



## **MINUTES of the Ruyton XI Towns Parish Council meeting held at Victoria Rooms, Ruyton XI Towns on Tuesday 1<sup>st</sup> July 2025 at 7.00 pm.**

**Present:** Cllrs Trevor Allison, Tamarin Bibow, Kerry Coldwell (Chair), Paul Dean, Mervyn Eyles (Vice Chair), Nick Kynaston, Anne Mitchell, Rachel Paton, Luke Penton.

**In attendance:** Mrs M Baker, Parish Clerk; Shropshire Councillor Robert Jones; Chair of Baschurch Football Club and 3 members of the public.

**38/25 Welcome by the Chairman** – the chairman welcomed all members of the public.

### **39/25 Apologies**

Apologies were received and noted from Cllr Rob Hamlett.

### **40/25 Declarations of Interest and Requests for Dispensation**

Cllrs Bibow & Penton declared a pecuniary interest in agenda Item 44/25 XI as landowners of land identified within the survey and map.

### **41/25 Public Session**

The Chairman of Baschurch Football Club informed the meeting of the club's interest in utilising Doctors Meadow primarily for their Under-7 and Under-10 football teams. The purpose of their attendance was to assess the feasibility of this proposal. The Chairman noted specific constraints, including the need to double the size of the current car park and the requirement for a container on-site to store club equipment. He confirmed that Baschurch Football Club would be responsible for maintaining the pitch.

Cllr Coldwell inquired about the potential benefits for residents of Ruyton XI Towns. In response, the Chairman highlighted that approximately 60 children from Ruyton XI Towns have participated in the club over the past five years. He further mentioned that the Under-7 Stars Club is expanding rapidly, often adding two to three new teams each season. Due to this growth and the increasing number of teams, the Baschurch pitch is experiencing heavy usage. The Chairman explained that if Doctors Meadow could be made available, the existing goalposts would need to be relocated, and the club would provide multiple goals, to be stored in the proposed on-site container.

He also noted that there are currently no other suitable spaces locally, and hosting some teams at Ruyton XI Towns would directly benefit the community.

Cllr Mitchell queried whether toilet facilities would be required, given the young age of the children. The Chairman of Baschurch Football Club replied that Shropshire Council's pitches rarely include such amenities.

Councillor Penton expressed his concern regarding the recurring waterlogging at Doctors Meadow, noting that the proposed car park extension would likely be costly and subject to planning permission requirements.

A resident informed the meeting of a recent incident involving one of his tractor drivers and a PGL coach. The coach driver was unwilling to reverse a short distance, resulting in the tractor driver, who was transporting a wrapper, being compelled to reverse the entire length of Birch Park.

#### 42/25 Minutes of the meeting held:

It was **RESOLVED** to accept the minutes as a true record of the meeting held on **3<sup>rd</sup> June 2025** and these were approved and signed.

#### 43/25 Reports

Council to consider and note any reports received:

- i. Shropshire Councillor Representative: Rob Jones presented a report this evening. **Appendix A**. Cllrs raised concerns with damage being caused to Platt Bridge by vehicles including HGV and that a traffic survey should be undertaken by Shropshire Council, and appropriate measures taken to protect the listed bridge.
- ii. SNT Police: No police report was received for this evening's meeting, as there were no incidents related to the Parish Council's assigned priorities.  
It was noted that there had been a spate of burglaries in Baschurch and the council wish to urge residents to be vigilant.
- iii. Clerk's Report: The Clerks report was circulated to councillors prior to the meeting. **Appendix B**

