



# SHIPSTON-ON-STOUR TOWN COUNCIL Minutes

**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.shipstononline.org](http://www.shipstononline.org)

## MINUTES OF THE MEETING OF SHIPSTON ON STOUR TOWN COUNCIL HELD IN NEW CLARK HOUSE, SHIPSTON ON STOUR AT 7.00PM ON MONDAY 14 JANUARY 2019

**Present:** - Town Cllrs: I Cooper (Town Mayor), B Cooper, M Ferrier, F Ivens, V Murphy, S Saunders, J Warner, M Westwood, P White

Public: 5      Press: 0      WCC / SDC: 2      Clerks: 2      Guests: 0

### INTRODUCTION

The Town Mayor, Cllr. Ian Cooper, welcomed Town Council members, press and public to the January meeting of Shipston on Stour Town Council (STC).

- 1 **APOLOGIES FOR ABSENCE** – Cllrs. B Healey, A Henderson, D Scobie
- 2 **ACCEPTANCE OF APOLOGIES** **Cllr. Warner proposed that apologies be accepted. Seconded Cllr. Ivens – 8 for, 1 abstention – motion carried**
- 3a **DECLARATIONS OF INTEREST** – none
- 3b **DISPENSATION REQUESTS RECEIVED BY CLERK** – for all councillors for item 9, 18/03659/TREE
- 4 **HOUSING NEEDS SURVEY** – presentation postponed until next STC meeting on 11 February 2019.
- 5 **MINUTES OF THE PREVIOUS MEETING**  
Correction – heading, replace 12<sup>th</sup> November with 10<sup>th</sup> December, item 5, replace “Cllr. Saunders proposed”... with “Cllr. Ferrier proposed....”, item 7.1....replace “outside Tesco” with “inside Tesco”  
**Cllr. Ferrier proposed that subject to the above, the minutes of the meeting held on 10 December 2018 be accepted as a true and accurate record. Seconded Cllr. Saunders. 7 for, 2 abstentions.**
- 6
  - **CLERK’S REPORT** - the Clerk’s report was noted
  - Nomination for Royal Garden Party – Cllr. V Murphy to be nominated
  - The Clerk has circulated a road closure notice to councillors for the town centre for 19/2/19
  - The Royal British Legion has asked whether a sentence explaining road names honouring the fallen of Shipston could be included on new road signs. The Clerk will send the request to SDC.
  - Pettiphers – SDC planning office reported they are waiting for the flood risk assessment from the developers and if deadline of 8/2/19 is not met, the application will expire. Cllr. Saunders asked for an up to date risk assessment of the current state of the premises. The Clerk will make the request of SDC.
  - Tactile surface Telegraph Street – Cllr. Barker has requested it.
  - Bridge coping stone – the Clerk will follow up once again.
- 7 **REPORTS**
  - 7.1 **Town Councillors**
    - Cllr. Murphy accompanied the Town Band on their rounds on Christmas Day. The Community Christmas Lunch was very successful.
    - Cllr. Saunders said her thoughts with the Mayor of Gdansk’s family following the Mayor’s stabbing at a public event.
    - Cllr. B Cooper – continues to monitor the open space work in Oldbutt Road. The pipe is laid, ground made good although not yet re-seeded but there is no pedestrian gate yet.
    - Cllr. Warner – congratulated the organisers of the Community Christmas Lunch. Reported increased dog fouling in Tilemans Lane, Queens Avenue and Berry Avenue.

- Cllr. Ivens congratulated the organisers of the Community Christmas Lunch. Shipston Rotary organised 5 nights of Father Christmas float and carol singing in the town centre.
- Cllr. White – requested that full focus be given to the maintenance and replacement of the town’s playground equipment that is in need of attention.
- Cllr. Westwood – will be attending the Social Isolation meeting the following day.
- Cllr. I Cooper - received complaints about mud on the Campden Road and asked the Clerk to follow up with the developers. He offered congratulations to the Town Band for their work on Christmas Day and also the organisers of the Community Christmas Lunch.

#### 7.2 County Council – Cllr. Jo Barker

- Portabello – lighting tendering due this month.
- Dropped kerb survey – to happen soon.
- Children’s Centre – potential service provider has dropped out so WCC considering alternative uses for centre other than assessment.
- Grit bins – let her know of any that are empty.

#### 7.3 District Council – Cllr. Jo Barker

SDC are examining their Social Inclusion Statement. Cllr. Barker has requested funding to help people to take part in clubs/societies. Air quality is also on SDC’s watchlist.

#### District Council – Cllr. Chris Saint

Parking Standards – 6 week consultation has started on revised standards. The Budget is out for consultation. Proposal for SDC Precept to increase by 1.5%.

#### 7.4 SNT Report – no report.

#### 7.5 Shipston Forum – the February issue will lead on the Precept and Community Grants once decided. Also included an article on registering to vote and the editor would welcome other councillor contributions on their experiences of being a councillor.

#### 7.6 Neighbourhood Development Plan (NDP) & Town Design Statement (TDS)

No report. NDP will be removed from future agendas.

#### 7.7 Shipston Area Flood Action Group (SAFAG)

Cllr. B Cooper reported that 1200 trees successfully planted before Christmas as planned.

