



SHIPSTON-ON-STOUR TOWN COUNCIL Minutes

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		Action
	<p><u>May 9th 2016 Minutes</u></p> <p><u>Minutes of the Annual General Meeting of Shipston on Stour Town Council held in New Clark House, Shipston on Stour at 7.00pm on Monday 9th May, 2016</u></p> <p><u>Those Present:-</u> Town Cllrs J Warner, B Cooper, M. Ferrier, A Henderson, F Ivens, K Perry, V Murphy, D Scobie, P White, M Westwood.</p> <p>WCC & SDC: Cllr C Saint SDC: Cllr J Barker Press: 0 Public: 4</p> <p><u>Introduction</u> The Town Crier called the meeting to order and then the Town Mayor, Jackie Warner, welcomed Town Council members, the press, and the public to the Annual General Meeting of Shipston Town Council.</p> <p>1 <u>Election of Town Mayor</u> Town Mayor Jackie Warner requested nominations for Town Mayor for the Mayoral Year 2016 to 2017. Cllr. Ferrier proposed Cllr Veronica Murphy, seconded Cllr. B Cooper – <u>unanimously agreed</u> Mayor Warner passed the chain of office to the new Mayor. Cllr. Murphy signed the declaration of acceptance of office as Town Mayor. Mayor Warner presented the consort chain to Mr Aubrey Brookhouse.</p> <p>2 <u>Election of Deputy Mayor</u> The Mayor asked for nominations for deputy mayor: Cllr Warner nominated Cllr. Henderson, seconded Cllr. B Cooper Cllr Perry nominated Cllr. Scobie, seconded Cllr. White Vote taken, no majority, Cllr. Murphy used her casting vote and Cllr. Henderson was elected as Deputy Mayor. Cllr. Murphy passed the chain of office to the new Deputy Mayor. Cllr. Henderson signed the declaration of acceptance of office as Deputy Town Mayor.</p> <p>3 <u>Vote of thanks for retiring mayor</u> In a vote of thanks to the retiring mayor, Cllr. Murphy, the new Mayor thanked her for her hard work and achievements throughout her year in office.</p> <p>4 <u>Reply by retiring mayor</u> Cllr. Warner thanked her consort and the council members for their support during her year in office and wished the Town Council well for the coming year.</p> <p>5 <u>Apologies for absence</u> – Cllrs. I Cooper; P Rathkey and S Saunders</p> <p>6 <u>Acceptance of apologies</u> Cllr. Henderson proposed that apologies be accepted, seconded Cllr. Warner – <u>unanimously agreed</u></p> <p>7 <u>Declarations of Interest</u> None received</p>	

8	<p><u>Previous minutes</u> Cllr. Scobie proposed that the minutes of the meeting of 11th April be accepted as a true and accurate record, seconded Cllr Ivens – <u>unanimously agreed</u></p>	
9	<p><u>Clerk’s Report</u> – additional items reported:</p> <ul style="list-style-type: none"> • The Clerk asked councillors to return their replies to the NALC questionnaire directly to NALC. • It was agreed not to suspend standing orders to discuss the letter received from the architects for Manor Lodge. • The missing footprints on the route to the Primary School have been reinstated. • Discussion took place on a parking site for the MacMillan Cancer Support Bus and Cllr. Scobie suggested that STC pay for a parking suspension on the High Street. The Clerk will make the arrangements. 	
10	<p><u>Reports</u> <u>Town Councillors</u> The following reports were given Cllr. Warner – her last public engagement as Mayor was the Stour Singers concert on 7th May. Cllr. Ferrier – along with Phil Wragg had met with Cala to discuss flooding matters at the Norgren site. Cllr. B Cooper – congratulated the organisers of the Queen’s Beacon. He had attended a meeting at the Fire Station to discuss publicity & promotion of the retained firefighters in Shipston. There had also been discussion on how STC could support them. It was suggested that there could be a feature in the Forum. Cllr. Ivens – there had been a successful litter pick last weekend. Cllr. Murphy – holding the Civic Service in Spring had worked out well.</p> <p><u>County Council</u> Report by Cllr Chris Saint</p> <ul style="list-style-type: none"> • The Children’s Multi Agency Safeguarding Hub (MASH) went live on 3rd May and was gaining in profile. He would forward details about MASH to the Clerk. • The Annual Meeting of WCC is on 17th May. <p><u>District Council</u> <u>Cllr. Jo Barker</u> She feels there is a good chance of getting an AstroTurf pitch and is continuing to pursue the establishment of a Chamber of Commerce. She was glad to see the Shoulderway Lane application had been turned down.</p> <p><u>Cllr. Chris Saint</u> He reminded the meeting that the Core Strategy consultation closes on 12th May and encouraged STC to submit a response.</p> <p><u>Questions from Councillors</u> Cllr. Warner thanked Cllr. Barker for attending town surgeries. Cllr. Ivens asked Cllr. Barker for further detail on progress with an AstroTurf site. Cllr. Barker said she saw the High School or the Sports Club as the most suitable locations. Funding is not yet in place. Councillors gave Cllr. Barker additional information about the suitability of these sites. Cllr. Scobie suggested that STC could look at buying the site of the Sheldon Bosley Hub with a view to renting it to the Hub and locating an AstroTurf pitch there. It was agreed to refer this to GPWG.</p> <p><u>Shipston Forum</u> Forum Editor reported:</p> <ul style="list-style-type: none"> • Lead story – Mayor Making and the Queen’s Beacon. • The back page advertisement will feature the Proms. <p><u>Neighbourhood Plan</u> Cllr. Henderson said that feedback from the High School Learning Council had allowed the NP team to compose a questionnaire that had been circulated to all students. They were awaiting the results. Cllr. B Cooper said that the second grant application for £6,138.00 from Locality was successful. Locality deemed Shipston to have complex issues so had offered additional facilities – additional funding and free technical support. Cllr. Ferrier said the writing of the Plan was ongoing and the likely submission date to SDC would be October 2016.</p> <p><u>Riverside Walk</u> Cllr Henderson said that she and Cllr. Saunders had decided to put the project on hold.</p>	