#### 44/25 Parish Matters

- i. **The Stone Cross** – The Clerk informed the meeting that the council's insurer had followed up with the vehicle insurers regarding our correspondence. She further stated that she would continue to pursue the matter and is still endeavouring to try to arrange a meeting with all relevant parties.
- ii. **Land at Peverey Close** – The Chairman and Vice Chairman reported that multiple meetings had been held with residents affected. Approximately half of the residents who received the council's letter responded, while others chose not to engage. The matter remains under consideration.
- iii. **Doctors Meadow** –
  - a. The clerk updated the council on arranging a site meeting. The meeting was advised that two site meetings were necessary, one with land maintenance the other meeting with the estates team.
  - b. The meeting was advised of a resident's notification regarding a tree in Doctors Meadows Park which they feel is a threat to their fence. Resolved for the Clerk to establish the location.
- iv. **Parish Council Action List** –the circulated working document as of 3<sup>rd</sup> June 2025 was **received and noted**.
- v. **Land Registry entry for Cafe XI and the Village Hall** - an update and was given by the Chairman Cllr Coldwell who advised the meeting that she had emailed the solicitor to chase up the village hall and to progress with Land Registry for the Village Hall. The Chairman advised that the Café XI is more complex as there is still difficulty in locating the title deeds. Cllrs suggested contacting the solicitor for the Gittins family to find out if the paperwork is lodged with them. The Chairman advised that she would liaise with the relevant parties.
- vi. **Parochial Church Council (PCC)** - the council was advised by Cllr Eyles that a tentative approach had been made by the Churchyard Working Party to see if the Parish Council could explore the feasibility of the Parish Council assuming responsibility for the maintenance of the castle. The Churchyard Working Party envisages future problems with the responsibility remaining under the Churches responsibility with falling congregation numbers and diminishing funds. Cllr Eyles explained that this could involve the Parish Council potentially entering into a 100-year lease agreement on land surrounding the Castle and ramp area, this could also potentially help with access for the Village Hall. Councillor Allison said that the Parish Council has to be clear on what land would be handed over, and who would own the title. Cllr Kynaston said that the Parish Council needs to fully understand the costs and implications if the Prish Council is to take over the asset. The council **RESOLVED** approval for the Parish Council and the PCC to enter into further discussions.
- vii. **Village Hall Accessibility** - the Chairman advised that a chase up email had been sent to the solicitor to progress with the Land Registry. Cllr Paton asked if the Gittins family solicitor could be contacted to see if the land registry is lodged with them. The Chairman Cllr Coldwell advised the meeting that she would speak with Kate Mane – the matter will be ongoing.
- viii. **VE Day Celebrations – commemorative item** - consideration was given for a commemorative item to be purchased/commissioned with the £1752.00 raised by the community event. The following suggestions were raised: two engraved stone slabs for the war memorial; a brass plaque; lychgate. **RESOLVED** for the item to be brought back to the next meeting when Cllrs had time to consider ideas.
- ix. **Queen Elizabeth II Field (Bridge Inn Fields)** - dog fouling –a response from Shropshire Council regarding dog warden and bin provision was **received and noted**. Shropshire Council confirmed that the dog warden was still operational, but Shropshire Council would not add any additional bins or empty any new bins that the Parish Council installs.
- x. **Asset Inspection Schedule** – a draft schedule was reviewed and personnel allocated. **Appendix C**

*[Cllrs Bibow and Penton took no part in the following discussion or decision]*

- xi. **Future Development of our Village** – the analysis of the questionnaire following the closure date was received and considered. Cllr Eyles advised that the survey showed that we could not include or exclude any of the sites.
- xii. **PGL Local Meeting** - The Chairman, Cllr Coldwell, provided an update on the meeting held on 25th June with PGL. The Chairman informed the meeting that PGL recommends reporting any drivers who are not following proper conduct. If details such as registration plate, date, time, and a general description of the coach (e.g., colour or name) are provided, PGL should be able to identify the driver and take appropriate action.
- xiii. **Residents Correspondence**
  - a. FOI/EIR Request dated 12/05/2025 - councillors were advised that the request had been responded to and the requester has concluded the matter. **Matter of report**
  - b. An email dated 26<sup>th</sup> May and the Clerks response was **received and noted**

## 45/25 Financial Reports

- i. It was **RESOLVED** to approve the latest reconciliation of banking statements dated 30<sup>th</sup> June 2025

### Appendix D.

- ii. It was **RESOLVED** to approve the following payments and note receipts:

### Payments:

Ent Date:	Payment Method	Inv No:	Description of Payment	Amount	VAT Amount
04/06/2025	DD	32	NEST - Superannuation	76.90	
16/06/2025	DD	33	Shropshire Council - Joint Energy Costs	360.96	60.16
30/06/2025	DD	34	Hugo Fox - website	35.99	6.00
30/06/2025	BP	35	Maxine Baker - wages	811.50	
30/06/2025	BP	36	NEST - Superannuation	73.41	
30/06/2025	BP	37	HMRC - Tax & N.I. Payments	294.19	
30/06/2025	DD	38	Unity Bank - Bank Charges	6.00	
			<b>Total Payments</b>	<b>£1,658.95</b>	<b>£66.16</b>

