



# SHIPSTON-ON-STOUR TOWN COUNCIL Minutes

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## MINUTES OF THE JANUARY MEETING OF SHIPSTON ON STOUR TOWN COUNCIL HELD VIA VIDEO CONFERENCE COMMENCING AT 7.00 PM ON MONDAY 11<sup>TH</sup> JANUARY 2021

**Present:** - Town Cllrs: S. Saunders (Mayor), J. Barker [arrived at item 6], I. Cooper, P. Cowley, P. Cox, J. Dinnie, F. Ivens, G. Kelly, V. Murphy, P. Tesh, S. Timms, M. Westwood, P White

Public: 1                      Press: 1                      WCC & SDC: Cllrs. J. Barker and T. Harvey                      Clerk: A. Packer & D. Neath

### INTRODUCTION

Cllr Saunders, Mayor of Shipston Town Council, welcomed attendees to the January Town Council meeting which, due to restrictions of COVID-19, was held via the 'Zoom' platform.

- 1 **APOLOGIES FOR ABSENCE** – None
- 2 **DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST** – None
- 3 **TO NOTE DISPENSATIONS RECEIVED BY THE CLERK** - None
- 4 **MINUTES OF PREVIOUS MEETING**

[re-ordered agenda to await arrival of Cllr Barker]

Amendment to 6.3 as follows: Cost £2910 amend from plus VAT to including VAT.

Cllr Dinnie noted 6.8 was unclear – advised to request clarification directly from Sophie Gilkes. No amendment to 6.8

**Cllr. Saunders proposed that the minutes of the meeting held on 14<sup>th</sup> December 2020, with the amendment to 6.3, be accepted as a true and accurate record - seconded by Cllr. Westwood – 11 for – 2 abstentions – motion carried**

- 5 **CLERK'S REPORT** - Report noted.

Clerk added that enquiries were being made into replenishing the stone at the cemetery driveway due to the holes and mud, tree work to start, staged within budget, CCTV installation completed at Skate Park on behalf of the SNT.

*Correspondence* – Regarding insurance issue and FOI request – noted

*Banner on Gyrotory* – Request received from NHS, Clerk to request more information sparked discussion over the divisions over the hospital plans. Cllr Timms suggested putting across clear communications as members of the public don't understand what is happening. Cllr Dinnie expressed a wish for the Town Council to offer a forum for the League of Friends and SWFT to get together. Cllr Saunders suggested we use our platforms to share information and direct people to the sources of information.

### 6 **REPORTS**

#### 6.1 **Town Councillors**

- Cllrs Cowley, Cox, Tesh, White – no reports. [Cllr Barker arrived during reports]
- Cllr. Westwood felt privileged to be a part of the Time Bank Christmas Day Zoom meetings which went extremely well. Had attended PPG meeting today where vaccinations programme at Wellesbourne was discussed. VASA can arrange transport from Shipston to Wellesbourne for those who need it. Currently over 80's being vaccinated. Rising cases of Covid-19 in Shipston. Project Board meeting noted Ellen Badger Planning application had been submitted.
- Cllr. Ivens expressed her thanks to Lawns2Mow for their fantastic work and unstinting efforts during flooding just before Christmas, staying out all night until the flood subsided and providing sand bags. Very lucky to have them
- Cllr. Dinnie re-iterated thanks to L2M. He reported on successful roll out of vaccine locally and informed that if anyone was invited to a mass testing centre and could not get there, they would get one locally instead.
- Cllr. Cooper suggested rubber matting be investigated as a way of protecting verges at Shoulderway Lane where visitors to cemetery park. (For GPWG). Cllr. Tesh added that a concrete grid would be more durable but this would need to be a request to WCC Highways. Cllr. Cooper asked why Shipston had not been considered as a vaccination centre. Cllr Barker noted the brilliant job being done at best facilities. Some vaccinations were taking place in people's homes.
- Cllr. Murphy confirmed he had date for her first vaccination. In terms of suitable centres in Shipston, The Hub had been identified as a place of safety but noted that it was not suitable now.

- Cllr. Timms asked if the STC were responsible for the bridge (Pig Brook) which had separated at the top of the Hanson track. Cllr. Dinnie offered to submit photographs to WCC Highways. Cllr. Timms also asked if safety information asking everyone to be kind to each other and if this could be sent out in view of recent reports of rude cyclists.
- Cllr. Kelly spoke about neighbours who had been shielding since March, despite which had caught COVID. Now in hospital.

