



SHIPSTON-ON-STOUR TOWN COUNCIL Minutes

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MINUTES OF 14th FEBRUARY 2022 GENERAL MEETING OF SHIPSTON-ON-STOUR TOWN COUNCIL HELD IN NEW CLARK HOUSE, SHIPSTON-ON-STOUR AT 7.00 PM

Present: Cllrs: I. Cooper (Chair), J. Barker, T. Booth, P. Cox, J. Dinnie, G. Kelly, P. Tesh, V. Murphy, P. White
Public: 2 present and 1 via Zoom **Press:** (via Zoom) 1 **WCC & SDC:** Cllrs. J Barker and T. Harvey **Clerks:** H. Morgan and D. Neath

Cllr. Cooper welcomed everyone to the meeting, including those who had opted to participate via the Zoom platform.

1	TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE Cllrs. S. Madams and M. Westwood.
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 received.
4	MINUTES OF THE LAST TOWN COUNCIL MEETING – To confirm minutes of the Meeting which took place on Monday 10 th January 2022. <u>Proposal to accept Minutes of 10th January 2022, as a true and accurate record, proposed by Cllr. Barker and seconded by Cllr. Cox. 8 for, 1 abstention, motion carried unanimously.</u>
5	CLERK'S REPORT - Report noted. <i>Pecuniary interest of Councillor</i> – Clerk had investigated this and reported that as the Councillor concerned was not receiving a financial benefit, a non-disclosure of pecuniary interest is required. <i>Chapel View street lighting</i> – Clerk to contact SDC Highways and Planning Department to follow up, copy in Cllr. Barker. <i>Freedom of Interest request</i> – Request received from Shipston Rugby Club member to look at all documentation relating to Mayo Road Trust. Clerk to respond within 20 days. <i>Utility Aid</i> – Free energy check being offered on utility bills. Councillors felt that due to the current high energy price rises, it would be preferable to leave this for time being. <i>Food Festival in High Street</i> – Stour Valley Lions submitted request to use High Street for this event on 11.9.2022 which will involve road closure. Councillors agreed that permission should be granted. Cllr. Cooper informed of another Lions event - Senior Citizen's Tea Party on 11.4.22. <i>Cemetery Rules and Regulations</i> – Councillors agreed that regulations agreed in 2019 should be adhered to particularly with regard to images. Clerk advised that she had sought advice from WALC who agreed that the policy of no surrounds is a national protocol but had not heard of a no image policy.
6	REPORTS
6.1	Reports from Town Councillors concerning issues within Shipston (STC – Shipston Town Council) Cllrs. Barker, Booth, Kelly and Tesh – no reports this month. Cllr. Cooper asked Councillors to forward any comments they had on the Government's Levelling Up White Paper to the Clerk so comments could be collated and submitted as one response. Cllr. Barker recommended Councillors read WCC summaries as well.

