



SHIPSTON-ON-STOUR TOWN COUNCIL Minutes

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MINUTES OF THE SEPTEMBER MEETING OF SHIPSTON ON STOUR TOWN COUNCIL HELD IN NEW CLARK HOUSE, SHIPSTON ON STOUR AT 7.00PM ON MONDAY 09 SEPTEMBER 2019

Present: - Town Cllrs: J. Barker, Cooper, P Cox, F Ivens, V Murphy, S Saunders, P Tesh, M Westwood, P White.

Public: 5

Press: 0

WCC & SDC: JB/TH

Clerks: 2

INTRODUCTION

Deputy Town Mayor, Cllr. Sheelagh Saunders welcomed Town Council members, press and public to the Meeting of Shipston Town Council (STC).

1 **APOLOGIES FOR ABSENCE** – Apologies from Cllrs. Scobie and White were noted.

2 **DECLARATIONS OF INTEREST** – none

3 **DISPENSATIONS RECEIVED BY CLERK** - none

4 **MINUTES OF PREVIOUS MEETINGS**

- **Cllr. Murphy proposed that the minutes for the meeting held on 12 August 2019 be accepted as a true and accurate record, seconded Cllr. Cooper – 7 for, 2 abstention – motion carried**
- **Cllr. Murphy proposed that the minutes for the meeting held on 27 August 2019 be accepted as a true and accurate record, seconded Cllr. Cooper – 8 for, 1 abstention – motion carried**

5 **CLERK'S REPORT** - the Clerk's written report was noted

- Councillors discussed a letter from UBus requesting support – **Councillor Saunders proposed that promotional literature should be requested and made available to all at New Clark House, seconded Cllr Cooper – 8 for, 1 abstention – motion carried**

6 **REPORTS**

6.1 **Town Councillors**

- Cllr Murphy reported that new parking machines had been installed at Telegraph Street carpark, she enjoyed the flower show
- Cllr Westwood attended the Police meeting on rural crime, she passed a written report to councillors.
- Cllr Dinnie congratulated Marilyn Charmers and a team of volunteers who have started work clear the bottom of Hanson Track, he also noted that a local company had donated 2 tons of gravel to refresh the surface.
- Cllr Cooper asked that letters of condolence go out to the families of Mike Ashley and Alan Noyce.
- Cllr Ivens noted the success of the flower show and quoted the judges, who said the standard had improved. She also congratulated New Street Allotments on winning 1st prize at Moreton Show.
- Cllr Saunders also enjoyed the flower show.

6.2 **County Council** – Cllr Jo Barker

- Congratulated the volunteers who had worked on the bridleway (Hanson Track)
- Children's Centre – still some movement on final decisions about its future, will be meeting with Kate Sahota.
- Portabello – many complaints received about delays to traffic.
Cllr Westwood noted that issues concerning midwifery at the Children's Centre had been resolved.

