

RUYTON XI TOWNS PARISH COUNCIL

7 FEB 2023 COUNCIL MEETING MINUTES

An ordinary meeting of the Parish Council was held at the Victoria Room, at 6.30 pm on Tues 7th Feb 2023.

Parish councillors in attendance: Mr T Allison, Mrs T Bibow, Mr M Eyles, Mr R Hamlett (arrived 18.35), Mrs A Lister (Vice Chairman), Mr L Penton.

Also in attendance: Lydia Bardsley (Clerk), Shropshire Cllr Nick Bardsley, PCSO Stuart Carroll (police), Public: 2

Meeting started at: 6:35pm.

127/22: Welcome by Chairman

In the absence of the Chairman, the Vice Chairman Cllr Lister took the Chair. She opened the meeting and welcomed everyone present to the meeting.

128/22: Apologies

Apologies were received from Cllr Spicer (health concerns), Cllr Edwards (unwell), Cllr Denyer (unwell), Cllr K Coldwell (work commitments). It was **RESOLVED** to **NOTE** these.

129/22: Disclosure of Pecuniary Interests and Dispensation requests

None received

130/22: Public session

No comments

It was **RESOLVED** to bring forward item 134/22b (Police report).

134/22: Reports – Council to consider and agree actions

b) Local Police Report/Rural crime

PCSO Stuart Carroll gave the following report:

It had been a busy couple of months with some high profile incidents (e.g. assault and property damage on Birch Grove), with private matters played out very publicly. The police have no specific concerns on this particular matter to bring to meeting at this point.

There was a belief amongst the police that as information is easily accessible online that may or may not be accurate, these situations become more common, and issues often seem a lot worse on social media or in digital news and can exacerbate responses within communities.

Cllr Lister highlighted the impact of the incident on the parish e.g. property was damaged which cannot be rented out until repaired, assault on an individual, and two members of public had been arrested, which has caused a great deal of upset in community, especially given that concerns had been raised at Parish Council meetings and directly with the police before the matter escalated. Cllrs raised concerns that a lot less information is shared now than previously when looking at old minutes and police reports, and asked if this was due to data protection rule changes. It was suggested that if a little information was shared discretely, so that the PC is aware of potential issues, then more information could potentially be fed back to the police if the PC becomes aware of anything going on in the parish.

The Chairman Cllr Lister emphasised that police presence at PC meetings is really important and appreciated, and helps reassure the community. PCSO Carroll said they will try their best to come to

meetings as often as they can, but there are only 3 members on the team, and resource pressures and other Parish councils in their patch.

PCSO Carroll spoke on other items on the police report including a recent traffic operation at Shottatton crossroads targetting HGVs ignoring speed cameras, and police were able to issue lots of tickets. They gave an update on a recent burglary which PCSO Carroll had attended. Forensics were taken, but vehicle used has not ben traced so far. Smartwater is now being used at this property and stickers are visible, so police feel likelihood of return by perpetrators is low.

There was also a discussion on the fatal accident on 23rd Jan on the A5, the victim of which lived in the village. The traffic through the village during the subsequent diversion was extremely concerning, with vehicles travelling at extreme speed, and pedestrians felt very unsafe. The PC accepted that the village is a diversion route, but asked for some support from the police to help with management of traffic in future. PCSO Carroll explained there is no contingency built in to allow for this, and in this case most on-duty officers had to remain at the scene of the accident so there was no one available to help with traffic management. In response to a Cllr question, PCSO Carroll explained that if a road is open, then police don't have resources to check whether there are roadworks on the diversion routes, though they do use local knowledge to assess what would be most appropriate diversion. Unfortunately the B4397 through Ruyton XI Towns has no height or width restrictions, which means it is suitable as a diversion route in cases such as this.

The PC asked PCSO Carroll about cars parking on pavement in front of terraces near Quillets roundabout. It was **NOTED** that the pavement does run out there, so residents would need to cross the road to continue using pavement, but PCSO Carroll will check this out after this evening. It was further **NOTED** that Ruyton XI Towns does have more cars than parking spaces so police will speak with motorists where cars are parked dangerously, e.g. obstructing visibility and putting pedestrians at risk, but police need to prioritise most pressing parking offences.

The Chairman thanked PCSO Carroll and he left the meeting at 18.57.
It was **AGREED** to resume the normal order of agenda items.

