



SHIPSTON-ON-STOUR TOWN COUNCIL Minutes

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MINUTES OF THE MARCH MEETING OF SHIPSTON ON STOUR TOWN COUNCIL HELD IN NEW CLARK HOUSE, SHIPSTON ON STOUR COMMENCING AT AT 7.00PM ON MONDAY 9th MARCH 2020

Present: - Town Cllrs: D. Scobie (Mayor), S. Saunders (Deputy Mayor), J. Barker, P. Cox, J. Dinnie, F. Ivens, G. Kelly, V. Murphy, P. Tesh, M. Westwood. P. White, P. Cowley

Public: 4 Press: C. Martin WCC & SDC: J.Barker & T. Harvey Clerk: A. Packer

INTRODUCTION

Mayor Scobie welcomed Town Council members, press and public to the Meeting of Shipston Town Council (STC).

1 **APOLOGIES FOR ABSENCE** – Cllr Cooper

2 **DECLARATIONS OF INTEREST** – none

3 **DISPENSATIONS RECEIVED BY CLERK** – none requested

4 **MINUTES OF PREVIOUS MEETING**

- **Cllr. Saunders proposed that the minutes for the meeting held on 10th February 2020 be accepted as a true and accurate record - seconded by Cllr. Murphy - unanimous – motion carried**

5 **CLERK'S REPORT** -Report noted – no verbal updates

6 **REPORTS** (order of reports adjusted to accommodate a Cllr requirement to attend a meeting elsewhere)

6.1 **Town Councillors**

- Cllrs. Ivens, Murphy, White, Cowley, Barker, Westwood, Cox, Kelly, Scobie and Tesh – no reports.
- Cllr. Dinnie – Health & Wellbeing Partnership raised a few questions as to who is signing up to partnership and how to phrase support
- Cllr Saunders- Concerned that in new plans for medical centre hub beds will disappear - Cllr Dinnie noted a meeting on Monday 16th March 2020 at Medical Centre.

6.2 **County Council** – Cllr. Jo Barker

- Forward planning concerning corona virus, confirmed 4 cases in Warwickshire at earlier count. Expectations of other work to be managed on reaching the next phase of 'delay' regarding virus.
- Noted Shipston/Long Compton Road being patched.

6.3 **District Council** – Cllr. Trevor Harvey

- Budget 20/21 agreed 24th Feb 2020 by SDC. Council tax rise of 3.6% (band D equivalent £5 increase, noting only 7.5% of the total paid goes to District Council and the percentage increase of SDC is lower than Warwickshire County Council and Police.
- Cabinet meeting – consultation on carpark charges extending max time in free carparks from 24 hrs to 72 hrs
- Recruitment – 1 filled & now 12 candidates for senior finance officer after authority given to increase salary. Interviews in April.

6.4 **SNT** – Written report received from PC Hammond and circulated by Clerk.

6.5 **Shipston Forum** – Ms Martin's editorship will be ending with the April issue. Cllr Scobie thanked her for all her work on the Forum over the years.

6.6 **Shipston Area Flood Action Group (SAFAG)** – No report this month.

6.7 **Youth Working Group** – No report this month.

7 Open Forum for Parishioners:

- Representative from Shipston Medical Centre reassured Council that it is not the intention of SWIFT to lose beds and the set up in Shipston will be a valuable way of utilising beds.
- Member noted mud still causing issues after roadworks Church Street/Stratford Road – clerk to follow up.
- Representative from ‘Grapevine’ introduced herself offering support locally. Contact details to be circulated

