

Clerk to the Council: J Hodgkiss  
Chairman: Cllr C Clode

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Minutes of the Annual Council Meeting held at 7.15pm on Monday 13th May 2024 in The Memorial Hall.

Present: Cllrs Clarke (TC), C Clode (CC) Chair, K Fairclough (KF), E Markham (EM), T Osenton (TO), A Price (AP), R Ruscoe (RR), C Shaw (CS); P Stevens (PS), C Teckoe (CT), M Underwood (MU)

In attendance: Julie Hodgkiss (JH) – Clerk

Item 01.24 **ELECTION OF CHAIRMAN**

**RESOLVED:** CT nominated Cllr Ruscoe to be Chairman for the year 2024/25, Cllr Ruscoe accepted the nomination. Seconded by MU and agreed by all members present. Cllr Ruscoe signed the acceptance of office form.

Cllr Ruscoe took the Chair and requested a note of thanks be made to Cllr Clode for all of her hard work and commitment over the last 2 years.

Item 02.24 **ELECTION OF VICE CHAIRMAN**

**RESOLVED:** TC nominated Cllr Teckoe for Vice Chair, Cllr Teckoe accepted this nomination. Seconded by MU and agreed by all members present. Cllr Teckoe signed the acceptance of office form.

**RESOLVED:** CT nominated Cllr Osenton for Vice Chair, Cllr Osenton accepted this nomination. Seconded by EM and agreed by all members present. Cllr Osenton signed the acceptance of office form.

Item 03.24 **TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE**

Cllr Whittall – annual leave, Cllr Lewis

Item 04.24 **DECLARATIONS OF INTEREST**

None

Item 05.24 **PUBLIC SPEAKING/QUESTIONS AT COUNCIL MEETINGS**

None

Item 06.24 **MINUTES**

**RESOLVED:** MU proposed to agree and sign off the minutes of the Full Council meeting held on Tuesday 30<sup>th</sup> April 2024, seconded by CT and agreed by all members present.

Item 07.24 **REVIEW ARRANGEMENTS FOR INSURANCE COVER**

**RESOLVED:** AP proposed to accept the quote from Zurich for £4,831.33 per year for 3 years, seconded by PS and agreed by all members present.

Item 08.24      **REVIEW AND APPROVAL OF MEETING DATES TO THE NEXT ANNUAL COUNCIL MEETING**  
**RESOLVED:** CT proposed to approve the meeting dates schedule for 2024/25, seconded by MU and agreed by all members present.

Item 09.24      **REVIEW OF COMMITTEES**  
**RESOLVED:** MU proposed membership of the committees (as shown in the table below), seconded by AP and agreed by all members present.

Committee	Quorum	Members
Services	3	Clarke, Fairclough, Stevens, Ruscoe, Whittall, Shaw
Finance and Personnel	3	Underwood, Clarke, Teckoe, Price, Ruscoe, Stevens
Planning	3	Clode, Osenton, Price, Ruscoe, Stevens, Underwood

Item 10.24      **REVIEW OF STANDING ORDERS AND FINANCIAL REGULATIONS**  
**RESOLVED:** CT proposed to approve both documents, seconded by TO and agreed by all members present.

Item 11.24      **REVIEW OF CONTRIBUTIONS MADE TO EXPENDITURE INCURRED BY OTHER LOCAL AUTHORITIES**  
**RESOLVED:** MU proposed to approve the £18,000 support for Bayston Hill Library and add to our earmarked funds £7, 000. £8656 to be given to support the Lyth Hill Country Park, seconded by PS and agreed by all members present.

Item 12.24      **REVIEW OF THE COUNCIL'S MEMBERSHIP AND REPRESENTATION ON EXTERNAL BODIES**  
**RESOLVED:** MU proposed to approve membership of external bodies (as per table below), seconded by AP and agreed by all members present.

Committee	Council Representative	Committee	Council Representative
Area Local Committee (ALC)	Cllr Clarke, (Cllr Stevens – reserve)	Memorial Hall	Cllr Clarke
Thomas Bowdler Education Charity	Cllr Clode	Allotment Association	Cllr Clarke
Lyth Hill Management Committee	Cllrs Clarke and Whittall	Bayston Hill Quarry Liaison Committee	Cllrs Underwood and Clarke
Bayston Hill Bowling Club	Cllr Clarke	Neighbourhood Watch Group	Cllr Clarke
Shropshire County Council Emergency Planning	Cllr Markham	CPRE	Cllr Underwood
Open Spaces Society	Cllr Underwood	Patient Participation Group	Cllrs Underwood and Shaw
Great Big Green Week/BH Wildlife Group	Cllr Underwood		

