



# SHIPSTON ON STOUR TOWN COUNCIL

## AGENDA

**Council Offices:** New Clark House, West Street, Shipston-on-Stour, Warwickshire, CV36 4HD

**Telephone:** 01608 662180

**E-mail:** [clerk@shipstononline.org](mailto:clerk@shipstononline.org)

**Website:** [www.shipstontowncouncil.org](http://www.shipstontowncouncil.org)

**To: (Councillor)** S. Saunders (Town Mayor), I. Cooper (Deputy Mayor), J. Barker, P. Cox, J. Dinnie, F. Ivens, G. Kelly, V. Murphy, P. Tesh, M. Westwood, P. White, P. Cowley, S. Timms of **Shipston-on-Stour Town Council**

The business to be transacted at the meeting is as follows: -

You are hereby summoned to attend a Meeting of the above-named Council, convened by the Town Mayor, Councillor Sheelagh Saunders, to be held via video conference on **Monday 14<sup>th</sup> December 2020**, commencing at 7.00pm.

For the health and well-being of our community as a result of the COVID-19 crisis, Shipston Town Council meetings will be held remotely until further notice, under "The Local Authorities (Coronavirus) Flexibility of Local Authority Meeting (England) Regulations 2020". Shipston Town Council will be using the 'Zoom' platform to facilitate the holding of meetings, which will be recorded using the Zoom software. Entry to the meeting is online via [www.zoom.us](http://www.zoom.us) with meeting ID: 850 4453 8152 and passcode: 192061

### **AGENDA FOR THE DECEMBER 2020 GENERAL MEETING OF SHIPSTON-ON-STOUR TOWN COUNCIL**

Councillors are reminded that they must act solely in the public interest and should never improperly confer an advantage or disadvantage on any person or act to gain financial or other material benefits for themselves, family, friends or close associates.

- 1 **TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE**
- 2 **DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST** (Councillors are reminded that, unless they have been granted a dispensation, if they have a Disclosable Pecuniary Interest in any matter as defined by Regulations made by the Secretary of State where the interest is theirs, their spouse or civil partner's, or is an interest of somebody with whom they are living as a husband or wife or as if they were civil partners, they may not participate in any discussion of or vote on the matter and must also leave the room for the duration of the matter. They must also disclose the interest if it has not yet been entered on the Authority's register unless it is a sensitive interest)
- 3 **TO NOTE REQUESTS FOR DISPENSATIONS RECEIVED BY THE CLERK**
- 4 **MINUTES OF THE LAST TOWN COUNCIL MEETING** - To confirm minutes of the meeting held on 9<sup>th</sup> November 2020
- 5 **CLERK'S REPORT** - For noting
- 6 **REPORTS**
  1. Reports from Town Councillors concerning issues within Shipston (STC – Shipston Town Council)
  2. County Council issues (WCC – Warwickshire County Council)
  3. District Council issues (SDC – Stratford District Council)
  4. SNT (Safer Neighbourhood Team) – report as needed
  5. Shipston Forum – current issue
  6. Shipston Area Flood Action Group (SAFAG) – report from Mr Wragg/Mr Smith
  7. Youth Working Group – report as necessary
  8. Ellen Badger/Health & Wellbeing – report/update as necessary
- 7 **OPEN FORUM (15 MINUTES DURATION)**
  - Parishioners of Shipston are invited to address the Council on any relevant matter for a maximum of 3 mins.

**PLANNING MATTERS** – all planning applications can be viewed at: <https://apps.stratford.gov.uk/eplanning/>

Agendas and minutes of Planning Committee meetings held on 23<sup>rd</sup> and 30<sup>th</sup> November for noting.

Agenda attached for Planning Committee meeting due to be held at 6pm on Monday 14<sup>th</sup> December, where the following matters will be discussed. Verbal update from Cllr Tesh on those matters:

**NEW PLANNING APPLICATIONS - 20/03340/TEL28** – Shipston High School – upgrade of telecommunications apparatus.


**PLANNING APPEALS -20/02067/OUT – Springfield Farm Rise** – Erection of one self build dwelling house. All matters reserved except access. Planning Inspectorate ref APP/J3720/W/20/3262697

**PLANNING AMENDMENT/VARIATION - 20/02660FUL – 18 Sadlers Ave** – 1st floor addition to existing ground floor extn

**PLANNING DECISIONS FOR NOTING** – none

**SDC PLANNING COMMITTEE - 20/02368/OUT – 29 London Road** – Outline application for demolition of bungalow and garage and erection of four dwellings and associated works. All matters reserved except access. To note.

