



MINUTES of the Ruyton XI Towns Parish Council meeting held at Victoria Rooms, Ruyton XI Towns on Tuesday 2nd September 2025 at 7.00 pm.

Present: Cllrs Trevor Allison, Kerry Coldwell (Chair), Paul Dean, Mervyn Eyles (Vice Chair), Rob Hamlet, Rachel Paton,

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

49/25 Welcome by the Chairman – the chairman welcomed all members of the public.

50/25 Apologies

Apologies were received and noted from Cllr Luke Penton .

51/25 Declarations of Interest and Requests for Dispensation

None

52/25 Public Session

A resident asked the meeting if the stone seats will be repaired at the war memorial and a plaque installed.

Another resident provided comments on planning application 24/003767/OUT, noting that two new documents had been uploaded. The highways report outlines a proposed build out to facilitate access from the development site. The proposed build out is 3 metres wide; however, much of the work-related traffic passing through the village exceeds this width. This restriction may affect farm vehicles, vehicles for the water treatment plant, and traffic using the route as an official diversion in the event of issues with the A5.

The Chairman of Baschurch football club wanted to touch base, the chairman Cllr Coldwell advised that the Parish Council are arranging a site visit and if the date is convenient would let the Chairman of Baschurch Football club know.

The treasurer of the Village Hall wished to thank the Parish Council for their grant for the recent renovations.

53/25 Minutes of the meeting held:

It was **RESOLVED** to accept the minutes as a true record of the meeting held on **1st July 2025** and these were approved and signed.

54/25 Reports

Council to consider and note any reports received:

- i. Shropshire Councillor Representative: Rob Jones presented a report this evening. **Appendix A.**
- ii. SNT Police: No police report was received for this evening's meeting, although there has been known incidents of theft and speeding.
- iii. Clerk's Report: The Clerks report was circulated to councillors prior to the meeting. **Appendix B**
The meeting was also advised that a resident of Ruyton lodged a complaint to the Monitoring Officer of Shropshire council alleging that three Councillors had breached the Parish Council Code of Conduct in the preparation of the questionnaire regarding Future Housing Development in our Parish.

We are pleased to report that these allegations were summarily dismissed by the Monitoring Officer and did not require a formal investigation.

55/25 Parish Matters

- i. **The Stone Cross** – The Clerk is still working to set up a meeting with all involved parties. **RESOLVED** that the Clerk will notify the councils insurance broker that the Council may take further action with the Insurance Ombudsman.
- ii. **Land at Peverey Close** – The Chairman stated the matter is ongoing. The Clerk will arrange meetings with the relevant parties.
- iii. **Doctors Meadow** – The clerk updated the council on arranging a site meeting. The clerk advised that dates had tentatively been arranged but they needed to be rescheduled due to the summer holidays.
- iv. **Parish Council Action List** –the circulated working document as 28/08/2025 was received and noted. **RESOLVED** for the action list to be added on to the council's website: [Action Plan 28-08-25](#)
- v. **Policies & Procedures**- **RESOLVED** for an initial meeting between Cllr Eyles and the Clerk to look at the policies on the council's website and then a remote meeting to be held with the Clerk and the Policies Working group to review.
- vi. **Land Registry Entry for Cafe XI and the Village Hall** - An update was provided by Chairman Councillor Coldwell, who informed the meeting that she had received an email from Katie Jones. While issues with Café XI persist, progress continues regarding the Village Hall.
- vii. **Parochial Church Council (PCC)** - Councillor Eyles informed the meeting that David Mumford is currently in discussions with the diocese to secure a copy of the deeds pertaining to the title to the land next to the Village Hall.
- viii. **Village Hall**
 - a. **Accessibility** – The meeting was informed that 22 responses were received to the survey. Most indicated that the proposed alterations are too costly, suggesting a new hall would be more practical.
 - b. **Summer Show** – Application for a £500.00 sponsorship grant and the purchase of a £30.00 book token. **RESOLVED** approval to ratify the £500.00 grant and the purchase of a £30.00 book voucher as a raffle prize.
- ix. **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. Costings and a mock-up were circulated for two engraved stone slabs for the war memorial. Cllr Eyles advised that the costs circulated was for the capping stones not the repairs required to the seats, the ends of the seats have eroded quite badly; pictures of War Commemorative benches were also circulated. **RESOLVED** that the works to the war memorial seating will be undertaken out of the Parish Councils budget and not out of the money raised from VJ Day celebrations and the Clerk to contact Hay on Wye Council to establish the supplier of their commemorative benches.
- x. **Asset Inspection Schedule** – was received and noted.
- xi. **VAS** – the clerk advised that the replacement batteries had been purchased. **RESOLVED** for the clerk to upload the data.
- xii. **Casual Vacancy** – **RESOLVED** for the clerk to put a poster on the council's website.
- xiii. **Town & Parish Council Survey 2025** –the survey had been circulated to members. **RESOLVED** that Councillors would email the clerk their response to the survey and for the clerk to collate and respond to the survey accordingly.
- xiv. **SLCC agreed wage band increases for 2024/25** of 3.2% to all bands. **RESOLVED** approval.
- xv. **Health Update** - **RESOLVED** to defer until next meeting.
- xvi. **Grass cutting on byways** – **RESOLVED** to defer until next meeting.
- xvii. **Freedom Fibre** – It was reported at the meeting that Freedom Fibre has withdrawn from the North Shropshire Broadband contract, and Open Reach is expected to assume responsibility for the contract. This change may result in substantial delays to the upgrade rollout.

