



SHIPSTON-ON-STOUR TOWN COUNCIL Minutes

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July 10th 2017 Minutes

Minutes of a General Meeting of Shipston on Stour Town Council held in New Clark House, Shipston on Stour at 7.00pm on Monday July 10th 2017

Those Present: - Town Cllrs: D Scobie, B Cooper, I Cooper, M Ferrier, B Healey, A Henderson, V Murphy, S Saunders, M Westwood, P White

Public: 6 Press: 0 WCC & SDC: Cllr. J Barker & Cllr. C Saint Clerks: 1

Introduction

The Town Mayor, Cllr. Dan Scobie, welcomed Town Council members, press and public to the July Meeting of Shipston on Stour Town Council (STC).

1 **Apologies for absence** – Cllrs. F Ivens and J Warner

2 **Acceptance of Apologies** - Cllr. Saunders proposed acceptance of apologies, seconded Cllr. Murphy **10 for, 1 abstention – motion carried**

3 **Declarations of Interest** - None

4 **Dispensations received by Clerk** - None

5 **Previous minutes of the Meeting of 12th June 2017**

Cllr. Ferrier proposed that the minutes of the meeting held on 12th June 2017 be accepted as a true and accurate record, seconded Cllr. Westwood – **6 for, 5 abstention – motion carried**

6 **Clerk's Report**

The Clerk's written report was noted. Councillors discussed the concerns raised about STC non-attendance at a recent planning committee held at Stratford, when the application for 16 Sheep Street was granted permission. Councillors asked SDC to consider varying the venue for the committee to other areas in the district.

7 **Reports**

Town Councillors - The following reports were given:

- Cllr. Murphy – congratulated the Proms committee on bringing another successful fortnight of music to the town. All councillors added their congratulations to the Proms committee.
- Cllr. Westwood – Attended a CHIEF meeting, which gave information about a new improved midwifery unit at Warwick and an update on finance. Attended the Community Forum, heard a good talk by Philip Seccombe the Crime Commissioner for Warwickshire, along with a talks about Cyber-crime and use of IT by the Police. The priorities for the coming months will be Domestic Violence and Hate Crime. Attended the PPG at the medical centre, which gave an update on funding for the much needed new facility.
- Cllr. Henderson – noted that it was an easy form filling process to nominate local people for national awards – asking that this information went into the next edition of the Forum.
- Cllr. Saunders – agreed that the Proms had been a great success, but raised concerns about dangers of excessive alcohol being taken by younger teenagers, causing anti-social and dangerous behaviour.
- Cllr. Healey – had a question about grounds maintenance at Donnington Road – responsibility of Orbit.
- Cllr. White – noted that there had been problems with teenage anti-social behaviour outside of the Proms area. The new Town Guide will be ready for distribution by the end of August.

- Cllr. Ferrier – noted that the ceramic sign on the wall next to the newly refurbished Mile Post sign has been badly damaged – the signs are owned by the Town Council – it should be repaired or replaced.
- Cllr I Cooper – wished the Town Mayor a Happy Birthday
- Cllr Scobie – a quieter month for mayoral attendances, was concerned by the failure of the traffic lights north of the town on the A3400 – written to Philip Seccombe asking if the lack of police presence at what he considered a dangerous incident was in line with policy.

County Council and District Council

Cllr Saint – attended the planning committee listed at Clerk’s report, was disappointed that no-one attended for STC and unhappy that the application was granted, he added that there were no plans to give parking permits to additional properties. He attended the LGA Conference, was disappointed that the finance bill had not been included in the Queen’s Speech.

Cllr Barker – this report was given between items 10 and 11 due to Cllr Barker’s delayed arrival

- SDC are collating statistics on car parks in Shipston for the STC car parking study
- Concerned about the dangers of buses crossing on narrow roads e.g. Tilemans Lane
- The new officer for Orbit is Katharine Wade
- Children’s Centres are under threat of closure, including the facility in Shipston, STC should ask for a consultation, the next nearest centre is in Bidford.

SNT - no report this month

Shipston Forum

The August issue will feature a summary of the Proms, the centre pages will list “things to do in Shipston in the Summer”

Neighbourhood Development Plan & Town Design Statement - Cllr. B Cooper’s written reports were noted, he added that they were waiting for maps and graphics to finalise the full report, but there is a delay in submitting the plans to SDC. Cllr Cooper stated that he would be stepping down from the project as his role is completed, he would continue to monitor the finances until the current grant period ends.

The Town Mayor thanked Cllr B Cooper for all his hard work with the NP, noting that all his efforts and hard work have been appreciated by all councillors.

Shipston Area Flood Action Group (SAFAG) – the report from the chairman of SAFAG noted.

The group has been granted funds of £110k for Natural Flood Management in the Stour catchment - initially Kneebrook. We are now in discussion with WCC and the EA regarding programme management and have formed a Steering Committee of SAFAG members, Tom Lavers and representatives of WCC and the EA. A sub group is now working up detailed plans for the first 4 schemes which are ready to go with all consents, contractors and quotations in place and we aim to get these done by September when the monies can be drawn down.

In the interim we already have funds for 2 schemes and Mike McCarthy and I are going to loan SAFAG £7k each to do the other two by which time the EA moneys should be available to pay us back and start other schemes.

The aim is to do 10 schemes over the next 12 months which will likely use up the £110k by which time we will have applied for more to continue the wider programme.

Tom Lavers is to be the Project Officer (PO) and will design and oversee the works and we are in discussions with WCC and the EA as to who the Contracting Authority will be - this role being procurement and pay for the PO (£20k pa on the basis of 2 days/24 hrs per week).

There is no real precedent for who the Contracting Authority should be as the whole programme by a community group is a new concept and we are the trailblazers which is why it’s taken so long to secure the funds.