8.1 PLANNING MATTERS – all planning applications can be viewed at: <https://apps.stratford.gov.uk/eplanning/>

NEW PLANNING APPLICATIONS

- **20/000343/FUL – Land at Campden Road, Shipston on Stour** – Residential development of 64 affordable units (28 social & 36 intermediate) plus associated access, parking, landscaping & associated infrastructure. Discussions on road layout, drainage, SDC climate change document, run off during construction, land for public good, housing needs, mix of social rent/shared ownership.
Cllr Barker offered apologies as had to leave the meeting. One member of the public also left.
Cllr Tesh proposed registering a holding objection on the grounds of an unbalanced mix of housing types with inadequate number of bungalows, lack of public open space, no community asset being provided, no consideration to the land option for the Medical Centre – seconded by Cllr Murphy – unanimous – motion carried
- **19/03019/FUL – Shipston High School** – Installation of new & replacement fencing along sections of the north, east, south, west boundaries, including installation of 3 new automatic gates – Amendments to plans previously consulted upon
Cllr. Tesh explained the amendments and reasons given behind the safeguarding need. Cllr Scobie questioned the commitment to the community and considered the Ofsted statement to be heavy handed and would have been highlighted on previous inspection. Cllr White asked if any consideration had been given to the type/style of fence, Cllr Tesh confirmed that had not changed on the amended plans. Cllr Scobie questioned whether this was a significantly different proposal considering a vote had already been taken on the plans. Amended application required consultation so vote was appropriate.
Cllr Tesh proposed a re-iteration of STC’s previous objection – seconded by Cllr Dinnie - unanimous – motion carried

8.2 NEW PLANNING APPLICATIONS - *Planning Committee actioned for noting*

20/000258/TREE – 6 Redwood Park, London Rd – Object & request Arboricultural report

20/00075/OUT – Springfield Rise, Springfield Farm – Holding objection pending confirmation proposed dwelling is within BUAB, question over whether a ‘garden’ or paddock & change of use – accessibility for emergency vehicles, concern from other residents re access, water run off, flooding and boundary

19/03574/FUL – Lunnons Farm , Barcheston – Object visual intrusion, proximity to AONB, concern over access via substandard unclassified road, concerns re odour and drainage

20/00268/FUL – 4 Simpson Road – single storey extension at the rear – No Representation

20/00033/VARY – 76 Campden Road – No Representation

20/00245/REM – 9 Glen Close – No Objection subject to consideration of emerging ‘Climate Change Adaptation & Mitigation’ document in particular energy efficiency, use of renewable heat source and ecological enhancements eg. swift bricks & bat boxes

20/00384/FUL – Cotswold Fold, 37 Telegraph St – Object nature of the build in a conservation area is not in keeping, concern over loss of light to number 39 who will be in shadow and overdevelopment of the site

Applications considered by Planning Committee 9th March meeting – updates to follow at next meeting:

20/00356/FUL – 62 Hawthorn Way – single storey front extension, alterations to rear conservatory & dormer windows to front & rear elevations

20/000538/FUL – 15 Norgren Crescent – rear single storey extension & relocation of fence

20/00020/FUL – 4 Pittway Ave – two storey extension & alter porch & erect garden room – Amendment to original plan

8.3 PLANNING DECISIONS BY DISTRICT OR COUNTY COUNCIL – *for noting*

19/03538/FUL – Land off Station Rd – proposed change of use of land to residential garden and erection of fence – **Refused**

20/00037/LDP – 21 Hornsby Close – Proposed rear single storey extension – **Certificate of Lawful Use or Development**

