



SHIPSTON ON STOUR TOWN COUNCIL Minutes

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MINUTES OF 12TH DECEMBER 2022 MEETING OF SHIPSTON ON STOUR TOWN COUNCIL HELD AT NEW CLARK HOUSE, SHIPSTON ON STOUR AT 7.00 PM

Present: Cllrs: M Westwood (Chair), G Kelly, I Cooper, P Cox, J Dinnie, P Tesh and H Kelly.

Via Zoom: Cllr S Beckett, Mr G Smith and Mr M Heather.

Public: 1 **Press:** 1 **SDC:** 1 **Clerk:** Helen Morgan

1	TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE Cllrs J Barker and T Booth, Mr C Rowland.
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 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	TO NOTE REQUESTS FOR DISPENSATION RECEIVED BY THE CLERK None.
4	MINUTES OF THE LAST COUNCIL MEETING To confirm minutes of the Meeting which took place on Monday 14 th November 2022. <u>Proposal to accept Minutes of 14th November 2022 as a true and accurate record.</u> <u>Proposed by Cllr M Westwood, seconded by I Cooper. 7 in favour, motion carried unanimously.</u>
5	CLERK'S REPORT Report as circulated.
6	REPORTS

6.1	<p>Reports from Town Councillors concerning issues within Shipston (STC – Shipston Town Council)</p> <p>Cllr Westwood expressed her delight about the Victorian evening which had been a wonderful event. Thanks were given to the Rotary Club, the Primary School and the Town Band. Cllr Westwood had also attended fetes at Shipston Lodge and Low Furlong.</p> <p>Cllr H Kelly reported that new volunteer litter pickers have been recruited for the monthly ‘pick’.</p> <p>Cllr Cooper echoed Cllr Westwood’s comments regarding the Victorian Evening. Cllr Cooper had also attended the Town Band Concert which had been superb – the band being such an asset to the town.</p> <p>Cllr Cox reported his usual activity of ‘walking the town’ and noting potential issues for GPWG.</p> <p>Cllr Beckett iterated comments sent via email regarding isolation, loneliness and health.</p>
6.2	<p>District Council issues (SDC – Stratford District Council)</p> <p>Cllr Harvey – report as circulated.</p> <p>Voter ID debated at the recent SDC meeting - Cllr Harvey to email the ID criteria to the Clerk.</p> <p>Cllr Harvey asked if there was merit in STC issuing children with coins for the King’s coronation as has been tradition in many Parishes – for discussion at GPWG.</p> <p>Support from SDC with regard to an all weather pitch at the High School has been welcomed.</p>
6.3	<p>County Council issues (WCC – Warwickshire County Council)</p> <p>No update.</p>
6.4	<p>Blue Light update - Safer Neighbourhood Team, Fire Station, First Responders.</p> <p>SNT and First Responders reports as circulated.</p>
6.5	<p>Shipston Forum</p> <p>January’s edition will cover festive events, retained Firefighter recruitment and a Government link regarding food safety/longevity.</p>
6.6	<p>Ellen Badger – Community Hospital Review.</p> <p>Meeting to be held with Danielle Oum, Chair of the Integrated Care Board, Thursday 16th February at 1 pm.</p>
6.7	<p>Stour Health and Wellbeing Partnership</p> <p>Warm Hub to recommence in January.</p> <p>Events as advertised.</p>
7	<p>OPEN FORUM (15 MINUTES DURATION)</p> <p>Request for meetings regarding the Ellen Badger be made open to the public.</p>
8	<p>SAFAG WORKING GROUP</p> <p>Report as circulated.</p> <p>Mr Smith reported that November had been the fifth wettest month over the past three years. The maintenance programme has worked well and more actions are lined up for the Spring. It was recommended that a working group be created to aid SAFAG with river remodelling efforts.</p> <p><u>Recommendation that Council asks Suzanne Ward (David Hudson’s replacement) to brief the Working Group in Q1 2023.</u></p> <p><u>Proposed by Cllr Westwood, seconded by Cllr Dinnie, motion carried unanimously.</u></p>