**OTHER PLANNING/INFRASTRUCTURE MATTERS** - S106 in relation to Chapel View – update from Cllr Dinnie

9	<p><b>OTHER PLANNING MATTERS</b></p> <p>Mr Phil Sykes to address STC with a resume of the Site Allocation on behalf of the Planning Committee.</p> <p>Full details of the document and associated references can be read here <a href="https://www.stratford.gov.uk/planning-building/sap-preferred-options-cabinet-version.cfm">https://www.stratford.gov.uk/planning-building/sap-preferred-options-cabinet-version.cfm</a></p> <p><b>Recommendation: The Planning Committee recommends STC consider an appropriate comment on the consultation to be submitted to SDC before closing date of 18<sup>th</sup> December.</b></p>
10	<p><b>GENERAL PURPOSES WORKING GROUP (GPWG) – Cllr Cox, Chair of Group – no reports</b></p>
11	<p><b>HEALTH, AMENITY AND LEISURE PROJECTS (HALP) –Cllr Cowley, Chair – verbal update</b> Agenda and minutes of HALP meeting held on 2<sup>nd</sup> December</p>
12	<p><b>COMMUNICATIONS WORKING GROUP (COMMS) – Cllr White Chair of Group – No reports.</b></p>
13	<p><b>FINANCE WORKING GROUP – Cllr Cooper, Chair</b> Minutes of the FWG meeting of 16<sup>th</sup> November 2020 - attached</p> <p>2021-22 Precept – Grant Requests and Wish Lists.</p> <ul style="list-style-type: none"> <li>FWG reviewed all Grant requests received from local organisations and present their recommendations to the council – see attached Grants and Wish List 2021-22</li> </ul> <p><b>Recommendation- that the Council accept the recommended Grant amounts be added to the 2021-22 precept</b></p> <ul style="list-style-type: none"> <li>FWG reviewed all Wish List requests (which represents council reserves for anticipated projects in 2021-22, or the build-up of reserves for future projects) and present their recommendations to the council</li> </ul> <p><b>Recommendation – that the Council accepts the recommended Wish List items be added to the 2021-22 precept</b></p> <ul style="list-style-type: none"> <li>Office Laptops / Edge renewal – Quotes received from Edge (£997+vat for Accounts, Epitaph and Allotments modules – 5 year contract) and Redwax £1095+VAT each (x2) for laptops and associated equipment.</li> </ul> <p><b>Recommendation - that the Town Council approve expenditure up to quote value (although final laptop specification may vary).</b></p> <ul style="list-style-type: none"> <li>SAFAG Working Group – Proposals for the working of the SAFAG Working Group have been presented to FWG – see attached SAFAG Working Group proposal</li> </ul> <p><b>Recommendation – that the Council accepts the proposal for the workings of the SAFAG working Group</b></p> <ul style="list-style-type: none"> <li>Subject to the recommendations being accepted, the SAFAG Working Group will present annual plans and quarterly plans of works to the Council at the January meeting.</li> </ul> <ul style="list-style-type: none"> <li>AGAR</li> </ul> <p>We have received the External Auditors Report and Certificate 2019-20 from the Auditors PKF Littlejohn – see attached. Council is required to note its receipt and Clerk to publish notice by 30<sup>th</sup> November (already published)</p> <p><b>Recommendation - Council to note receipt of audit report</b></p>
14	<p><b>FINANCIAL MATTERS</b> Invoices for approval – as listed November/December 2020</p>
	<p><b>STAFFING WORKING GROUP – Chair Cllr Saunders</b> Verbal update on staffing/office matters</p> <p><b>Recommendation : Now that all meetings are for the foreseeable future to be held remotely &amp; that face to face discussions whether at NCH or informally are at a minimum, we propose a programme of team building sessions &amp; group training for councillors.</b></p>
15	<p><b>REVIEW OF SCHEME OF DELEGATION – (as approved in March 2020)</b></p> <p><b>Recommendation by the Mayor, that the current scheme of delegation to the Clerk is revoked as alternative arrangements for council to make decisions are working effectively (Zoom council meetings).</b></p>
	<p><b>DATE OF NEXT MEETING - Monday 11<sup>th</sup> January 2021</b></p>
	<p><b>DATED THIS 9<sup>th</sup> DECEMBER 2020</b></p> <p></p> <p><b>TOWN CLERK – SHIPSTON ON STOUR TOWN COUNCIL</b></p>