	<p>Cllr. Cox reported on sewage waste leak at Queen's Avenue play area at weekend. Cllr. Cox attended and reported that Severn Trent had been on site</p> <p>. Play area to be closed for foreseeable future. Cllr Murphy recorded thanks on behalf of the Council to Cllr. Cox for his sterling work over the weekend in liaising with Severn Trent Water and trying to resolve issue.</p> <p>Cllr. Murphy reported on her future attendance at Sports & Social Club meeting on 21.2.2022.</p> <p>Cllr. White reported on residents' concerns about recent burglaries in the town and felt an update from SNT would be useful. The Clerk to contact the Warwickshire Police and Crime Commissioner to discuss possibility of increased Police presence in Shipston. Social media and the Forum to be used to publish useful security advice.</p> <p>Cllr. Dinnie reported on delegation from Shipston's 20 mph Campaign Group, handing petition to Councillor Wallace Redford, WCC Cabinet Member for Transport and Planning on 9.2.2022. Those attending felt it was a positive experience. Now awaiting further discussions with WCC Highways.</p>
6.2	<p>District Council issues (SDC – Stratford District Council) - District Councillor Harvey gave update.</p> <p><i>SDC Budget</i> – To be approved at meeting on 21.2.2022.</p> <p><i>Gateway Project (Stratford – Birmingham Road area)</i> – SDC looking for partner to purchase whole site and develop, possibly with West Midlands Combined Authority. Ongoing.</p> <p><i>Fred Winter Centre</i> – Opening delayed but should be open in near future. Loan to Spring Housing Association to be discussed at SDC meeting on 21.2.2022.</p> <p><i>20's Plenty article in Forum</i> – District Cllr. Harvey received six replies from residents regarding this, all concerned about speeding but also expressing need for enforcement of current speed limits.</p> <p><i>Mill Road Bridge</i> – District Cllr. Harvey will contact Cllr. Barker regarding this.</p> <p><i>Ellen Badger</i> – District Cllr. Harvey informed that his understanding was that planning permission will be approved in the very near future, following final modifications to the Section 106 agreement. He will arrange another meeting with STC members and SWFT in March 2022 with agenda items of a) redevelopment of hospital and b) hospital bed review.</p>
6.3	<p>County Council issues (WCC – Warwickshire County Council) – County Councillor Barker gave update.</p> <p><i>Adult Social Care Meeting</i> – County Cllr. Barker reported on positive meeting held regarding bed reviews for Ellen Badger Hospital and Nicol Ward at Stratford Hospital.</p> <p><i>Queen's Avenue drainage issues</i> – County Cllr. Barker will make representation to the Consumer Council for Water. Geoff Smith, SAFAG, will send Environment Agency contact to Cllr. Dinnie regarding drainage from 29 London Road where current drain is too shallow and consequently draining into sewer.</p>
6.4	<p>SNT (Safer Neighbourhood Team)</p> <p>Four incidences of criminal damage and continual high number of calls related to mental health noted.</p>
6.5	<p>Shipston Forum – Chris Rowland, Editor</p> <p>Mr Rowland reported on March 2022 edition with articles received from Shipston Proms, U3A, Shipston Town Band, Women's Institute, Angling Club, Music Society, Probus Club, Rotary Club, Stour Health and Well Being Partnership. Also article on local wildlife and 20 mph petition. Cllr. Cooper will send information regarding STC's Precept demand and overview of income and expenditure to Mr Rowland for inclusion in March edition.</p>
6.6	<p>Ellen Badger – Community Hospital Review</p> <p>SWFT currently concentrating on decommissioning Ellen Badger.</p> <p><i>Warwickshire Adult Social Care and Health Overview and Scrutiny Committee</i> – Cllr. Dinnie attending this on 16.2.2022 and has registered to speak for 3 minutes. Cllrs. Barker and Dinnie to liaise re. content to avoid overlap regarding the importance of retaining community hospital inpatient services.</p>
6.7	<p>Health and Well Being</p> <p>No report this month.</p>
7	<p>OPEN FORUM (15 MINUTES DURATION)</p> <p>A Shipston resident addressed Councillors who is interested in becoming a Councillor.</p> <p>To be considered by the Staffing Working Group for further discussion.</p>
8	<p>SAFAG WORKING GROUP – Geoff Smith gave verbal update.</p> <p>Minutes of meeting held on 7th February 2022 and provisional Plan and Budget for 2022 noted.</p> <p>Geoff Smith updated STC on planned schemes starting in April 2022 and application for EA WEIF funding and additional CIL funding from SDC. If anticipated funding is not successful, £40,000 will be carried forward to 2023.</p> <p>SAFAG representatives will be attending a Multi-Agency site meeting at Corn Mill Meadows on 7.6.2022.</p>

