



# SHIPSTON-ON-STOUR TOWN COUNCIL Minutes

**Council Offices:** 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)

## February 13<sup>th</sup> 2017 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 February 13<sup>th</sup>, 2017

**Those Present:** - Town Cllrs: V Murphy, B Cooper, I Cooper, M Ferrier, B Healey, A Henderson, F Ivens, P Rathkey, D Scobie, J Warner, M Westwood, P White

Public: 3      Press: 0      WCC/SDC: Cllr. C Saint      Clerks: 2

#### Introduction

The Town Mayor, Cllr. Veronica Murphy welcomed Town Council members, press and public to the February Meeting of Shipston on Stour Town Council (STC).

1 **Apologies for absence** - Cllr. Saunders

2 **Acceptance of Apologies** - Cllr. Warner proposed acceptance of apologies, seconded Cllr. Westwood— **11 for, 1 abstention – motion carried**

3 **Declarations of Interest** - Cllrs. Scobie and Healey declared a non pecuniary interest in item 11.4. Cllr. Scobie said that he would not vote on the item.

**Dispensations received by Clerk** - None

4 **Previous minutes of the Meeting of 9<sup>th</sup> January 2017**

Cllr. Ivens proposed that the minutes of the meeting held on 9<sup>th</sup> January 2017 be accepted as a true and accurate record, seconded Cllr. Ferrier - **11 for, 1 abstention – motion carried**

5 **Deputy Mayor**

Owing to ill health, Cllr. Henderson gave her resignation as Deputy Mayor with immediate effect. She will continue as a councillor. The Mayor accepted her resignation with regret and thanked Cllr. Henderson for her work as Deputy Mayor. The Mayor said that the election of Deputy Mayor would take place at the next meeting. Cllr. Henderson then left the meeting.

6 **Orbit Housing**

The Clerk said that Orbit Housing had replied after the agenda was published to say they could not attend this meeting but a representative would attend the meeting on 13<sup>th</sup> March. Cllr. Scobie suggested putting out a call on STC website for any additional information from Orbit Housing tenants.

7 **Clerk's Report**

The Clerk's written report was noted. In addition, the Clerk reported the following:

- SDC dog warden was invited to attend a town council meeting but had replied that owing to a high level of work was not able to attend individual Parish & Town Council meetings.
- STC has been requested to allocate a road name for the development at 43 London Rd. The item will be added to the next Planning Working Group agenda.

8 **Reports**

**Town Councillors** - The following reports were given:

- Cllr. Westwood said that a chronic pain support group is starting in the town. The first meeting will be 1<sup>st</sup> March, 7.30pm at the Black Horse.
- Cllr. Healey noted that two kerbstones have been dislodged at junction of Tilemans Lane and Station Rd. Clerk will report the matter to Highways.

- Cllr. Warner reported damage to roadside verges in Queens Avenue and asked if the holly bushes in West Street Car Park could be trimmed.
- Cllr. White reported a rattling drain cover near the layby on Campden Road.
- Cllr. Murphy had attended several local events and had been on a tour of the Houses of Parliament. Her Bingo fundraiser the previous weekend had raised in excess of £1,000.

**County Council** Cllr. Saint gave his report:

- WCC budget increase has been set and will be 4% which includes 2% for Adult Social Care.
- He will not be standing at the WCC elections in May 2017 but will continue as a District Councillor.

**District Council** Cllr. Saint gave his report:

- At the cabinet meeting this afternoon a proposal was passed for a budget increase of 2%. Final decision in 2 weeks. He thinks it is unlikely to change. SDC will alter some services but is not planning any cuts.
- Shipston's draft pre-submission Neighbourhood Plan was approved today.

Questions from councillors

Following on from last meeting, Cllr Saint said that 16 pitches were provided at the Darlingscote Rd site and each pitch could accommodate 2 caravans plus 1 community style building. He will contact the enforcement officer about whether the limits are being respected.

Cllr. Warner asked for an update on the opening hours at the recycling centre. Cllr. Saint said that as yet he had not received any explanation of why there were inconsistencies across the area.

The Clerk asked for clarification on the proposed council tax rise. Cllr Saint said that the average will be in the order of 3%, reflecting increases of 4% for WCC, 2% for SDC and zero increase for police.

#### **SNT**

PCSO Emma Turner gave an update on recent local police activities covering rogue traders & cyber scams, poaching & trespassing and road traffic accidents. She made councillors aware of a service for community alerts newly introduced by Warwickshire Police. Cllr. Ivens asked whether the police could offer any information about Public Spaces Protection Orders. PCSO Turner said that she would find out how they can be implemented.

#### **Shipston Forum**

The March edition will be the last in the current format. Dementia be the subject of a one page feature to raise awareness of support groups in the town. STC Annual Meeting will be publicised in the March and April editions.