### Receipts:

Ent Date		Amount
01/06/2025	Nationwide - Interest	23.72
01/06/2025	Nationwide - Interest	23.22
16/06/2025	FOI - EIR Payment	5.35
		<b>£52.29</b>

### Income

b/f £37,068.09  
 £52.29  
**£37,120.38**

### Expenditure

b/f £13,565.40  
 £1,658.95  
**£15,224.35**

iii. The 1st quarter budget review and accounts were received and noted. **Appendix E**

## **46/25 Planning Decisions and Applications**

### **Planning Decisions**

- i. To note planning decisions made since the last meeting:

Reference: **25/00971/FUL**

Address: Bawtry Olden Lane Ruyton Xi Towns SY4 1JD

Proposal: Erection of fences over 1m high adjacent a highway (retrospective)

Decision: Refused

### **Planning Applications:**

- ii. Reference: **25/00134/FUL**

Address: The Grange Brownhill Ruyton Xi Towns Shropshire SY4 1LR

Proposed Development: the installation of a retaining wall and associated landscaping

**RESOLVED** to defer the decision to the local planning authority.

## **47/25 Future agenda items:**

- Health Update
- Grass cutting on byways

## **48/25 Date of the next meeting**

The next meeting shall be held on September 2nd, 7pm at the Victoria Rooms.

**[9.00pm the meeting closed]**

## **Appendix A**

### Report to Ruyton XI Towns Parish Council: July 2025

North West Relief Road Councillors may be aware that Shropshire Council has paused work on the proposed North West Relief Road. Permanent decisions are to be taken by Cabinet and then by full Council later this month, which will most likely result in the cancellation of the project. This decision is not being taken lightly, but is necessary due to the financial position of the Council and the project's substantial funding gap of £176m. The Department for Transport have confirmed that the project was not formally considered for funding beyond the £54.4m already allocated, and no further funds will be available in the future. This decision will be deeply frustrating for many residents in communities impacted by through-traffic, such as ours. The NWRR had the potential to help address some traffic issues, but also to improve connectivity between our area and Shrewsbury. In order to address these issues and improve the safety and utility of our roads for local residents, I will seek to work with the Parish Council and Shropshire Council to identify and advance projects that can achieve these goals. Parish and Town Partnership Consultation Shropshire Council has launched its Call for Information to Parish and Town Councils that I referred to in my report to the previous meeting in May. I encourage the Parish Council to engage in the consultation which can be completed on the Council's website or using a form which can be downloaded and printed. The form needs to be returned by 18 August 2025.

Dog Warden and dog foul bins Questions were raised at the previous Parish Council meeting about dog fouling and dog foul bins. The current dog warden for Shropshire Council is Jane Salisbury. She works within the Environment and Transport (Street Scene) department and can be contacted via email at [jane.salisbury@shropshire.gov.uk](mailto:jane.salisbury@shropshire.gov.uk) or by phone on 01743 254957.

It is my understanding that Shropshire Council will not empty waste bins, including those for dog waste, that have been installed or replaced by a parish council unless contracted to do so.

## **Appendix B**

### Clerks Report

#### **Year end Audit**

The year AGAR has been submitted – the deadline for submission is 1st July 2025

**Action Report** has been compiled; this is a working document – An updated report is included for 1st July. Cllrs who wish to add anything then if you could email me and I will include for the next month. Updates to ongoing items can be viewed on the Action Report

#### **Analysis of the Survey of Future Development of our Village.**

The closing date is 25<sup>th</sup> June – the analysis of the Questionnaire will be uploaded on the Parish Councils website by 28<sup>th</sup> June.

#### **Insurance**

Quotations for the Insurance has been obtained and policy renewed.

#### **The cross**

I have chased the Councils insurance regarding the Parish's claim for the cross and have requested a zoom meeting with parties.

### **Site Meeting Dr's Meadow**

Two site meeting are having to be arranged to discuss the various issues that have been raised. Deborah Tabone will meet to discuss issues regarding maintenance/dog fouling. A meeting will be arranged with Shropshire Councils estate Team to discuss permissions for sports teams / clubs to use the field.

