



SHIPSTON-ON-STOUR TOWN COUNCIL Minutes

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October 9th 2017 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 October 9th 2017

Those Present: - Town Cllrs: D Scobie, B Cooper, I Cooper, M Ferrier, B Healey, A Henderson, F Ivens, S Saunders, J Warner, M Westwood.

Public: 17 Press: 0 WCC & SDC: Cllrs J Barker & C Saint Clerks: 2

Introduction

The Town Mayor, Cllr. Dan Scobie, welcomed Town Council members, press and public to the October Meeting of Shipston on Stour Town Council (STC).

1 **Apologies for absence** – Cllrs V Murphy, P White

2 **Acceptance of Apologies** - Cllr. Warner proposed acceptance of apologies, seconded Cllr. Healey - **9 for, 1 abstention – motion carried**

3 **Declarations of Interest** – none

4 **Dispensations received by Clerk** - none

5 **Previous minutes of the meeting of 11th September 2017**

Cllr. Westwood proposed that the minutes of the meeting held on 11th September 2017 be accepted as a true and accurate record, seconded Cllr. I Cooper – **8 for, 2 abstentions – motion carried**

6 **Clerk's Report**

In addition to the written report, the Clerk reported the following:

- 2018 will mark the 750th anniversary of the Royal Charter for Markets, the date of the grant being 28 June.
- The commencement of tree works was delayed, now rescheduled to start today.

7 **Reports**

Town Councillors - The following reports were given:

- Cllr. Ivens – at the recent litter pick, the town was so clean there was very little litter.
- Cllr. Westwood – had attended the Chronic Pain Support Group.
- Cllr. Ferrier – many residents had contacted him about the proposed development at South Lynn.
- Cllr. B. Cooper – had received two reports of rats in High St and Queens Ave. None had been reported elsewhere in the town.
- Cllr. Henderson – very concerned by the disruption to homes and businesses caused by recent roadworks in Church St and asked for an explanation from WCC.
- Cllr. Saunders – had also been contacted by many residents about South Lynn proposal.
- Cllr. I. Cooper – regretted the passing of Walter Emms and asked that STC send condolences to the family.
- Cllr. Scobie – regretted the passing of Mike Dobbins and Walter Emms and supported Cllr. I. Cooper's request to send condolences to both families. He has also been contacted by many residents about the South Lynn development.

County Council – Cllr. Barker

- Unable to get a satisfactory answer on why the Church St roadworks were not handled better but will continue to investigate.
- Has submitted a list of road repairs needed in the town.
- Funding for signage at the gyratory is still available and she is asking for the work to be done.

- Has put in a bid for a pedestrian bridge across the river.
 - Explorer Scouts have expressed an interest in assisting in the riverside clearance for the Riverside Walk.
- Cllr. Westwood asked for an update on the Portabello work. Cllr. Barker had not been given any further information. Cllr. Westwood also asked for the Reserved Sites List. Cllr. Barker will follow it up.

District Council – Cllr. Barker

- SDC’s Strategy Plan will be discussed at the next cabinet meeting
- Has objected to the South Lynn development.

Cllr. Warner asked Cllr. Barker to put forward her concerns that no-one had visited Shipston for the consultation about the children’s’ transport plan.

The Clerk reported problems sending emails to SDC officers, she suspected they might be going to a spam mailbox. Cllrs. Barker & Saint will investigate

District Council – Cllr. Saint

- At today’s cabinet meeting, SDC approved the government scheme to cushion the rise in business rates.
- SDC has approved a joint district council project to work together over grant assistance in housing.
- According to the State of the District Report, SDC is in good shape.
- The final report of the Strategic Review Group is imminent.

Cllr. Ferrier asked whether Cllr. Saint has obtained a copy of the Pre Application Planning Report for South Lynn. Cllr. Saint will follow it up.

SNT - no report this month

Shipston Forum

Features for the November issue will include planning, the Neighbourhood Plan, tribute to Mike Dobbin and Walter Emms and the strong community response to their passing.