**6.2 County Council – Cllr. Jo Barker [after item 6.3]**

- *Covid-19 situation* – Cllr. Barker reported that much of her time had been spent on health issues generally. She reported on communication programme with Clinical Commission Group – difficulty in finding out what vaccines we were receiving. Reported that the transmissibility of the new variant meant there were more cases of Covid-19 generally although in the Shipston area, the rate was still relatively low compared to other places. Asked cllrs to consider how lucky we are with low rates and receiving the vaccines. Cllr. Barker hoping more vaccine roll out to those in patient facing roles. Expressed concern for schools as more people counted as vital workers, so more at school.

**6.3 District Council – Cllr. Trevor Harvey (Cllr. Harvey left the meeting at 7.24 pm)**

- *Budget preparation* – Cllr. Harvey informed that due to the huge strain on SDC finances due to the pandemic and the subsequent huge use of SDC's reserves, certain planned projects would not now be going ahead. Closer work with Warwick District Council will also be executed to make more efficient use of resources. Council Tax for a Band D property will increase by £5 from April 2021.
- *Green Waste subscription* – Cllr. Harvey noted a huge take up in the Early Bird Offer of £35 per green bin.
- *Car parking charges* – Cllr. Harvey informed that these were being considered and unlikely charges would increase in Shipston this year but usage of car parks should be monitored in the event the subject returns for future deliberation.
- *Covid-19* – Reports of cases in Shipston and surrounding areas.
- *River Way* – One of the cars has now been moved so resident able to use her back door [Report from last meeting]
- *Darlingscote Road cross roads* – Photos of recent flooding at crossroads had been passed to WCC Highways Department. Cllr. Harvey will monitor the situation and follow up.

[Cllr Harvey made his apologies and left the meeting]

**6.4 SNT – Report from SNT December 2020 – January 2021 attached (Appendix B). The Clerk requested to ask how many fines had been issued for breaches of COVID regulations. It was noted that police personnel were on the vaccination list too.**

**6.5 Shipston Forum – Editor Mr Rowland.**

Mr Rowland informed that February's edition would include items on the Garden Waste subscription, Library Services and the Healthwatch Warwickshire Survey about the planned Health and Wellbeing Centre. Nikki Turner, creator of Forum 'Little Shipstonians' articles was introduced to Cllrs. She shared her ideas for future editions, thanked by Cllrs for her work. Help offered by Cllr. Westwood if needed. Cllr Saunders will contact Nikki regarding an Easter Bonnet competition.

**6.6 Shipston Area Flood Action Group (SAFAG) – 2020 Year End written report from Chair of SAFAG, Phil Wragg noted (Appendix C attached). Thanks extended to SAFAG for all their efforts.**

**6.7 Youth Working Group – No update this month.**

**6.8 Ellen Badger/Health & Well Being – Previously discussed.**

**7 OPEN FORUM FOR PARISHIONERS – No matters raised**

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

Chair of Planning Committee – Cllr. P Tesh.

Agendas and minutes of Planning Committee meetings held on 14th and 29th December noted. Also minutes of Planning Committee meetings held on 23rd and 30th November along with agenda for Planning Committee held today (11th January). Verbal update by Cllr. Tesh on below discussed at earlier meeting:

**NEW PLANNING APPLICATION - 20/03376/FUL – 1 Bosley Close – Single storey side and rear extension.**

Cllr. Tesh informed of concern over rear access and closeness to road. SDC had given response.

**PLANNING APPEALS – None**

**Springfield Farm Rise** – Planning Consultant unavailable within time scale required to respond to SDC. Cllr Tesh had prepared written submission which had been submitted by the Clerk. Councillors thanked Cllr. Tesh for all his work.

**PLANNING AMENDMENT/VARIATION - 20/03022/FUL – 5 Manor Lane** – Demolition of existing flat roof area. Construction of two storey side extensions to form additional living space together with all associated works – Consideration of SDC's clarification of detail - Cllr. Tesh informed that application had been amended so that the extension does not extend over boundary.

**PLANNING APPLICATIONS WITHDRAWN**

**20/03206/TPO – Former IMI Norgren Site, Campden Road** – Tree/smaller vegetation on area TPO proposed for removal in order to create strip to provide services to neighbouring future barn conversion. .

Cllr. Tesh informed that Cala Homes had withdrawn their application but this to be monitored for future applications.

**PLANNING DECISIONS FOR NOTING**

**20/02660/FUL– 18 Sadlers Avenue** – First floor addition to existing ground floor extension – Permission granted with conditions.

**OTHER PLANNING/INFRASTRUCTURE MATTERS**

**Draft Gypsy and Traveller and Travelling Showpeople Supplementary Planning Document (SPD)** – Notification of public consultation. Full details to be found on SDC website: <https://bit.ly/38jwrDV>.

