



**SHIPSTON ON STOUR TOWN COUNCIL
MINUTES**

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General Meeting of Shipston on Stour Town Council, Monday 14th April 2025 at 7pm.

Present: Cllrs J Dinnie (Mayor), T Booth (Deputy Mayor), G Kelly, C Howarth, J Barker, P Tesh, H Kelly, I Cooper. M Kelly and J Williams

Public: 5 Press: 1 SDC: 2 WCC: 1 Clerk: D Hardiman & E Booth

1	TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE Cllr R Walters
2	DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST (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	TO NOTE REQUESTS FOR DISPENSATION RECEIVED BY THE CLERK None
4	MINUTES OF THE LAST COUNCIL MEETING To confirm the minutes of the meeting that took place on Monday 10 th March 2025 <u>Minutes proposed by Cllr J Dinnie, seconded by Cllr P Tesh, motion carried unanimously</u>
5	CLERK'S REPORT Report as circulated – noted and discussed.
6	REPORTS
6.1	Town Councillor (STC – Shipston Town Council) Cllr T Booth attended the Mayor's Civic Service 23 rd March – reported that it was well attended and was excellent. Good fun and loved the Shanty Singers. Reported that the Annual Allotment Holders meeting is due to take place on 28 th April. Has attended a Youth Committee meeting with Daniel Pulham from the Youth Club, talking about the new Youth Club building, hoping to be in place by September. Reported that Cllrs Howarth and Cooper have been working hard towards this. Reported that this is a great opportunity for Council to get behind. Cllr G Kelly attended the Mayor's Civic Service

	<p>Cllr C Howarth attended the Mayor's Civic Service – excellent. Youth performances were superb. Attended the U3A open day – so many people involved and reported that this resource offers a lot to the town and they do a really good job. Reported he has been helping Emily in the Office with regards to banking, still working on getting the banking access sorted for Office staff. Attended the Youth Club meeting alongside Cllrs Booth and Cooper, hoping to progress purchase of the new building. Attended a VE day meeting - has organised ordering of flags and poles with the office and has started putting this all together. Reported he has been heavily involved with insurance details this month. Expressed thanks to Emily for all her help regarding this.</p> <p>Cllr J Williams reported he has been busy following up with SOS banking. Completing the survey. Took part in a teams meeting with 2 people from Link, the public affairs manager and the commercial officer. Currently, they are saying no to a banking hub, however Cllr Williams raised a number of things with them regarding misleading information for example that they have underestimated the number of shops in Shipston. Has been looking at Alcester, as the nearest comparable town to Shipston. The focus now is to look at Access to Cash assessment process, there are a number of areas here where one can challenge why they have come to their conclusion. Intention to get as much information as possible to support Shipston. A formal complaint will then be made to Link through the complaint's procedure. It is not looking good at this moment in time. Link need to re-assess the banking situation in Shipston.</p> <p>Cllr J Barker reported on banking, following on from a meeting held previously with Cllr Issy Seccombe, Warwickshire County Council do not have a role to play in this, but they do have the economic development function, so could possibly get them involved to help get us further down the track. Will contact them to see if they can help. Raised a question about Allotments – are there any rules on what they can or can't use in regards to slug pellets etc, EB answered not at present. This could be a possibility moving forward. Expressed thanks to those involved helping with the Youth Club building.</p> <p>Cllr P Tesh nothing to report</p> <p>Cllr H Kelly attended the Civic Service, thought it was very good and the young people's input was excellent. Has attended a flooding meeting, the local MP, Severn Trent, the Environment Agency and Warwickshire County Council were also in attendance, where Mike McCarthy from SAFAG spoke and did an excellent job. Has received complaints from the neighbours of the Church regarding the church yard wall. Has met 3 builders to gain quotes and has put forward a recommendation to vote on later in the meeting.</p> <p>Cllr I Cooper nothing to report</p> <p>Cllr M Kelly reported that Proms is well under way, 2 more meetings taking place before the 2 week event in June, they are gathering sponsors. Also reported she is busy learning lines for Shipston Amateur Dramatics Society's production of "A Bunch of Amateurs" in May.</p> <p>Cllr J Dinnie reported he was very pleased with the Civic Service, £277.50 was raised for the Shipston First Responders.</p>
6.2	<p>District Council issues (SDC – Stratford District Council)</p> <p>Reports as circulated.</p> <p>Cllr D Passingham reported a couple of updates to their report</p> <ul style="list-style-type: none"> - the MUGA pitch at the High School is on the infrastructure list. Has been in correspondence with Paul Chapman the chair of Governors at the High School, he confirmed that they would still like it to be a live bid to the District Council for CIL money. Suggested that further discussions perhaps need to be had. Cllr Passingham informed Council that it has been turned down twice already on the infrastructure list. - The Shaping Travel in Shipston Document that cost £21,000 to produce added a lot to the Neighbourhood plan in terms of the High Street. He would like to add this to the infrastructure list. Waiting for a reply from Atkins, who published the report, to see if they would supply a costings list, this could then go on the infrastructure list, which could then make it eligible for CIL money. <p>A discussion then ensued between Councillors as to whether the money would be better going towards an all weather pitch at the Hub, which could be used by the High School as well. Cllr I Cooper said he will have a discussion with Paul Chapman.</p>