	<p><u>Proposal to approve £70,000 SAFAG Plan and Budget for 2022, proposed by Cllr. Cooper, seconded by Cllr. Booth, 9 for – motion carried unanimously.</u></p>
9	<p>PLANNING COMMITTEE – Chair – Cllr. Tesh. All planning applications can be viewed at: https://apps.stratford.gov.uk/eplanning/ Minutes of Planning Committee meeting of 24th January 2022 noted.</p> <p><i>Recommendation the Council supports the 20's Plenty for Warwickshire Campaign.</i> Cllr. Dinnie read out motion from WCC, inviting Parish and Town Councils to pass motion in support of a county wide initiative to introduce 20 mph as the default speed.</p> <p><u>Proposal to accept motion as read, proposed by Cllr. Dinnie and seconded by Cllr. Murphy. 2 for, 7 against, motion not carried.</u></p> <p><i>Ridgeway Yellow Land Agreement – response from STC Solicitors – To be discussed at end of meeting in confidential session.</i></p> <p><i>Housing Needs Survey – To be put back on agenda as and when needed.</i></p> <p><i>EV Charging Points – a local company has been invited to the next Planning Committee Meeting to discuss possibility of installing charging points in New Street car park.</i></p>
10	<p>GENERAL PURPOSES WORKING GROUP – Chair Cllr. Cox. Minutes of meeting of 27th January 2022 noted.</p> <p><i>Recommendation that the Council approves preferred supplier for Queens Avenue play area. Cllr. Cox circulated copies of proposed play equipment to STC.</i></p> <p><u>Proposal to approve preferred supplier for Queens Avenue play area and for the GPWG to investigate effective use of site for future development, proposed by Cllr. Cox, seconded by Cllr. Murphy, 9 for – motion carried unanimously.</u></p> <p><i>Recommendation that the Council approves preferred supplier for two allotment notice boards.</i></p> <p><u>Proposal to approve preferred supplier for two allotment notice boards with the proviso that they are waterproof, proposed by Cllr. Cooper, seconded by Cllr. Barker, 9 for – motion carried unanimously.</u></p> <p><i>Cemetery Chapels – Cllr. Cox updated on proposal received from James McIntyre for inspection of chapels, following his visit on 4.2.2022. Clerk to forward proposal to STC members.</i></p> <p><i>Replacement seats/chains – Cllr. Cox informed of order placed with Playground Supplies for 12 pairs swing chains, 6 flat swing seats, 6 cradle swing seats at Mayo Road, Hawthorn Way and Angela's Meadow.</i></p> <p><i>Replacement bench outside Co-op – Clerk to circulate Councillors details of proposed Jubilee Bench incorporating engraved official logo. WI and Lions also expressed a wish to replace bench. To be discussed by GPWG and brought back to STC.</i></p>
11	<p>HERITAGE, AMENITIES AND LEISURE PROJECTS WORKING GROUP (HALP) – Chair – Cllr. Dinnie. Minutes of 26th January 2022 noted.</p> <p><i>Lease for Riverside – No decision made by Councillors as several outstanding issues in the draft lease which still require investigation including possible Council liabilities. Cllr. Dinnie to inform Cllr. Barker of name of SDC solicitors involved with lease.</i></p>
12	<p>COMMUNICATIONS WORKING GROUP – Chair Cllr. White. Cllr. White informed that due to the timing of tonight's meeting and February being a shorter month, the March edition of the Forum would be available slightly later than usual. Cllr. White reported on successful article in recent edition of Stratford Herald on visit of Princess Diana to Shipston. Information and photographs provided by Shipston residents following a call out on social media.</p>