**Neighbourhood Development Plan & Town Design Statement** - Cllr. B Cooper gave the following reports.

**Neighbourhood Development Plan:** SDC has confirmed a Strategic Environment Assessment is not required and has approved the draft pre submission plan. Their recommendations will be incorporated. The team are continuing to review responses from the consultation period. There is still no proven case to include the Shoulderway Lane site as a designated reserve housing site in the plan. With no commitment nor obligation, the NP team met agents for the landowner of land north of Tilemans Lane about possible development. Cllr. Cooper relayed STC comments about the Ridgeway site to the NP team and a decision whether to include it in the plan is delayed until a formal response to the plan is made by SDC. Unused grant money to the value of £1078.50 will be repaid this month. Options for the plan graphics are still under review. Cllr. Cooper is exploring options for a further grant from April 2017. Cllr. Scobie asked for the NP report to be circulated in advance of the meeting. Cllr. B. Cooper will do so in future.

**Town Design Statement:** The latest version will be sent to SDC and STC. It is proposed that hard copies will be made available to the public for a designated time period at New Clark House and the library. An electronic copy to be available on the council website.

**Shipston Area Flood Action Group (SAFAG)** - Cllr. B. Cooper gave the report. The Environment Agency has suggested writing to SDC to request financial support for flood alleviation measure within Shipston Parish on a matched funding basis. Currently the only known project within the parish is Pig Brook. SAFAG are keen to raise the group's profile and believe a website will help. They are asking STC to financially support the set-up costs. STC asked the group to make their proposal to the Finance Working Group.

**Tourism Group** - No report this month

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#### **Open Forum for Parishioners**

- Mr Frank Wardak said that the public consultation on the Ridgeway would be taking place the following day.
- Cllr. Saint said that the next Community Forum is scheduled for 7<sup>th</sup> March, 6.30 at the High School. Orbit Housing and SDC Dog Warden have been asked to attend.

