

25th November 2025

To all Members, Ruyton XI Towns Parish Council

Dear Members

NOTICE IS HEREBY GIVEN that a Full Council meeting of Ruyton XI Towns Parish Council for the municipal year 2025/26 will take place on 2nd December 2025 at 7pm to be held at Victoria Rooms, Little Ness Road. Members are summoned to attend for the transaction of business on this agenda.

Yours sincerely

MC Baker

Mrs M Baker,
Clerk to the Parish Council

AGENDA

82/25 Welcome by the Chairman

83/25 Apologies

To receive any apologies

84/25 Declarations of Interest and Requests for Dispensation

To note any pecuniary or non-pecuniary declarations of interest in matters relating to the business to be conducted on this agenda and to consider and determine Dispensation requests. Members are reminded to declare such interests at this item and repeat those interests on the relevant agenda items.

85/25 Public Session

The Chairman of the parish council will allow 15 minutes for members of the public to put their views on matters on the agenda. 3 minutes per person is recommended as per the Standing Orders.

86/25 Minutes of the meeting held:

To approve the minutes of the meeting held **4th November 2025**. Draft copies have been distributed to members of the Council and have been displayed on the Councils website.

87/25 Reports

Council to consider and note any reports received:

- i. County Councillor Representative:
- ii. SNT Police – no report as no crime in the priorities identified.
- iii. Clerk's Report.

88/25 Parish Matters

- i. **Budget 2026-27 –**
 - a. to review and approve the earmarked funds allocations suggested by the Finance Committee
 - b. Review the 2026/2027 budget requirements and decide whether to increase/decrease the council precept and if proposed revision then by how much, or to decide to keep it as last year's requirement of £33,744.00.
- ii. **Land Registry entry for Cafe XI and the Village Hall** - to receive an update.
- iii. **Shropshire Council – A New Way of Working Together** – (deferred from the meeting held 4/11/25) - to give consideration whether the Parish Council wishes to sign the circulated Memorandum of Understanding.
- iv. **Historic Parish Council Documents** – to receive and consider a schedule list of documents to be archived in accordance with the councils Document Retention Policy and approval for past minutes to be bound.
- v. **Policy Review – General Data Protection Regulation – Assertion 10** - to review the Clerks report and consider the following:
 - a) Councillor/Staff Training Guide - to receive the councillor training guide.
 - b) I.T Policy – request approval for the Finance & Governance Committee to review two draft I.T. policy templates, with a recommendation for Main Council for adoption in January 2026.
 - c) Notification of Cyber Security training on 11th December – any Councillor wishing to attend please notify the Clerk.
 - d) Notification of joint **consultation** by SAPPP & CIPFA on proper practice re audits etc. To give consideration to making a response to the consultation. Consultation ends 5pm Friday 2nd January.
 - e) GDPR Compliance Action Plan Tracker – to receive and consider.
- vi. **War Memorial** – to review maintenance schedule and to compile a maintenance programme of works.
- vii. **Christmas** – to receive an update.
- viii. **VAS** – to receive an update on battery replacements and data download.
- ix. **Shropshire Council – Disclosable Pecuniary Interest Register**- Councillors are reminded to ensure that their information is current and correct on [Shropshire Councils website](#).
- x. **Parish Council Action List** – to receive and consider the circulated latest working document.

89/25 Financial Reports

- i. To approve the latest reconciliation of banking statements.
- ii. To approve the schedule of payments dated 2nd December 2025 and note any income received.

90/25 Planning Decisions and Applications

- i. To note planning decisions:
 - a) [25/03598/FUL - The Grange, Brownhill](#) – Pending consideration
 - b) [24/03767/OUT - Land North of Olden Lane](#) -Pending consideration
- ii. To consider and agree responses to planning applications: - none.

91/25 Future agenda items

Items to be considered for a future agenda should be emailed to the clerk no later than 1 week before the next meeting. 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.

92/25 Date of the next meeting

To note that the next meeting shall be held on January 6th, 7pm at the Victoria Rooms.

Local Government Act 1972 - Exclusion of Press and Public - to resolve that the Press and Public be excluded from the meeting during consideration of the following items of business on the grounds that they are likely to involve the disclosure of exempt information as defined in the appropriate paragraph(s) Section 1[2] Public Bodies/Admission to meetings Act 1960.

93/25 Confidential Items

- i. **Residents Correspondence** – to receive and consider the draft response.
- ii. **CIL – Road Improvement Scheme** – to receive an update and decide how the Parish Council will share information about the proposed scheme once authorised by Shropshire Council