



# SHIPSTON ON STOUR TOWN COUNCIL

## MINUTES

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)

### General Meeting of Shipston on Stour Town Council, 11<sup>th</sup> April 2023 at 7.00 pm

**Present:** Cllrs M Westwood, G Kelly, I Cooper, J Barker, P Cox, J Dinnie, P Tesh, T Booth and Z Kovari.

**Public:** 0    **Press:** 2    **SDC:** 2    **WCC:** 1    **Clerk:** Helen Morgan

1	<b>TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE</b> Cllrs H Kelly and S Beckett.
2	<b>DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST</b> (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) None.
3	<b>TO NOTE REQUESTS FOR DISPENSATION RECEIVED BY THE CLERK</b> None.
4	<b>MINUTES OF THE LAST COUNCIL MEETING</b> To confirm and accept the minutes of 13 <sup>th</sup> March 2023 General Meeting as a true and accurate record.  <b><u>Proposed by Cllr Cooper, seconded by Cllr G Kelly – 8 for, 1 abstention due to absence, motion carried.</u></b>
5	<b>ROW MISNUMBERED</b>
6	<b>CLERK'S REPORT</b> Report as circulated – noted and discussed.
7	<b>REPORTS</b>
7.1	<b>Town Councillor issues (STC – Shipston Town Council)</b> <b>Cllr Westwood</b> reported that she had attended the Rotary Easter Event which included an Easter bonnet and biscuit competition. Cllr Westwood also highlighted the issue of homelessness for 16 – 17 year olds who fall in to a gap for support and housing. Sofa support has been given within the community along with the Church allowing people to sleep there. A discussion ensued – this

	gap clearly needs addressing with Social Services. Cllr Barker advised that this is a county wide issue and would escalate.
7.2	<b>District Council issues (SDC – Stratford District Council)</b> Cllrs Barker and Harvey advised of routine meetings and of all things being in place for the upcoming elections.
7.3	<b>County Council issues (WCC – Warwickshire County Council)</b> Cllr Barker advised of a Suicide Prevention Strategy that is being developed.
7.4	<b>Blue Light update</b> – Safer Neighbourhood Team, Fire Station, First Responders. Cllr Booth advised that the First Responders ambulance is off the road due to damage being caused during it's MOT. First responders are currently using their own vehicles. Cllr Booth was congratulated on his 10 years' service award as a CFR.
7.5	<b>Shipston Forum</b> Editor advised of articles for the May edition. There will be focus on the Coronation – articles, events and a colouring in page of King Charles. There will also be an update from SWFT on the Ellen Badger. The Royal British Legion are putting together biographies of the fallen for future editions.
7.6	<b>Ellen Badger Hospital</b> Cllr Barker advised that she will be attending a meeting with the project board on 12 <sup>th</sup> April.
7.7	<b>Stour Health and Wellbeing Partnership</b> Funding has been secured to allow for the Warm Winter Hub to continue as a Warm Community Hub on a weekly basis. Funds are also being sought from Sport England so that activities launched in memory of Dr Sue Pritchard can continue and be enhanced.
7.8	<b>Shipston High School</b> Apologies received.
8	<b>OPEN FORUM (15 MINUTE DURATION)</b> Nothing to report.
9	<b>SAFAG/ENVIRONMENT WORKING GROUP</b> Minutes as circulated.  SAFAG: Date for a meeting with WCC and the Environment Agency to be confirmed (June/July)  Environment: <b><u>Recommendation that Council approves the purchase of 2 thermal imaging cameras at Approx £550.</u></b> <b><u>Proposed by Cllr Westwood, seconded by Cllr G Kelly, 5 for, 4 abstentions. Motion carried subject to a Business Case with a clear policy being put in place re training and lending out and administration of the scheme. Advice to be sought from Brailes Parish Council.</u></b>
10	<b>PLANNING COMMITTEE</b> Minutes as circulated.  All planning applications can be viewed at: <a href="https://apps.stratford.gov.uk/eplanning/">https://apps.stratford.gov.uk/eplanning/</a>

