

RUYTON XI TOWNS PARISH COUNCIL

Dear Councillors,

Date: Tues 11th April 2023

Notice is hereby given that an ordinary meeting of the above-named Parish Council will be held face to face **at Victoria Room, Ruyton XI Towns** on **Monday 17th April 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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COUNCIL AGENDA 17TH APRIL 2023

162/22: Welcome by Chairman

163/22: Apologies

164/22: Disclosure of Pecuniary Interests and Dispensation

165/22: Public session

166/22: Minutes

To approve [Council meeting minutes dated 7th March 2023](#).

167/22: Council vacancies

- a) Council to receive update on 2nd vacancy and agree deadline for applications
- b) Council to consider applications received for 1st vacancy and co-opt

168/22: Policies to review and approve

- a) Scheme of Delegation
- b) Equal Opportunities Policy (revised)

169/22: Reports – Council to consider and agree actions

- a) Shropshire Councillor Nick Bardsley (appendix A)
- 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, incl. electric vehicle charging sites
- f) Countryside working group – Council to receive update, to include status of Coton Farm Lane
- g) Clerk's update report (appendix B) – Council to consider purchase of computer headset equipment

170/22: 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) **Hanging baskets**

Council to consider quotes and choose supplier

- d) **Coronation (May 2023)**

Council to consider update and agree actions for Coronation arrangements

- e) **Annual meetings**

Council to consider and agree arrangements for Annual Council meeting and Annual Parish Meeting

- f) **Community Emergency Planning Programme**

Council to consider and agree whether to be involved in programme (deadline 28.04.2023)

- g) **The Cliffe**

Mountain Bikes on Cliffe - Council to consider and agree actions

- h) **Football pitch funding**

Council to consider report from Cllr Lister and agree actions

i) **Council insurance**

Council to consider and note report from Chairman on cover and potential personal liability of Cllrs and parish clerk

j) **Place Plans**

Council to receive update from Shropshire Council information session

k) **Village Hall Committee donation request**

Council to consider

171/22: Planning applications– Council to consider and agree/ratify responses

1. [Wykey Farm, Wykey, ref: 23/00710/FUL](#) – Council to agree response

Proposal: Application under Section 73a of the Town and Country Planning Act 1990 for the erection of replacement agricultural building used for grain storage and all associated works. **Deadline for comments: 14.04.2023**

2. [Marches Farm, Brownhill, ref: 23/01330/AGR](#) – Council to note, no comments required

Proposal: Erection of agricultural building for storage of grain. **Deadline for comments: Not required.**

3. **Possible planning enforcement case, dwelling east of Low Bank Farm**

Council to consider and agree whether to put in report to SC enforcement team

4. [Keppel gate Farm, Elbridge, ref: 23/01310/AGR](#) – Council to note, no comments required.

Proposal: General Storage and Machinery Storage Building. **Deadline for comments: Not required.**

172/22: Shropshire Council Planning decisions – Council to note.

1. [North West Relief Road Scheme, 21/00924/EIA](#) – Pending consideration

2. [Land Adjacent To Melville House Station Road Baschurch, ref: 22/03752/FUL](#) – Permission granted

3. **Enforcement case, The Grange, Brownhill** – Pending consideration

4. [Glendale, Olden Lane, ref: 22/05711/FUL](#) – Permission granted

5. [Ruyton Hall, Olden Lane, ref: 23/00562/FUL](#) - Pending consideration

6. [Castle Hill Barn, Eardiston, ref: 23/00332/FUL](#) – Permission granted

173/22: Finance – to consider and approve

a) Receipts & payments March (year-end) 2023

b) Bank statement March (year-end) 2023

c) Bank reconciliations March (year-end) 2023

d) Budget monitoring report March (year-end) 2023

e) Asset register year-end 2023 and inspection reports - Council to agree actions

f) Internal controls checks (to arrange)

174/22: Payments – Council to consider and approve

a) Invoices/reimbursements - to be approved

- Clerk, April staffing costs (salary, home allowance, expenses), £894.76 (of which £2.60 VAT, unrecoverable)
- HMRC, April PAYE and NI contributions, £163.65 (no VAT)
- NEST (Direct Debit), April emp'ee and emp'er pension contributions, £72.97 (no VAT)
- Phil White Associates Ltd, Project management fees (Stone Cross), £920.00 (no VAT)
- Scottish Power, Q4 streetlight energy bill, £232.23 (of which £11.06 VAT)
- Highline, annual streetlight survey and cleaning, £462.00 (of which £77.00 VAT)
- SALC, Chairmanship training invoice 1726 (5th & 12th Oct, 2 x Cllrs), £150.00 (no VAT)

b) Urgent invoices received after agenda published

175/22: Correspondence received

176/22: 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.

177/22: Next Council meeting – Council to agree

End of meeting agenda

Appendices: A. Shropshire Councillor report, B. Clerk update report, C. Year-end budget monitoring report, D. Asset register