



SHIPSTON-ON-STOUR TOWN COUNCIL Minutes

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August 8th 2016 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 August 8th, 2016

Those Present: - Town Cllrs: V Murphy, B Cooper, I Cooper, M Ferrier, A Henderson, F Ivens, S Saunders, J Warner, M Westwood, P White

Warwickshire County Council (WCC) & Stratford District Council (SDC): Cllr C Saint

Public: 3 Press: 0 Guests: John Crossing, WALC County Officer

Introduction

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

1 **Apologies for absence** Cllrs. Scobie, Perry

2 **Acceptance of Apologies** Cllr. Westwood proposed acceptance of apologies, seconded Cllr. Warner –
Unanimously agreed.

3a **Declarations of Interest** None

3b **Dispensations received by Clerk** None

4 **WALC County Officer**

John Crossling spoke about changes and updates to legislation and procedures for Parish and Town Councils as contained in the latest edition of "The Good Councillor's Guide" – all councillors were given a copy.

Questions were invited from councillors:

Cllr Henderson asked about introducing new email addresses for councillors that would be solely used for council business, Mr Crossling said that this is recommended practice, an option that should be decided by council.

Cllr Cooper asked about virtual meetings for working groups, Mr Crossling noted that for recommendations only, not decisions – and if council have the technology to do this, it can be done, it is a matter for council to decide.

Cllr Ferrier asked questions about copyright of council meetings.

The Town Mayor invited Cllr Saint to give his report earlier in the meeting than planned

County Council Report by Cllr. Saint

Cllr Saint noted that the annual councillor grant was now open to applications for funding.

District Council Report by Cllr. Saint

Cllr Saint noted that Cllr Barker was due to have an operation in hospital and would be out of action for the next few weeks.

Cllr Saint noted that a few additional items needed to be completed for the Core Strategy, including work on CIL (Community Infrastructure Levy). He noted that Dave Nash had retired and interim cover would be provided by John Careford.

Cllr Saint has been invited to a reciprocal visit to China from 22nd September for 5 days

5	<p><u>Previous minutes</u></p> <p>Cllr Westwood proposed acceptance of the minutes of the meeting of 11th July 2016 be accepted as a true and accurate record, seconded Cllr. Saunders. <u>Vote – 6 for, 4 abstentions – motion carried.</u></p> <p>Cllr White proposed acceptance of the minutes of the meeting of 18th July 2016 be accepted as a true and accurate record, seconded Cllr Ivens <u>Vote – 8 for, 2 abstentions – motion carried.</u></p> <p>Cllr Henderson proposed the minutes of the meeting of 25th July 2016 be accepted as a true and accurate record, seconded Cllr Cooper <u>Vote – 6 for, 4 abstentions – motion carried.</u></p>	
6	<p><u>Clerk’s Report</u></p> <p>The Clerk’s written report was noted and the following items were verbally reported.</p> <ul style="list-style-type: none"> • Sad to note that the former editor of the Forum – Mr Bob Tolley had died earlier in July. • A letter giving notice to quit has been sent to the tenants at Clark House, with a leaving date of 31st August • There is a road closure for part of Pittway Avenue from 6th to 9th September for pipe installation. • A letter of complaint has been received regarding the level of grounds maintenance at Ash Grove – the clerk will make investigations with the housing association. • Reports were made to Highways of trip hazards at different locations on Church Street – Highways responded immediately. 	
7	<p><u>Reports</u></p> <p><u>Town Councillors</u> - The following reports were given:</p> <ul style="list-style-type: none"> • Cllr. Henderson considered that the closing date for the opportunity to enter the cultural awards didn’t give enough time to submit an adequate application. She was concerned that households and businesses in Sheep Street were not aware of the calendar of rubbish collections – the clerk noted that SDC were sending letters to properties in the area affected. Cllr Henderson had spoken to WCC about the reduction in service of the 50A bus, which runs from Stratford to Banbury via Shipston. She had joined Cllr Westwood to look at accessibility levels in the town centre for those with disability • Cllr White thanked the Forum Editor and her team for the superb August edition of the Forum • Cllr Ferrier – had received a complaint about SDC’s Core Strategy and a question about CS16. • Cllr B Cooper asked if copies of the Forum over a year old could be accessed via www.shipstononline.org – this has been arranged • Cllr Warner – raised concerns about the level of weeding on the flower beds in Badgers Crescent and the bus stop on Stratford Road. She had received complaints that the drains in Sheep Street were blocked and noted potholes in Badgers Crescent, and the New Street car park. Cllr Warner was concerned that a local trader had parked their vehicle outside the post office for 6½ hours – the clerk was asked to pass this information to parking enforcement • Cllr Westwood – reported on her accessibility survey of the town centre, noting that only the two Co-ops were easily accessible in a wheelchair. • Cllr Ivens – asked cllrs if they had seen the ITV news report on Shipston’s work towards being a Dementia Friendly town, she helped with the summer church children’s club and attended the Laurence Jones Concert, which was an excellent event. • Cllr Murphy – noted the many events that she had attended as Town Mayor during the last month. <p><u>SNT</u> No report this month</p> <p><u>Shipston Forum</u></p> <ul style="list-style-type: none"> • The lead story is likely to relate to the s106 funding and options for the tranquillity garden and/or Mill Street open space enhancement • The back page is devoted to the food festival • They will be advertising applications for community grants • They will be running a feature on some of the groups which provide support for people with specific health issues. 	