	Cllr J Dinnie reported that we are discussing the Shaping Travel in Shipston in the Planning Committee as it comes under the consequent local projects in the Neighbourhood Plan
6.3	County Council issues (WCC – Warwickshire County Council) Cllr J Barker corrected that the money spent on the Shaping Travel in Shipston Report was not from Warwickshire County Council, it was Government money for active travel and was done unilaterally as a project without interaction of the appropriate portfolio holders at the time. It was County Council Officers involved in carrying it out. Reported that she will be working alongside Cllr P Tesh and other members of the Planning Committee with regards to what needs to be done next for the Neighbourhood Plan. Has been deeply emerged in elections presently. Reported that regarding infrastructure, there has been a lot of money spent within the town, particularly on the school, as for the MUGA pitch mentioned in the SDC report, confirmed it would be better suited at the Hub.
6.4	Blue Light update – Cllr T Booth reported that The Community First Responders have had 101 call outs year to date, 34 of those were category 1's, 8 AED activations. Continue to put in new installations in and around Shipston and maintain them. The second car is making a big difference.
6.5	Shipston Forum Lots of things coming up in May – VE day, Great Big Green Week coming in June. Lots of adverts and events coming in. Question was asked if we have a new delivery team, answer was not, an advert to be put in the forum again.
6.6	Ellen Badger Hospital Cllr J Dinnie reported that he has asked about the follow up regarding recommendation 3 - looking at rural health needs, has heard nothing back yet from the ICB. An initial discussion with George Naylor, local GP, has taken place, he would very much like to be involved in looking at rural health needs, town health needs etc and having a more integrated system.
6.7	Stour Health and Wellbeing Partnership Nothing to Report
6.8	Shipston High School Cllr I Cooper reported that work on the Sports Hall is due to start in September – phase 2
6.9	Shipston Business Group Nothing to Report
7	OPEN FORUM (15 MINUTE DURATION) Residents of Pound Close reported that trees in Pound Close desperately need inspecting and maintaining and it has been discovered that this area was transferred to Shipston Town Council in October 2005. SDC Cllr Olivia Hatch has researched alongside Helen Smith from Stratford District Council and has come to the conclusion that it is the responsibility of Shipston Town Council. This area has not been inspected or maintained and certain trees have now grown quite large and needs to be assessed immediately. Cllr J Dinnie noted the request and explained that Shipston Town Council were unaware of this and will look into it. If the land is indeed the responsibility of the Town Council then it will be added to our list of assets and will be surveyed accordingly. Cllr T Booth added that as the chair of the General Purposes Working Group, he will add it to the tracker and look into this. Another resident addressed Full Council about a letter she recently sent, regarding the Ellen Badger memorial in the Closed Church Yard at St Edmunds. It has become overgrown and branches are leaning on the stonework, they have cut back brambles, but request some help to cut back some tree branches. Cllr T Booth informed the resident that this is on the General

