



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 8 OCTOBER 2018

Present: - Town Cllrs: I Cooper (Town Mayor), M Ferrier, A Henderson, F Ivens, S Saunders, D Scobie, J Warner, M Westwood, P White

Public: 2 Press: 0 WCC / SDC: 2 Clerks: 2 Guests: 0

INTRODUCTION

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

- 1 **APOLOGIES FOR ABSENCE** – Cllrs. B Cooper, B Healey, V Murphy,
- 2 **ACCEPTANCE OF APOLOGIES**
Cllr. Warner proposed acceptance of apologies, seconded Cllr. Henderson - 7 for, 2 abstentions – motion carried
- 3 **DECLARATIONS OF INTEREST** – none
- 4 **DISPENSATION REQUESTS RECEIVED BY CLERK** - none
- 5 **MINUTES OF THE PREVIOUS MEETING**
Cllr. Ferrier proposed that the minutes of the meeting held on 10 September 2018 be accepted as a true and accurate record. Seconded Cllr. Westwood. Unanimously agreed.
- 6 **CLERK'S REPORT**
 - Shipston RBL, SDC and the property owner are in agreement that Armistice Close would be a suitable name for the Tilemans Lane development – SDC will make a final decision in consultation with Royal Mail.
 - The 1st Responders recently had difficulty in finding an address at the new Norgren development. The Clerk has followed the matter up with the developer and SDC. This is developer responsibility we await their response and installation of street name signs.
 - Cllr. I Cooper asked for an update on the bridge coping stone. The Clerk will make enquiries.
 - Cllr. I Cooper asked whether there will be any allotment provision at the Norgren development. The Clerk will make enquiries.
- 7 **REPORTS**
 - 7.1 **Town Councillors**
 - Cllr. Warner – bottom of Berry Ave road surface has not been repaired. Attended an Orbit residents' meeting.
 - Cllr. Ivens – Lawns2Mow responded very quickly to the fallen tree branch in West St. Taylor Wimpey has donated Spring bulbs and possible sites have been identified. Taylor Wimpey will organise the planting and management. The Youth Club can only stay at its present location for two more years.
 - Cllr. Westwood – attended a very successful training session for Tourist Information volunteers. The poppy knitters have prepared the poppy display with help from the Scouts. It will be installed soon.
 - Cllr. White – asked whether there could be a new litter bin on the open space between Husbandmans Lane and the Primary School.
 - Cllr. Saunders – attended the McMillan coffee morning at Low Furlong.
 - Cllr. I Cooper – congratulated the poppy knitters. Attended the High Sheriff legal year service at Warwick. The Tommy Statue is now in place on the gyratory. Shipston RBL are holding a commemoration service on 21st October at 3pm.

7.2 County Council – Cllr. Jo Barker

& • Will follow up repairs to Berry Avenue.

7.3 • County is very keen to keep Youth Club going and is looking for suitable sites.

• Dropped kerb survey still to be done but funding is in place.

• Highways are not in favour of gateway signs. There is funding to install similar signage to that on the London Rd on the other town entrances.

• Latest start date for Portabello junction is November 2018.

• The future of the Horton General is being reviewed.

• Shipston's Neighbourhood Plan went through Cabinet successfully.

The Clerk reported that availability of the Customer Access Terminal to contact Citizens Advice is very restricted and asked Cllr. Barker to investigate.

District Council – Cllr. Chris Saint

• The Neighbourhood Plan will be formally approved at SDC council meeting next week.

• Orbit are introducing changes to their service agreements. This will mean some residents will see reductions in their charges, others will see increases and some will face charges for the first time.

• Reminded councillors that signage for the gyratory had been approved and paid for.

• The Advisory Lorry Map has been revised and agreed with the Transport Authority. It now sends lorry traffic through the town.

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

7.5 **Shipston Forum** – the Shipston Firefighters Recruitment Drive and RBL ceremony on 21st October will feature on the front page of the next edition.

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.

8 Open Forum for Parishioners

Richard Taylor gave a report on the Shipston Educational Charity. 18 applications and £1,400 paid out in grants.

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 15(xv)*

• 18/02391/FUL – 7 Green Lane-amendment to a previously approved planning application. **Cllr. Ferrier proposed no representation. Seconded Cllr. Scobie. Unanimously agreed.**

• 18/02525/FUL – Archway House, London Road – a number of alterations (including external). **Cllr. Ferrier proposed no representation. Seconded Cllr. Henderson. Unanimously agreed.**

• 18/01952/FUL – 46 Church Street – change of use. **Cllr. Ferrier proposed retaining the objection because a retail unit would be taken out of commercial & employment use contrary to NP policy EC2 and inviting the developer to attend the next PWG meeting. Seconded Cllr. Westwood. Unanimously agreed.**