## Appendix C

RUYTON XI TOWNS PARISH COUNCIL ASSET INSPECTION LOGS - 2025/2026						
Asset	Location	W3W reference	To check	Date Checked	Assigned person	Issues to report
War Memorial Cave	Brownhill, underneath Rock Hou	///spenders.central.kingdom	1. Visual check of interior and exterior for signs of damage or deterioration, including engraving above cave, stone benches, carved cross, and plaques. Avoid handling damaged/flaking areas which may cause further deterioration. 2. Check memorial plaque firmly affixed to wall. 3. Check for discolouration on plaque. 4. Check for sharp edges. 5. Check for broken glass or rubbish in vicinity of memorial.		CIlr Eyles	
Stone Cross Memorial	Junction of School Rd and Church	///command.laugh.bicker	1. Visual check for signs of damage or deterioration. Avoid handling damaged/flaking areas which may cause further deterioration. 2. Check any plaques firmly affixed. 3. Check for sharp edges. 4. Check for broken glass or rubbish in vicinity of memorial. 5. Check ground for signs of recent movement. 6. <b>Very gentle push with hand to check for movement. [Check with SD if appropriate given height of cross]</b>		CIlr Eyles	
Older bus shelter	Little Ness Rd junction	///landlady.liked.contained	1. Check for visible signs of damage or deterioration. 2. Splinters and sharp edges 3. Soft/rotting wood 3. Check firmly affixed to ground/base 4. Check joints for movement. 5. Check any metal work for rust, flaking. 6. Check for broken glass or rubbish in vicinity. 7. Check for ivy/vegetation that may need removing/trimming back. 8. Check tiles on roof.		CIlr Eyles	
New bus shelter	Brownhill/The Marches	///knowledge.publisher.snail	1. Check for visible signs of damage or deterioration. 2. Splinters and sharp edges 3. Soft/rotting wood 3. Check firmly affixed to ground/base 4. Check joints for movement. 5. Check any metal work for rust, flaking. 6. Check for broken glass or rubbish in vicinity. 7. Check for ivy/vegetation that may need removing/trimming back.		CIlr Paton	
Streetlights	Various locations	n/a	Annual structural survey and annual cleaning by maintenance contractor (Highline Electrical Ltd). Electrical survey every 6 years (last tested during LED upgrade in 2019)		CIlrs	
3 x benches on Cliffe	Bench 1 - Extreme south end of open area of Cliffe, before woodland. Faces Little Ness Road, Baschurch etc.	?			CIlr Kynaston	
	Bench 2 - Exposed sandstone ridge in middle of Cliffe, facing Baschurch.	?			CIlr Kynaston	

	Bench 3 - North end of Cliffe, nearest to Ruyton, where bridleway opens up at junction with another track.	?	1. Check for visible signs of damage or deterioration. 2. Splinters and sharp edges 3. Soft/rotting wood 3. Check firmly affixed to ground/base 4. Check joints for movement. 5. Check metal work for rust, flaking. 6. Check for broken glass or rubbish in vicinity of bench.		Cllr Kynaston	
1 x Memorial bench	Outside St Johns school, Church street	///wildfires.scans.prefer				
1 x Bench on Fiveways	Grass verge at junction of Little Ness Rd and Startlewood, and Big Walls	///shimmered.neat.doctor				
	1. Birch Grove Notice board (verge adj. Little Ness Road)	///slugs.indicates.marmalade			Cllr Bibow	
	2. Wykey	?			Cllr Kynaston	
	3. Elbridge	?			Cllr Kynaston	
7 x Notice Boards	4. Doctors Meadow	///twinkling.braced.dramatic	1. Check glass/protective screen for cracks 2. Check for water inside 3. Check doors can be opened and closed easily. 3. Check lock works. 4. Check frame for cracks, splinters, sharp edges. 5. Check supporting legs are stable in ground. If wall mounted, check if firmly affixed with no movement.	01/05/2025		
	5. St John's Primary School	///clarifies.masses.reissued		01/05/2025		
	6. Platt bridge bus shelter	///knowledge.publisher.snail		01/05/2025		
	7. Foot of Cliffe					