<p>9</p>	<p>PLANNING COMMITTEE Minutes as circulated.</p> <p>All planning applications can be viewed at: https://apps.stratford.gov.uk/eplanning/</p> <p>22/03135/FUL 6 Rowett Drive Ground floor rear extension <u>No rep proposed by Cllr Tesh, seconded by Cllr Westwood, motion carried unanimously.</u></p> <p>22/03529/FUL 36 The Cottage, New Street Taking down of existing boundary wall and reconstructing to match existing. <u>No rep proposed by Cllr Tesh, seconded by Cllr Westwood, motion carried unanimously.</u></p> <p><u>Recommendation that Council approves comments to SDC's proposed changes to the Supplementary Planning Document Part L: Open Space.</u> <u>Proposed by Cllr Westwood, seconded by Cllr H Kelly, motion carried unanimously.</u></p> <p>Cllr Tesh was thanked for his informative summary of the document. Cllr Harvey to speak to the Planning Officer to seek clarification of the definition of 'open space' and as to which council is being referred to regarding transfer i.e. town, district or county.</p>
<p>10</p>	<p>GENERAL PURPOSES WORKING GROUP Verbal update. Cllr Cox reported that a host of projects and issues are either in progress, actively being pursued or on the action list. Consensus from Council was that the plaque for Micky and Linda Cornock should bear the inscription 'loved by their town'.</p>
<p>11</p>	<p>HERITAGE, AMENITIES AND LEISURE PROJECTS WORKING GROUP (HALP) Minutes as circulated.</p> <p><u>Recommendation that Council looks to the setting up an Environmental Working Group.</u> Recommendation to be taken to the Staffing Working Group in the first instance.</p> <p><u>Recommendation that the Corn Mill Meadows project be transferred to the Environmental Working Group once set up.</u> Recommendation to be taken to the Staffing Working Group in the first instance.</p> <p><u>Recommendation that the landowner agreement be signed by STC and the Warwickshire Wildlife Trust regarding planting at Cornmill Meadows. Proposed by Cllr Dinnie, seconded by Cllr Westwood, motion carried unanimously.</u></p>
<p>12</p>	<p>COMMUNICATIONS WORKING GROUP Verbal update. Social media all up to date. Remembrance Day streaming had received 400 plus views. Cllr Dinnie suggested that Cllr Beckett join this Working Group – to be discussed at Staffing Working Group.</p>

13	<p>FINANCE WORKING GROUP Minutes as circulated.</p> <p><u>Recommendation: The FWG recommend the Income and Expenditure Budget for 2023-24 subject to the points detailed in FWG minutes.</u> <u>Proposed by Cllr Cooper, seconded by Cllr Westwood, motion carried unanimously.</u></p> <p><u>Recommendation: Council approves recommended Grant Requests'</u> <u>Proposed by Cllr Cooper, seconded by Cllr Westwood, motion carried unanimously.</u></p> <p><u>Recommendation that the Council accept the K.A. Perkins quote (£9,445 + VAT) and agree to the Town Council funding these works (Patio) subject to the following conditions:</u></p> <ul style="list-style-type: none"> • <i>That the quote for the works is still valid</i> • <i>That these works will complete the patio area requirements and provide a safe and integrated patio area with the existing building, and that any additional costs relating to this will be met by the sports club</i> • <i>That the sports club obtain the funding for and carry out the redecoration works on the changing rooms, as previously outlined</i> <p><u>Proposed by Cllr Cooper, seconded by Cllr Westwood, motion carried unanimously.</u></p>
14	<p>FINANCIAL MATTERS Invoices for approval as circulated and listed.</p> <p><u>Approval to accept invoices as listed for November/December 2022.</u> <u>Proposed by Cllr Westwood, seconded by Cllr Cooper. Motion carried unanimously.</u></p>
15	<p>STAFFING WORKING GROUP Verbal update.</p> <p>Meeting to be held on Wednesday to discuss staffing, staff training, Cllr recruitment, Cllr training and Working Groups.</p> <p><u>Recommendation that Council agrees to sign up to the Civility and Respect Pledge.</u> <u>Proposed by Cllr Kelly, seconded by Cllr Westwood, 6 in favour, 1 abstention, motion carried.</u></p>
16	<p>YOUTH WORKING GROUP No update.</p>
17	<p>DATE OF NEXT MEETING Monday 9th January 2023</p>

The meeting closed at 2055 hrs.