Neighbourhood Development Plan & Town Design Statement

The written reports were noted. Cllr. B Cooper said that the submission draft plan had been circulated to councillors. Stephen Miles gave a short presentation on the remaining stages of the process through to final adoption and the benefits for the community. Following comments from councillors, Cllr. Scobie proposed that the plan, amended to correct identified errors, be submitted to SDC. Seconded Cllr. B. Cooper. **9 for, 1 abstention – motion carried.**

Cllr. Ferrier then proposed that STC take ownership of the list of consequent projects and manage them through to completion. PWG to consider and report to full council. Seconded Cllr. Henderson. **9 for, 1 abstention – motion carried**

Shipston Area Flood Action Group (SAFAG) –

Cllr. B. Cooper said that the EA grant had been received and work was progressing on the planned projects for this Autumn/Winter.

Riverside Walk Project

Cllr. Saunders said that Emma Stolwood had agreed to compose the funding application.

Tourism Group - no report this month

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Open Forum for Parishioners

South Lynn proposed development

- Diane Wilcock, owner of the road into South Lynn Gardens was disappointed that Churchill Retirement had not contacted her about their proposal. Was concerned about potential parking issues and that the proposal for the existing right of way to be the main exit route for residents would cause problems. She had visited the Churchill development in Pershore and witnessed parking issues there.
- Roger Smith expressed concern about access to the site for emergency services, parking issues, and inaccuracies in the report in particular relating to access to hospital services, bus times and quoted walking speeds for the age profile of residents at the new development.
- Steven Gee said that the proposed building was out of keeping with the surrounding residential area and the lack of suitable parking would encourage parking on road verges which would restrict road users’ visibility.
- Jane Miles said that the transport statement only quoted their other sites and gave no context of the surrounding highway environment.

	<ul style="list-style-type: none"> • Poppy Sheehan, representing the Sports Club, said that their transport statement did not meet the requirements of SDC’s parking standard and that the design of the building, being Churchill’s standard design, is out of character with Shipston’s building profile. • Sue Thorn raised concerns about potential parking issues. <p>Other matters</p> <p>Richard Taylor, representing Shipston Educational Charity, said that grant awards had been made to 21 applicants this year. £1700 paid out in total, with grants ranging between £60 and £100.</p>	
9	<p>Planning matters</p> <p>Cllr. B. Cooper reported that two companies had visited the town about the parking survey and a third was due.</p> <p>Planning applications - These applications discussed by the PWG actioned using standing order: Section 3b(xvi)</p> <ul style="list-style-type: none"> • 17/02790/TREE – 6 Redwood Park – T1 fir – crown reduction by 8 – 10ft. Cllr. B. Cooper proposed no representation. Seconded Cllr. Healey. Unanimously agreed. <p>New planning applications</p> <ul style="list-style-type: none"> • 17/02812/FUL – 9 Hornsby Close – rear extension to accommodate new lounge, existing to become disabled bedroom Cllr. B. Cooper proposed support. Seconded Cllr. Ferrier. 9 for, 1 abstention – motion carried. • 17/02704/FUL – South Lynn House, London Road – demolish existing, 33 retirement apartment (C3) etc. Cllr. Ferrier listed a number of concerns and following detailed discussion, Cllr. B. Cooper proposed objection. Seconded Cllr. Warner. 9 for, 1 abstention – motion carried. Cllr Ferrier reminded members of the public that they could comment on the application via SDC planning portal. • 17/02741/FUL – Land at the Ridgeway, London Road – demolish existing, 18 dwellings, access road etc. Following discussion, Cllr. Scobie proposed support, subject to comments. Seconded Cllr. B. Cooper. 9 for, 1 abstention – motion carried <p>Planning decisions by district or county council</p> <ul style="list-style-type: none"> • 17/01550/LDP – 12 Old Road – addition of various windows – Cert of Lawful proposed development • 17/02438/TREE – 2 Church Street – T1 crown reduction – Consent with conditions • 17/02209/FUL – 25 Furze Hill Road – single storey extensions – Permission with conditions • 17/02164/ADV – 11 High Street – various signage for Co-op – Consent granted with conditions • 17/02162/LBC – 6 Granville Court – 1 storey extension to dining area etc. – Consent granted with conditions • 17/02161/FUL – 6 Grantville Court – 1 storey extension to dining area – Permission with conditions • 17/02142/FUL – 20 Hawthorn Way – 1 storey extension to replace existing conservatory – Permission with conditions • 1702573/TREE – 6 Redwood Park – G1, silver birch x5 reduce crowns – Consent with conditions • 17/02035/FUL – 8 Bosley Close – 1 storey extension to replace conservatory – Permission with conditions • 17/01321/FUL – 10a Green Lane – 2 storey extension to existing - Refusal 	
10	<p>Other Planning Matters</p> <p>The use of potential S106 funds for public open space resulting from the South Lynn Development would be passed to GPWG to consider and draw up proposals for full council.</p>	
11	<p>General Purposes Working Group (GPWG) - Cllr. Ivens’ written report was noted.</p>	
11.1	<p>Angela’s Meadow Play Area</p> <p>Cllr. Healey said that GPWG had concluded the most satisfactory option was to remove the railings and make the area good. Cllr. I. Cooper asked if there was a health & safety risk posed by removal of railings. The Clerk noted that the playground inspection training provider had advised there would no increased risk due to the distance from the road and the knee high fence bordering the road. Cllr. Healey said further traffic calming measures are planned for the road. Cllr. Healey proposed acceptance of the quote from Lawns2Mow to remove the railings, level and make good the surrounding area at a cost of £1,000.00. Seconded Cllr. Westwood. Unanimously agreed</p>	
11.2	<p>New Street car park – resurfacing</p> <p>Cllr. Healey explained that the car park surface was dangerous – deep potholes, tree roots pushing through and general uneven surface. 3 quotes received were £21,700, £24,700 and £19,425. To fill and resurface potholes alone would cost £4-5,000 and would soon need redoing. GPWG considered the car park would need to be closed if remedial work was delayed much longer. Discussion took place about the use of permeable surfacing. Cllr. Scobie asked STC to consider restricting use of the car park to ensure it is accessible to all. Cllr. Ferrier proposed that the work be given the go ahead subject to GPWG bringing a proposal to full council about parking restrictions and enforcement. Seconded Cllr. Healey. . 9 for, 1 against – motion carried</p>	

