



SHIPSTON ON STOUR TOWN COUNCIL

A G E N D A

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

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To: Cllrs T Booth (Mayor), R Walters (Deputy Mayor), I Cooper, P Tesh, J Barker, G Kelly, H Kelly, C Howarth, M Kelly, J Williams, V Benjamin-Smith and S Crockett of Shipston on Stour Town Council.

You are hereby summoned to attend a Meeting of the above-named Council, convened by the Town Mayor, Cllr T Booth, to be held at Council Chambers, New Clark House, **Monday 13th October 2025** commencing at 7pm.

RECORDING (AUDIO AND/OR VIDEO) OF COUNCIL MEETINGS AND USE OF SOCIAL MEDIA

During the meeting the public are allowed to record the Council and Officers from the public seating area only, providing it does not disrupt the meeting. Any items in the exempt part of an agenda cannot be recorded and no recording device is to be left behind. The use of social media is permitted, but all members of the public are requested to switch their mobile devices to silent for the duration of the meeting.

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 associates.

The business is to be transacted as follows:

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 they interest is theirs, their spouse or civil partner's, they may not participate in any discussion 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 DISPENSATION RECEIVED BY THE CLERK
4	MINUTES OF THE LAST GENERAL MEETING To confirm the minutes of the general meeting that took place on Monday 8th September 2025
5	OPEN FORUM (15 minutes duration) Parishioners of Shipston are invited to address the Council on any relevant matter for a maximum of 3 minutes.

6	<p>ENVIRONMENT AND FLOOD ACTION WORKING GROUP Minutes as circulated/verbal update</p> <p>SAFAG <u>Recommendation-that STC approves the quote of £1,750 plus VAT from Joe Dee for the repairs/upgrades to the dams on Sutton Brook in Brailles.</u> <u><i>This expenditure will be costed against the SAFAG designated bank account (Maintenance Fund).</i></u></p> <p><u>Recommendation-that STC authorises the creation of a discretionary budget amount from SAFAG's existing funds, not to exceed £2,500 plus VAT, to action urgent intervention repairs where the works are considered necessary before the quote can be approved at the next available STC monthly meeting.</u> <u><i>Any expenditure will be costed to the SAFAG designated bank account (Maintenance Fund).</i></u></p> <p><u>Recommendation-that STC approves the payment of £137.70 to Mike McCarthy to cover mileage expenses for the period April to September 2025.</u> <u><i>This expenditure will be costed against the SAFAG designated bank account (General Fund).</i></u></p>
7	<p>PLANNING COMMITTEE Minutes as circulated. All planning applications can be viewed at https://apps.stratford.gov.uk/eplanning/</p> <p>25/02260/TPO – South Lynn House, London Road, Shipston on Stour, CV36 4EP - T1 plane - crown lift canopy to approximately 5 metres on garden side and to 3 metres on public footpath side- T2 lime - crown lift canopy to approximately 5 metres on garden side and to 3 metres on public footpath side- T3 cedar - crown lift canopy to approximately 5 metres on garden side and to 3 metres on public footpath side- T4 copper beech - crown lift canopy to approximately 5 metres on garden side and 3 metres on public footpath side</p> <p>25/02285/TREE – 7 Redwood Park, Shipston on Stour, CV36 4HX – T1 – hawthorn – fell</p> <p>25/02262/FUL - 112 Hanson Avenue, Shipston on Stour, CV36 4HS – Proposed erection of a single storey rear extension inc. Modifications to front driveway, erection of a front bay window, insertion of 1no. Rooflight to the main roof, insertion of 1no. Obscured side window to bedroom 1 en-suite and a window to bedroom 1 revised to a french door.</p> <p>25/02146/FUL - 11 Station Road, Shipston on Stour, CV36 4BT – Proposed first floor side extension and alterations.</p>

8	<p>GENERAL PURPOSES/COMMUNICATIONS WORKING GROUP Tracker as circulated/verbal update</p> <p><u>Recommendation that Council approve the completion of all guttering works required for the Twin Chapels at the Cemetery at a cost of £19,011 including VAT as quoted by Thomas Algar.</u></p>
9	<p>FINANCE WORKING GROUP Minutes as circulated/verbal update</p> <p><u>Recommendation - To issue £2350+VAT to the Children's Football to provide a water pipe for irrigation purposes the length of the field at the Hub.</u></p> <p><u>Recommendation: To accept Thomas Algar's quote for £7400 inc. VAT to complete all works to the external facia of the Sports Club building</u></p> <p><u>Recommendation: To accept quote from Haywood Smart Architects of £1800 + VAT to provide and submit all relevant documents to the planning application of the Youth Club building</u></p> <p><u>Recommendation: Town Council to approve delivery and payment in full of the Youth Club building before planning consent is granted.</u></p> <p><u>Recommendation: Town Council to accept and note the outcome of the External Audit report and for the document to be placed in the public domain on the website.</u></p> <p><u>Recommendation - To accept and note the action plan issued by the RFO to address the issues outlined in the External Auditor limited assurance opinion 2024/25.</u></p> <p><u>Recommendation: To accept and note the Risk Assessment provided and post on the Councils website</u></p> <p><u>Recommendation: That the 12-month work outlined by the Treotech report is ratified at a cost of £3350+VAT</u></p> <p><u>Recommendation: That Council agree to pay the outstanding balance to HMRC of £4662.53 + fees.</u></p> <p><u>Recommendation: That Council agrees to the provision of all outlined packages from EDGE including the new HeritEDGE software additions as per quote provided and enter into another 5 year contract.</u></p> <p><u>Recommendation: To pay the sum of £100 towards the costs of removing a headstone memorial for a resident to enable the backfill of this grave which will be organised by the office.</u></p> <p><u>Recommendation: That Council approve the purchase 86 slabs at a cost of £506.57 including VAT for use as a base for the Youth Club Building.</u></p>

10	FINANCE MATTERS Approvals list as circulated
11	STAFFING WORKING GROUP Minutes as circulated/verbal update
12	LOCAL NATURE ACTION PLAN Verbal update
13	REPORTS
13.1	CLERKS REPORT For noting and discussion
13.2	Town Councillor Reports (STC – Shipston Town Council) Verbal reports from Town Councillors concerning issues within Shipston
13.3	District Council Reports (SDC – Stratford District Council) Reports as circulated/verbal update
13.4	County Council Reports (WCC – Warwickshire County Council) Verbal update
13.5	Blue Light Update Reports as circulated/verbal update
13.6	Shipston Forum Verbal update
13.7	Ellen Badger Hospital Verbal update
13.8	Stour Health and Wellbeing Partnership Minutes as circulated/verbal update To discuss new Town Councillor representative following the resignation of John Dinnie.
13.9	Shipston High School Verbal update
14	DATE OF NEXT MEETING Monday 10th November 2025

D. Hardiman

Debbie Hardiman – Deputy Clerk

E. Booth

Emily Booth – Deputy Clerk/RFO

08/10/2025