	<p>23/00803/FUL – 33 Manor Lane Construction of a single storey side and rear extension and garage. <b><u>No rep – proposed by Cllr Tesh, seconded by Cllr G Kelly – motion carried unanimously.</u></b></p> <p>23/00713/FUL Proposed extensions and alterations. <b><u>No rep – proposed by Cllr Tesh, seconded by Cllr Westwood – motion carried unanimously.</u></b></p> <ul style="list-style-type: none"> <li>• South Warwickshire Local Plan – awaiting the launch of the second consultation.</li> <li>• South Warwickshire Economic Development Strategy Consultation – response submitted.</li> </ul>
11	<p><b>HERITAGE, AMENITIES AND LEISURE PROJECTS WORKING GROUP (HALP)</b> Minutes as circulated.</p> <p>Projects are moving forward – and the Museum have revised their proposals re Heads of Terms – meeting to be arranged.</p>
12	<p><b>GENERAL PURPOSES/COMMUNICATIONS WORKING GROUP</b> Minutes as circulated.</p> <p>Cllr Cox is compiling a comprehensive handover document for his successor as Chair.</p>
13	<p><b>FINANCE WORKING GROUP</b> Minutes as circulated.</p> <p><b><u>Recommendation that Council instructs Ladders to assist in preparation of a new lease with regards to The Hub.</u></b> <b><u>Proposed by Cllr Cooper, seconded by Cllr Westwood – motion carried unanimously.</u></b></p> <p><b><u>Recommendation that Council approves the revised Standing Orders for adoption at the Annual Meeting.</u></b> <b><u>Proposed by Cllr Cooper, seconded by Cllr Westwood, 8 for, 1 abstention, motion carried.</u></b></p> <p><b><u>Recommendation that Council approves the revised Risk Register.</u></b> <b><u>Proposed by Cllr Cooper, seconded by Cllr Westwood, motion carried unanimously.</u></b></p>
14	<p><b>FINANCIAL MATTERS</b> Invoices for approval as circulated and listed for March/April 2023.</p> <p><b><u>Proposed by Cllr Westwood, seconded by Cllr Booth, motion carried unanimously.</u></b></p>
15	<p><b>STAFFING WORKING GROUP</b> Minutes as circulated.</p> <p>Cllr G Kelly advised that interviews for the position of Deputy Clerk are taking place on 12<sup>th</sup> April.</p>
16	<p><b>EXCLUSION OF THE PUBLIC</b></p> <p><b><u>Recommendation that Council resolves to exclude the public in order to discuss matters of a confidential nature.</u></b> <b><u>Proposed by Cllr Westwood, seconded by Cllr G Kelly, motion carried unanimously.</u></b></p>

<b>17</b>	<b>DATE OF NEXT MEETING</b> Tuesday 9 <sup>th</sup> May 2023.

The meeting closed at 2045 hrs.

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

Cllr M Westwood, Mayor, Shipston on Stour Town Council

<b>EXPENDITURE APPROVAL LIST - MARCH 2023 (Meeting 11<sup>th</sup> April)</b>		
<b>PAYEE</b>	<b>DETAILS</b>	<b>GROSS PAYMENT</b>
Redwax	Managed IT Support, Microsoft 365 Business Standard and Basic and website management INV8403	£294.51
Busy Biz	Forum services (April 2023 edition) inv564	£237.50
Talacom	Forum editorship (April 2023 edition) 18417	£930.00
KMS Litho	Forum printing (April 2023 edition - 3850 copies)	£1,058.00
Lawns to Mow	Inv.125STC - Town Contract (March 2023)	£7,254.00
Warwickshire Pension Scheme	Staff pensions (March 2023)	£1,426.95
HMRC	Staff NI/PAYE (March 2023)	£1,570.83
Council Staff	Salaries (March 2023)	£4,446.46
Stephi Paull	Payroll services (March 2023)	£21.00
Dor-2-Dor	Delivery of April 2023 Forum	£285.60
Thomas Agar	Materials for Museum Repairs	£2,400.00
MKM Electrical	Installation of Christmas Lights and Museum Repairs	£6,682.76
<b>Direct Debits / Card payments (Contracts in place)</b>		
e-ON Next	Electricity	£224.23
Water Plus	Water	£515.66
Lloyds Bank	General account charges	£17.84
Zoom	On-line meeting subs	£15.59
Pink Connect	Invoice to follow- Telephone/Broadband	£138.96
Post Office	Stamps	£15.20
Hiscox	Insurance payment	£2,526.30
Tesco	Civic service refreshments	£45.75
Indeed	Deputy Clerk Advertisement	£241.99