11	<p><u>SAFAG</u> No report</p> <p><u>Open Forum for Parishioners</u> No matters raised</p>			
12	<p><u>To approve or confirm:</u> Cllr White proposed that Standing Orders be approved, seconded Cllr Henderson – <u>vote taken – unanimously approved</u> Cllr Henderson proposed that Financial Regulations be approved, seconded Cllr Ferrier – <u>vote taken – unanimously approved</u> Cllr Henderson proposed that the Annual Governance Statement be agreed, seconded Cllr Scobie – <u>vote taken – unanimously approved</u></p>			
13	<p><u>Date for meetings:</u> Cllr Perry proposed (first proposal) that all meetings take place outside of usual business working hours, seconded by Cllr Scobie. Following discussion Cllr Ferrier proposed (second proposal) that a pragmatic approach should be taken to times for meetings, that they should be adapted to suit the working groups as necessary, seconded Cllr Henderson. The clerk advised that this was an amendment – advice not taken, first proposal was voted on 4 for, 6 against – motion failed Second proposal was voted on – 6 for, 4 against – motion carried</p>			
14	<p><u>Working Groups and representatives on outside bodies:</u> Membership of working groups agreed as follows:</p> <ul style="list-style-type: none"> • General Purposes Working Group – membership: FI; VM; SS; MW; JW; DS • Finance Working Group: IC; AH, FI; VM; DS. • Staffing Working Group: PR; AH, FI; VM, DS. • Planning Working Group: MF; BC; KP; PR; JW; AH; IC. It was agreed that the Planning and Sustainability should be amalgamated. • Communications Working Group: PW; IC; KP; DS; MW. • Sustainability Working Group: amalgamated with the Planning Working Group <p><u>Representatives for outside bodies agreed as follow: remained as last year.</u></p> <table border="0" style="width: 100%;"> <tr> <td style="vertical-align: top;"> <ul style="list-style-type: none"> • Youth Club – JW • Shipston Educational Trust – AH • Sports Club – VM • Proms – PW • Flood Action Group – SS • Rotary – FI </td> <td style="vertical-align: top;"> <ul style="list-style-type: none"> • Town Band VM is President • Townsend Hall Committee – DS if required • Shipston High School – AH if required • Shipston Primary School – MW if required • The School for Females – IC </td> </tr> </table>	<ul style="list-style-type: none"> • Youth Club – JW • Shipston Educational Trust – AH • Sports Club – VM • Proms – PW • Flood Action Group – SS • Rotary – FI 	<ul style="list-style-type: none"> • Town Band VM is President • Townsend Hall Committee – DS if required • Shipston High School – AH if required • Shipston Primary School – MW if required • The School for Females – IC 	
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15	<p><u>New Planning Applications</u> 16/01002/FUL – Former IMI site, Campden Road – 111 dwellings etc. Cllr Ferrier proposed that STC object to this application for the planning reasons listed below, seconded Cllr Scobie – vote 9 for, 1 abstention – motion carried</p> <ul style="list-style-type: none"> • <i>The proposed 40mph speed limit should be a 30 mph limit given the increase in housing in this area.</i> • <i>The transport assessment is incomplete in that it is based only on a subset of developments and ignores the Caudwell Leys development, the Springhill Development, and the 39/43 London Road Developments. It also ignores the changed traffic flows due to potentially moving the medical centre to the Campden Road.</i> • <i>Flood assessment after discussion with Cala Homes:</i> <ul style="list-style-type: none"> ○ <i>Cala showed as a map showing the water shed line based on the contour lines of the top soil. The question was raised about the water shed line and contours of the underlying clay layers which might affect where the water drained to. Cala will investigate what the contour lines for the clay level are. We suggest a re-establishment of the water shed based on the underlying clay structure.</i> ○ <i>Severn Trent will own the valve controlling discharge to the culvert running north. The roads to the North of the site however will be private and belong to a management company. There should be assurances that the articles of incorporation of the management company should be such that they ensure the drainage will be maintained properly. This includes the Pond at the North of the site which will be owned by the management company.</i> ○ <i>Cala were asked to review if they could dig the drainage ditch deeper, and if the pond could be made deeper. This is to ensure that the water run-off can cope with the 1 in 100 flooding event.</i> 			

