



SHIPSTON-ON-STOUR TOWN COUNCIL Minutes

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March 12th, 2018 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 12th March 2018

Those Present: - Town Cllrs: D Scobie, B Cooper, I Cooper, M Ferrier, B Healey, A Henderson (arrived at the end of item 6), F Ivens, V Murphy, J. Warner, M Westwood, P White.

Public: 9 Press: 0 WCC & SDC: 2 Clerks: 2

Introduction

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

1 **Apologies for absence** – Cllr. S Saunders

2 **Acceptance of Apologies**

Cllr. Murphy proposed acceptance of apologies. Seconded Cllr. Warner. 9 for, 1 abstention – motion carried.

3 **Declarations of Interest** – Cllr. B Cooper declared a non pecuniary interest in item 14.3 – SAFAG grant request and said he would not vote.

3b **Dispensations received by Clerk** - none

5 **Previous minutes of the meeting of 12th February 2018**

Correction – item 7.2 District Council report by Cllr. Saint “Once Neighbourhood Plan is adopted Shipston will receive 25% of payments for developments within the Shipston area”. Confirmed by Cllr. Saint.

Cllr. Healey proposed that the minutes of the meeting held on 12th February 2018, amended as above, be accepted as a true and accurate record. Seconded Cllr. Murphy. 9 for, 1 abstention – motion carried.

6 **Clerk’s Report**

The written report was noted.

- Cllr. Scobie asked for an update on the open space opposite Riverway. Shipston in Bloom took the decision to install hard standing because plants were not flourishing. Matter to be discussed by GPWG.
- The Clerk asked for Annual Town Meeting reports by first week of April.
- The Civic Service will be at 3pm on Sunday 13th May.
- Cllr. Ferrier asked about the Speedwatch reporting. The reason for a September report is that more results will be available.
- Cllr. Scobie asked why the town council has been requested to fund the wall repair at St Edmund’s. It is the council’s responsibility to maintain the closed churchyard.

Cllr. Henderson arrived therefore 11 councillors now present.

7.1 **Reports**

Town Councillors - the following reports were given:

- Cllr. Westwood thanked Lawns2Mow for their hard work in keeping the town centre clear during the recent snow. She has joined SCAN. She expressed concerns that lorries are accessing the new development adjacent to Angelas Meadow via Angelas Meadow and asked if the Clerk could find out if they have permission to do so.
- Cllr Warner asked when the sign post by the Coach & Horses will be replaced. There has been bad flooding at Pittway Avenue and residents believe it has worsened since building started on Campden Rd.