56/25 Financial Reports

- i. It was **RESOLVED** to approve the latest reconciliation of banking statements dated 31st July & 31st August 2025. **Appendix C.**
- 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
27/07/2025	DD	39	HMRC - Tax & N.I. payments	312.88	
27/07/2025	BP	40	Maxine Baker - wages	880.49	
27/08/2025	DD	41	HMRC - Tax & N.I. payments	333.85	
27/07/2025	BP	42	Nest -superannuation	£80.40	
31/07/2025	DD	43	Hugo Fox - Website Hosting	£35.99	6.00
31/07/2025	DD	44	Unity Trust - Bank Charges	£6.00	
15/08/2025	DD	45	Shropshire Council - Exchange online	£510.84	
15/08/2025	DD	46	Tesco Mobile - Clerks Mobile Phone Contract	£10.00	1.66
27/08/2025	BP	47	Maxine Baker - wages	£808.96	
27/08/2025	BP	48	HMRC - Tax & N.I. payments	£294.39	
27/08/2025	BP	49	Nest _ superannuation	£73.42	
27/08/2025	BP	50	M Baker - refund Book Voucher Summer Show Donation	£30.00	
27/08/2025	DD	51	DM Payroll services Ltd - Payroll	£79.20	13.20
27/08/2025	BP	52	Ruyton XI Towns Village Hall - Grant (Summer Show)	£500.00	
27/08/2025	BP	53	8 x Batteries VAS - Refund M Baker	192.32	32.08
31/08/2025	DD	54	Hugo Fox - Website Hosting	35.99	6.00
31/08/2025	DD	55	Unity Trust - Bank Charges	6.00	
31/08/2025	DD	56	D M Peate - grounds Maintenance Charges	1944.75	
			Total Payments	£6,135.48	£58.94

Receipts:

Ent Date		Amount
30/06/2025	Nationwide - Interest	22.25
01/07/2025	Nationwide - Interest	21.96
01/08/2025	Nationwide - Interest	21.99
		£66.20

Income

b/f £37,120.38
 £66.20
£37,186.58

Expenditure

b/f £15,224.35
 £6,135.48
£21,359.83

- iii. The 1st quarter budget review and accounts were received and noted last month.

57/25 Planning Decisions and Applications

Planning Decisions

- i. To note planning decisions made since the last meeting: none received.

Planning Applications:

- ii. Reference: **24/003767/OUT**

Address: Proposed Residential Development Land off Olden Lane, Ruyton XI Towns

Proposal: Outline application for the erection of three 5 No self-build dwellings (to include access & scale)

RESOLVED:

- Write to Ollie Thomas stating that the revised documents are a major change to the proposal and should require additional public consultation.
- Object on the planning portal on the grounds that the proposed highway measures would hinder farm vehicles, vehicles for the water treatment plant, as well as vehicles diverted from the A5.

Shropshire Councillor Rob Jones said that he would speak with the portfolio holder and to the Chairman and Vice Chairman to see if the application could be called in.

58/25 Future agenda items:

- Poppies
- Christmas

59/25 Date of the next meeting

The next meeting shall be held on October 7th, 7pm at the Victoria Rooms.

[9.00pm the meeting closed]

Cllr Robert Jones

Shropshire Councillor for Ruyton and Baschurch

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Report to Ruyton XI Towns Parish Council: September 2025

CIL Project

As you will be aware, the CIL funded project to improve road safety along Church Street and in particular around the school is now in its final stage of approval before work can begin. The expectation is that the project will be implemented during October half-term week.

I am very pleased that this project is finally about to be completed, and even if it does not deliver the full range of measures which may have been originally envisaged, it will still deliver a significant improvement in road safety through the village.

Parish and Town Partnerships

The Council received 86 responses from towns and parishes to the Call for Information. The last time Shropshire Council held a similar consultation, there were only 10 responses, so this is a significant improvement. Of the 86 responses, 50 indicated a desire to work more closely with Shropshire Council, 29 were unsure and 7 stated they were uninterested.