- 6.3 District Council – Cllr. Trevor Harvey**
- Following the granting of planning permission for the Tesco site on Church Street, Cllr Harvey has written to Tesco and WCC asking if they would consider building a footpath from Telegraph Street carpark to the new store.
 - Cllr Cooper asked whether STC might discuss support for the request.
 - Darlingscote Traveller Park – some unauthorised works appear to have been started at the adjacent site – planning enforcement have been informed.
 - A new fence has been installed at 72 Donnington Road, replacing a dangerously crumbling brick wall.
 - The government spending review has given the go-ahead to put £3.5 billion into local government.
 - Cllr Harvey asked if there were any questions on his Electric Car Charging Points Report. Tony Perks of SDC says that using Telegraph Street as a site for this provision is not viable. *All working groups were asked to discuss this at their next meeting.*
 - Cllr Barker noted that a new recycling provision at St Edmund’s will house bins for previously non-recyclable items.
- 6.4 SNT – no report this month**
- 6.5 Shipston Forum – the front-page lead article will be about STC community grants.**
- 6.6 Shipston Area Flood Action Group (SAFAG) – no report this month**
- 6.7 Youth Working Group (YWG) – no report this month**
- 7 Open Forum for Parishioners:**
- Mr Trevethick congratulated Marilyn on the Hanson Track work, he was concerned by the timing issues on the temporary traffic lights at Portabello, Cllr Barker will talk to WCC.
- 8 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 15b(xv)*
- No applications from PWG meeting to confirm
- New planning applications**
- 19/01890/FUL – 5 Springfield Road – 1 storey extension. **Cllr. Tesh proposed no representation, seconded Cllr. Westwood – unanimously agreed**
- Planning decisions by district or county council**
- 17/01920/LFUL – Pettiphers Garages – demolition existing, build A1 retail unit & 3 flats – Permission with conditions
 - 19/02081/FUL & 19/02083/LBC - 36A Church St – replacement windows – Consent/permission with conditions
- 9 OTHER PLANNING MATTERS – no updates at present**
- 10 GENERAL PURPOSES WORKING GROUP (GPWG) Cllr. Ivens’ written report was noted.**
- 10.2 Litter and Dog Bins – an audit of all bins in the town will be carried out – STC contractors will assist.**
- 10.3 Cemetery – Hornton stone chippings have been ordered to refurbish the entrance and paths.**
- 10.4 Footsteps to School – the group will talk to WCC and the building contractors asking that the footsteps be reinstated.**
- 10.5 30 mph Sign – Stratford Road – WCC have added our request for repair to a long list. Speedwatch have noted in increase in speeding vehicles, GPWG will investigate costs and the process for installation.**
- 11 HEALTH, AMENITY AND LEISURE PROJECTS (HALP) WORKING GROUP – the written report was noted. Cllrs Saunders and Westwood noted that they were delighted that a local person had come forward to design the viewing platform. Also, that the photographic exhibition in Old Clark House is going well, visitor numbers increasing.**
- 12 COMMUNICATIONS WORKING GROUP (CWG)**
No report this month
- 13 FINANCE WORKING GROUP (FWG) – Cllr. Cooper’s written report was noted.**
- 13.2 Standing Orders – FWG have reviewed draft Standing Orders (attached) based on NALC model standing orders and recommend that Council adopt these.**
Cllr Cooper proposed that STC adopt the revised standing orders, seconded Cllr Westwood – unanimously agreed
- 13.4 Risk Register – DS has updated the Risk Register, as discussed at the FWG meeting, a copy is attached for approval by full council. Note actions for other working groups, specifically #2 Press Management (Comms), #4 Managing Staff (Staffing) and for councillors to note - #8 Expenses policy (copy attached) #10 Councillor Competence (code of conduct attached).**
Cllr Cooper proposed that STC adopt the updated Risk Register, seconded Cllr Barker – unanimously agreed

- 13.5 **Council Investment Strategy** –FWG recommend moving £100,000 of reserves from the NATWEST reserve account to the CCLA instant access account, when access to the NATWEST account is restored, to take advantage of better interest rates.
Cllr Cooper proposed that STC invest £100,000 of reserves, current with NATWEST with CCLA instant access, seconded Cllr Cox – vote 8 for, 1 abstention – motion carried
- 13.6 **VE Day celebrations** – FWG recommend STC provide significant of £1,500 out of reserves but that fundraising, and sponsorship will provide a balance of required funding. VM to visit RBL event in Birmingham to gather info and ideas.
Cllr Cooper proposed that STC provide a contribution of £1,500 towards VE Day celebrations in the town, seconded Cllr Westwood – unanimously agreed
- 13.7 **Planning Request** – FWG recommend the allocation of up to £1,500 for update to Town Design statement leading to its adoption by the Planning Authority.
Cllr Cooper proposed that STC approve up to £1,500 for updates to the TDS leading to its adoption by SDC, seconded Cllr Murphy – unanimously agreed
- 14 FINANCIAL MATTERS**
 Invoices payable: **Cllr. Cooper proposed that all invoices be paid, seconded Cllr. Murphy – unanimously agreed.**
 Income received was noted
- 15 CO-OPTION FOR VACANT SEAT**
 Following discussion with the candidate, a secret vote was taken, it was unanimously that Mr Gerry Kelly be co-opted as a councillor to Shipston Town Council.
- 16 The Staffing matter was passed to Staffing Working Group to recruit a new member of staff.

The Town Mayor closed the meeting at 8.40 pm. Next general meeting: - Monday 14 October 2019 in New Clark House commencing at 7.00 pm

Signed.....

Date.....

Councillor Sheelagh Saunders
 Deputy Town Mayor, Shipston on Stour Town Council