	<ul style="list-style-type: none"> • Cllr. Healey reported pot holes in Station Rd and mud on Campden Rd. • Cllr. Ferrier reported an ongoing discussion between Taylor Wimpey and a town resident about ownership of the ditch on the east side of their development north of Campden Rd. The resident will keep STC informed. There is debate between Taylor Wimpey & Crest Nicholson over responsibility for the flooding in Oldbutt Road (see item 10.2). He has also received complaints about flooding in Campden Rd. The Clerk was asked to contact SDC about increased flooding since the start of building developments approved by them (see item 10.2 also). • Cllr. B Cooper reported increased lying water on the green space on Campden Rd and the footpath near the Maldens. • Cllr. Murphy said she will monitor the flooding of the green space on Campden Rd. • Cllr. Henderson asked whether the “no parking” notices on the Pettiphers site were legal and asked for STC to contact the landowner about them. <p>Cllr. Scobie said a resident had asked that notice of the publication of STC agendas be put on Facebook.</p>	
7.2	<p><u>County Council – Cllr. J Barker</u></p> <ul style="list-style-type: none"> • Thanked Lawns2Mow for their work in the town during the recent bad weather. • Will ask WCC to fill grit bins in Tilemans Lane and work with business owners to help keep roads clear during bad weather. • Will ask for a street cleaner to be employed on Campden Rd as is being done on Tilemans Lane while building takes place. • Advised there is a pothole reporting facility on WCC website. <p><u>District Council – Cllr. J Barker</u></p> <ul style="list-style-type: none"> • Met with Stephen Miles and SDC planners about Shipston’s Neighbourhood Plan. • Supports the setting up of a Heritage Centre in the town. European funding could be available. Has spoken with local landowners who support the idea. <p>Cllr. Warner reported complaints about the Johnson’s 906 Bus Service, the lack of food in the town’s Co-Op during & following the recent bad weather and that a resident of an Orbit property near the Tannery had been left without hot water and heating for 6 days . Cllr Barker will contact Johnson’s and Orbit.</p> <p><u>District Council – Cllr. C Saint</u></p> <ul style="list-style-type: none"> • Budget set at end of February. 1% increase to SDC’s precept. • Work continues on planning strategy. An anticipated change to the parking policy will be that public car parking cannot be used as an allowance for residential parking. • SDC planners would like to hear STC’s views on parking issues arising from planning applications in the town. <p><u>SNT Report</u> – no report this month</p> <p><u>Shipston Forum</u> – the April issue will lead on the Neighbourhood Plan.</p> <p><u>Neighbourhood Development Plan & Town Design Statement</u> The written reports were noted. Cllr. B Cooper said that the representations about Neighbourhood Plan policy INF2 were resolved and ENV5 was still in discussion. A request for draw down from reserves would be made to FWG to cover work needed to get the plan ready for referendum.</p> <p><u>Shipston Area Flood Action Group (SAFAG)</u> The written report was noted and Cllr. B Cooper said SAFAG had agreed to adopt STC’s Health & Safety if acceptable to STC. STC agreed.</p>	
8	<p><u>Open Forum for Parishioners</u> Alison Noyce, Sarah Coxall and Edward Mott expressed their support for a Heritage Centre in the town.</p> <p>Richard Henderson read out a letter from Mike Ashley, curator of Shipston Museum outlining the benefits of the town museum and supporting the creation of a town Heritage Centre.</p>	
9	<p><u>Planning matters – all planning applications can be viewed at: https://apps.stratford.gov.uk/eplanning/</u></p> <p><u>Planning applications - applications discussed by the PWG actioned using standing order: Section 3b(xv)</u></p> <ul style="list-style-type: none"> • 18/00451/FUL – 14 Callaways Road – single storey extensions to 2 sides of existing. <u>Cllr. B Cooper proposed no representation. Seconded Cllr. Westwood. Unanimously agreed.</u> • 18/00246/FUL – 1 Greenway Close – single storey side and rear extensions. <u>Cllr. B Cooper proposed no representation. Seconded Cllr. Ferrier. Unanimously agreed.</u> 	