2 x Welcome Gates	Olden lane entrance to village, both sides of road	///consoles.gravitate.meal and ///oval.wings.embellish	1. Check overall structure and individual slats for cracks, splinters, sharp edges. 2. Check supporting legs are stable in ground, and check ground for recent signs of movement. 3. Gentle push with hand to check for movement. 4. Check for broken glass or rubbish in vicinity of gates. Do these checks for gates on both sides of the highway.		Cllr Coldwell	
4 x Vehicle activated speed signs - (Solar Power/Data Capture)	Brownhill	?	1. Check for visible signs of damage or deterioration. 2. Check base of mounting post for recent signs of movement. 3. Check post for rust. 4. Check all components (e.g. batteries, solar panel) are present. 5. Check solar panel clean. 6. Check for exposed wires.		Cllr Penton	
	B4397/Church street (Junction of Olden Lane/School rd?)	?			Cllr Penton	
	Church street (outside school facing east)	?			Cllr Penton	
	Church Street (near Grove Court, facing West).	?			Cllr Penton	

**BANK RECONCILIATION as at 30th June 2025****Unity Trust**

		<b>Balances</b>
Unity Trust Bank- Current a/c		82615.69
		<u><b>82615.69</b></u>
<b>Less Unpresented Cheques / Deposits</b>		
HMRC	312.88	
M Baker	811.50	
Nest	73.41	
HMRC	294.19	
	<u><b>1491.98</b></u>	1491.98
	<b>Total</b>	<u><u><b>81123.71</b></u></u>
Brought forward start of year		59274.62
Receipts for year		37073.44
Less payments for year		<u>15224.35</u>
		<u><u><b>81123.71</b></u></u>

**RUYTON XI TOWNS PARISH COUNCIL  
RECEIPTS AND PAYMENTS 2024-25**

Receipts & Payments, as at 30/06/2025

Balance b/f

74875.61

	Budget 25/26	Receipts & Payments 25/26	% Under over budget
<b>Receipts</b>			
Precept	33744	33744.00	0.00%
VAT refund	1000.00	1572.09	
CIL	0.00	0.00	100.00%
Bank interest	200.00	46.94	
Other	0.00	1757.35	100.00%
VAT refund (from suppliers)	0.00	0.00	
	<b>34944.00</b>	<b>37120.38</b>	6.23%
<b>Payments</b>			
Wages	15000.00	5150.77	-65.66%
Administration costs (incl. bank char	1829.00	412.50	-77.45%
Audit fees	565.00	0.00	-100.00%
Affiliation fees & subs	800.00	645.65	-19.29%
Insurance	1500.00	877.79	-41.48%
Training (incl. cllr mileage)	500.00	60.00	-88.00%
Street lighting & maintenance	1000.00	300.80	-69.92%
Village and grounds maintenance	2550.00	352.50	-86.18%
Village floral displays	1200.00	567.99	-52.67%
AED project	0.00	0.00	
Local grants (s.137)	1000.00	512.20	-48.78%
Contingency	2000.00	0.00	-100.00%
Safer roads	3000.00	0.00	-100.00%
Cliffe maintenance	4000.00	0.00	-100.00%
VAT	2000.00	1113.36	-44.33%
Mobile Library	1000.00	0.00	-100.00%
	<b>37944.00</b>	<b>9993.56</b>	-73.66%
<b>s.137 (max total spend)</b>	<b>9403.71</b>	<b>270.79</b>	
<b>Earmarked Reserves balances</b>	<b>Current Bal.</b>	<b>Expenditure</b>	
Cliffe	3000.00	0.00	-100.00%
QE11 Purchase	2000.00		
QE11 Legal Fees	2000.00		
Roads	10000.00		
Neighbourhood/Drs Meadow Track	20000.00		
Village Hall Building Repairs	5000.00		
Village Hall Accessibility	5000.00	4960.00	-0.80%
War Memorial seats	3000.00		
	<b>£50,000.00</b>	<b>4960.00</b>	
<b>Total payments</b>		<b>15224.35</b>	
<b>Receipts over payments</b>		<b>22166.82</b>	
Uncleared receipts		0.00	
Uncleared payments		1491.98	1491.98
<b>Cashbook balance</b>		<b>96771.64</b>	
<b>Balance as Unity Trust Bank Statement</b>		<b>82615.69</b>	
<b>Balance as Nationwide Bank statement</b>		<b>15647.93</b>	
<b>Combined bank balance</b>		<b>98263.62</b>	
<b>Uncleared Payments &amp; Income total</b>		<b>1491.98</b>	
		<b>96771.64</b>	

Meeting date: 01.07.2025

-1491.98

Chairman signature.....