



SHIPSTON-ON-STOUR TOWN COUNCIL Minutes

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MINUTES OF THE MEETING OF SHIPSTON ON STOUR TOWN COUNCIL HELD IN NEW CLARK HOUSE, SHIPSTON ON STOUR AT 7.00PM ON MONDAY 12th NOVEMBER 2018

Present: - Town Cllrs: I Cooper (Town Mayor), B Cooper, M Ferrier, B Healey, A Henderson, F Ivens, V Murphy, P Rathkey, S Saunders, D Scobie, J Warner, M Westwood, P White
Public: 2 Press: 0 WCC / SDC: 1 Clerks: 1 Guests: 3

INTRODUCTION

The Town Mayor, Cllr. Ian Cooper, welcomed Town Council members, press and public to the November meeting of Shipston on Stour Town Council (STC).

1 **APOLOGIES FOR ABSENCE** – apologies from SDC Cllr C Saint were noted

2 **ACCEPTANCE OF APOLOGIES**

3a **DECLARATIONS OF INTEREST** – Item 9, new planning – Cllr Saunders

3b **DISPENSATION REQUESTS RECEIVED BY CLERK** - none

4 **YOUTH AMBASSADOR**

The Town Mayor welcomed, Abi Slatter to the new post as Youth Ambassador for the Town Council, he gave an explanation of how the role will help STC to formulate plans to help the youth in the town. His hopes are that this can be achieved by the creation of a Youth Working Group, led by the Youth Ambassador. Following positive comments by town councillors in agreement with this initiative;

Cllr I Cooper proposed that a Youth Working Group (YWG) be created, with membership from schools and youth groups in the town, seconded by Cllr Henderson – unanimously agreed.

Cllr I Cooper proposed that the draft Terms of Reference for the group be adopted by STC, seconded Cllr Scobie – unanimously agreed

5 **MINUTES OF THE PREVIOUS MEETING**

Cllr. Saunders proposed that the minutes of the meeting held on 8th October 2018 be accepted as a true and accurate record. Seconded Cllr. Ferrier. 12 for, 1 abstention – motion carried

6 **CLERK'S REPORT**

- The Clerk's report was noted

7 **REPORTS**

7.1 **Town Councillors**

- Cllr. Scobie had attended the Remembrance Service, noting that it was an excellent parade and that he would like to see the route extended to include other roads in the town. All other councillors who had attended the remembrance parade agreed that it had been a memorable occasion.
- Cllr. Henderson added that it shows the commitment to service in the community, she also gave thanks to the bell-ringers.
- Cllr B Cooper reported that there were no major issues with the drainage work at Oldbutt Road open space but noted that the hedge needed maintenance.

- Cllr Healey stated that the dip in the road adjacent to the Norgren Crescent site had not been repaired, he added that there is also damage at the road junction of West Street, Darlingscote Road and Campden Road. He had received complaints that access onto Church Street adjacent to the proposed Tesco site was difficult due to the many parked cars on the site.
- Cllr Warner stated that there was space available in the Post Office for use by community and voluntary groups.
- Cllr Ivens complimented the poppy display at the Church and the return of the poppy display on the Centenary Gardens. She made a request to County Councillor Jo Barker on behalf of a vision impaired resident, for tactile paving on paths from the end of Manor Lane to Ram Alley across Telegraph Street.
- Cllr Westwood was proud to have been a member of the group who had knitted the poppy display. She had attended the PPG group and noted that there will be a stakeholder meeting about the medical centre on 29th November, she added that there are huge changes happening with the NHS.
- Cllr Saunders enjoyed the RBL Band Concert, noting that Charlie Cox who is retiring from the band would be missed.
- Cllr Murphy attended Cllr Eric Payne's funeral in Alcester and the Drum Head Service in Whitnash on behalf of STC. She reported that there were yet more knitted blankets for the Fistula in Ethiopia ready for collection. She reported that a street light was out in Old Road, and that she had been interviewed by Cotswold Life for an article on Shipston and the history of the Wool Fair for the January issue.
- Cllr I Cooper congratulated the Sports Club on the Bonfire Night at Club. He noted that was 11 years since the disastrous fire at Atherstone. He thanked the knitters, fire crew and school children for the poppy displays on the outside and inside of the church, he felt that this was a tribute to the community spirit in the town.

