



**SHIPSTON ON STOUR TOWN COUNCIL
MINUTES**

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

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General Meeting of Shipston on Stour Town Council, Monday 8th December 2025 at 7pm

Present: Cllrs T Booth (Mayor) R Walters (Deputy Mayor), G Kelly, H Kelly, C Howarth, J Williams, P Tesh, I Cooper, M Kelly, S Crockett and V Benjamin-Smith

Public: 0 SAFAG: 1 Press: 1 SDC: 1 WCC: 0

Clerk: E Booth & D Hardiman

1	TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE SDC Cllr O Hatch Cllr J Barker – not present, no apologies received
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 November 2025 <u>Proposed by Cllr P Tesh, seconded by Cllr R Walters, 3 abstentions due to absence, 8 for motion carried</u>
5	OPEN FORUM (15 minutes duration) Parishioners of Shipston are invited to address the Council on any relevant matter for a maximum of 3 minutes. No Public Present
6	SHIPSTON AREA FLOOD ACTION WORKING GROUP Minutes as circulated/verbal update <u>Recommendation-that STC approves the quote from Ben Goren for £100 to cover the cost of a new version of the Emergency Advice booklet for STC's website. This expenditure will be costed against the SAFAG designated bank account (General Fund).</u>

	<p><u>Proposed by Cllr H Kelly, seconded by Cllr I Cooper, motion carried unanimously</u></p> <p><u>Recommendation-that STC approves the purchase of 12 posts (1.8m x 110mm-half round) from Batsford Timber at a cost of £71.64 plus VAT.</u></p> <p><u>This expenditure will be costed against the SAFAG designated bank account (Maintenance Fund).</u></p> <p><u>Proposed by Cllr J Williams, seconded by Cllr H Kelly, motion carried unanimously</u></p>
7	<p>ENVIRONMENT WORKING GROUP</p> <p>Minutes as circulated</p>
8	<p>PLANNING COMMITTEE</p> <p>Minutes as circulated.</p> <p>All planning applications can be viewed at https://apps.stratford.gov.uk/eplanning/</p> <p>25/01966/LBC – The Horseshoe, 6 Church Street, Shipston on Stour, CV36 4AP – Delivery truck has driven under the passageway and caused damage to the like render panels in several areas causing it to displace in the front of the building and underneath passageway ceiling. Once repaired the front and passageway ceiling will require decorating. Internal damage has been caused to but only superficial, which requires cracks repaired and decorating. Scaffold access will be required across the front of the pub on the public footpath which a packet licence will be applied for.</p> <p><u>No Objection – proposed by Cllr P Tesh, seconded by Cllr M Kelly, motion carried unanimously</u></p> <p>25/02589/FUL - 14 Hawthorn Way, Shipston on Stour, CV36 4FD – Single storey rear extension and internal alterations to create an open plan kitchen/dining/snug area.</p> <p><u>No Rep – proposed by Cllr P Tesh, seconded by Cllr C Howarth, motion carried unanimously</u></p> <p>25/02952/FUL - 62 New Street, Shipston on Stour, CV36 4EN – Boundary wall removal and rebuild using suitable brick and mortar to match existing wall</p> <p><u>No Objection – proposed by Cllr P Tesh, seconded by Cllr G Kelly, motion carried unanimously</u></p>
9	<p>GENERAL PURPOSES/COMMUNICATIONS WORKING GROUP</p> <p>Tracker as circulated/verbal update</p> <p>Cllr T Booth reported that guttering works are now being carried out on the Twin Chapels at the Cemetery. The repairs to the Church Yard Wall will be started in the new year. The new website should be going live this week all being well.</p>
10	<p>FINANCE WORKING GROUP</p> <p>Minutes as circulated/verbal update</p> <p>Cladding to front of Hub:</p> <p><u>Recommendation that Council pay for 2 bays @ cost of £1.6k</u></p> <p><u>Proposed by Cllr I Cooper, seconded by Cllr R Walters, motion carried unanimously</u></p>

