

RUYTON XI TOWNS PARISH COUNCIL

6 DEC 2022 COUNCIL MEETING MINUTES

An ordinary meeting of the Parish Council was held at the Victoria Room, at 6.30 pm on Tues 6th Dec 2022.

Parish councillors in attendance: Mr T Allison, Mrs T Bibow, Mrs K Coldwell (arrived 19.14), Mr S Denyer, Mr R Hamlett (arrived 18.49), Mrs A Lister (Vice Chairman), Mr L Penton.

Also in attendance: Lydia Bardsley (Clerk), Public: 1

Meeting started at: 6:35pm.

100/22: 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.

101/22: Apologies

Apologies were received from Cllr Spicer (health concerns), Cllr Eyles (work commitments), Cllr Edwards (unwell) and SC Cllr Bardsley (away). It was **RESOLVED** to **NOTE** these.

102/22: Disclosure of Pecuniary Interests and Dispensation requests

None received

103/22: Public session

No comments.

104/21: Minutes

It was **RESOLVED** to confirm that the [Council minutes dated 07.11.2022](#) were an accurate and true record.

105/22: 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 Friday 23rd Dec, with a view to co-opting on 3rd Jan. The Clerk would arrange for the necessary promotion.

106/22: Policies to review and approve

It was **RESOLVED** to approve the below policies.

- a) Equal Opportunities
- b) Action Plan (quarterly review)

107/22: Reports – Council to consider and agree actions

- a) Shropshire Councillor Nick Bardsley

No report was available on this occasion.

- b) Local Police Report/Rural crime

It was **RESOLVED** to **NOTE** the report, it was **NOTED** that there had been several thefts in the parish which was not included in the report. Cllr Lister/Spicer will take this up with the Safer Neighbourhood Team (SNT) and will also ask for a broader picture of the SNT area. It was **AGREED** that Clerk will send out a reminder to residents to get belongings marked up with Smartwater, and Cllr Lister will pick up spare kits.

c) Safer Roads Group

It was **RESOLVED** to **NOTE** the SRG report which included updates on the CIL Road Safety Improvements Project, e.g. community engagement (after Christmas), outstanding matter of coloured aggregate and upgrading Brownhill lights. It also included updates on the Stone Cross, and a draft Listed Building Consent paper, incl. info on historic condition and addition of metal railings in 1963, and status of other elements of the repair project.

d) Clerk's update report (appendix B)

This was **NOTED**. Cllr Allison gave an update on the bus service since the change to Tanat Valley, which seemed to be mostly running on time although on occasion 15 mins late in the other direction. Overall he was hopeful it is working mostly well, with no problems with concessions so far.

103/22: Parish Matters – Council to receive updates and agree actions

a) **Coronavirus**

Council to consider latest information and guidance and agree actions as needed

The Council **NOTED** the report shared by the Chairman Cllr Spicer on covid data and vaccinations.

b) **Cost of living crisis**

Council to receive update and agree actions to support vulnerable parishioners

The Warm Hubs leaflet/survey had been printed and needed collecting from printer (Cllr Lister would collect these). An online version of the survey was also on the PC website. Spare surveys would be placed in Cafe XI, and Cllr Spicer had purchased a lockable suggestion box for holding completed paper surveys. Cllr Lister will empty this regularly. Cllrs Spicer, Lister, Allison, Bibow, and Denyer had offered to help distribute paper surveys to each household. Cllr Bibow will chase up their contact in Shewsbury Ark about possible purchases e.g. heated blankets.

It was **NOTED** that SC have updated their list of Warm Welcomes and there are now about 70 in the county.

c) **Council assets**

i. **Stone Cross damage - Council to receive update**

It was **NOTED** that the PC had just this afternoon received a draft tender pack from Phil White Associates, which will need checking before sending off to contractors. He has also spoken with Cllr Penton re. arrangements for storing and working on the Cross during repair, and suggests the PC take out insurance specifically to cover the stones against loss or damage during the storage, as it is not fair to put the risk on Pentons, and not appropriate to put the risk on contractors. The Clerk will make enquiries with the PC's insurers about updating the existing policy to ensure there is sufficient cover. Rebuilding on the current location and the potential for a move to a site adjacent to the junction are both being considered, and will be influenced by public consultation.