	<p>Purposes Working Group tracker and will be sorted. E Booth informed that she requested Lawns2Mow to look into this last week, so will hopefully see some progress soon.</p>
8	<p>ENVIRONMENT AND FLOOD ACTION WORKING GROUP EWG Minutes as circulated. Cllr H Kelly provided 2 updates – has received 2 awards for Cornmill Meadows – 1 for a hedge to be laid and nest boxes and one for a new notice board. Asked Council if there is a volunteer policy, particularly for working at height. Cllr C Howarth replies yes we do have a volunteer policy, but would need to refer to the health and safety policy for this.</p> <p><u>Recommendation that Council approve hedge laying project to go ahead at correct time and nest boxes to be fitted at no cost to Council</u> <u>Proposed by Cllr H Kelly, seconded by Cllr J Barker, motion carried unanimously</u></p> <p><u>Recommendation that Council approve Teddy bears picnic to take place on 7th June and food van be allowed to sell ice cream etc</u> <u>Amendment to be made to add “on little rec” proposed by Cllr I Cooper, seconded by Cllr H Kelly, motion carried unanimously</u></p> <p><u>Recommendation that Council approve Teddy Bears picnic to take place, on little rec, on 7th June and food van be allowed to sell ice cream etc</u> <u>Proposed by Cllr H Kelly, seconded by Cllr I Cooper, motion carried unanimously</u></p> <p>SAFAG Minutes as circulated Cllr I Cooper reported that in a previous meeting with Cllr Issy Secombe (informal meeting to discuss unitary councils) that she was very proud of SAFAG Brian Cooper circulated a leaflet that is due to be distributed to areas most at risk of flooding, to raise flood awareness in the surrounding communities. Supplies will be dropped off at New Clark House, the Post Office, the Library, Local Schools, the Sports Club, Allotment Sites and local Parish Councils to distribute to residents. He also reported on Pig Brook – one of the primary water courses feeding into the stour. In the march report it was mentioned that some interventions have been damaged. Works need to be completed in May, meaning a standard quote won't be available to go through the usual procedure. The costs will be covered from the SAFAG bank account. Council were unable to approve this as no formal recommendation had been made, but gave an indication that this would be ok.</p> <p><u>Recommendation-that SAFAG be authorised by STC to purchase materials/consumables up to the value of £50, without obtaining prior consent.</u> <u>Any expenditure will be allocated to the SAFAG designated bank account.</u> <u>Proposed by Cllr J Dinnie, seconded by Cllr P Tesh, motion carried unanimously</u></p> <p><u>Recommendation-that STC approves the spending of up to £900 (as donated by Lions) to cover the printing and any distribution costs of a flyer to be delivered to the identified risk areas of Shipston and the surrounding communities.</u> <u>The expenditure and reimbursement will both be allocated to the SAFAG designated bank account.</u> <u>Proposed by Cllr J Dinnie, seconded by Cllr H Kelly, motion carried unanimously</u></p>

	<p><u>Recommendation-that STC approval the purchase of additional rebar-1.25m x 10mm-20, at a quoted cost of £80.76 (this includes delivery).</u> <u>This expenditure will be allocated to the SAFAG designated bank account.</u> <u>Proposed by Cllr J Dinne, seconded by Cllr P Tesh, motion carried unanimously</u></p> <p><u>Recommendation-that STC approve for payment the mileage and car parking expenses invoice for £167.50, submitted by Mike McCarthy.</u> <u>This expenditure will be allocated to the SAFAG designated bank account.</u> <u>Proposed by Cllr J Dinnie, seconded by Cllr H Kelly, motion carried unanimously</u></p>
9	<p>PLANNING COMMITTEE Minutes as circulated.</p> <p>All planning applications can be views at https://apps.stratford.gov.uk/eplanning/</p> <p>25/00738/FUL – 32 Furze Hill Road, Shipston on Stour, CV36 4EU - Remove existing conservatory and provide new flat roof rear extension</p> <p><u>No Rep, proposed by Cllr P Tesh, seconded by Cllr J Dinnie, motion carried unanimously</u></p> <p>25/00386/FUL – 24 Bosley Close, Shipston on Stour, CV36 4QA - Conversion of integral garage to provide an additional bedroom. Garage door will be removed and replaced with a half wall up to window height and a uPVC Double Glazed Unit fitted from the half wall up to the eaves height. Internal space will be given an insulated suspended wood floor to match the floor height in the remainder of the bungalow and a door access from the anterior room will be created into the converted garage. Internal walls will be dry lined and electrics provided for lighting, sockets and an electric room heater</p> <p><u>No Rep, proposed by Cllr P Tesh, seconded by Cllr C Howarth, motion carried unanimously</u></p> <p>25/00580/FUL – 1 Hanson Avenue, Shipston on Stour, CV36 4HL - First floor side extension and single storey rear extension</p> <p><u>No Rep, proposed by Cllr P Tesh, seconded by Cllr H Kelly, motion carried unanimously</u></p> <p>24/00528/FUL - Units 2 and 2A Tilemans Lane Industrial Estate, Shipston on Stour, CV36 4PR – Erection of a new foodstore (Class E) and associated amended access, parking (including EV charging), servicing, infrastructure, works and landscaping – This has now gone to appeal – reference number – APP/J3720/W/25/3361840 - appeal will be determined by informal hearing – date to be confirmed – comments to be sent by 25th April</p> <p><u>Council will re-submit original objection, but will add updated comments.</u> <u>Proposed by Cllr P Tesh, seconded by Cllr J Dinnie, motion carried unanimously</u></p>
10	<p>HERITAGE, AMENITIES AND LEISURE PROJECTS WORKING GROUP (HALP) Nothing to Report</p>
11	<p>GENERAL PURPOSES/COMMUNICATIONS WORKING GROUP Tracker/Action Log as circulated.</p>