- Item 13.24      **REVIEW AND ADOPTION OF COMPLAINTS PROCEDURES**  
**RESOLVED:** CT proposed to adopt the complaints procedure, seconded by CC and agreed by all members present.
- Item 14.24      **REVIEW OF THE PARISH COUNCIL'S POLICY FOR DEALING WITH THE PRESS AND MEDIA**  
**RESOLVED:** MU proposed to adopt the handling press and media policy, seconded by CT and agreed by all members present.
- Item 15.24      **DATA PROTECTION POLICY**  
Members asked the Clerk to provide the policy to members to ensure they are also adhering to the law, in addition a data audit to be undertaken.  
**RESOLVED:** CC proposed to adopt the data protection policy, seconded by CT and agreed by all members present.
- Item 16.24      **PAYMENTS**  
**RESOLVED:** MU proposed to approve all payments, as per attached schedule, including April salaries, seconded by AP and agreed by all members present.
- Item 17.24      **REVIEW ASSET REGISTER INCLUDING LAND AND BUILDINGS**  
**RESOLVED:** AP proposed to approve the asset register, seconded by CT and agreed by all members present.
- Item 18.24      **REVIEW s137 EXPENDITURE**  
Noted
- Item 19.24      **REVIEW OF WORKING GROUPS**  
Carbon Neutral – Cllr Underwood presented his report.  
**RESOLVED:** MU proposed that the group continue for this municipal year and that the terms of reference be amended to state "Membership should be 8, with at least 2 Council members", seconded by CC and agreed by all members present.
- Income Generation Group – Cllr Teckoe gave a verbal update  
**RESOLVED:** CT proposed that the group continue for the next municipal year and the membership be Cllrs only and are CT, RR, CS, TO, CC, EM, with 2 vacancies, seconded by KF and agreed by all members present.
- Road Safety Group.  
A report from Cllr Lewis was circulated in his absence.  
**RESOLVED:** AP proposed that the group continue for the next municipal year, its TOR remain the same, CS added as a Council member to the group. Seconded by TO 10 members voted in favour, 1 member abstained.
- Item 20.24      **BANK MANDATES**

**RESOVLED:** CT proposed to approve to add the new Chairman and any Vice Chairs and the Chair of Finance and Personnel to the bank mandate, seconded by CC and agreed by all members present.

Item 21.24      **FLOOD LIGHT QUOTES**

**RESOLVED:** MU proposed to give the Chairman and the Clerk delegated power to replace the Bowling Green Lights (4) with preferred contractor Surfacelux for half or less of the quote for £19, 760 which was for a full replacement, seconded by CS. 7 members voted for, 4 members voted against, motion carried.

Item 22.24      **RESPONSE TO NATIONAL HIGHWAYS LYTH HILL COMMENTS**

**RESOLVED:** MU proposed to add additional comments from BHPC submission against the Redrow development on Lyth Hill to Shropshire Planning Dept. as follows, seconded by CC and agreed by all members present.

Bayston Hill Parish Council declared a Climate Emergency in 2021 and has established a Carbon Neutral Working Group to develop plans and actions to help the Parish met this aspiration. This application does not in away help the parish to achieve this goal but increases the likelihood of failure considerably by introducing estimated 1493.4 CO<sub>2</sub>e per year based upon the Impact Climate Tool. There is little evidence that this is going to be offset in any significant way and this is further supported by the comment below in the National Highways Authority Consultation comments for this application.

*The Climate Change Committee's 2022 Report to Parliament notes that for the UK to achieve net zero carbon status by 2050, action is needed to support a modal shift away from car travel. The NPPF supports this position, with paragraphs 74 and 109 prescribing that significant development should offer a genuine choice of transport National Highways Planning Response (NHPR 24-02) February 2024 modes, while paragraphs 108 and 114 advise that appropriate opportunities to promote walking, cycling and public transport should be taken up.*

- Walking distances for this development are at the preferred maximum or in excess of this.
- PROW should not be assumed to be suitable all year round for routine public use.
- On-road cycling is already precarious due to the already very busy nature of Lyth Hill Road and the amount of on street parking that is undertaken
- We do not currently have a regular and reliable bus service for the village.

For the above reasons and the concerns tabled by the National Highways Authority we cannot agree with the statement below as the summary for the Travel plan submitted by the developer.

*Summary 3.27 The above review demonstrates that the site is readily accessible by a variety of modes of transport that have the potential to reduce reliance upon the private car. It is therefore considered that residents will have a real choice about how they travel and that the proposals therefore accord with the guiding principles of the NPPF*