



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 9th March 2026 at 7pm

Present: Cllrs T Booth (Mayor), G Kelly, H Kelly, V Walden, C Howarth, M Kelly, P Tesh, V Benjamin-Smith, J Williams, S Crockett

Public: 0 **Press:** 1 **SDC:** 2 **WCC:** 0 **SAFAG:** 1

Clerks: D Hardiman & E Booth

1	<p>TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE Cllrs I Cooper, R Walters and J Barker</p>
2	<p>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)</p> <p>None</p>
3	<p>TO NOTE REQUESTS FOR DISPENSATION RECEIVED BY THE CLERK</p> <p>None</p>
4	<p>MINUTES OF THE LAST COUNCIL MEETING</p> <p>To confirm the minutes of the meeting that took place on Monday 9th February 2026 <u>Proposed by Cllr T Booth, seconded by Cllr G Kelly, 1 abstention due to absence, 9 for, motion carried</u></p> <p>Actions: - Clerks to upload the approved minutes on to the STC website</p>
5	<p>OPEN FORUM (15 minutes duration) Parishioners of Shipston are invited to address the Council on any relevant matter for a maximum of 3 minutes.</p> <p>No public present</p>
6	<p>SHIPSTON AREA FLOOD ACTION WORKING GROUP Minutes as circulated/verbal update</p> <p><u>Recommendation-that STC approves the expenditure of up to £250 to cover the cost of refreshments for the meeting with the South Warwickshire Sustainable Farming Group.</u></p>

	<p><u>This expenditure will be allocated to the SAFAG designated bank account (General Fund).</u> <u>Proposed by Cllr P Tesh, seconded by Cllr H Kelly, motion carried unanimously</u></p> <p><u>Recommendation-that STC retrospectively approves the purchase of 10 additional Flood Action Group high vis vests at a cost of £52.67.</u> <u>This expenditure will be costed against the SAFAG designated bank account (General Fund).</u> <u>Proposed by Cllr V Benjamin-Smith, seconded by Cllr S Crockett, motion carried unanimously</u></p>
7	<p>ENVIRONMENT WORKING GROUP Minutes as circulated</p> <p>Cllr H Kelly reported that new trees have been planted at Cornmill Meadows by a group of volunteers, these were funded by the Severn Rivers Trust. Bird and Bat Boxes have now been fitted; these were funded with a grant from Stratford District Council and were fitted by a group of volunteers from Sheldon Bosley Knight Estate Agents – they also helped with tree planting</p>
8	<p>PLANNING COMMITTEE Minutes as circulated. All planning applications can be viewed at https://apps.stratford.gov.uk/eplanning/</p> <p>26/00363/FUL – 15 Elm Road, Shipston on Stour, CV36 4FA – Take down and rebuild rear conservatory like for like following subsidence</p> <p><u>No Rep – Proposed by Cllr P Tesh, seconded by Cllr G Kelly, motion carried unanimously</u></p> <p>26/00532/TREE – Compton Court, Watery Lane, Shipston on Stour – T1 – sycamore outside flat 2 - Remove</p> <p>Discussion took place regarding this application – a previous application had gone in to cut this tree back, to which Council submitted a No Representation, this was granted permission from Stratford District Council. Applicants have since put this application to remove the tree completely due to damage caused to neighbouring garden wall. Councillors felt there was not enough evidence submitted with the application and therefore would submit a holding objection pending further information to be given on the damage to the neighbouring wall.</p> <p><u>Object to the application pending further information to be added to the case file to show evidence of structural damage to the wall. Proposed by Cllr P Tesh, seconded by Cllr H Kelly, motion carried unanimously</u></p> <p><u>Recommendation: Discussions are held with Barcheston & Willington and Honington parish councils for their parishes to be included in the next Shipston-on-Stour Neighbourhood Plan</u> <u>Proposed by Cllr P Tesh, seconded by Cllr S Crockett, motion carried unanimously</u></p> <p><u>Recommendation that Council approve the purchase of 6 copies of the South Warwickshire Local Plan – Part 1 at a cost of £10 each, plus delivery costs for the</u></p>