	<p>Cllr T Booth expressed thanks to Cllr C Howarth for all his work he has done to support the repair of the Twin Chapel roof.</p> <p>Work on the Ellen Badger memorial at the Church Yard is being looked into.</p> <p>On the subject of the Cemetery, Cllr T Booth also mentioned that he has been made aware that once the Cemetery is full, the land next to it, which is currently the Shoulderway Allotment site, is set aside to be used as a Cemetery extension. This is new information to both Councillors and Office staff, so investigations are in place now to see how much space is remaining and roughly how many years this will cover.</p> <p>D. Hardiman added that there is an average of 18 interments taking place per year, and has so far counted 60+ plots available, so this is not imminent as yet.</p> <p>Cllr T Booth added that whilst this is not imminent, it is something we need to be aware of and will need to inform the Allotment Holders. Reported that he will bring this up during the Allotment Holders meeting on the 28th April.</p> <p>Expressed thanks to Cllr J Dinnie for helping out with the trees, which were a potential risk to a property in Costard Avenue that have to be removed, following advice from insurers. This is due to take place on the 1st May</p> <p>Asked a question of how often drains were cleared, as reports on social media have shown a blocked drain.</p> <p><u>Recommendation that Council accepts quote from Cotswold Stone Designs to repair Churchyard wall at the value of £6980.00. (Other quotes have been sourced, but did not fit the requirements.)</u> <u>Proposed by Cllr T Booth, seconded by Cllr H Kelly, 1 abstention, 9 for, motion carried</u></p> <p><u>Recommendation that Council approves the quote from Reids Playground Maintenance for the repairs at the Skate Park which is currently deemed High Risk, at a cost of £2905. 1 refusal and one other quote which did not fit Council's requirements.</u> <u>Proposed by Cllr T Booth, seconded by Cllr I Cooper, motion carried unanimously</u></p> <p>A discussion took place between Councillors about inspections on Playgrounds. Annual inspections are done by a registered company, but inspections also need to be done by a trained person and documented once a month.</p> <p>Cllr T Booth to look into training and will circulate to Councillors.</p> <p><u>Recommendation that Council approve the removal of one Ash Tree in the Public Open Space area at Hawthorn Way, following insurance brokers advice.</u> This was discussed at length, but decided that trees have already been removed in this area in 2023, for the same reason. Council requested to see the resident's report from their insurers that deem the tree a potential risk. D. Hardiman/E. Booth to investigate further.</p>
12	<p>FINANCE WORKING GROUP Minutes as circulated.</p> <p><u>Recommendation that the Council accept the changes to the Standing Orders and that these Standing Orders will be used as the basis for the Standing Orders to be adopted at the Annual Meeting</u> <u>Proposed by Cllr I Cooper, seconded by Cllr J Dinnie, motion carried unanimously</u></p>
13	<p>FINANCIAL MATTERS Invoices for approval as circulated.</p> <p><u>Proposed by Cllr J Dinnie, seconded by Cllr I Cooper, motion carried unanimously</u></p>

14	STAFFING WORKING GROUP Minutes as circulated Cllr G Kelly reported that the Town Clerk – H Morgan has now left the Council and the Council wish her all the best Reported that there have been questions raised as to the RFO role – this to be discussed in the closed session.
15	LOCAL NATURE ACTION PLAN Cllr H Kelly reported that a meeting is due to take place on Wednesday this week.
16	EXCLUSION OF THE PUBLIC Under legislation Public Bodies (Admission to Meetings) Act 1960 and The Local Government Act 1972 SS100 & 102. In view of the confidential nature of the business to be transacted, it is advisable in the public interest, as if members of the public and press were present during the consideration of such business, there would be disclosure to them of exempt information <u>Recommendation that Council resolves to exclude the public in order to discuss matters of a confidential nature.</u> <u>Proposed by Cllr J Dinnie, seconded by Cllr I Cooper, motion carried unanimously.</u>
17	DATE OF NEXT MEETING Monday 12 th May 2025

The meeting closed at 2105 hrs.

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

Cllr T Booth (Mayor) Shipston on Stour Town Council