13	<p>FINANCE WORKING GROUP – Chair Cllr Cooper. Minutes of Meeting of 17th January 2022 noted.</p> <p><i>Recommendation that the Council approves the appointment of Trevor Gill as Internal Auditor</i> <u>Proposal to approve the appointment of Trevor Gill as Internal Auditor, proposed by Cllr. Cooper, seconded by Cllr. Barker, 9 for – motion carried unanimously.</u></p> <p><i>Recommendation that the Council accepts the proposal to move email to Microsoft 365 Exchange for Councillors and staff.</i> <u>Proposal to move email services from Google Workspace to Microsoft 365 Exchange for Councillors and staff, proposed by Cllr. Cooper, seconded by Cllr. White, 9 for – motion carried unanimously.</u></p>
14	<p>FINANCIAL MATTERS Invoices for approval – as listed January/February 2022 – as circulated.</p> <p><i>Verbally added by the Clerk:</i> Pink Connect – Invoice No. 380976 – Telephone/broadband - £129.42</p> <p><u>Approval to accept invoices as listed plus addition listed above, proposed by Cllr. Cooper, seconded by Cllr. Tesh. 9 for – Motion carried unanimously.</u></p>
15	<p>STAFFING WORKING GROUP – Chair – Cllr. M Westwood In Cllr. Westwood’s absence, Cllr. Cooper updated STC on staff job evaluation in progress being carried out by consultant from SLCC. Kick Start applicant has declined offer. When results of evaluation are known, any staffing vacancies will be advertised. Cllr. Cooper informed of successful Bun Meeting held on 9.2.2022, information from which will be collated and circulated.</p>
16	<p>YOUTH WORKING GROUP Cllr. Madams to be asked to arrange a date for a meeting of the Youth Working Group. Cllr. Cooper will forward email received from Chairman of Youth Group, Daniel Pulham, to Councillors. Cllr. Murphy will report back on security of Sports and Social Club at next meeting with a view to it being a possible Youth Club venue.</p>
17	<p>JUBILEE WORKING PARTY <u>Confirmation of appointment of Cllr. Murphy as Chair of Jubilee Working Party, proposed by Cllr. Cooper, seconded by Cllr. Barker - 9 for – motion carried unanimously.</u></p> <p>Cllr. Murphy informed of various activities proposed for weekend in Shipston including lighting of Beacon, fireworks and Jubilee Garden and requested budget for events. Cllr. Cooper requested that any budget proposals be submitted to STC for approval or fund raising events held.</p>
18	<p>DATE OF NEXT GENERAL MEETING – Monday 14th March 2022</p>

Proposal to suspend Standing Orders and close the meeting for a confidential session, proposed by Cllr. Cooper, seconded by Cllr. White. 9 for – Motion carried unanimously.

The meeting closed at 9.30 pm.

Signed:
Councillor Ian Cooper (Mayor, Shipston on Stour Town Council)

Date:

(APPENDICES A & B ATTACHED)

APPENDIX A

EXPENDITURE APPROVAL LIST – 14TH FEBRUARY 2022

PAYEE	DETAILS	GROSS PAYMENT
Redwax	Inv. 7034 - Managed IT support (01/02/22)	£195.00
Redwax	Inv. 7005 - 365 office (24/01/22)	£9.48
Busy Biz	Inv. 411 - Forum services (February 2022 edition)	£237.50
Talacom	Inv. 18085 - Forum editorship (February 2022 edition)	£930.00
KMS Litho	Inv. 23989 - Forum printing (February 2022 edition - 4000 copies)	£1,075.00
Lawns to Mow	Inv 112STC - Town contract (January 2022)	£6,156.00
Warks Pension Scheme	Staff pensions (January 2022)	£995.42
HMRC	Staff NI/PAYE (January 2022)	£843.15
Council Staff	Salaries (January 2022)	£2,877.42
Stephi Paull	Inv. 3077 - Payroll services (January 2022)	£14.00
Dor-2-Dor	Shipston Forum delivery - March 2022 (invoice to follow) Inv.0047	£270.00
The Wright Signs	Inv.1824 - Supply and fitting of signage: Mayo Rd, Sports Club, Railway Cres, Hawthorn Way, Angelas Meadow	£1,580.00
WALC	Inv.21951 - Understanding The Planning System (Councillor Booth)	£30.00
Clearsound Productions Ltd	Inv. 4344 - Hire of equipment for Zoom sessions at NCH	£300.00
TreeTech Arboricultural Services Ltd	Inv.1656 - Planting of 9 trees at Railway Crescent	£3,060.00
Direct Debits / Card payments (Contracts in place)		
Lloyds Bank	Inv.359956136 - General Account charges (November - December 2021)	£18.78
Lloyds Bank	Inv.358851795 - Wool Fair Account charges (November - December 2021)	£15.00