131/22: Minutes

It was **RESOLVED** to confirm that the [Council minutes dated 03.01.2023](#) were an accurate and true record.

132/22: Council vacancy

It was **NOTED** that no applications had been received. It was **AGREED** to extend the deadline for receipt of applications to 9pm on 24.02.2023, with a view to co-opting on Tues 7th March. The Clerk would arrange for the necessary promotion.

133/22: Policies to review and approve

It was **RESOLVED** to approve the below terms of reference.

1. Planning Working Group Terms of Reference
2. Climate Emergency Working Group Terms of Reference

Questions were raised about projects for the Climate Emergency Working Group and the type of projects that might make biggest difference, e.g. planning infrastructure such as groundsource heat pump network vs encouraging lifestyle changes at individual level.

It was **AGREED** that the PC would share the Rural Services Network cost of living survey as this deals with energy costs.

There were discussions around setting up a Countryside Working Group, to complement the Planning Working Group (which deals with the built environment). It was **AGREED** that the PC would look into setting up a Working Group that deals with broader open spaces in the parish, e.g Doctors Meadow improvements, the Cliffe, Arboretum, rights of way matters, etc.

It was **AGREED** that Cllrs Allison and Eyles would be on the Countryside Group, and Cllr Eyles would come off the Climate Emergency Working Group.

134/22: Reports – Council to consider and agree actions

a) Shropshire Councillor Nick Bardsley

SC Cllr Bardsley gave the following report:

- A5 accident diversion – This had been difficult to deal with, and there are no other suitable alternative routes if A5 needs to be closed completely. This is very unsatisfactory for Ruyton and other villages. The proposals to narrow the road by pedestrian crossing and introduce priority system if accepted, would hopefully discourage ppl from using Ruyton XI Towns as a rat run. It was clarified that CIL road safety proposals have not yet been agreed, and nothing is a foregone conclusion. The CIL group has been looking at what might be possible, what might be best to address various issues, and what might be feasible with available CIL money. There will be a chance for Cllrs to consider proposals before public consultation, and it may be worth having an Extra Ordinary meeting for this.
- Star Housing – on agenda already. It was **NOTED** that despite repeated attempts to contact SC Housing Services and cabinet members that the PC had been so far unable to arrange a meeting to discuss the issue of inappropriate tenants being re-housed in Ruyton XI Towns housing. SC Cllr Bardsley is trying to arrange a meeting with the Cabinet Member Dean Carroll to meet PC reps to discuss the process of how Housing Options operates in these situations. SC Cllr Bardsley will let the PC know when he has a date for a meeting.

c) Safer Roads Group

Council to consider recommendations in Chairman's report, including PC contributing some funding towards abortive work costs

It was **RESOLVED** to **NOTE** the SRG report which included updates to the proposals re. the zebra crossing area and pavement width next to the Talbot, coloured aggregate in the road surface, streetlighting needs, resurfacing, and public information sessions.

It was **RESOLVED** to approve a provisional contribution of max £2000 of PC funds towards the abortive costs of the CIL road safety project. The PC will review this decision again when the exact contribution amount is known.

The matter of parking on pavements near the Quillets roundabout had already been discussed earlier during the police report segment.

d) Clerk's update report (appendix B)

This was **NOTED**. It was **FURTHER NOTED** that SC are investigating the pot holes in Doctors Meadows car park. Cllrs mentioned that drivers are cutting the corner and driving over grass to avoid pot holes, which looks really messy. It was **AGREED** that the clerk will report this to SC.

135/22: Parish Matters – Council to receive updates and agree actions

a) Cost of living crisis

Council to receive update and agree actions to support vulnerable parishioners

Clerk gave an update: They had attempted to put residents in touch with Basnett, Mathews, and Minton Trust (BMMT), and had contacted potential volunteers to see if anyone was willing to give lifts to nearby warm hubs. No other updates at this time.

It was **NOTED** that BMMT are helping families currently and there might be a request for a donation from the PC in March. It was also **NOTED** that due to financial difficulties some children may be at risk of having to stop attending groups like Brownies, Guides, Scouts etc., because of subscription costs. It was **AGREED** to encourage group leaders to signpost families to the BMMT so the Trust can assess needs and the PC can support BMMT financially as needed as per current arrangements.