7.2 County Council – Cllr. Jo Barker

- &**
- 7.3**
- Cllr Barker was apologetic at yet more delays to the installation of traffic lights at Portabello crossroads, she stated that the funding was in place and the work is now scheduled to commence in March 2019. She further noted that the hedges will be netted to prevent further delay due to bird nesting.
 - Attended a Youth Club meeting, noted their excellent links with Rotary and future plans if they have to leave the school site.
 - Cllr Barker advised that STC write to SDC requesting a change of orders about car parking in the town to meet future car parking needs.
 - Planning – would like to arrange meeting with SDC Planning and STC PWG, there may be an opportunity for industrial / employment zoning in the town, as well as opportunities for High Street regeneration, Cllr Barker will submit an expression of interest to SDC on behalf of Shipston.

District Council – Cllr. Chris Saint – not present at meeting, but reported via email:

- The Neighbourhood Plan was former adopted by SDC on 15th October

7.4 SNT Report – no report this month but they will deliver an end of year report in December.

7.5 Shipston Forum – the December issue will devote the back page to the Victorian Evening. Possibly an article on the official opening of the new High School buildings and CCTV activity to assist in identifying dog owners who have allowed their pets to foul on town centre pavements.

7.6 Neighbourhood Development Plan (NDP) & Town Design Statement (TDS)

Cllr. B Cooper's written report was noted.

7.7 Shipston Area Flood Action Group (SAFAG) – Cllr. B Cooper's written report was noted. Mr Phil Wragg, Chair of SAFAG gave an annual report on behalf of the group. The successful work of the group has led to installation of almost 400 interventions, i.e. woody dams, ponds, bunds and swales, as well as tree and hedge planting on Knee Brook and Pig Brook. The next stage, subject to funding, will cover the rest of the catchment area around Brailes and Long Compton, if all goes to plan their work should be completed by 2020. Mr Wragg closed by thanking the Town Council for their support throughout the project.

8 Open Forum for Parishioners – No questions from the public gallery

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

PLANNING APPLICATIONS - *These applications discussed by the PWG actioned using standing order: Section 3b(xv)*

- 18/02738/FUL – 1 Clark Close – single storey rear extension and first floor side extension – **Cllr Scobie proposed no representation, seconded Cllr Ferrier – unanimously agreed.**
- 18/02822/FUL – 27 Church Street – extension – **Cllr Henderson proposed no representation, seconded Cllr Westwood – vote 12 for, 1 abstention – motion carried**

To review

- 18/02813/TREE – 43 West Street – T1 Rowan – Fell – no further discussion, permission has been granted by SDC
- 18/02068/ADV & 18/02069/LBC – The Horseshoe, Church Street – illuminated sign – following discussion on the comments from the conservation officer – **Cllr B Cooper proposed STC change the previous objection to no objection, seconded Cllr Henderson – unanimously agreed**
- 18/01952/FUL – 46 Church Street – change of use A1 retail to C3 residential – following discussion on further information received - **Cllr B Cooper proposed STC change the previous objection to no objection, seconded Cllr Scobie – 11 for, 1 against, 1 abstention – motion carried**

New planning applications

- 18/02747/VARY – 46A Church Street – variation to opening hours, following discussion **Cllr Scobie proposed support, as this is a successful local business, it will increase employment and improve the street scene, seconded Cllr B Cooper – 11 for, 2 abstentions – motion carried**
- 18/01584/OUT – land at The Wharf – construction of church / community building and car park – **Cllr B Cooper proposed support as it meets the needs of the Baptist Church in the town and provides additional community facilities. It is also mentioned in the recently adopted neighbourhood plan in the Consequent Projects section 2.9, seconded Cllr Westwood – 11 for, 2 abstentions – motion carried**
- 18/03016/OUT – 9 Glen Close – erection of one dwelling – following discussion **Cllr Cooper proposed support, as the development will meet NP policy HSG4 development on windfall sites, seconded Cllr Scobie – 11 for, 1 objection, Cllr Saunders who had declared an interest, left the room during the discussion and did not vote**
- 18/03161/TREE – Lansdowne House, Sheep Street – To fell: T1-yew,T2-yew,T3-holly,T4cypress;T8-holly,T10-holly,T13-cypress;T14-ash, T15 sycamore reduce crown, following discussion **Cllr Scobie proposed no representation, seconded Cllr Henderson – unanimously agreed**