11.3	Cllr. Ivens said there had been no replies to the tender for painting and repair work at New Clark House. The clerk's office would contact contractors personally but the work would have to be postponed until next Spring. With longer nights approaching, GPWG anticipated there would be an increase in dog fouling and was going to put out a call for volunteer dog wardens.	
12	Communications Working Group (CWG) - Cllr. White's written report was noted. The new Town Guide had not been distributed because of the high number of errors. Cllr. I. Cooper asked all councillors to scrutinise the guide and report any additional errors to CWG or the Clerk.	
13	Finance Working Group (FWG) – Cllr. I Cooper's written report was noted.	
13.2	Cllr. I. Cooper proposed that STC the Town Council accept the Internal Auditor's Report. Seconded Cllr. Henderson. Unanimously agreed.	
13.5	Cllr. I. Cooper proposed the approval of electronic payments through the bank bulk payments system subject to the FWG approval of procedures for handling this. Seconded Cllr. Henderson. Unanimously agreed.	
13.8	Cllr. I. Cooper proposed the approval of £380 for the repair/replacement of the Heritage Plaque. Seconded Cllr. Healey. Unanimously agreed.	
	Cllr. Henderson explained the risk of holding monies in excess of the statutory compensation limits with a single bank and asked for a motion to be tabled relating to item 13.5, Lloyds 32 day notice account. Cllr. I. Cooper proposed managing cash through the Lloyds 32 day notice account on a short term basis. Seconded Cllr. Healey. Unanimously agreed.	
	Cllr. I. Cooper said that FWG were exploring alternatives for the optimum management of STC monies and that work is underway on the setting of 2018/19 Precept.	
14	Financial Matters 5 additional invoices were read out to the meeting. Cllr Scobie proposed that invoices be paid, seconded Cllr. Ferrier. Unanimously agreed. Income received was noted.	
15	Correspondence In addition to the written report, the Clerk advised that Cala were marketing their option for developing the land adjacent to Oldbutt Road.	
16	Staffing Working Group Cllr. Scobie proposed that this item, being a confidential staffing matter, should be discussed in closed session. Seconded Cllr. Warner. Unanimously agreed. A record of the discussion is held separately to these minutes. Finale The Mayor noted that the next meeting of Shipston Town Council will be held on Monday 13 th November, 2017 in New Clark House commencing at 7.00 pm. The Mayor thanked press and public for their attendance and closed the public meeting at 9.20 pm.	
	Signed..... Councillor Dan Scobie Town Mayor, Shipston on Stour Town Council	Date.....