Register of Interests

Council to receive updated register of interests from all councillors

13/23: Reports – Council to consider and agree actions

- a) Shropshire Councillor Nick Bardsley (appendix B)
- b) Local Police Report/Rural crime - Council to receive report
- c) Safer Roads Group - Council to note report

- d) Planning Working Group - Council to receive update
- e) Climate Emergency Working Group – Council to consider report
- f) Countryside working group – Council to receive update
- g) Clerk’s update report (appendix C)

14/23: Parish Matters – Council to receive updates and agree actions

a) Council Assets

- i. Stone Cross damage - Council to receive update
- ii. War memorial name and info plaques - Council to receive update and agree actions

b) Shropshire Housing Options and StaR Housing Association

Council to receive update on tenancy housing decision-making process and agree actions

c) Annual Parish Meeting

Council to agree arrangements for Annual Parish Meeting

d) Council insurance

Council to consider quotes and choose an insurer

e) Village Hall Committee donation request

Council to consider and agree actions

15/23: Planning applications– Council to consider and agree/ratify responses

1. [New access, Ruyton Hall, Olden Lane, ref: 23/01632/LBC](#) – Council to agree response

Proposal: New access

Deadline for comments: 21.05.2023

16/23: Shropshire Council Planning decisions – Council to note.

1. [North West Relief Road Scheme, 21/00924/EIA](#) – Pending consideration
2. Enforcement case, The Grange, Brownhill – Investigation concluded, no further action
3. [Ruyton Hall, Olden Lane, ref: 23/00562/FUL](#) - Pending consideration
4. [Wykey Farm, Wykey, ref: 23/00710/FUL](#) – Permission granted

17/23: Finance – to consider and approve

- a) Council insurance - Council to consider estimates, cover levels, and choose insurer
- b) Receipts & payments April 2023
- c) Bank statement April 2023
- d) Bank reconciliations April 2023
- e) VAT reclaim for 2022-23
- f) Annual financial arrangements (direct debits, standing orders etc.)

18/23: Payments – Council to consider and approve

a) Invoices/reimbursements - to be approved

- Clerk, May staffing costs (salary, home allowance, expenses), £885.37 (of which £11.98 VAT, £2.60 unrecoverable)
- HMRC, May PAYE and NI contributions, £135.09 (no VAT)
- NEST (Direct Debit), May emp’ee and emp’er pension contributions, £66.83 (no VAT)
- Shropshire Council Energy Scheme, streetlight energy, £TBC
- D. E. Peate, village maintenance, £TBC
- TBC, Council insurance premium, £TBC

b) Urgent invoices received after agenda published

19/23: Correspondence received

20/23: 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.

21/23: Next Council meeting – Council to agree

End of meeting agenda

Appendices: A. Annual Return 2022-23, B. Shropshire Councillor report, C. Clerk update report