Cllr Lister mentioned RATS (Ruyton amateur theatre group) who may ask for a donation, but had not responded to the clerk's request for an application. It was **AGREED** that the clerk and Cllr Lister will follow this up. It was **FURTHER AGREED** that if the donation application is received as soon as possible then the donation request can be considered at the March meeting as an exception to the normal policy.

b) Council assets

i. Stone Cross damage - Council to receive update

This was covered under agenda item 134/22c Safer Roads Group report. A decision on where to rebuild the Cross needs to be made.

ii. War memorial name and info plaques - Council to receive update and agree actions

Clerk had been in touch with Stone Workshop to try to ascertain what they would need to work safely on War Memorial so this can be included in the LBC application, but no response received yet. A member of the public involved in this project informed the PC that they had also asked for an updated quote from the Stone Workshop.

c) Overhanging branches at Brownhill

It was **NOTED** that Cllrs Hamlett and Penton had kindly offered to do the necessary trimming work free of charge this year so that the work could be completed before the road resurfacing that was originally expected to take place later this month. Letters had been delivered to advise residents about this, and no responses had been received. It was **AGREED** that Cllrs Hamlett and Penton will plan to do the trimming work on a Saturday afternoon to minimise disruption. It was **NOTED** that resurfacing is not now happening in February but in July/Aug. Cllrs mentioned that this may clash with harvesting. It was **AGREED** clerk will contact SC to ask whether the work needs to be done in school holidays and whether it could be done another time.

Cllrs mentioned some road disintegration on Olden Lane. It was **AGREED** that Cllrs will send clarification on exact location and Clerk will report this to SC Highways.

d) Streetlights

i. Consider quote from SC Energy Scheme and agree actions

As an update to the report to Council, the Clerk confirmed that the current unit price for the SC Energy scheme is 17.8p/kWh and it is expected to rise to approx 37.1p/kWh in April, but this is not yet confirmed. The current unit price with Scottish Power is 47p/kWh but this is a standard variable tariff that may fluctuate. Clerk had confirmed the info with Highline and sent the updated technical inventory to SC Energy to get an updated quote but it is not anticipated this will be very different to the indicative price given previously, i.e. approx £1550+VAT for the year. It was **RESOLVED** that the PC would make arrangements to move streetlight energy supply over to SC Energy Scheme as soon as possible to benefit from cheaper rates (assuming SC Energy scheme also apply the govt discounts through the Energy Bill Relief Scheme).

ii. Receive update on faulty lights (SC- and PC-owned) and agree actions

Clerk had chased/reported the following SC lights as faulty:

- Light No. 5 Church street, (opposite Cafe XI) – not working as of 23.01.2023

- Light No. 3 Aldersley Way (opposite pumping station, outside no. 1 Arundel Close) – out for at least 8 weeks
- Light No. 2 Dunning Close (opposite no. 9)– out for at least 8 weeks. This is in programme of maintenance.
- Light No. 4 Doctors Meadow (before turning for Dunning Close) – damaged column removed but not replaced.
- Light No.11 Church Street outside Talbot) – out since 28.11.2021.
- Light No. 2 Birch Grove – first reported by resident 02.11.2022. Re-reported by clerk Dec 2022. SC update 06.12.2022. SC have raised the job with Keir but they have no control over when it will be done. PC was unsure whether this light had been fixed or not yet, so clerk will check after the meeting.

It was **AGREED** that clerk will chase SC on the above lights.

Cllr Eyles asked, if the PC is thinking of replacing any streetlights, can PC consider adding in electric vehicle charging points within a lamp post.

SC Cllr Bardsley gave his apologies and left the meeting at 20.25.

e) **Parish Council email provider**

The Council **NOTED** the update on licence costs for Microsoft Exchange Online (approx £432+VAT per year). The potential charge for SC ICT support in setting up licences and migrating email accounts over to Microsoft Exchange Online would be £300 per day and estimated 2 days of work, i.e. £600. It was **AGREED** to engage SC ICT to set up licences for each Cllr and Clerk for Microsoft Exchange Online and to manage migration of accounts and provide support during this process. Clerk will liaise with SC to get this moving.

