



# SHIPSTON ON STOUR TOWN COUNCIL

## MINUTES

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)

### 9<sup>th</sup> January 2023 General Meeting of Shipston on Stour Town Council at 7.00 pm

**Present:** Cllrs: M Westwood (Chair), G Kelly, I Cooper, J Barker, P Cox, J Dinnie, T Booth and H Kelly and non-Councillors Mr P Wragg and Mr G Smith.

**Via Zoom:** Cllr P Tesh.

**Public:** 9    **Press:** 2    **SDC:** 1    **WCC:** 1    **Clerk:** Helen Morgan

1	<b>TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE</b> Cllr S Beckett.
2	<b>DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST</b> (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	<b>TO NOTE REQUESTS FOR DISPENSATION RECEIVED BY THE CLERK</b> None.
4	<b>MINUTES OF THE LAST COUNCIL MEETING</b> To confirm and accept the minutes of 12 <sup>th</sup> December 2022 General Meeting as a true and accurate record.  <b><u>Proposed by Cllr Westwood, seconded by Cllr G Kelly, 6 in favour, 2 abstentions due to absence, motion carried.</u></b>
5	<b>CLERK'S REPORT</b> Report as circulated. Attention brought to the Mayor's Charity Event (Shipston's Got Talent) – volunteers are being sought to assist in the organisation and running of alongside SHWP and Rotary. Attention also brought to the King's Coronation – a working party needs to be set up soon.
6	<b>REPORTS</b>
6.1	<b>Town Councillor Issues (STC – Shipston Town Council)</b> <b>Cllr Cox</b> advised that he had visited SDC's CCTC control room. Discussion to be had with the SNT re it's current value and what they would require going forward. <b>Cllr Barker</b> expressed concerns over drug related activity in Shipston and surrounding villages/areas. She will be making contact with the Deputy Police and Crime Commissioner and Crime Commissioner to ask if some sessions could be held with Shipston's youth to talk about the dangers.

	<p><b>Cllr H Kelly</b> reported complaints re the pavement from New Street to Callaways Road – the road is higher than the dropped kerbs resulting in impassable pooling. Cllr Kelly had also assisted at the Community Christmas at the Scout Hut.</p> <p><b>Cllr Dinnie</b> reported that the Community Christmas had been very good and very welcomed. Cllr Dinnie had received complaints from New Street residents regarding speeding traffic (particularly HGVs) and requests for a 20 mph speed limit. Cllr Dinnie advised that there seems to be a perceived sense of failure by the Medical Centre amongst residents who believe this will increase pressure on the emergency services and A&amp;E. Cllr Dinnie echoed Cllr Bennett's comments/suggestions last month re isolation due to ill health and thought this topic needed thought and clarity. Cllr Westwood advised that although the Council has no health brief or remit – she would raise the latter 2 items at the next PPG meeting.</p> <p><b>Cllr Westwood</b> reported that the Christmas Carol Service at St Edmonds was 'amazing' and that the Town Band had been rousing and moving. The Longest Night service (which had been streamed live for the first time) had received many positive comments.</p>
	<p><b>District Council issues (SDC – Stratford District Council)</b></p> <p><b>Cllr Harvey</b> reported that the budget for 2023/2024 is in consultation for approval in February. £500,00 has been allocated to address the cost of living crisis. Consideration is being given to accumulate CIL funds from developers on an annual basis and then allocate it in one lump sum.</p> <p><b>Cllr Baker</b> reported that there is a welfare fund to aid people who fall in to the gap of struggling with the cost of living but don't qualify for assistance.</p>
6.3	<p><b>County Council issues (WCC – Warwickshire County Council)</b></p> <p><b>Cllr Barker</b> reported that she is acutely aware of the digging up of the town by three different companies and the annoyance caused. Resurfacing will be assessed once all the works are completed. One leak in Campden Road has been fixed by Severn Trent Water but one remains. County budgets are being discussed.</p>
6.4	<p><b>Blue Light update – Safer Neighbourhood Team, Fire Station, First Responders.</b></p> <p>Cllr Booth reported on behalf of First Responders that they had responded to 360 call outs in 2022. There are 10 First Responders at present but a recruitment drive is underway. Debif Units have all been serviced and new batteries installed.</p>
6.5	<p><b>Shipston Forum</b></p> <p>Editor reported that large number of submissions have been received for the February edition. Some very good articles. Little bit of pace left. Cllr Dinnie thanked the Forum placing the Cornmill Meadows article on the front page of January's edition which has resulted in a growing group of volunteers.</p>
6.6	<p><b>Ellen Badger Hospital</b></p> <p>Project Board being held on Wednesday 11<sup>th</sup> January 2023. Meeting to held between STC and the Integrated Care Board (ICB) on Thursday 16<sup>th</sup> February 2023. A meeting between ICB and the Medical Centre to follow straight afterwards.</p>
	<p><b>Stour Health and Wellbeing Partnership</b></p> <p>A new poster has been produced to incorporate all of the Warm Hubs in Shipston. Next Committee Meeting is tomorrow.</p>
7	<p><b>OPEN FORUM (15 MINUTES DURATION)</b></p> <ul style="list-style-type: none"> <li>• A resident representing Speedwatch/SAFE have produced a questionnaire and obtained many signatures in support of the 20 mph scheme to which money has been allocated. Concerns that the Primary School area is not covered in the proposal. New Street is also a pinch point. Cllr Reaford (WCC) was quoted as saying that active travel is the future by increasing 20 mph in towns and it was hoped that there might be some financial support.</li> <li>• A number of New Street residents expressed various concerns i.e. condition of the road, increase of volume of traffic and speed, HGVs causing houses to shake and waking residents, no controls in place, spray and cement plastering houses, road not being wide enough, pavements not wide enough (especially for wheelchairs of mobility scooters),</li> </ul>