Deputy Leader Cllr Alex Wagner is continuing to work with the Chief Financial Officer to sign off a template Memorandum of Understanding.

Planning

Shropshire Council issued its 'call for sites' in July which will run until 2 October 2025 and seeks to provide an opportunity for landowners, site promoters, developers and other interested parties to put forward sites for consideration as potential allocations for development in the next Local Plan.

In July we were told that plans for the TRO to reduce the speed limit on Ruyton Road were progressing, with a possible implementation by September. I have not received any updates since then, and there has been no publication of a statutory consultation, suggesting further delay. I have written to the officer asking for an update.

Nature Recovery Shropshire and Telford & Wrekin

The draft Shropshire and Telford & Wrekin Local Nature Recovery Strategy (LNRS) has been published and entered the public consultation phase with a focus on two key resources:

- A strategy document outlining county-wide priorities for nature recovery.
- An interactive map showing where nature is thriving and where targeted action could deliver the greatest benefits for wildlife, water, soil and climate resilience.

Residents, landowners, community groups, environmental organisations and businesses are encouraged to explore the proposals and contribute their local insight. Visit the map and draft strategy:

www.shropshire.gov.uk/lnrs

Highways

Since 26 May, Shropshire Council has repaired 7970 potholes, reducing the backlog by 1639, a 55% improvement on the 1059 removed from the backlog in the same period in 2024. 564 potholes were filled by the newest in-house pothole team which was added in June.

Appendix B

Clerks Report – 02/09/2025

Year End Audit

The Parish Council received a Right to Inspect Request. A list of documents requested for inspection was provided and these have been sent accordingly.

The External Auditor, PKF Littlejohn, has contacted the Parish Council and raised the following points:

- The reported figures in Section 2 for 2023/24 did not balance. I informed the auditor that I was aware of this issue, which also occurred with the reported figures for 2022/23; however, on both occasions, they had been signed off by PKF Littlejohn. I confirmed that the opening balances for each year are accurate, as they reconcile with the year-end bank reconciliations and bank statements. Therefore, the discrepancy likely arises elsewhere, possibly from a calculation error. Due to submission deadlines for this year's AGAR and the uncertainty regarding which figures would require restatement, I was unable to legitimately amend any of the figures. And the stated figures had been signed off by them. It should be noted that the figures for 2024/25 are balanced.
- Payments for Interim Clerk were recorded under salaries in 2023/24 and 2024/25, but they should have been classified as expenses. These entries were made prior to my tenure and were not identified earlier. This issue pertains to accounting classification rather than procedure. The AGAR figures for Salaries and Expenses for 2024/25 will be restated to reflect this adjustment.

As PKF Peterjohn has established contact, it might indicate that the finalisation of our 2024/25 audit is expected shortly. Upon receipt of the official Conclusion of Audit notice from the Auditor, we will ensure it is promptly displayed.

VAS

Eight new batteries have been ordered and delivered. Installation of the batteries need to be done. The Police are requesting data from our VAS to assist them.

The cross

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

Site Meeting Dr's Meadow

We are trying to arrange 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 & Jayne Ayres from Shropshire Councils estate Team to discuss permissions for sports teams / clubs to use the field. Due to the summer holidays getting dates to align has been problematic but now the schools are back, more aligned dates should be forthcoming.

Annual Lighting Inspection 2025

The only reported light out is R24 which has been reported to Scottish Power. No other issues have arisen and no other actions need to be taken as a result of the 2025 survey. I have email requesting a quotation for 2026 inspections.

BANK RECONCILIATION as at 31st July 2025

		Balances
Unity Trust Bank- Current a/c		80768.84
Nationwide		15692.14
		<u>96460.98</u>
Less Unpresented Cheques / Deposits		
HMRC	333.85	
M Baker	880.49	
Nest	80.40	
	<u>1294.74</u>	1294.74
	Total	<u><u>95166.24</u></u>

Brought forward start of year	74875.61
Receipts for year	37164.59
Less payments for year	16873.96
	<u><u>95166.24</u></u>

BANK RECONCILIATION as at 31st August 2025

		Balances
Unity Trust Bank- Current a/c		77300.79
Nationwide		15714.13
		<u>93014.92</u>
Less Unpresented Cheques / Deposits		
HMRC	294.39	
Nest	73.42	
D M Peate	1944.75	
	<u>2312.56</u>	2312.56
	Total	<u><u>90702.36</u></u>

Brought forward start of year	74875.61
Receipts for year	37186.58
Less payments for year	21359.83
	<u><u>90702.36</u></u>