It was **FURTHER AGREED** to set up a Teams Essential account for £3/month and to cancel the PC's Zoom Pro subscription.

f) **Shropshire Housing Options and StaR Housing Association**

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

This was discussed earlier under SC Cllr Bardsley's report, item 134/22a.

g) **Basnett, Mathews, and Minton Trust (BMMT)**

Council to consider recommendations in report from Chairman, and appoint trustees

Cllr Spicer's report was **NOTED**. It was **AGREED** to appoint Cllr Alyson Lister as Nominative Trustee to the Basnett, Mathews, and Minton Trust for a period of 4 years (ending in Feb 2027). The PC will defer a decision on the second Trustee appointment until the March PC meeting.

It was **AGREED** that the PC will review arrangements for Trustee appointments at each Annual Council Meeting.

It was **AGREED** that the PC should let the BMMT make its own decisions as to indemnity insurance and Gift Aid.

h) **Coronation (May 2023)**

The clerk would request an info pack on Coronation Big Lunch (these are not yet available to download). This event could be held between 6th and 8th May or in June. There are also opportunities to coincide volunteering work in the parish as part of the Big Help Out. This could potentially include work on the Cliffe, or the arboretum prior to the dendrologist visit in May, or there may be other local organisations that could use some volunteer assistance. It was **NOTED** that Cllr Edwards had expressed a desire to be involved in Coronation plans. No other Cllrs expressed an interest in working on this. Before he left the meeting Cllr Bardsley was asked whether other parishes had plans for the coronation. There is nothing planned currently in Baschurch, but Weston Lullingfields is working with the primary school on something. It was **NOTED** that applications for road closures have to be submitted by 10th March but are free of charge for coronation activities e.g. street parties.

i) **A5 accident 23.01.2023 and diversion**

Cllr Penton spoke on the recent A5 accident and diversion, and shared a map of the main problem area, which is a section of the Holyhead Rd before the start of the Nesscliffe bypass. He suggested setting up a meeting to collaborate with other parish councils to improve road safety on this road to prevent future accidents. Cllr Penton had already spoken to Cllrs from Great Ness and Little Ness PC and will be speaking to Cllrs from Montford PC as well. It was believed that there is approx. one accident a year, and he has been on the scene at a number of serious accidents over the years. It was **AGREED** that PC will discuss with other parishes about writing a collective letter to Highways Agency to ask for double white lines on this stretch of road. The clerk will liaise with Baschurch PC to ask if they would like to be involved.

j) **AED (volunteers and community training)**

It was **AGREED** that the PC will organise CPR and defib training in the parish through local First Responders contact Effie Cadwallader (with support from Cllr Coldwell). Clerk will obtain some dates from trainer and promote within the community. It was **NOTED** that Cllrs Lister, Bibow, and Coldwell were now able to complete the AED equipment checks during school holidays, and that Cllr Coldwell is scheduled to do the checks in Feb half term.

136/22: CONSULTATIONS – Council to consider and agree response

a) Shropshire Council Sustainable Affordable Warmth Strategy (deadline 05.03.2023)

It was **AGREED** that no response was needed.

137/22: Planning applications/enforcement – Council to consider and agree response

1. Glendale, Olden Lane, ref: 22/05711/FUL

Proposal: Erection of two storey side extension and new first floor (rooms within a new roof void) over existing bungalow. **Deadline for comments: 08.02.2023**

After discussion it was **RESOLVED** to MAKE REPRESENTATION with no comments.

2. Wykey Farm, Wykey, ref: 23/00196/AGR Permitted development application (no comment required)

Proposal: Proposed agricultural storage building. **Deadline for comments: Not applicable**

It was **RESOLVED** to **NOTE** the above permitted development application.

3. The Gables, Blackbow Hill, ref: 23/00210/FUL

Proposal: Proposed extensions and alterations including demolitions to facilitate highway safety and to improve kitchen and dining room spaces with the introduction of a new entrance hall. **Deadline for comments: 22.02.2023**

After discussion it was **RESOLVED** to MAKE REPRESENTATION with the following comments:

There are no specific objections to this application. The applicants are keeping traditional materials, have taken comments on board from previously refused application about the original designs being domineering. The changes will also improve visibility.