- 9.1 **OTHER PLANNING MATTERS** - *actions from Planning Committee for noting*
- Crest Nicholson Development adjacent to Oldbutt Road. Concerns from residents - **Cllr Tesh to liaise with residents and report back to committee**
 - Housing Needs Survey - **Cllrs to review information from each of the 3 put forward for consideration and Clerk to check availability of them with a view to inviting each to a meeting.**
 - Town Design Statement - Update from Mr P. Sykes – Mr P. Richardson is preparing the final draft – Cllr Tesh suggested making reference to emerging Climate Change Climate Change Adaptation & Mitigation’ document.
 - Planning Committee study of SDC “Development Requirements Supplementary Planning Document, Consultation on Part V of Climate Change Adaptation and Mitigation” **consultation comment for information** - **Noted circulated submission to SDC**
- 9.2 **OTHER INFRASTRUCTURE MATTERS** – *actions from Planning Committee meeting for noting*
Surface water drains not being cleared – Flood risk concerns - Noted correspondence already submitted by resident to Warwickshire County Council. **Clerk to establish the drain cleaning regime from WCC and reinforce STC’s concerns of blocked storm drains.**
- 10 **GENERAL PURPOSES WORKING GROUP (GPWG)** – Cllr Ivens, Chair of Group – considering planting Cherry Blossom trees in Railways Crescent – refurb of play area off London Road hoped to be finished by Easter. Allotment meeting scheduled for 26th March 2020.
- 11 **HEALTH, AMENITY AND LEISURE PROJECTS (HALP)** – Cllrs Saunders & Westwood, Joint Chairs – No reports other than awaiting lease for museum.
- 12 **COMMUNICATIONS WORKING GROUP (CWG)** – Chair Cllr. White – explained the 3 tenders for production of the Forum and increase in cost. Cllr Scobie noted it was an important part of STC work and still represents good value for money. **Cllr White proposed to accept the tenders from TALA Communications, Busybiz and KMS Litho for the joint production of the Forum from April 2020 – seconded by Cllr. Scobie – unanimous – motion carried**
- 13 **FINANCE WORKING GROUP (FWG)** – Chair Cllr. Cooper – not present
- 13.1 **APOLOGIES FOR ABSENCE RECEIVED FROM:** None
- 13.2 **CMIS Paperless office** – CMIS are proceeding with the development and should have something to review soon. Need to determine Tablet’s for Councillor use – FWG needs to ensure policy in place for loan equipment.
- 13.3 **Clark House Lease** – IC has drafted a lease based on the feedback from the Historical Society, and has forwarded to Cllr Cowley to see if he could review
- 13.4 **Finance System and Training** – Clerk provided an update on Finance Systems, including recent Edge training Coventry
- 13.5 **Council Investment Strategy** – £100,000 of reserves from the NATWEST reserve account have now been repaid and are now due to be invested in the CCLA instant access account.
- 13.6 **Finance Regulations** – Cllr Cooper will update Finance Regulations in line with NALC model Financial Regulations, in time for the annual meeting
- 13.7 **Long term STC strategy** – update and action plan to be carried forward (note: FWG to set up meeting with chairs of working groups to discuss medium/ long term plans, which will feed into Long Term investment strategy.)
- 13.8 **Audit of IT and internet services** – Separate meeting will be set up to look into IT strategy
- 13.9 **Risk Register** – Actions for other working groups, specifically #2 Press Management (Comms), #4 Managing Staff (Staffing) and for councillors to note - #8 Expenses policy and #10 Councillor Competence (code of conduct attached) will be reviewed at next FWG meeting.
- 13.10 **AOB** – Clerk suggested that we look to include the Playground module with our Edge system. This will cost £200 per year. This was supported by FWG - **Recommendation: FWG recommends STC agree to subscription of Edge Playground module**
- Cllr Scobie proposed accepting FWG’s recommendation to subscription of Edge Playground Module – seconded by Cllr. Ivens – unanimous – motion carried**
- 13.11 **Date of Next Meeting** – Monday 16th March 2020

14 FINANCIAL MATTERS

- a) Invoices received – as listed January 2020/February 2020
- b) Payments received – as listed January 2020/February 2020

Further invoice noted by Clerk – Pink Connect to be included in payment list
Income received was noted.

Cllr. Dinnie proposed that all invoices be paid with the addition of invoice from Pink Connect - seconded by Cllr. Murphy – unanimous – motion carried

15 PANDEMIC PLANNING

Rachel Vial spoke on behalf of the Medical Centre – noting that there are already plans in place for such events and will involve isolating and quarantine so expressed the need for lines of communication to be open with a view to help with co-ordinating volunteers to assist with the needs of those who are self- isolating. Outgoing communications will be via Comms Working Group and volunteer co-ordination via General Purposes Working Group. Cllr. Westwood suggested involving the ‘Time Bank’ volunteers

16 Cllr Scobie proposed discussion and voting on nominations for the Shipston Award in closed session, seconded by Cllr. Westwood – unanimous – motion carried. Once members of the public and press had left, the nominations were noted and a ballot held. The award will be presented to Mr Richard Adams

17 WOOLLY WEEKEND EVENT – May 2020 – discussed prior to item 16 whilst public & press still present

Correspondence was read out from STC’s insurance company stipulating the conditions under which cover could be given to STC for events in the town. After discussion on whether or not STC should take on full responsibility and all risks and liabilities for events such as the Wool Fair and the Totally Locally market & therefore meeting the criteria set out by the current insurance policy, the following was proposed:

Cllr Scobie proposed that STC ask Organisers of events to seek their own insurance and for the particular May 2020 events noted, that STC may contribute up to £700 towards their insurance, seconded by Cllr. Tesh – 10 for – 1 abstention

Meeting closed at 8.47pm

Next general meeting: - **Tuesday** 14th April 2020 in New Clark House commencing at 7.00 pm

Signed.....

Date.....

Councillor Dan Scobie

Town Mayor, Shipston on Stour Town Council