



SHIPSTON ON STOUR TOWN COUNCIL

MINUTES

New Clark House, West Street, Shipston-on-Stour, Warwickshire, CV36 4HD

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13th March 2023 General Meeting of Shipston on Stour Town Council at 7.00 pm

Present: Cllrs G Kelly (Chair), I Cooper, J Barker, P Cox, J Dinnie, H Kelly, P Tesh and T Booth.

Public: 3 **Press:** 1 **SDC:** 2 **WCC:** 1 **Clerk:** Helen Morgan

1	TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE Cllrs M Westwood and S Beckett.
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 and accept the minutes of 13 th February 2023 General Meeting as a true and accurate record. <u>Proposed by Cllr Cooper, seconded by Cllr G Kelly – motion carried unanimously.</u>
5	CO-OPTION OF NEW COUNCILLOR <u>Recommendation that Council approves the co-option of Mr Zoltan Kovari to Shipston Town Council.</u> <u>Proposed by Cllr Cooper, seconded by Cllr G Kelly – motion carried unanimously.</u> Cllr Zoltan was duly invited to take his seat.
7	CLERK'S REPORT Report as circulated. Attention brought to the following: <ul style="list-style-type: none">• Election nomination packs to be returned to the Clerk for checking by Friday 14th March.• Cllrs were reminded of the impartiality rules during 'Purdah'.• King's Coronation – work in progress, details to be finalised, volunteers required to assist.

	<ul style="list-style-type: none"> • South Warwickshire Economic Strategy Consultation – all Cllrs invited to submit any comments to Cllr Tesh in order for the Planning Committee to complete the survey on behalf of the Council. • Clerk advised that Cllr Westwood had contacted her prior to the meeting and asked her to express her delight with the Civic Service, which she had found very moving, and to pass on her thanks to all those who had assisted, taken part and attended. Cllr Westwood had also advised the Clerk that she would not be standing for election as a Councillor in May but would like to remain on the Planning Committee as a volunteer.
	REPORTS
7.1	<p>Town Councillor issues (STC – Shipston Town Council) Cllr Cox advised that he would not be standing as a Councillor at the upcoming elections but would like to remain on the Planning Committee as a volunteer and would continue to run the Council Facebook page if Council so wished. Cllr Cox was thanked for all of his hard work – particularly regarding General Purposes since taking over as Chair in 2021. Cllr Barker reported that she had attended the Civic Service which she thought had been ‘lovely’ and that the film reel had represented Shipston very well. Cllr Booth agreed with Cllr Barkers comments saying that it had been a great service. Cllr Dinnie had been unable to attend a recent Warwickshire Town Network meeting but has made contacts within the group whose aim is to promote Warwickshire towns. He and Cllr Cooper will attending a meeting next week with the Local Business Group. Cllr Cooper echoed the previous comments about the Civic Service and said that the town had been portrayed in a good light.</p>
7.2	<p>District Council issues (SDC – Stratford District Council) Cllr Barker highlighted the issue of the reorganisation of Warwickshire Police and the effect this will have on staffing, support and effective resources. Elections – assistance for obtaining voter ID or a postal vote can be obtained from SDCs website. Assistance can also be sought at her surgery, the library, New Clark House or by telephoning SDC.</p>
7.3	<p>County Council issues (WCC – Warwickshire County Council) Cllr Barker reported on her involvement with issues around potholes, gullies, culverts and flooding along with broadband issues i.e. some contractors working without a permit which has since been rectified. Cllr Cooper thanked her for this.</p>
7.4	<p>Blue Light update – Safer Neighbourhood Team, Fire Station, First Responders. PC Hammond reported that it had been a busy month for him and PCSO Cole. Crime figures are generally down. There had been 2 attempted burglaries (high end vehicles), no business burglaries, 2 violent crimes, 35 mental health incidents and 30 suspicion incidents (these are on the increase – the top 3 being burglaries, vehicles and anti-social behaviour). The Police Commissioner is hoping to attend the May meeting. CFR Eastbury had reported via email that 3 new CFRs have been recruited (Shipston, Honington and Brailes) and that there had been 4 activations of the public access defibrillators over the past 8 weeks. Defib awareness events are being hosted.</p>
7.5	<p>Shipston Forum Editor advised of articles re postal votes and ID for the elections, Warwickshire Fire and Rescue and Easter. Clerk to send 2 articles. Some space left to fill. A query had been received regarding the owner of a previous Shipston publishing company for a copyright request – Cllrs advised the Companies House would be the best route to take. Editor echoed the Clerk’s comments re ‘Purdah’ with regard to Cllr columns.</p>