8	<p><u>Neighbourhood Development Plan (NDP)</u> No changes in finances this month. The NP group asked students at the High School an open ended question “one thing to improve in Shipston” – two most popular answers were:</p> <ol style="list-style-type: none"> 1. Upgrade and extend the skate park adjacent to the swimming pool 2. They would like to see the creation of a “drop in” centre for 16 to 18 year olds. <p>The draft Neighbourhood plan should be ready by the end of August and they expect to have the dates for the statutory process in time for the September meeting. Cllr B Cooper will discuss the Community Led Housing Survey with NP members – council gave general agreement to this.</p> <p><u>Shipston Area Flood Action Group (SAFAG)</u></p> <p>Mr Phil Wragg, Chair of SAFAG, gave an update on the actions of the group in the last six months.</p> <p>In the last 6 months we have continued with our catchment analysis and development of specific plans both to hold back water upstream, to slow the flow, and also to create more ‘storage’ on the flood plain to “make space for water.”</p> <p>New members of the group from Brailes and Newbold have joined.</p> <p>Of the three main water courses feeding the Stour, the Knee brook (which emanates in Gloucestershire near Chipping Campden) is the priority for the group. All twelve landowners, whose land borders or who has a watercourse which feeds Knee brook have now been approached for meetings. Discussion will be on the detailed plan that the group have developed for NFM on their land. So far two landowners in the upper reaches have been generally positive about helping the group, a meeting with a third landowner is planned for next week. The current priority is landowner engagement. The group is also preparing consent applications to the various agencies and councils who have a say on what is permissible and what is not.</p> <p>We the full support of the Environment Agency, National Flood Forum and WCC for our plans, indeed we made a presentation to the RFCC in April and were commended for being so advanced and encouraged the group to make a funding application. This was done in July, for £700,000 to undertake the “Making Space for Water scheme.” We await the result. Other bids are in process put forward by the EA on our behalf for the upstream Natural Flood Defence work.</p> <p>In conjunction with the Planning Working Group we have made representations to developers in Shipston to achieve betterment in their new on-site drainage schemes, this has been successful in the potential for achieving 20% to 30% better if they go ahead.</p> <p><u>Tourism Group</u> No report this month</p> <p><u>Open Forum for Parishioners</u></p> <ul style="list-style-type: none"> • Mr Wardak thanked Lawns2Mow for their generosity in cutting back the riverbank at his property for the Fish n Frolics weekend and asking for their fee to go to charity. 	
9	<p><u>Planning Matters</u></p> <p>NEW PLANNING APPLICATIONS</p> <p>16/02070/FUL – Springhill, Springhill Close – Change of use from agricultural to domestic garden for Plots 4, 5, 6 Following discussion Cllr B Cooper proposed that STC object to the application subject to a satisfactory review by the applicant on the following issues: no permitted development rights on the extended gardens; the PROW SS166c must remain open and unobstructed; flood mitigation should be at better than neutral as per the rest of the site; consider planting trees on the site boundary for water absorption, seconded Cllr Ferrier – unanimously agreed</p> <p>16/02237/FUL – 5 Glen Close – single storey rear extension, Cllr B Cooper proposed make no representation, seconded Cllr Ferrier – unanimously agreed</p> <p>16/02366/LBC – 36 Telegraph Street – replacement windows – Cllr B Cooper proposed make no representation, but Cllr I Cooper proposed no representation with comments on responsibility of neighbouring property, jointly subject to the listed building status, seconded Cllr Ferrier – Vote – 4 for, 5 against, 1 abstention – motion failed Cllr Henderson seconded the first proposal for “no representation” – vote – 6 for, 3 against, 1 abstention – motion carried</p> <p>16/02285/FUL – 21 The Driftway – single storey side/rear extension linked to garage Following detailed discussion, Cllr B Cooper proposed “no representation”, seconded Cllr Saunders – vote 8 for, 2 against – motion carried</p>	