#### 8 Open Forum for Parishioners

- A resident asked whether there were any details about the Mayor’s Ball. To be announced shortly.
- A resident asked about maintenance of the gym and play equipment at the Sports Club. The Clerk said that GPWG had already made maintenance and upgrading of all play equipment in the town their priority for 2019.

#### 9 PLANNING MATTERS – all planning applications can be viewed at: <https://apps.stratford.gov.uk/eplanning/> **PLANNING APPLICATIONS - These applications discussed by the PWG actioned using standing order: Section 3b(xv)**

- 18/03593/FUL – 29 Marshall Avenue – rear extension to existing dwelling. **Cllr. B Cooper proposed no representation, seconded Cllr. Ferrier – unanimously agreed.**

#### New planning applications

- 18/03612/FUL & 18/03613/LBC – 13-15 High Street – Change of use to 1st & 2nd Floor from offices to 1 apartment. **Cllr. B Cooper proposed no objection subject to observation of the revised SDC parking standards, seconded Cllr. Ferrier – unanimously agreed.**
- 18/03729/ELEC – Darlingscote Road – install new pole within existing overhead line. **Cllr. B Cooper proposed no representation, seconded Cllr. Saunders – unanimously agreed.**
- 18/03605/FUL – 1 Hay Meadow – single storey extension to rear. **Cllr. B Cooper proposed no representation, seconded Cllr. Saunders – unanimously agreed**
- 18/03659/TREE – St Edmund’s Church, Church Street – T1 & T2 lime – re-pollard– **Cllr. B Cooper proposed no representation, seconded Cllr. Saunders – unanimously agreed.**

#### Planning decisions by district or county council – were noted

- 18/01096/FUL – South Lynn House, London Rd – demolish existing house, erect 33 retirement apartments – Refusal
- 18/02738/FUL – 1 Clark Close – single storey rear and first floor side extensions – Permission with conditions
- 18/02069/LBC – The Horseshoe, 6 Church St – replacement signs to exterior of building – Consent with conditions
- 18/02068/ADV – The Horseshoe, 6 Church St – replacement signs to exterior of building – Consent with conditions

**10 OTHER PLANNING MATTERS**

- 10.1 Planning Appeal update – South Lynn House – no further update to Cllr. B Cooper’s written report.
- 10.2 To approve amended PWG Terms of Reference – Cllr. B Cooper’s written report was noted.
- 10.3 Update from the Planning Officer on Pettipher’s Garage application – covered in the Clerk’s report.
- 10.4 Update on application at the Ridgeway and S106 agreement for Open Space – Cllr. Ferrier said STC needed to understand the full ramifications of the agreement and appoint a solicitor. The Clerk will circulate the S106 document to all councillors, ask Avon Planning Services to recommend suitably qualified solicitors and find out timescales from SDC.

Cllr. Westwood had attended a training course on Landscaping Visual Impact Assessment (LVIA) and offered to pass course notes to any interested councillors.

**11 GENERAL PURPOSES WORKING GROUP (GPWG)** Cllr. Ivens’ written report was noted, updates as follows.

- 11.1 **Review of Cemetery Fees and Rules – Cllr. Ivens proposed that the Cemetery Fees and Rules, revised January 2019 be accepted. Seconded Cllr. Westwood - unanimously agreed.**
- 11.3 **Playgrounds** – the group will make the equipment at the Sports Club their top priority.
- 11.4 **Tranquillity Garden at the Cemetery** –GPWG have requested additional funds be added to the wish-list.

**12 HEALTH, AMENITY AND LEISURE PROJECTS (HALP) WORKING GROUP** – Cllr. Westwood reported on a very successful meeting with Emma Andrews, manager of the Market Hall Museum in Warwick. She provided useful advice on funding opportunities and stressed that professional support is essential to see such a project through. HALP has made requests in the wish-list. The landscape design for the Riverside Project continues and Cllrs. I Cooper & Scobie are reviewing the draft lease.

**13 COMMUNICATIONS WORKING GROUP (CWG)**

The group are working on preparing a draft policy for Operation London Bridge.

**14 FINANCE WORKING GROUP (FWG)** – no report this month

**14.1 Precept Recommendation for 2019 / 2020**

**Cllr. I Cooper proposed a budget of £243,000 for 2019/20, this will maintain the 2018/19 Band D average of £107.88 per household, due to the increase in new properties. Seconded Cllr. Ivens – unanimously agreed.**

**Cllr. I Cooper proposed closing the meeting to public and press after items 15 & 16 to discuss in detail item 14.2. Community Grants. Seconded Cllr. Westwood – unanimously agreed.**

**15 FINANCIAL MATTERS**

Invoices payable: one additional invoice was read out. **Cllr. I Cooper proposed that invoices be paid, seconded Cllr. Murphy – unanimously agreed**

Income received was noted

**16 CORRESPONDENCE** – the Clerk will reply to the resident’s letter about the Sports Club play equipment.

The Town Mayor closed the public meeting at 8.35 pm. Next general meeting: - Monday 11 February 2019 in New Clark House commencing at 7.00 pm

**14.2 Community Grants** – discussed by councillors and a vote was taken on the PWG proposal – 7 for, 2 abstention, - motion carried. Cllr. I Cooper closed the meeting at 8.50 pm.

Signed..... Date.....

Councillor Ian Cooper, Town Mayor, Shipston on Stour Town Council