Signed by _____ Date _____

Cllr M Westwood, Mayor, Shipston on Stour Town Council

EXPENDITURE APPROVAL LIST - DECEMBER 2022 (Meeting 12th December 2022)		
PAYEE	DETAILS	GROSS PAYMENT
Redwax	Inv.7947 - Managed IT Support, Microsoft 365 Business Standard and Basic and website management (1/12/2022)	£294.51
Busy Biz	Inv.520 - Forum services (December 2022 edition)	£237.50
Talacom	Inv.18338 - Forum editorship (December 2022)	£930.00
KMS Litho	Inv.24821 - Forum printing (December 2022 edition - 4000 copies)	£1,075.00
Lawns to Mow	Inv.122STC - Town Contract (November 2022)	£7,236.00
Warwickshire Pension Scheme	Staff pensions (November 2022)	£2,446.93
HMRC	Staff NI/PAYE (November 2022)	£2,375.26
Council Staff	Salaries (November 2022)	£6,902.35
Stephi Paull	Payroll services - November 2022 (invoice to follow)	£21.00
Dor-2-Dor	Delivery of December 2022 Forum (invoice to follow)	£252.00
Batsford Timber	Inv.MM00051247 - Timber for fence posts between Cornmill Meadows and Hardiman Fields	£133.68
Edge IT Systems Ltd	Inv.36463 - Epitaph & AdvantEDGE Online - 5 year contract. 27.11.2022-26.11.2023	£1,652.76
Alderminster Electrics	Inv.45740 - Paid on behalf of Sports & Social Club on the basis of a loan re. bar and kitchen refurb	£2,712.00
NALC	Inv.3437905209 - Attendance by Cllr. H. Kelly at 'Fighting Climate Change' on 25.5.2022	£51.71
NALC	Inv.2085196129 - Attendance by Cllr. Dinnie at 'Future Communities' on 2.12.2021	£77.27
Andrew Hince	Inv.061222 - Window cleaning at NCH	£20.00
Direct Debits/Card payments (Contracts in place)		
e-on Next	Inv KI - 90BF6078-0008 Electricity at Cemetery Chapel 1.10.2022 - 15.11.2022	£79.04
SSE Gas	Inv.691878909-0006 - Gas charges at New Clark House 27.8.2022 - 10.10.2022 (direct debit)	£488.55
Water Plus	Inv.00553605 - New Street allotments water rates 3.11.2022 - 3.12.2022 (direct debit)	£31.50
Zoom	Inv.176394374 - Online meeting subs November-December 2022 (card payment)	£14.39
Pink Connect	Inv.389789 - Telephone/Broadband - October 2022 (card payment)	£134.76
Post Office	Postage to SDC re. Book of Condolence (card payment)	£2.05
Amazon	INV-GB- 172996161 -2022-65864 - Polyester thread for Councillor regalia (card payment)	£2.61
Amazon	INV-DS-ASE-INV-GB-2022-432087721 - Satin Ribbon for Councillor regalia (card payment)	£6.39
Amazon	INV-GB27GG77QAEUI - A4 Punched Pockets for use at NCH	£6.99
Amazon	INV-GB27GIZZJAEUI - Litter Picker for use by monthly Shipston Litter Pick Group	£36.00

Amazon	INV-GB-1847084625-2022-136840 - 6 part Dividers for use at NCH	£22.49
Co-op	Toilet Tissue and Kitchen Towels for use at NCH (card payment)	£12.25
Co-op	Purchase of refreshments for Shipston Litter Pick (card payment)	£8.39
SAFAG		
John Dee	Inv.330 - Flood relief work at Leys Farm, Taylors Farm and Sutton under Brailes	£6,114.00