	<p>damage to kerb stones and heavy rainfall rising to pavement level. It was suggested that the road be brick paved to raise the level which would act as a natural speed control.</p> <p>•</p>
8	<p><b>SAFAG WORKING GROUP</b> Email and reports as circulated. Mr P Wragg and Mr G Smith presented the history of SAFAG, their award and a related newspaper article. Funding is paramount moving forward re plans, actions and projects. Meeting to be requested with WCC and the Environment Agency. Mr Smith to draft a letter for Clerk to sent to relevant parties. The group are now concentrating on maintenance of existing projects.</p>
9	<p><b>PLANNING COMMITTEE</b> Minutes as circulated.</p> <p>All planning applications can be viewed at: <a href="https://apps.stratford.gov.uk/eplanning/">https://apps.stratford.gov.uk/eplanning/</a></p> <p>The new South Warwickshire Local Plan has been published and distributed for consultation. It is a 1200 page document. An extract for Shipston has been sent to all Councillors for comment. Shipston has fulfilled its quota for new housing up to 2033 (refer to Neighbourhood Plan and Reserved Sites) so any new sites would cause a massive strain on the town and it's infrastructure. Comments to be submitted by 20<sup>th</sup> February 2023. To be discussed at the Planning Committee on 23<sup>rd</sup> January and a subsequent workshop to be arranged.</p>
10	<p><b>GENERAL PURPOSES WORKING GROUP</b> Report and quotes as circulated.</p> <p><b><u>Recommendation that Council approves Simon Healey's approach of 'Repair/Replace' for Queens Avenue play area fencing (£7000.00 + VAT ceiling).</u></b></p> <p><b><u>Proposed by Cllr Westwood, seconded by Cllr Cooper, motion carried unanimously.</u></b></p>
11	<p><b>HERITAGE, AMENITIES AND LEISURE PROJECTS WORKING GROUP (HALP)</b> Report and budget wish list as circulated.</p> <p>Cllr Dinnie reported that one house owner had said no to an alleyway plaque being placed on the their property.</p>
12	<p><b>COMMUNICATIONS WORKING GROUP</b> Verbal update.</p> <p>Cllr Cox advised that he would like to upgrade Chambers IT to enable enhanced hybrid meetings. Improvements to our website to be looked at going forward. Social media up to date.</p>
13	<p><b>FINANCE WORKING GROUP</b> Minutes and spreadsheet as circulated and verbal update.</p> <p><b><u>Recommendation that Council add the following wish list items: Active travel match funding £8,000.00; Speed limit implementation match funding £8,000.00; Community facilities management £9,100.00 - total £25,100.</u></b></p> <p><b><u>Proposed by Cllr Cooper, seconded by Cllr Westwood, motion carried unanimously.</u></b></p> <p><b><u>Recommendation that Shipston Town Council demands a precept of £296,000 for the 2023-24 financial year.</u></b></p> <p><b><u>Proposed by Cllr Cooper, seconded by Cllr Westwood, motion carried unanimously.</u></b></p>