7.6	<p>Ellen Badger Hospital Cllr Barker reported that she had attended a meeting with SWFT in her capacity as a District Councillor and that things were progressing.</p>
7.7	<p>Stour Health and Wellbeing Partnership Minutes and action log as circulated.</p>
8	<p>OPEN FORUM (15 MINUTE DURATION) Nothing to report.</p>
9/10	<p>SAFAG/ENVIRONMENT WORKING GROUP</p> <p>SAFAG Nothing to report.</p> <p>Environment</p> <ul style="list-style-type: none"> • Cllr H Kelly enquired as to what finance was available for on-going costs with regards to Corm Mill Meadows – bins, signage, fencing, maintenance etc. Cllr Cooper advised that there are S106 funds earmarked for community orchards and reserve funds. A descriptive information board is to be looked in to. 40 plus people attended the planting event on 18th February – thanks extended to the volunteers and once again to Mr and Mrs Wardak for the gift of the land. • Cllr Barker to provide Cllr H Kelly with details she has obtained from the Clerk at Brailes re the thermal image cameras. • May litter pick to be postponed from the Saturday to the Monday as part of the national ‘Big Help Out’.
11	<p>PLANNING COMMITTEE Minutes as circulated.</p> <p>All planning applications can be viewed at: https://apps.stratford.gov.uk/eplanning/</p> <p>23/00578/LBC – York House, 14a Church Street Proposed replacement fire surround. No rep – proposed by Cllr Tesh, seconded by Cllr Dinnie, motion carried unanimously.</p> <p>23/00640/TREE – Mill Street Car Park Coppice, pruning and removal of trees. No rep – proposed by Cllr Tesh, seconded by Cllr Dinnie, motion carried unanimously.</p> <ul style="list-style-type: none"> • South Warwickshire Local Plan – response successfully submitted prior to the deadline. Cllr Tesh once again expressed his gratitude to Mr P Sykes for his hard work – and for persevering with the portal issues.
12	<p>HERITAGE, AMENITIES AND LEISURE PROJECTS WORKING GROUP (HALP) Minutes as circulated along with revised Heads of Terms for the Museum.</p> <p><u>Recommendation that Council approves the drawing up of the Museum lease by solicitors once the Heads of Terms have been suitably updated.</u></p> <p>Cllr Cooper commented that there seemed to be onus on the Council as landlords regarding maintenance, repairs, legal costs, upkeep insurance etc whereas the original premise was that it would be of no cost to the Council. A discussion took place re the justification for supporting the</p>

	<p>venture, the benefit to the town and viability. Cllr Dinnie to go back to the Museum committee and ask for a business plan, marketing strategy, finances, opening hours, expected footfall and any other date they may have. Recommendation on hold.</p>
13/14	<p>GENERAL PURPOSES/COMMUNICATIONS WORKING GROUP Minutes as circulated.</p> <p>General Purposes</p> <p><u>Recommendation that Council approves the purchase of 2 litter bins for the Cemetery. Proposed by Cllr Booth, seconded by Cllr Barker, 8 in favour, 1 abstention, motion carried.</u></p> <p><u>Recommendation that Council approves the purchase of a picnic bench for Queens Avenue play area.</u> Clarification was sought as to whether this referred to a picnic table with benches or a single bench and discussion took place regarding both options. It was proposed that an amendment be made to the recommendation to define it as a bench. <u>Proposal that the recommendation be reworded as the purchase of a bench. Proposed by Cllr Dinnie, seconded by Cllr Barker, motion carried unanimously.</u> <u>Recommendation that Council approves the purchase of a bench for Queens Avenue play area.</u> <u>Proposed by Cllr Dinnie, seconded by Cllr Barker, motion carried unanimously.</u></p> <p><u>Recommendation that Council approves the quote from Kettering Playsafe for £7549.74 + VAT to carry out repairs to all 7 play areas as identified in the Inspection Reports.</u> <u>Proposed by Cllr Cox, seconded by Cllr Dinnie, motion carried unanimously.</u></p> <p>Communications</p> <ul style="list-style-type: none"> • Cllr Cox is still researching and seeking advice/quotations for the supply of enhanced video conferencing equipment to support virtual/hybrid meetings. • Social media is constantly updated with items forwarded from the Clerk, taken from the Forum or information picked up from SDC/WCC websites or elsewhere. • The town guide booklet (which features a town map) is in desperate need of updating. This is perhaps something that the Local Business Group would be willing to take on.
15	<p>FINANCE WORKING GROUP Minutes as circulated.</p> <p><u>Recommendation that Council supports the process for Contracts as set out in item 4 of the minutes.</u> <u>Proposed by Cllr Cooper, seconded by Cllr Dinnie, motion carried unanimously.</u></p>
16	<p>FINANCIAL MATTERS Invoices for approval as circulated and listed for January/February 2023.</p> <p><u>Proposed by Cllr G Kelly, seconded by Cllr Cooper, motion carried unanimously.</u></p>
17	<p>STAFFING WORKING GROUP Minutes as circulated.</p>