• 18/02558/VARY & 18/02605/LBC – variation to condition 2 of 17/03167/FUL – creation of fire escape. **Cllr. Ferrier proposed support because the proposals are in line with Building Control & Fire Office recommendations. Seconded Cllr. Westwood. Unanimously agreed.**

• 18/02068/ADV & 18/02069/LBC – The Horseshoe, Church Street – illuminated sign. **Cllr. Ferrier proposed objection because work has started prior to permission and requesting SDC listed building officer to investigate. Seconded Cllr. Westwood. 8 for, 1 abstention – motion carried.**

To review

• 18/02561/TREE – The Loft, Church Street – review subject to response from SDC Trees Officer. It was decided to leave in place the objection already lodged with SDC. A discussion followed on the regulations regarding trees in conservation areas with/without preservation orders and Cllr. Ferrier asked Cllr. Saint to find out and confirm to councillors the correct position.

New planning applications

• 18/02813/TREE – 43 West St – T1 – rowan. **Cllr. I Cooper proposed objection and review if a professional assessment proved the tree creates a danger. Seconded Cllr Scobie. 7 for, 1 against, 1 abstention – motion carried.**

Planning decisions by district or county council

• 18/01731/FUL – 6 Parsons Close – 2 storey side extension & garage conversion – Permission with conditions

• 18/02007/LBC – Horseshoe, Church St – changes as per Fire Officer's comments & building control – Consent granted

• 18/001965/LDP – 1 Clark Close – single storey extension – Cert of lawful proposed use or development

• 18/01656/ADV – Land north of Campden Road – display sign – Consent granted with conditions

- 18/01956/FUL – 36 The Hobbins – 2 storey rear extension – Permission with conditions
- 18/02457/TREE – 5 The Cedars – T2 sycamore – Fell – Consent with conditions
- 18/02481/TREE – Sundown, Darlingscote Rd – T1 Walnut remove overhanging branch – Consent with conditions

10 OTHER PLANNING MATTERS

- 10.1 South Lynn House: Detailed discussion took place on PWG’s proposed actions regarding the appeal. **Cllr. Ferrier proposed they be held in abeyance until it was determined whether a planning consultant could represent STC and to reserve a sum of up to £1000.00 to cover costs. Seconded Cllr. Scobie. Unanimously agreed.**
- 10.2 Terms of Reference PWG: **Cllr. Ferrier proposed accepting the PWG terms of reference. Seconded Cllr. Henderson. Unanimously agreed.**
- 10.3 SDC Statement of Community Involvement: **Cllr. Scobie proposed accepting and submitting PWG’s recommendations. Seconded Cllr. Ferrier. Unanimously agreed.**
- 10.4 Precept requests from PWG: FWG will consider the following requests at precept planning - £2000.00 for the next housing needs survey in 2019 and £4000.00 per annum for 3 years to meet costs of professional planning support.
- 10.5 Update on Main Regional Centre (MRC) meeting: Cllr. Ferrier gave a summary of the key topics of discussion including using a professional planning consultant, using District Councillors to facilitate relationships with SDC and keeping close track of actions requested of district councillors.
- 10.6 Draft Local Industrial and Economic Development Strategy for Stratford-on-Avon District 2018-2023: **Cllr. Ferrier proposed that he draft a response referring to the relevant sections of the Neighbourhood Plan. Seconded Cllr. Saunders. Unanimously agreed.**
- 10.7 Hanson Farm: PWG report was noted and Cllr. Ferrier will compose a letter to send to SBK confirming the points of the discussion.

11 GENERAL PURPOSES WORKING GROUP (GPWG)

Cllr. Ivens’ written report was noted. GPWG will proceed with obtaining quotes for the tree works at Ash Grove and Railway Crescent.

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

Cllr. Scobie proposed acceptance of HALP’s terms of reference. Seconded Cllr. Ferrier. Unanimously agreed.

13 COMMUNICATIONS WORKING GROUP (CWG) – written report noted.

Cllr. Scobie proposed acceptance of CWG’s terms of reference. Seconded Cllr. Westwood. Unanimously agreed.

14 FINANCE WORKING GROUP (FWG) – no report this month

15 FINANCIAL MATTERS

Invoices payable: 1 additional invoice was read out to the meeting. **Cllr. Ivens proposed that invoices be paid. Seconded Cllr. Warner – unanimously agreed.** Income received was noted.

16 CORRESPONDENCE – noted

Cllr. I Cooper proposed closing the meeting to press and public due to the confidentiality of item 17. Seconded Cllr. Scobie. Unanimously agreed

The Town Mayor thanked press and public for their attendance and closed the public meeting at 9.10 pm.

17 Discussion took place in closed session on the staffing report and recommendations.

The Town Mayor closed the meeting at 9.25 pm. Next general meeting: - Monday 12th November 2018 in New Clark House commencing at 7.00 pm

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

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