E-on Next	Inv.KI-82A8288D-0003 - Electricity at New Clark House - 1.11.21 - 30.11.21	234.52
E-on Next	Inv.KI-82A8288D-0004 - Electricity at New Clark House - 1.12.2021 - 31.12.2021	£281.08
E-on Next	Inv.KI-82A8288D-005 - Electricity at New Clark House 1.1.22 - 31.1.22	179.73
E-on Next	Inv KI - 90BF6078-0005 Electricity at Cemetery Chapel 1.11.2021 - 31.1.2022	£71.17
Zoom	Inv. 128799106 - Online meeting subs - January- February 2022 (card payment)	£14.39
Pink Connect	Inv. 380121 - Telephone/Broadband - December 2021	£129.54
John Lyne Home Improvements	Pack of Fibre Tip pens for Councillor training on 9.2.2022 (Card payment)	£2.08
Mid Counties Co-op	Council meeting refreshments (Card payment)	£50.94
SAFAG Working Group invoices		
Simon Healey	Inv.2202 - Repair of dams and extension of dam at Compton Scorpion estate	£439.68
Verbally added by the Clerk at the meeting:		
Pink Connect	Inv. 380976 - Telephone/Broadband - January 2022	£129.42

APPENDIX B

SHIPSTON POLICE REPORT – JANUARY 2022

January has been a fairly busy month with having offers attached to the team for tutoring purposes and negotiating a complete systems restructure following the final stages of the separation from West Mercia. The demand on Mental Health related incidents continues to remain high and the colder month saw an increase in reported road traffic collisions.

BURGLARY DWELLING

There have been no reported burglary dwellings on the Shipston area through the month of January which without tempting fate is excellent considering the area.

BURGLARY BUSINESS

There has been one reported business burglary – work tools, strimmers, leaf blowers and a lawn mower taken from a secure lock up. Items not security marked and nothing distinguishing.

BURGLARY ‘OUTBUILDING’

There have been three outbuilding breaks recorded where upon on two of them have had a quantity of tools taken. None of the outbuildings / sheds were fitted with alarms and no CCTV present. All three breaks have taken place overnight.

THEFT

More wheelie bin thefts to report. The more they are marked the less likely they are to disappear!!!

CRIMINAL DAMAGE

There have been four reported instances of Criminal Damage with a graffiti tag popping up at various locations in the town.

MENTAL HEALTH

The call for service to assist with matters surrounding Mental Health have continued to draw on resources. There have been twenty nine calls to attend varied mental health incidents. We have continued to use the Triage car staffed by Police and MH nurse to manage some of the calls reducing hospital admissions. Some of these incidents are often linked to alcohol which present further issues for Police as the MH teams refuse admission to secure units when subject is under the influence.

ANTI SOCIAL BEHAVIOUR

There have been ten incidents reported which have included neighbour disputes. There are no identified hotspot areas and no local issues.

DOMESTIC INCIDENTS

There have been eighteen domestic incidents reported and dealt with throughout January. Some of these have resulted in Bail restrictions being imposed.

HOAX CALLS

During the month of January we are at twenty nine hoax calls with the use of Crime Stoppers being the provider of the information to Police. Frustratingly we will never be given the details of the caller so that action cannot be taken.

Other Information.

The area has seen twenty nine road traffic collisions reported with three being graded as serious and the remaining being either slight injury or damage only. The cold weather always sees a spike in these numbers and it is usually driver error, too fast, not knowing the location or too much alcohol.....

The team now back up to three are looking to get out amongst the communities increasing school visits, foot patrols and open surgery dates. It has also been requested that a quarterly meeting with representatives of all the Parish Councils is something that is formulated.

At present things are a bit of a struggle – the transition of systems has meant that our volunteer cannot gain access to current systems and we are operating with one vehicle for the team.

PC 1508 Sid Hammond

Shipston Safer Neighbourhood Team