4. **Cornerstone 12190370, Shelvock Hall – Pre-application consultation**

Proposal: Proposed upgrade to existing radio base station (Proposed upgrade to the existing 23.5m High Alan Dick Lattice Tower. Proposed removal of 3 No. Antennas, 1 No. Cabinet and 3 No. MHA's and proposed replacement with the Installation of 3 No. Antennas, 1 No. Cabinet, 1 No. GPS Node and associated ancillary works.)

After discussion it was **RESOLVED** to reply with the following comments: The PC has no concerns as long as the equipment continues to benefit the local community with better signal.

138/22: Shropshire Council Planning decisions – Council to note.

It was **RESOLVED** to note the following decisions.

1. [North West Relief Road Scheme, 21/00924/EIA](#) – Pending consideration
2. [Land Adjacent To Melville House Station Road Baschurch, ref: 22/03752/FUL](#) – Awaiting decision
3. Enforcement case, The Grange, Brownhill – Pending consideration
4. Meadow View Barn, Eardiston, ref: [22/04797/FUL](#) and [22/04980/LBC](#) – Grant permission
5. [Yew Trees, Eardiston, ref: 22/05470/FUL](#) – Grant permission
6. [Proposed Residential Development Land North Of, Olden Lane, ref: 22/05574/OUT](#) - Pending consideration

139/22: Finance – to consider and approve

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

- a) Receipts & payments Jan 2023
- b) Bank statement Jan 2023
- c) Bank reconciliations Jan 2023

1 member of the public left the meeting at 20.55.

140/22: Payments – Council to consider and approve

It was **RESOLVED** to authorise the following payments:

- a) **Invoices/reimbursements - to be approved**
 - Clerk, Feb staffing costs (salary, home allowance, expenses), £901.63 (of which £12.57 VAT)
 - HMRC, Feb PAYE and NI contributions, £94.94 (no VAT)
 - Scottish Power, 2nd quarter streetlight energy, £240.06 (of which £11.43 VAT) – **paid by DD 24.01.2023**
 - NEST (Direct Debit), Feb emp'ee and emp'er pension contributions, £65.61 (no VAT)
 - ICO (Direct Debit), Annual registration fee, £35.00 (due 03.03.2023)

- b) **Urgent invoices received after publication of agenda**

It was **NOTED** that a SALC training invoice had been received after publication of the agenda, but was not urgent, so this would be considered and approved at the March meeting.

141/22: Correspondence received

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

- a) NALC Bulletin on Coronation, Womens Councillors Network, and Net Zero in Councils
- b) Environmental Maintenance Grants Scheme
- c) Voter ID in Polling Stations
- d) Cost of Living Briefing Slides
- e) SC Climate Task Force update
- f) Subsidised Tree Scheme 2023
- g) Briefing note on proposed Planning Reforms
- h) SC Leader's update re. Levelling Up Funding
- i) Rural Households Cost of Living survey – it was **AGREED** that the clerk will add this to the website and newsletter.
- j) Road works: Lane end crossroads to Wigmarsh (13-15.02.2023)

- k) Road works: Big Walls Severn Trent works (3-5.04.2023) – It was **NOTED** that no interruption to water supply is anticipated during these works.
- l) Road works: Baschurch level crossing (overnight 25-26.02.2023)
- m) Road works: B4397 resurfacing – rescheduled to 26.07-02.08.2023 – As mentioned previously, it was **AGREED** that the clerk will highlight possible clash with harvest and road surface condition in the meantime.

142/22: 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.

- Asset inspections – Cllr Spicer should be able to cover benches on the Cliffe, Cllr Lister will cover benches in the arboretum. Cllrs Bibow and Eyles were also happy to help and Cllr Penton will be able to help after 1st March. Clerk will ask Cllr Denyer will help too.
- Overgrown hedges at Shottaton from Ruyton direction on both sides of the road to Nesscliffe. Last year the farmer did trimming, but residential houses didn't do maintenance. Clerk will email Knockin PC Clerk to enquire.
- Informal meeting to discuss projects for the parish

It was **RESOLVED** to suspend Standing Order 3x. to allow the meeting duration to exceed 2.5 hours.

143/22: Next Council meeting – Council to agree

It was **AGREED** that the next ordinary meeting would be scheduled for Tues 7th March 2023 at 6.30pm at the Victoria Room.

There being no further business, the Chairman thanked everyone for their participation and closed the meeting at 21.06pm.

Confirmed as accurate: _____ Chairman. Date: _____