In view of closing date of 19<sup>th</sup> February 2021, agreed that this item would be on the agenda for discussion at the next Planning Committee meeting before further discussion at the next STC meeting on 8.2.2021.

**HNS Survey – Review of draft questionnaire**

Questionnaire had been received from consultant. Comments to be returned with next two weeks.

Cllr Tesh informed councillors that the appointment of a planning consultant to assist with a submission on an appeal, had not taken place due to his unavailability in the timescales required. Cllr Westwood thanked Cllr Tesh for work on the report submitted to the Planning Inspectorate.

**9 GENERAL PURPOSES WORKING GROUP (GPWG)** – Chair – Cllr. Cox. No GPWG meeting to report. Next meeting 28<sup>th</sup> January

**10 HERITAGE, AMENITIES AND LEISURE PROJECTS (HALP)** – Chair - Cllr. Cowley. Agenda and Minutes of HALP meeting of 2<sup>nd</sup> December 2020 noted. Noted next HALP meeting to take place on 27.1.2021. Nothing to add to previous report.

**11 COMMUNICATIONS WORKING GROUP (CWG)** – Chair - Cllr. White.  
Verbal update as follows. Changes had been made to STC website to make it more compliant with regulations but updates still need to be made. Not able to arrange home delivery of Forum yet. Quiet on FaceBook and Twitter but posts regarding Shipston Library and SDC introduction of charges for green waste recently on FB. C. Rowland will forward link regarding Health Watch Survey to Cllr. White to ensure it is sent out with Forum.

**12 FINANCE WORKING GROUP** – Chair – Cllr. Cooper. No updates

**13 FINANCIAL MATTERS** - Invoices for approval - as listed December 2020/January 2021 (Appendix A attached)

Invoices from Pink Connect £165.17, MKM Electrical £5,820.60 for Christmas lights, MKM CCTV £235.56, were verbally added to the list by the Clerk for approval.

**Cllr. Saunders proposed that all invoices are paid, including those added verbally by the Clerk, subject to MKM Christmas lights being within budget, seconded by Cllr. Westwood – 12 for – unanimous - motion carried**

**14 STAFFING WORKING GROUP**

Cllr. Saunders confirmed that the Clerk (AP) and her assistant (DN) would continue to work from home in view of the current lockdown. Cllr. Saunders hoping to arrange Councillor training and team meetings next month.

Meeting closed at 8.41 pm

**DATE OF NEXT MEETING - Monday 8<sup>th</sup> February 2021**

Signed: .....  
Councillor Sheelagh Saunders  
Town Mayor, Shipston on Stour Town Council

Date: .....

**APPENDICES ATTACHED:**

**A EXPENDITURE LIST**

**B POLICE SNT REPORT**

**C YEAR END 2020 SAFAG REPORT**

**APPENDIX A TO MINUTES OF MEETING 11<sup>TH</sup> JANUARY 2021**

<b>EXPENDITURE APPROVAL LIST - January 11th 2021</b>		
<b>PAYEE</b>	<b>DETAILS</b>	<b>GROSS PAYMENT</b>
Redwax	Inv 6341 - Managed IT support (01/01/20	£ 195.00
Redwax	Inv 6316 - 365 office (24/12/20)	£ 9.48
Busy Biz	Forum services (Jan edition - Inv 286)	£ 237.50
Talacom	Forum editorship (January edition)	£ 930.00
KMS	Forum printing (January edition)	£ 633.00
Lawns to Mow	Town contract (December Inv 99)	£ 6,000.00
Warks Pension Scheme	Staff pensions (Dec)	£ 995.42
HMRC	Staff NI/PAYE (Dec)	£ 1,006.33
Council Staff	Salaries (Dec)	£ 2,715.62
Stephi Paull	Payroll services (December)	£ 14.00
Water Plus	New Street Allotments (Inv )	£ 93.47
WALC	Training (Diane) - Burial Rights Feb 2021	£ 36.00
Tops Plants	Inv 3689- Shipston in Bloom (Grant fund)	£ 270.00
Zoom	Online meeting subscription - December	£ 14.39
A. Packer	Expenses: Image Drum for printer	£ 37.95
<b>Note :</b>		
Correction to December's approvals -Payroll Services was £14 and not £21 as listed		
<b>Verbally added at the meeting:</b>		
MKM Electrical	Christmas lights	£ 5,820.60
MKM Electrical	CCTV installation at Skate Park	£ 235.56
Pink Connect	Telephone/Broadband (December)	£ 165.17

## **SHIPSTON POLICE REVIEW – DEC 2020 – JAN 2021.**

December has continued in a similar busy vein with COVID making the headlines for all the wrong reasons. We have continued to work with Government guidelines being changed on a weekly basis and staffing being pushed to the limits.