	<p>PLANNING DECISIONS BY DISTRICT OR COUNTY COUNCIL</p> <p>16/01640/LDP – 19 Oldbutt Road – 1 storey rear extension – Refusal of Cert. of Lawful Proposed use or Development 16/01758/LBP – The Old School for Females, Old Road – repairs to windows – Cert. of lawful proposed works 16/01882/LBP – 40 Church Street – replacement front door and repointing – Cert of lawful proposed works 15/04312/VARY – Pettiphers Garage, Church St Vary condition 2 and 16 of 13/02896/FUL - Permission</p> <p>OTHER PLANNING MATTERS</p> <p>The two projects were put forward by General Purposes Working Group as follows:</p> <ol style="list-style-type: none"> Tranquillity Garden at the London Road Cemetery – following the announcement made by Stratford Town Council to install a Tranquillity Garden at their cemetery, we consider that this would be an appropriate project for STC – we have no costings at present, but believe that this could be delivered well within the S106 fund attached to the Tilemans Lane development. (see attached sketch) Enhancement of open space at Mill Street car park - to landscape and add additional seating to the green area and riverbank within the car park to the north of the B4035. This would give residents and visitors an attractive area for picnics, giving a better welcome to this main town car park. <p>Council asked GPWG to get firm costs on both projects to be submitted for S106 funding.</p>	
10	<p><u>Town Benchmarking</u></p> <p>Cllr Henderson gave an explanation of the offer from the company “People and Places” noting many of the elements of the full benchmarking process had already been carried out by groups affiliated to the Town Council. It was considered that the Clerk should thank the company for their offer, we have no immediate requirement at this time, but that STC may revisit the offer in future.</p>	
11	<p><u>General Purposes Working Group</u></p> <p>Cllr Ivens went through her report some items noted others to consider recommendations as follows:</p> <p>11.2 Repainting of the blue gate outside New Clark House – Cllr Ivens proposed that the GPWG recommendation to obtain 3 quotes for a replacement door should be accepted, seconded Cllr White – unanimously agreed</p> <p>11.7 Milestone Society – Cllr Ivens proposed that the GPWG recommendation to agree to the request from the Milestone Society that STC ensure that weeds are removed regularly and to re-paint the sign every 8 to 10 years or as needed be accepted, seconded Cllr Henderson – unanimously agreed</p>	
12	<p><u>Communications Working Group</u></p> <p>No Report his month</p>	
13	<p><u>Finance Working Group</u></p> <p>Cllr. I Cooper gave a verbal report noting actions currently under review by the working group. The Clerk was asked to check on the total final cost of the building works at Cemetery Lodge.</p>	
14	<p><u>Financial Matters</u></p> <p>Cllr Henderson proposed that invoices be paid. Seconded Cllr. Westwood <u>Unanimously agreed.</u></p> <p>Income received was noted.</p>	
15	<p><u>Correspondence</u></p> <p>Correspondence received was noted.</p> <p><u>Finale</u></p> <p>The Mayor noted that the next meeting of Shipston Town Council will be held on Monday 12th September, 2016 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 9.50 pm</p> <p>Signed..... Date.....</p> <p>Councillor Veronica Murphy Town Mayor, Shipston on Stour Town Council</p>	