- *The landscape and visual assessment appears to take little account of the comments made by the original appeals inspector. We are aware of the requirements that the appeal inspector made in the original outline permission. We would request that the planning officer ensures that these are carried through to this new application. In particular, paragraphs 26 to 44 covering landscape and visual impact issues, the relevant planning policies. There are requirements for landscaping actions.*
- *The cultural heritage statement states "Since the assessment was undertaken in 2011 extensive archaeological remains have been discovered to the east of the proposed development site. However, the nature of the proposed development site (heavily disturbed by late 20th century construction activities) still suggests that the likelihood of surviving archaeological remains on the site is very slim. "This statement appears to be a guess! As such there should be a map produced showing where the remains have been discovered. That would then provide evidence for the support of the assertion or not!*
- *The arboricultural statement.*
 - *This has a supervision section. The town council would like to be involved with and review the works.*
- *Housing design*
 - *The following designs do not have chimneys and don't offer the option of alternative wood burning stoves. Aston, Bampton, Belford, Carleton, Fynford, Himscott, Jayfield, Kinfield, Norton, Worcestershire. We request that the use of alternative energy supplies be considered.*
 - *The white rendering on the following designs will stick out like a sore thumb Farnham, Farrington, Gloucester, Heyford, Kingham Hertford, MA, Somerton, Wiltshire, Reference emerging Neighbourhood plan, and Town Design Statement requiring housing to fit in with their surroundings.*

The town council is happy to have discussions with the developers and the planning officers to ensure the development best fits in with the town.

16/01176/VARY – Springhill, Springhill Close – variation of reserved matters

Cllr Cooper proposed no representation, seconded Cllr Perry – **unanimously agreed**

16/01306/FUL – 11 Stratford Road – reconstruction of single storey rear extension

Cllr Cooper proposed no representation, seconded Cllr Ferrier – **unanimously agreed**

Planning Notification – Amended / Additional Details

15/01478/FUL – Land off, Shoulderway Lane – revisions to layout plans for plots 85 & 86

Planning decisions by District or County Council

16/00537/LDP – 6 Greenfields Close – single storey extension – Cert. of lawful proposed use or development

16/00438/FUL – 25 Manor Lane – single storey extension – Permission with conditions

16/00555/LBC – 36 Telegraph St. – replace guttering, fascia board, repair render – Consent granted

14/02607/OUT – Land of, Campden Road – 95 homes etc. - Permission with conditions. The Clerk will request a copy of the S106 agreement from SDC.

16/00695/ADV – 11 High Street – signage (retrospective) – Consent granted with conditions

Applications considered at Planning Committee

15/01478/FUL – Land off, Shoulderway Lane – 106 dwellings etc. – attended by Cllr B Cooper

Other Planning Matters – SDC Core Strategy

Following an introduction by Cllr Ferrier, he proposed that the draft response to Core Strategy Consultation be accepted (as listed below) and sent to SDC, seconded Cllr B Cooper – **unanimously agreed**

Response to Core Strategy Consultation by Shipston on Stour Town Council

Background:

1. Housing. There was concern about the unrealistic nature of the housing trajectory. In effect it predicts many hundreds of houses in Shipston in the first 10 years of the plan (we are already 5 years into it) and then almost nothing in the remaining 10 years. There is no obvious cap on the amount of housing to be built in Shipston, other than the 5 year land supply. Any slippage elsewhere, or an increase in migration from Coventry or Birmingham could potentially end up in the MRCs. However we felt there was nothing we could do about this uncertainty. The housing trajectory on P94 of the main modifications only shows 505 houses till end 2021 (zero after that). Whereas the trajectory in the Feb 2016 version shows 643 out till 2023. This is due to the decision to exclude the extra care homes.
2. Schools. There are proposals in the IDP for a 6th Form at Shipston High Academy. It is not clear why this is there. It does identify that an increase of capacity will be required at Shipston Primary, but lacks any detail about size or funding.
3. Medical Centre. This is the item that we felt we should concentrate on. The IDP (p 284) contradicts what it says in Area Policy (Shipston) AS.6 on (Submission core Strategy P147 AS6 B. Social). In the Area Policy it says "Provide a new Medical Centre in the town" Whereas the IDP appendix 2 P7 does not list a medical centre in Shipston under Primary Health care. The other relevant part is section 4.1

Primary Care (p230 in submission core strategy) and modified in Appendix 1 P6 which makes the statement "The practices in the other Main Rural Centres have sufficient capacity to accommodate the planned increases in population. This is either because new purpose built premises have recently been developed, current premises are under-utilised and/or individual practices' list sizes are currently sufficiently below the national average of 1,750 patients per wte GP." This is in contradiction of the evidence presented by Medical Centre to the town council. This is also evidence which was presented to SDC and accepted at the planning meeting for [14/02607/OUT](#) (as part of its S106 requirement) on the 15th April 2015. This latter section should be modified to contain the correct assessment of the capacity of the Shipston medical centre and the IDP should be updated to include the Shipston Medical Centre.

Recommendation:

Resolve to submit comments on consultation as follows:

1. Housing. There was concern about the unrealistic nature of the housing trajectory. In effect it predicts many hundreds of houses in Shipston in the first 10 years of the plan (we are already 5 years into it) and then almost nothing in the remaining 10 years. There is no obvious cap on the amount of housing to be built in Shipston, other than the 5 year land supply. Any slippage elsewhere, or an increase in migration from Coventry or Birmingham could potentially end up in the MRCs. Any further obligation should be stated in the core strategy.
2. Schools. There are proposals in the IDP for a 6th Form at Shipston High Academy. It is not clear what the evidence base is for this. It also identifies that an increase of capacity will be required at Shipston Primary, but lacks any detail about size or funding. This detail is required due to the urgent need for expansion.
3. Medical Centre. The IDP (p 284) contradicts what it says in Area Policy (Shipston) AS.6 on (Submission core Strategy P147 AS6 B. Social). In the Area Policy it says "Provide a new Medical Centre in the town" Whereas the IDP appendix 2 P7 does not list a medical centre in Shipston under Primary Health care. The other relevant part is section 4.1 Primary Care (p230 in submission core strategy) and modified in Appendix 1 P6 which makes the statement "The practices in the other Main Rural Centres have sufficient capacity to accommodate the planned increases in population. This is either because new purpose built premises have recently been developed, current premises are under-utilised and/or individual practices' list sizes are currently sufficiently below the national average of 1,750 patients per wte GP." This is in contradiction of the evidence presented by Medical Centre to the town council. This is also evidence which was presented to SDC and accepted at the planning meeting for [14/02607/OUT](#) (as part of its S106 requirement) on the 15th April 2015. This latter section should be modified to contain the correct assessment of the capacity of the Shipston medical centre and the IDP should be updated to include the Shipston Medical Centre.

16 **General Purpose Working Group**

Cllr. Ivens' written report was noted. Item 16.2 – Cll.r Ivens proposed that two new dogs bins be purchased for two specified sites in the town, seconded Cllr. Warner – **unanimously agreed**

17 **Financial Matters**

Cllr. Warner proposed that all invoices be paid, seconded Cllr. Westwood – **unanimously agreed**. Receipts were noted.

18 **Correspondence**

The clerk was asked to read out a thank you letter from Mrs Barbara Bean, the recipient of the 2016 Shipston Award.

Finale

The Town Mayor noted that the next meeting will be held on Monday 13th June, 2016 in New Clark House commencing at 7.00 pm.

The Town Mayor thanked fellow councillors, press and public for their attendance and closed the meeting at 9.15 pm.

Signed.....

Date.....

Councillor V Murphy
Town Mayor
Shipston on Stour Town Council