	<p>Grant applications: <u>Recommendation that the council look for someone to manage bid processes for us as we are losing out on potential funding.</u> <u>Proposed by Cllr I Cooper, seconded by Cllr H Kelly, motion carried unanimously</u></p> <p>Youth Club building: <u>Recommendation that the council agree to the quote for groundworks from MKM £2.4k + VAT and Thomas Algar £15.8k inc VAT.</u> <u>Proposed by Cllr I Cooper, seconded by Cllr J Williams, motion carried unanimously</u></p> <p><u>Recommendation that council pay planning application fee of £882.</u> <u>Proposed by Cllr I Cooper, seconded by Cllr C Howarth, motion carried unanimously</u></p> <p>Precept 2026/27: <u>Recommendation that council approves the grant request recommendations to be included in the budget 2026/27</u> <u>Proposed by Cllr I Cooper, seconded by Cllr V Benjamin-Smith, motion carried unanimously</u></p> <p>AOB: <u>Recommendation that council approves purchase of Pear software at £3,230 initially and £350 annually after the 1st year.</u> <u>Proposed by Cllr I Cooper, seconded by Cllr C Howarth, motion carried unanimously</u></p>
11	<p>FINANCE MATTERS Approvals list as circulated</p> <p><u>Council to pay Bills as shown on approvals list. Proposed by Cllr I Cooper, seconded by Cllr H Kelly, motion carried unanimously</u></p>
12	<p>STAFFING WORKING GROUP Minutes as circulated/verbal update</p> <p>Cllr G Kelly requested that staff timesheets are signed by any Councillor when attending the Office. Also reported that appraisals have been carried out for EB and DH. Cllrs decided that the discussion regarding committees and working groups will be carried out during the next finance working group meeting under the governance section.</p>
13	<p>LOCAL NATURE ACTION PLAN Verbal update Cllr H Kelly reported that a draft plan has been put together and she will circulate to Councillors to accept after Christmas.</p>
14	REPORTS
14.1	<p>CLERK'S REPORT For noting and discussion</p>

14.2	<p>Town Councillor Reports (STC – Shipston Town Council)</p> <p>Cllr H Kelly attended the Carol Service at St Edmunds Church, which was well attended and amazing. Attended a meeting regarding the repair Café that is being set up at the Ellen Badger Hospital in the new year – they are after volunteers.</p> <p>Cllr C Howarth reported that he has been liaising with the Youth Club and the Rotary Club regarding the new Youth Club building – will be having a meeting this Thursday.</p> <p>Cllr J Williams reported that he has made a complaint to the Financial Conduct Authority with regards to the Independent Assessor not being independent from link, has also made an access request to the Information Commissioners Office to see internal documents and is waiting to hear back.</p> <p>Cllr S Crockett reported that the culverts on the London Road opposite the Cemetery and around the crossing are blocked. Advised to report to WCC Highways</p> <p>Cllr P Tesh expressed thanks to the office for organisation of the Christmas meal. Also reported that the response to the Fell Mill Lane Scoping Report has now been submitted to the SDC Planning Portal.</p> <p>Cllr M Kelly expressed thanks for the organisation of the Christmas meal. Attended the Victorian evening, which went ahead despite the wet weather. The Proms won best dressed Christmas tree at St Edmunds Church and Bookfest won the “quirkiest tree”</p> <p>Cllr R Walters expressed thanks for the organisation of the Christmas Meal. Attended the Victorian Evening and Carol Service at St Edmunds</p> <p>Cllr T Booth reported he has attended lots of Civic events over the past 2 months: Warwickshire County Council, Coventry Guild Hall, Virtual tour of the Warwick Tunnels and Ghost Tour, Whitnash lights turn on and Carol Service, Shipston Christmas Fetes. Also attended an awards evening at Shipston High School and has introduced a “Mayor’s Award” based on Community, to be awarded to a student who has put in effort towards the community in a big way – would like this to be continued with the following Mayor. A meeting with the Ellen Badger Hospital has now been re-scheduled for the new year.</p>
14.3	<p>District Council Reports (SDC – Stratford District Council)</p> <p>Report circulated</p> <p>SDC Cllr Passingham reported that there is £25K in S106 money from the Campden Road estates but would need developer approval to use this money further down the road at the Darlingscote Road and Campden Road Junction. A pedestrian crossing would cost around £15K to install, leaving a possible £10K for further upgrades along the Campden Road – this is ongoing</p> <p>Also reported that he has received an email from a Planning Officer regarding the Mount Barn conversion – they are recommending refusal of the application due to the wood area next to the proposed development, where trees are protected by TPOs</p>
14.4	<p>County Council Reports (WCC – Warwickshire County Council)</p> <p>No Report Received</p>
14.5	<p>Blue Light update –</p> <p>No Report Received</p>
14.6	<p>Shipston Forum</p> <p>Shipston Forum editor reported that there is slight urgency with deadlines this month, due to Christmas and the printers being closed during the Christmas period. May be a slightly later delivery time due to this, expected on the 5th January.</p>
14.7	<p>Ellen Badger Hospital</p> <p>Nothing to Report</p>

14.8	Stour Health and Wellbeing Partnership Nothing to report .
14.9	Shipston High School Nothing to report
15	DATE OF NEXT MEETING Monday 12th January 2026

The meeting closed at 2000hrs.

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

Cllr T Booth (Mayor) Shipston on Stour Town Council