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

Clerk had contacted SC Historic Environment team who had confirmed an application for Listed Building Consent would be needed for the replacement name plaques. It was **AGREED** that the Clerk will work on this with the resident.

d) **New email provider update**

The Clerk gave an update on discussions with former councillor who had been involved in researching Besthost. There had also been some concerns raised about a potential need for PCs to have “gov.uk” email addresses in future in order to access SC planning information. One SC source had confirmed that SC will always need to send planning application alerts as PCs are statutory consultees, though there were questions about the format this would take, so this is being investigated further by SALC. After a discussion, it was **AGREED** that the PC will continue to arrange the switchover with Besthost.

e) Mill Lane Arboretum – Council to finalise and approve

The agreement had been updated since the last meeting. It was **AGREED** to approve this final version and Cllr Lister signed the agreement on behalf of the PC, and she would take the agreement to the landowner to be signed by them. Cllr Lister informed the PC that the working party on 23.11.2022 went well. The group (Cllr Lister, the PC’s contractor, and a tree specialist did some strimming, tidied up the undergrowth along footpath, and some chooped wood has been added to the footpath. They didn’t want to cut back too much as it is the end of the season, and wildlife will be using these uncut areas. The aim is to keep paths cut but leave the rest quite wild. The group will do another session in spring, and want to make it look nice for dendrologist visit in May. Three benches will be added to PC asset register, and Cllr Lister will have a look at their condition and safety.

f) AED (volunteers and cancelling Numbers Plus phone line)

Council to consider whether to move to a self-service scheme and cancel Numbers Plus line rental, and agree to arrange volunteers for equipment checks

It was **AGREED** to move to a self-service scheme, and to cancel the Numbers Plus AED phone line. It was **FURTHER AGREED** that Cllrs Coldwell, Lister, and Bibow would help conduct weekly equipment checks during the school holidays. Clerk would follow up with those formerly involved in the AED scheme to see if anyone is still willing to do equipment checks, and if not, the Clerk will arrange promotion to recruit more volunteers. The Clerk would make arrangements to promote this change in the community and will make enquiries with Heartstart (British Heart Foundation) and other local first aid trainers about booking some CPR/AED awareness training for the community in the New Year. It was **NOTED** that Packwood Haugh school and and Dairi Pak also have AEDs. Clerk will contact them first to ask if they are doing any staff training and if so can the community join these sessions.

g) Christmas tree

Cllr Lister has arranged for a tree from Barncroft, so will make arrangements with the PC’s contractor for collection and installation. Cllr Lister has also purchased Christmas decorations.

h) Footpath maintenance

Cllr Coldwell has put together a list of rights of way issues and a map. It was **AGREED** that clerk will report maintenance and obstruction issues to SC Outdoor Recreation Team.

i) Council representatives

Cllr representatives were needed for the Planning Working Group and Climate Emergency Working Group. It was **AGREED** that Cllrs Bibow and Hamlett, would join the Planning Working Group, and Cllrs Coldwell and clerk would join the Climate Emergency Working Group. The Clerk would arrange for promotion to recruit volunteers to the Climate Emergency Working Ggroup. It was **AGREED** that there was no need for a Doctors Meadow Working Group representative as the group had dissolved and there was nothing to handover. There is still the possibility of re-creating the hard track around the outside of the field, but this would not need a working group. It was **AGREED** that Cllr Edwards would be the contact for the Cliffe Crew and would liaise with former Cllr Shearan as needed. The Clerk gave a brief update on ground nesting birds and bracken rolling matters. It was **AGREED** that Cllr Coldwell would be the contact for the school AED.

j) [Boundary Commission for England consultation \(deadline 30.01.2023\)](#)

Council to consider electoral division boundaries in Shropshire and agree response

It was **AGREED** to defer this matter until Jan 2023.

j) **Land previously up for auction on Bridge Inn/QEII Field**

It was **NOTED** that SC had given Cllr Spicer permission to argue the possessory title claim for this land on their behalf. He is still trying to obtain the inspector's report on the original planning appeal.