10	<p><b>Planning Matters</b></p> <p><b>Planning applications</b> <i>These applications discussed by the PWG actioned using standing order: Section 3b(xv)</i></p> <ul style="list-style-type: none"> <li>• 16/04043/REM – Land south of Campden Road – 95 family homes, open space inc. amenity woodland, hillside walk. Cllr. Scobie proposed support. Seconded Cllr. Ferrier. <b><u>Unanimously agreed.</u></b></li> <li>• 17/00006//FUL – 26 Signal Road – 2 storey extensions to front and rear. Cllr. B Cooper proposed no representation. Seconded Cllr. Ferrier. <b><u>Unanimously agreed.</u></b></li> <li>• 17/00009/FUL – Springhill, Springhill Close – relocate garage servicing plots 5 &amp; 6 etc. Cllr. B Cooper proposed no representation. Seconded Cllr. Ferrier. <b><u>Unanimously agreed.</u></b></li> <li>• 17/00050/VARY – 43 London Road – variations to conditions 2 and 21. Cllr. B Cooper said that PWG had recommended no representation but since their meeting new information had come to light which he would explain later under the item 17/00050/VARY in New Planning Applications.</li> <li>• 16/03990/FUL – Unit 4, Shipston Business Village – to erect 7 industrial units in 2 terraced blocks for B1, B2 &amp; B8 use. Cllr. Scobie proposed support subject to conditions about unit &amp; roof colour, restricting the enlarging of a unit and the possibility of shared use of a unit. Seconded Cllr. I Cooper. <b><u>Unanimously agreed.</u></b></li> <li>• 16/04092/ADV &amp; 17/00104/LBC – 12-14 High Street – 2 fascia signs and one projecting sign. Cllr. B Cooper proposed no representation. Seconded Cllr. I Cooper. <b><u>Unanimously agreed.</u></b></li> <li>• 17/00063/FUL – 33 London Road – Garage extension, conversion to living accommodation. Cllr. Scobie proposed no representation. Seconded Cllr. I Cooper. <b><u>Unanimously agreed.</u></b></li> <li>• 17/03193/FUL – The Assembly Rooms, Church Street – alterations to existing elevations. Following discussion, Cllr. Scobie proposed object, reasons being STC does not support change of use, unresolved rights of access, unsuitable location for residential development sandwiched between commercial businesses, inadequate parking. Seconded Cllr. I Cooper. <b><u>Unanimously agreed</u></b></li> </ul> <p><b>New planning applications</b></p> <ul style="list-style-type: none"> <li>• 16/03819/FUL – 12 Old Road – single storey shower room and conservatory. Cllr. Ferrier proposed no representation. Seconded Cllr. Healey. <b><u>Unanimously agreed.</u></b></li> <li>• 17/00073/FUL – Shipston High School – 2 storey entrance building, teaching facilities and landscaping. Following discussion, Cllr. Ferrier proposed support subject to conditions relating to flood risk alleviation strategies. Seconded Cllr. Ivens <b><u>Unanimously agreed.</u></b></li> <li>• 17/00138/FUL – Land off, Tilemans Lane – Erection of 2 industrial units. Cllr. Scobie proposed no representation. Seconded Cllr. Ferrier. <b><u>Unanimously agreed.</u></b></li> <li>• 17/00235/TPO – IMI Norgren Site – T1 to T13 Ash – Fell, T14 Oak – Fell. Subject to TPO 687. Cllr. Ferrier gave background to the application and noted SAFAG comments. Following discussion, Cllr. I Cooper proposed object, due to existence of TPO and flood risk. Seconded Cllr. Westwood. <b><u>Unanimously agreed</u></b></li> <li>• 17/00050/VARY – 43 London Road – amendment to conditions – variations to conditions 2 &amp; 21 and additional observations only. Cllr. B Cooper said that since PWG had considered the variation, new information had come to light suggesting the developers had not followed the original planning consent relating to the hedge in question. Discussion followed and Cllr. Ferrier proposed object because the original planning consent was not adhered to and support reinstatement of a natural, evergreen hedge of a similar height. Seconded Cllr. B. Cooper. <b><u>Unanimously agreed.</u></b></li> </ul> <p><b>Planning decisions by district or county council</b></p> <ul style="list-style-type: none"> <li>• 16/03749/FUL – 7 Green Lane – 2 storey rear extension – Permission with conditions</li> <li>• 16/03313/FUL – 39 New Street – conversion to 3 dwellings – Refusal</li> <li>• 16/03549/FUL – 2 Furlong Meadow – single storey extension – Permission with conditions</li> <li>• 16/03932/FUL – 15 Mayo Road – port, flat roof over garage, change of surface to render – Permission with conditions</li> </ul> <p>The report on the meeting with Barratt Homes was noted</p>
11	<p><b>General Purposes Working Group</b> - Cllr. Ivens written report was noted.</p> <p>11.2 - Cllr. Scobie proposed the purchase of a bench at £416.69 to replace the damaged one at the top of Telegraph St. Seconded Cllr. Healey. <b><u>Unanimously agreed.</u></b></p> <p>11.3 - Cllr. Warner proposed the purchase of two noticeboards to replace the STC boards in the Bury at a cost of £140.00 each. Seconded Cllr. Ferrier. <b><u>Unanimously agreed</u></b></p> <p>11.4 - Cllr. Ivens proposed that the S106 fund of £5725.00 from the Hornsby Close development be used for the drainage project at the Rugby Club. Seconded Cllr. I Cooper. <b><u>11 for, 1 abstention – motion carried</u></b></p> <p>11.5 - GPWG will wait information from the Police about the implementation of a Public Space Protection Order (PSPO)</p> <p>11.6 - GPWG will pass the Angling Club proposal for clearing the river bank to SAFAG for comment.</p>

12	<p><b>Communications Working Group</b> - Cllr. White's written report was noted. Cllr. White proposed approving the production and print of an updated Shipston Town Guide to be ready early Summer 2017. Seconded Cllr. I. Cooper. <b><u>Unanimously agreed</u></b></p>	
13	<p><b>Finance Working Group</b> - Cllr. I. Cooper's written report was noted.  Cllr. I Cooper proposed that STC accept the FWG recommendation that in respect of 2017/18 budgeted reserves STC maintains reserves of £433,402 made up of asset replacement reserves of £197,821, earmarked reserves of £65,000 and a general reserve of £170,581 which is 66.2% of annual expenditure and therefore within NALC guidelines. Seconded Cllr. Scobie. <b><u>Unanimously agreed.</u></b></p> <p>Cllr. I. Cooper proposed that STC accepts the FWG recommendations to authorise the drawdown of £2,000 of reserves for NP expenditure. Seconded Cllr. Scobie. <b><u>Unanimously agreed.</u></b></p>	
14	<p><b>Financial Matters</b>  Six additional invoices were read out to the meeting. Cllr. Scobie proposed that invoices be paid. Seconded Cllr. Healey. <b><u>Unanimously agreed.</u></b></p> <p>Income received was noted.</p>	
15	<p><b>Correspondence</b> - correspondence was noted.</p> <p><b>Finale</b>  The Mayor noted that the next meeting of Shipston Town Council will be held on Monday 13<sup>th</sup> March, 2017 in New Clark House commencing at 7.00 pm. The Mayor thanked fellow councillors, press and public for their attendance and closed the meeting at 9.37 pm.</p> <p>Signed..... Date.....  Councillor Veronica Murphy  Town Mayor, Shipston on Stour Town Council</p>	