	<p><b><u>Recommendation that Council confirms the engagement of the Parkinson Partnership for VAT advice in relation to the purchase of the Shipston Enterprise Centre (AKA 'The Hub') at a cost of £500.</u></b></p> <p><b><u>Proposed by Cllr Cooper, seconded by Cllr Dinnie, motion carried unanimously.</u></b></p> <p><b><u>Recommendation that the Council registers for VAT and makes an "option to tax" on the Shipston Enterprise Centre (Land Registry title number WK294956) in order to be able to treat the purchase as a TOGC.</u></b></p> <p><b><u>Proposed by Cllr Cooper, seconded by Cllr Dinnie, motion carried unanimously.</u></b></p>
14	<p><b>FINANCIAL MATTERS</b> Invoices for approval as circulated and listed for December 2022/January 2023. Verbals added: PKF Little John – external audit - £1200.00 Trade Only Plants – Shipston in Bloom - £300.00 J Parker Bulbs – Shipston in Bloom - £1,400 West Midland Employers – Consultancy - £4195.80</p> <p><b><u>Proposed by Cllr Westwood, seconded by Cllr Cooper, motion carried unanimously.</u></b></p>
15	<p><b>STAFFING WORKING GROUP</b> Verbal update.</p> <p>The merging of General Purposes and Communication Working Groups along with the merging of SAFAG and a new Environmental Working Group has been mooted at the Staffing Working Group. To be discussed further with a view to recommendations to Council.</p>
16	<p><b>YOUTH WORKING GROUP</b> No update</p>
17	<p><b>DATE OF NEXT MEETING</b> Monday 13<sup>th</sup> February 2023</p>

The meeting closed at 2050 hrs.

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

Cllr M Westwood, Mayor, Shipston on Stour Town Council

<b>EXPENDITURE APPROVAL LIST - JANUARY 2023 (Meeting 9th January 2023)</b>		
<b>PAYEE</b>	<b>DETAILS</b>	<b>GROSS PAYMENT</b>
Redwax	Inv.8046 - Managed IT Support, Microsoft 365 Business Standard and Basic and website management (1/1/2023)	£294.51
Busy Biz	Inv.529 - Forum services (January 2023 edition)	£237.50
Talacom	Inv.18356 - Forum editorship (January 2023)	£930.00
KMS Litho	Inv.24916 - Forum printing January 2023 edition - 3850 copies	£1,058.00
Lawns to Mow	Inv.123STC - Town Contract (December 2022)	£7,377.60
Warwickshire Pension Scheme	Staff pensions (December 2022)	£1,800.03
HMRC	Staff NI/PAYE (December 2022)	£1,601.58
Council Staff	Salaries (December 2022)	£5,135.06
Stephi Paull	Inv.3414 -Payroll services - December 2022	£21.00
Dor-2-Dor	Inv. 0096 - Delivery of January 2023 Forum (slight increase due to rising costs)	£285.60
WALC	Inv.59 - Planning for Elections (HM) 11.1.2023	£36.00
<b>Direct Debits / Card payments (Contracts in place)</b>		
e-ON Next	Inv.KI-82A8288D-0015 - Electricity at New Clark House - 1.11.2022 - 5.11.2022 (direct debit)	£224.03
Water Plus	Inv.00618207 - New Clark House water rates 9.11.2022 - 9.12.2022 (direct debit)	£43.81
Water Plus	Inv.00832345 - New Street allotments water rates 3.12.2022 - 3.1.2023 (direct debit)	£31.75
Lloyds Bank	Inv.385838481 - General account charges October - November 2023 (direct debit)	£17.92
Zoom	Inv.180716567 - Online meeting subs December 2022 - January 2023 (card payment)	£14.39
Pink Connect	Inv.390686 - Telephone/Broadband - November 2022 (card payment)	£134.76