18	YOUTH WORKING GROUP Nothing to report.
19	EXCLUSION OF THE PUBLIC <u><i>Recommendation that Council resolves to exclude the public in order to discuss matters of a confidential nature.</i></u> <u><i>Proposed by Cllr G Kelly, seconded by Cllr Cooper, motion carried unanimously.</i></u>
20	DATE OF NEXT MEETING Tuesday 11 th April 2023.

The meeting closed at 2110 hrs.

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

Cllr M Westwood, Mayor, Shipston on Stour Town Council

EXPENDITURE APPROVAL LIST - MARCH 2023 (Meeting 13th March 2023)		
PAYEE	DETAILS	GROSS PAYMENT
Redwax	Inv.8136 - Managed IT Support, Microsoft 365 Business Standard and Basic and website management (1/2/2023)	£294.51
Busy Biz	Inv.551 - Forum services (March 2023 edition)	£237.50
Talacom	Inv.18396 - Forum editorship (March 2023 edition)	£930.00
KMS Litho	Inv.23252 - Forum printing March 2023 edition - 3850 copies	£1,058.00
Lawns to Mow	Inv.125STC - Town Contract (February 2023)	£7,716.00
Warwickshire Pension Scheme	Staff pensions (February 2023)	£1,974.19
HMRC	Staff NI/PAYE (February 2023) 190PN001227302311	£1,882.38
Council Staff	Salaries (February 2023)	£5,531.35
Stephi Paull	Payroll services – February 2023 – INV3472	£21.00
Dor-2-Dor	Inv. 0107 - Delivery of March 2023 Forum	£285.60
Seagrave	Post installation inspection of Queens Avenue play area equipment	£450.00
Direct Debits / Card payments (Contracts in place)		
e-ON Next	Inv.KI-82A8288D-0017 - Electricity at New Clark House – 01.01.2023 – 21.01.2023(direct debit)	£252.55
Eon next	Inv.90BF6078-0009 – Electricity at Cemetery Chapel 16.11.2022-31.01.2023(direct debit)	£76.32
Eon Next	Inv.KI-BE2F2112-0008 Electricity Old Clark House – 31.10.22-31.01.23	£97.31
Water Plus	Invoice to follow - New Clark House water rates (direct debit)	£43.81
Lloyds Bank	Inv.390585304 - General account charges January-February 2023 (direct debit)	£17.03
Zoom	Inv. 189512377 - Online meeting subs 20.02.23-19.03.23 (card payment)	£14.39
Pink Connect	Invoice to follow- Telephone/Broadband – February- (card payment)	£134.76
Post Office	Proof of Postage (HM)	£1.45
Hiscox	Insurance payment – March 2023 – Ref 8051161	£2,526.30
Co-op	Civic service refreshments	£23.50
John Lynes	Paint for suggestion boards – invoice to follow	£14.99
Co-op	Milk for meeting with Lonestar/Piper Homes	£1.45
Amazon	King Charles framed photo	£39.99
Amazon	Disposable coffee cups for Civic Ceremony	£28.58