104/22: Planning applications/enforcement – Council to consider and agree response

1. **Meadow View Barn, Eardiston, ref: [22/04979/FUL](#) and [22/04980/LBC](#)**

Proposal: Application under Section 73A of the Town And Country Planning Act 1990 for the erection of 1No timber garden shed (retrospective) and Internal and external alterations to two existing garages to form additional bedroom and bathroom and to revise fenestration affecting a grade II listed building

Deadline for comments: 14.12.2022

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

105/22: 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](#) - Pending consideration**
3. **[The Gables, Blackbow Hill, ref: 22/04188/FUL](#) – Refused**
4. **[Meadow View Barn, Eardiston, ref: 22/04324/LBC](#) – Withdrawn**
5. **Enforcement case, The Grange, Brownhill – Pending consideration**

106/22: Finance – to consider and approve

It was **RESOLVED** to approve the following (a-d):

- a) Receipts & payments Nov 2022
- b) Bank statement Nov 2022
- c) Bank reconciliation Nov 2022
- d) Draft budget proposals 2023-24 (appendix C).

After discussion it was **RESOLVED** to provisionally approve a draft budget for 2023-24 as follows:

Payments budget of £33,090, plus £550 to be allocated to Earmarked Reserves. There was also expected payments of £5558 from Earmarked Reserves. Considering forecasted receipts of £1720 from VAT refund and bank interest, the Council **RESOLVED** to agree a provisional precept figure of £31,920 (3.8% increase on 2022-23 precept). Band D Council tax equivalent charge and percentage increase or decrease could not be calculated until taxbase figures are available from SC. Once these figures are available the budget and precept may need to be revised further, so the precept and budget would be reviewed and finalised in January 2023.

- e) Internal controls checks

Cllr Eyles had completed the Internal controls checks, which were **NOTED** (no matters of major concern).

107/22: Payments – Council to consider and approve

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

- a) **Invoices/reimbursements - to be approved**

- Clerk, Dec staffing costs (salary, incl. backpay, home allowance, expenses), £1175.13 (of which £12.40 non-recoverable VAT)
- HMRC, Dec PAYE and NI contributions, £259.98 (no VAT)
- Friends of St John the Baptist Primary School, donation for play equipment), £1750.00 (no VAT)
- NEST (Direct Debit), Dec pension contributions, £94.30 (no VAT)
- Cllr David Spicer, reimbursement for suggestion box, £14.95 (no VAT)
- Cllr Alyson Lister, xmas tree decorations, key cutting, display boards, £66.61 (of which £3.82 VAT)

b) Urgent invoices received after publication of agenda

None received.

108/22: Correspondence received

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

- a) Constituency Boundary changes consultation info
- b) Cost of Living and Warm Welcome toolkits from SC
- c) Shropshire electoral boundaries consultation info
- d) VCSA grant funding bulletin
- e) Road works: Gildimoors junction A5 to Ruyton Manor B4397 (16-30.01.2023)
- f) Road works: Big Walls, Ruyton XI Towns (30.01.2022 – 01.02.2023)
- g) Road works: Baschurch level crossing (overnight 21-22.01.2023)
- h) Road works: Brownhill B4397 (06.02.2023)
- i) Road works: Lane end crossroads to Wigmarsh (13-15.02.2023)
- j) Road works: Baschurch level crossing (overnight 25-26.02.2023)

109/22: 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.

- Rural Services Network membership – approx. cost £70+VAT pa.
- Finalise budget and precept
- VAS equipment, keys etc.
- Streetlight out on Aldersley Way
- Two water leaks on School Rd – marked by Severn Trent (blue circles).
- Heating in Victoria Room – concern for parent-toddler group.
- Grug Hill pot hole

110/22: Next Council meeting – Council to agree

It was **AGREED** that the next ordinary meeting would be scheduled for Tues 3rd Jan 2023 at 6.30pm at Victoria Room.

There being no further business, the Chairman thanked everyone for their participation and closed the meeting at 8.06pm.

Confirmed as accurate: _____ Chairman. Date: _____