There have also been changes within the organisation with Inspector Alison Wiggin passing Safer Neighbourhood responsibility to Inspector Ben Hembry. Sgt Angus Eagles has also left and is replaced by Sgt Stacey Naughton.

Shipston Policing Team has also bid farewell to PCSO Fin Moore who has moved on to pastures new outside of the Police. Fin was an integral part of the team and will be greatly missed. It is not yet known whether he will be replaced or if he is to be, when this will happen.

### **Burglary Dwelling.**

There have been five burglaries reported over the area for the month of December. It is likely that at least four happened on the same day as the properties targeted were unoccupied and were obviously empty at the times of darkness. Three out of the five occurred on Tysoe village with one in Shipston and another in Pillerton Hersey.

### **Burglary Business.**

There were six business burglaries reported, the business that is frequently targeted is of farm make up. Trailers and quad bikes seem to be the focus. One of the farms with items stolen had a trailer, quad and horsebox recovered.

### **Theft.**

There were six reported instances of theft with two of those being Council wheelie bins and one being the theft of a stand-alone post box.

### **Criminal Damage.**

There were four reports of criminal damage reported across the Shipston area.

### **Anti-Social Behaviour.**

There were eight instances of ASB reported to Police throughout December.

### **Mental Health.**

Police attended fifteen mental health incidents involving suicidal persons as well as assisting Ambulance.

### **COVID Reports.**

There were in excess of thirty five calls reporting breach of COVID regulations. The Government stance is now that Police take a robust line with any breaches now and fines are issued.

The area has also had a visit from the 'Nottingham Knockers' with the team attending the locations, identifying the males reported and on two instances seizing the bags containing goods.

The Rural Crime Team is currently doubled in size and there are two allocated officers that will cover the Southam, Wellesbourne and Shipston areas collectively.

PC 1508 Sid Hammond – Shipston Safer Neighbourhood Team

## **Shipston Area Flood Action Group.**

## **2020 Year End Report.**

This has been a positive year for the group despite COVID issues which, being outdoors, barely affected us although contractors were more readily available early on. We engaged and planned through the winter with most consents secured early to enable work to start in April.

During the year we installed approx: 280 NFM measures involving 8 LLFA consents covering 19 schemes, 21 farmers and landowners and 6 contractors. The majority of work was around Brailes and Long Compton where we have formed good community partnerships but we also completed some 2019 work and augmented a number of schemes previously undertaken around the catchment.

### **New work**

- In Brailes. 72 dams, a large new bund & major repairs to an existing bund and wetland area.
- In Long Compton. 88 dams, a new pond and a pond enlargement.

### **Augmentation work**

- In the Whichford and Sibford areas. 25 dams, a pond and a wetland area.
- Below Campden and around Blockley, Stretton and Ditchford. 86dams, 2 bunds, a pond and a wetland area.

**This brings the total NFM measures around the catchment to 694.**

### **In addition we:-**

- undertook completion works from 2019 and repairs following the Q4 heavy rains.
- installed monitoring stations on 2 watercourses.
- attended 600 NFM measures past and present to record them on the Rivers Trust database.
- have been involved in 3 academic studies and 2 Defra sponsored research studies.
- held 2 community days, developed and initiated a Community Monitoring/Maintenance programme and worked with Highways to improve road drainage in Shipston.
- secured on-going maintenance budgets with 2 Parish Councils.
- undertook 4 farm appraisals with Severn Rivers Trust.
- completely renewed our website [www.SAFAG.org](http://www.SAFAG.org)

### **2021 Plans**

We have existing commitments to complete works at Brailes and Ditchford, rained off in October.

Stratford DC have granted £80k to finance further catchment wide flood alleviation measures from Community Infrastructure Levy (CIL) funds. This will be administered by the EA and SAFAG is already working in partnership with Severn Rivers Trust on Whole Farm Appraisals to identify farm water run off problems. This continuing programme includes environmental enhancement measures as well as specific 'traditional' NFM works and anticipates work on 10 farms around the Stour catchment.

We also have plans to undertake works around Sutton under Brailes and downstream of Shipston.

Finally, it seems clear that in light of the now regular onslaught of heavy rain our Monitoring and Maintenance Team will continue to be busy.

Thanks to all our farmers/landowners and agency and council partners for their enduring support.

**Phil Wragg. Chairman. SAFAG.**