	<p>New Planning applications</p> <ul style="list-style-type: none"> • 18/00571/FUL & 18/00572/LBC – 1 Mill Street – lower floor of study by 300mm to match existing. Cllr. B Cooper proposed no representation. Seconded Cllr. Westwood. 10 for, 1 against – motion carried. <p>Notifications under permitted development order</p> <ul style="list-style-type: none"> • 18/00349/TEL28 – Shipston High School, Darlingscote Rd – Install communication apparatus <p>Planning decisions by district or county council</p> <ul style="list-style-type: none"> • 17/03724/FUL – 10 Clark Close – 2 storey/1 storey extensions - Permission with conditions • 18/00004/FUL – 27 Furze Hill Road – extensions and roof lights – Permission with conditions 	
10	<p>Other Planning Matters</p> <p>10.1 Matters relating to Crest Nicholson Development</p> <p>10.1.1 <u>Cllr. Ferrier proposed declining Crest Nicholson’s offer that the town council adopt the open space and suds pond on their development. Seconded Cllr. Ivens. Unanimously agreed.</u></p> <p>10.1.2 <u>Cllr. Ferrier proposed approving the pathway between Taylor Wimpey development south side and Crest Nicholson development and requesting affirmation by both developers. Seconded Cllr. B. Cooper. Unanimously agreed.</u></p> <p>10.1.3 The type of play equipment on the Crest Nicholson development will be referred to GPWG.</p> <p>10.1.4 <u>Cllr. Ferrier proposed contacting the town council solicitor about drawing up an agreement for laying a sewerage pipe under town council land. Seconded Cllr. Murphy. Unanimously agreed.</u></p> <p>10.1.5 Cllr. Ferrier said that STC would need to gain agreement from Crest Nicholson ensuring the boundary between their site and the town council land is robust and improved and contains no gaps. STC require a proposal from them as to makeup. STC recommend a layered hedge made up of native species. The proposal must not be in conflict with item 1.4 which may require access to the pipe as it crosses the boundary. STC require commitment in the responsibilities of the management company to maintain this boundary so that unwanted access can't be made.</p> <p>10.1.6 GPWG will investigate the costs and alternatives to a footpath from the Crest Nicholson site across town council land.</p> <p>10.2 Cllr. Ferrier reported that Taylor Wimpey have agreed to put hay bales on their development south of Campden Rd where water runs off the site. They claim the responsibility for flooding in Oldbutt Rd lies with Crest Nicholson who say the culvert is the responsibility of STC. Per item 7.2, the Clerk was asked to contact SDC about the impact on flooding of the developments they approved.</p> <p>10.3 Neighbourhood Plan consequent projects Cllr. Westwood explained that this list is a work in progress and is to be viewed as a resource to draw on when future CIL payments are determined. She asked councillors to study the list, advise her of any that have been missed and assist her in identifying likely costs for those where no cost is marked. Add footbridge which already has £70,000 S106 money.</p> <p>Car Parking Cllr. B. Cooper’s written report was noted. <u>Cllr. B Cooper proposed adopting the Car Parking Survey and referring to it whenever a planning application in and around the town centre is submitted where no dedicated car parking is provided. Also, that the survey is put on STC’s website. Also, that STC considers objecting to planning applications where no provision is made for parking other than in public car parks or on residents’ street parking permits. Seconded Cllr. Ferrier. Unanimously agreed.</u></p> <p>Cllr. Henderson asked if an article could be put in the Forum advising residents of the parking pinch point times identified by the survey.</p>	
11	<p>General Purposes Working Group (GPWG) Cllr Ivens’s written report was noted. Cllr. Ivens said she and the Clerk had met with SDC to discuss the New St and West St car parks. Mayo Rd play area had been closed due to flooding.</p> <p>11.1 <u>Cllr. Ivens proposed accepting the quote from Home James of £1500 to paint the exterior of New Clark House. Seconded Cllr. Healey. Unanimously agreed.</u></p>	

12	<p>HEALTH, AMENITY AND LEISURE PROJECTS (HALP) WORKING GROUP Cllrs. Westwood & Henderson gave a presentation supporting the case for setting up a Heritage Centre/TIC/Community Centre in old Clark House. Following a detailed discussion, <u>Cllr. Ferrier proposed that in principle STC support the project by agreeing to a 3 year rent free period and 10 year lease for old Clark House as well as ongoing financial support for the day to day running of the centre to a maximum of £10,000 in the first year, subject to due diligence being done by STC before RDPE makes an offer and STC's approval of a viable proposal at an additional town council meeting in late April. Seconded Cllr. Warner. 9 for, 2 abstentions – motion carried.</u></p> <p>Cllr. Henderson left the meeting after this vote therefore 10 councillors now present.</p>	
13	<p><u>Communications Working Group (CWG)</u> The written report was noted and Cllr. White read out a suggested guideline to use when considering nominations for the Shipston Award. To be circulated to all councillors for comment.</p>	
14	<p><u>Finance Working Group (FWG)</u> Cllr. I Cooper's report was noted.</p>	
14.3	<p><u>Cllr. I Cooper proposed awarding a grant of £5,000 to SAFAG subject to usual STC grant conditions. Seconded Cllr. Healey. 9 for, 1 abstention – motion carried.</u></p>	
14.4	<p><u>Cllr. I Cooper proposed acceptance of the insurance quote from WPS at an annual cost of £2,721.96. Seconded Cllr. Westwood. Unanimously agreed</u></p>	
<p>14</p> <p>15</p>	<p><u>Financial Matters</u> 2 additional invoices were read out to the meeting. <u>Cllr. Murphy proposed that invoices be paid. Seconded Cllr. Ferrier. Unanimously agreed.</u> Income received was noted.</p> <p><u>Correspondence</u> - the report was noted</p> <p><u>Finale</u> The Town Mayor noted that the next meeting of Shipston Town Council will be held on Monday April 9th, 2018 in New Clark House commencing at 7.00 pm. The Deputy Mayor thanked press and public for their attendance and closed the meeting at 9.50 pm.</p> <p>Signed..... Date..... Councillor Dan Scobie Town Mayor, Shipston on Stour Town Council</p>	