The monies will be transferred to WCC to administer but they are recommending that SAFAG, as an ‘arm’ of STC (and operating under the financial and audit governance of STC) be the Contracting Authority. WCC advise that were they to be the Contracting Authority then their actions would be governed by their own rules and regulations which means more time spent in tendering and approvals which would add cost and slow the whole process down, indeed they indicated that if they were to be put in this position it is likely that we would not see any money until 2018.

8	<p>WCC are suggesting that SAFAG/STC 'employ' the PO and that they, WCC, will issue funds in a quarterly lump sum to our bank account against agreed (by the Steering Committee) 90 day plans which will be monitored at least monthly.</p> <p>The PO (currently a graduate doing a PhD) is very sensitive to the risk of a personal liability claim and the cost of insurance should there be a failure of one of the interventions which resulted in a damages claim. This is highly unlikely and even if it were the case it would be an 'Act of God' as the interventions are specifically designed to meet criteria (say up to a 1 in 100 year event) defined in a Methodology Statement for each intervention group and which will in any event have Local Lead Flood Authority consent. The PO knows this but is still uncomfortable.</p> <p>Our question is this:-</p> <p>Will STC agree to SAFAG being the Consulting Authority and can the council's insurance be augmented (if need be) to take on the professional indemnity risk - thus relieving the PO of a concern but in no way compromising his professional duty?</p> <p>If STC will not do this then it is probable that WCC will have to be the Contracting Authority with the PO working for them which in turn will bring the whole bureaucracy of local government into play. delay the project and end up costing more as their procurement procedures are very inefficient and inflexible.</p> <p>We need a speedy response to this request (before events overtake us) and hope you will support this approach.</p> <p>Tourism Group - no report this month</p> <p>Open Forum for Parishioners – nothing reported this month</p>	
9	<p>Planning Matters</p> <p>New planning applications <i>These applications discussed by the PWG actioned using standing order: Section 3b(xv)</i></p> <ul style="list-style-type: none"> • 17/01306/FUL – 11 Sheep Street – change of use from office (A2) to dwelling House (C3). Cllr. B Cooper proposed no representation, with notes on car parking concerns, seconded Cllr. Henderson, unanimously agreed <p>New planning applications</p> <ul style="list-style-type: none"> • 17/01735/FUL – 39 Furze Hill Road – detached double garage in back garden. Cllr. B Cooper proposed no representation, seconded Cllr. Healey, unanimously agreed. • 17/01644/OUT – land rear of 56 Telegraph Street – outline for detached bungalow and car space. Cllr. B Cooper proposed no representation, noting concerns that the culvert, seconded Cllr. Henderson, unanimously agreed • 17/01321/FUL – 10a Green Lane – 2 storey extension. Cllr. B Cooper proposed no representation, seconded Cllr. Ferrier, unanimously agreed • 17/01716/FUL – 2 Berry Avenue – proposed porch. Cllr. Cooper proposed no representation, seconded Cllr. Saunders, unanimously agreed • 17/01909/TREE – Little Sheldon House, 12 New Street – T1 Silver fir – raise crown 20%. Cllr. B Cooper proposed no representation, seconded Cllr. I Cooper, unanimously agreed <p>Planning decisions by district or county council</p> <ul style="list-style-type: none"> • 16/02961/FUL – Little Sheldon House, 12 New Street – Conservatory to side – Permission with conditions • 17/01197/FUL – 12 Green Lane – single storey rear extension – Permission with conditions • 17/00947/FUL – 17 Gerrards Close – dormer window to front – Permission with conditions 	
10	<p>Other Planning Matters</p> <ul style="list-style-type: none"> • Cllr Ferrier gave an explanation of the proposed letter responding to Barratt Homes updated proposals for Shoulderway Lane, following discussion Cllr Ferrier proposed that the draft letter be sent, seconded Cllr White, unanimously agreed. Cllr Saint commented that any SDC proposed additional reserved sites for Shipston would not include applications that had been refused or turned down by appeal, the SWL site would therefore not be listed as a reserved site. • Cllr Ferrier reported on the status of the car parking study, it needs to be professionally done to give credence to its content, following discussion Cllr Scobie proposed to reserve £3,500 to pay for a full car parking study to be carried out in September / October 2017, seconded Cllr Henderson – 10 for 1 abstention – motion carried • Bus stop request from WCC – following a short discussion the Town Mayor noted this could not be revisited under the 6 month rule and that discussion showed that the previous response should be reinforced. 	

11	<p><u>General Purposes Working Group</u> - Cllr. Ivens' written report was noted.</p> <p>11.1. Cllr Scobie proposed that each element of the work is advertised in local newspaper, on the website, Facebook and the Forum requesting tenders for all paintwork to the front of New Clark House, repair or replacement of double blue gates at New Clark House, identified tree works (as listed in detailed arboricultural report), resurfacing work at New Street car park, seconded Cllr Healey – unanimously agreed</p>	
12	<p><u>Communications Working Group</u> – no report this month</p>	
13	<p><u>Finance Working Group</u> – no report this month</p>	
14	<p><u>Financial Matters</u> 3 additional invoices were read out to the meeting. Cllr. Henderson proposed that invoices be paid, seconded Cllr. Saunders, unanimously agreed. Income received was noted.</p>	
15	<p><u>Correspondence</u> - correspondence was noted.</p> <p><u>Finale</u> The Mayor noted that the next meeting of Shipston Town Council will be held on Monday 14th August, 2017 in New Clark House commencing at 7.00 pm. The Mayor thanked press and public for their attendance and closed the public meeting at 8.33 pm.</p> <p>Signed..... Date..... Councillor Dan Scobie Town Mayor, Shipston on Stour Town Council</p>	