Planning decisions by district or county council – were noted

- 18/02469/FUL – 10 Clark Close – demolish garage replace with single storey utility room – Permission with conditions
- 18/02525/FUL – Archway House, London Road – various alterations – Permission with conditions
- 18/02321/FUL – 15 Stratford Road – new garage, new doors to rear extension – Permission with conditions
- 18/02561/TREE – The Loft, Church Street – T1 lime – reduce crown – Consent with conditions
- 18/02461/TPO – 5 The Cedars – T1 horse chestnut – Fell – Consent for arboricultural work
- 18/02813/TREE – 43 West Street – T1 rowan – Fell – Consent with conditions
- 18/02391/FUL – 7 Green Lane – increase length of extension – Permission with conditions

10 OTHER PLANNING MATTERS

- 10.1 Meeting with Neil Pearce (Avon Planning) – review and discuss recommendations (information attached) – **Cllr Ferrier proposed that advice from Mr Pearce be accepted, specifically that he undertake a review of council processes and procedures on planning and that he deliver planning training to councillors as specified, seconded Cllr Scobie – unanimously agreed**
- 10.2 Housing Needs Survey – update on developments – it was noted that representatives from WRCC would be attending the January STC meeting to discuss the survey.
- 10.3 South Lynn Appeal – review of proposed attendance arrangements – Cllr B Cooper will attend the appeal.
- 10.4 Meeting with Rosconn and Stansgate Planning – Land north of Railway Crescent – the report was noted

11 GENERAL PURPOSES WORKING GROUP (GPWG)

Cllr. Ivens' reported that repairs to surface at New Street car park would take place on 19th November and that SDC had given 5 new dog bins to replace bins that were badly worn.

12 HEALTH, AMENITY AND LEISURE PROJECTS (HALP) WORKING GROUP

- 12.1 **Riverside Project** – following and update on the project, **Cllr Westwood proposed that funds of between £1,000 and £1,500 be made available for legal costs to agree a lease for land at Mill Street from SDC, seconded Cllr Saunders – unanimously agreed**
Cllr Westwood proposed that £500 be made available for initial landscape design fees, seconded Cllr Scobie – unanimously agreed

Following discussion, it was agreed that funds for a funding consultant would be deferred until the project concept had clearly defined funding needs.

- 12.2 **Museum Project** – verbal report noted

- 13 **COMMUNICATIONS WORKING GROUP (CWG)** – no report for November

14 FINANCE WORKING GROUP (FWG)

14.2 Terms of Reference – Cllr I Cooper proposed that the FWG Draft Terms of Reference be adopted by STC, seconded Cllr Ferrier – unanimously agreed

14.4 Precept 2019-2020 – Cllr Cooper reminded working groups to submit their wish lists by Friday 16th November.

14.6 Meeting with Church Wardens – scheduled for Monday 19th November

14.8 Standing Orders – Cllr Cooper proposed that an amendment to section 15 be made to give the proper officer delegated powers to respond to planning applications received with submission dates prior to the general STC meeting, seconded Cllr Henderson – unanimously agreed

Cllr Cooper proposed an amendment to section 3 of Financial regulations to increase payments made by the proper officer in emergencies from £500 to £1000, seconded Cllr Henderson – unanimously agreed

15 FINANCIAL MATTERS

Invoices payable: **Cllr. Ivns proposed that invoices be paid, seconded Cllr Scobie – unanimously agreed**

Income received was noted

16 CORRESPONDENCE – noted

* Cllr I Cooper proposed that the meeting be closed to press and public to discuss confidential matters, seconded Cllr Scobie – unanimously agreed

17 STAFFING WORKING GROUP

Discussion took place in closed session on the Staffing report, the recommended NJC pay increases were agreed.

The Town Mayor closed the meeting at 9.35 pm. Next general meeting: - Monday 10th December 2018 in New Clark House commencing at 7.00 pm

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

Councillor Ian Cooper, Town Mayor, Shipston on Stour Town Council