	<p><u>use of the new Neighbourhood Plan Team, to be taken from the Neighbourhood Plan Budget.</u> <u>Proposed by Cllr P Tesh, seconded by Cllr J Williams, motion carried unanimously</u></p> <p>Actions:</p> <ul style="list-style-type: none"> - D Hardiman to submit decisions to the planning portal before deadlines - Cllr P Tesh to contact Barcheston & Willington and Honington Parish Councils to engage in discussions regarding the Neighbourhood Plan - D Hardiman to contact SDC to purchase SWLP part 1 copies for the new Neighbourhood Plan Group
9	<p>GENERAL PURPOSES/COMMUNICATIONS WORKING GROUP Tracker as circulated/verbal update Cllr T Booth reported that General Purposes will be looking into the possibility of using the Twin Chapels at the Cemetery for Pet memorials. Using the space to quietly reflect and possibly running sessions based around pets in the building, for example art exhibitions but pet themed. The buildings need to be refurbished, but we cannot apply for grants until we have a project in mind.</p>
10	<p>FINANCE WORKING GROUP Minutes as circulated/verbal update</p> <p><u>Recommendation that Council approve the Head of Terms document for the MUGA pitch at the Shipston Enterprise Hub</u> <u>Proposed by Cllr C Howarth, seconded by Cllr P Tesh, motion carried unanimously</u></p> <p><u>Recommendation that Council pay £5750 plus VAT to Hayward Smart for the preparation and submission of the Building Regulations application for the Youth Club Building</u> <u>Proposed by Cllr C Howarth, seconded by Cllr H Kelly, motion carried unanimously</u></p> <p><u>Recommendation that Council accept the Quote from Oak Pig for a new Mayors Board at a cost of £1285 including VAT</u> <u>Proposed by Cllr C Howarth, seconded by Cllr M Kelly, motion carried unanimously</u></p> <p><u>Recommendation that Council approve the revised quote from Skaboona IT solutions to include broadband and number porting at a cost of £1122 with an ongoing direct debit of £98 per month</u> <u>Proposed by Cllr C Howarth, seconded by Cllr M Kelly, motion carried unanimously</u></p> <p><u>Recommendation that Council approve Lodgefield Security to replace and update CCTV system at New Clark House at a cost of £1195 excluding VAT</u> <u>Proposed by Cllr C Howarth, seconded by Cllr M Kelly, motion carried unanimously</u></p> <p><u>Recommendation that Council approve quote from Lodgefield Security to replace fire alarm panel and system at New Clark House at a cost of £3554.83 excluding VAT</u> <u>Proposed by Cllr C Howarth, seconded by Cllr M Kelly, motion carried unanimously</u></p>

	<p><u>Recommendation that Council approve the quote from EFX for the production of 5 x Shipston Awards and 2 x past mayor medals at a cost of £438 including VAT</u> <u>Proposed by Cllr C Howarth, seconded by Cllr S Crockett, motion carried unanimously</u></p> <p><u>Recommendation that Council give permission to Shipston Proms to use the Shipston Enterprise field for the Ibiza night</u> <u>Proposed by Cllr C Howarth, seconded by Cllr H Kelly, motion carried unanimously</u></p> <p><u>Recommendation that Council accept the Social Media Policy as circulated</u> <u>Proposed by Cllr C Howarth, seconded by Cllr M Kelly, motion carried unanimously</u></p> <p><u>Recommendation that Council accept the IT policy as circulated</u> <u>Proposed by Cllr C Howarth, seconded by Cllr M Kelly, motion carried unanimously</u></p> <p>Actions:</p> <ul style="list-style-type: none"> - E Booth to contact all companies as approved and schedule works - E Booth to send Head of Terms document for the MUGA pitch as approved to Shipston Enterprise Hub - D Hardiman to contact Shipston Proms regarding permission to use the field at Shipston Enterprise Hub - D Hardiman to put approved Policies onto the STC website -
11	<p>FINANCE MATTERS Approvals list as circulated <u>Recommendation that Council covers all expenditure as outlined in the circulated approvals list</u> <u>Proposed by Cllr C Howarth, seconded by Cllr V Walden, motion carried unanimously</u></p> <p>Actions:</p> <ul style="list-style-type: none"> - Clerks to set up payments as approved
12	<p>STAFFING WORKING GROUP Nothing to report</p>
13	<p>LOCAL NATURE ACTION PLAN Verbal update</p>
14	<p>REPORTS</p>
14.1	<p>CLERK'S REPORT For noting and discussion</p> <ul style="list-style-type: none"> • To discuss which group is now looking after Riverside as HALP is no longer active <p>Council discussed that it would be best for the Environment working group to take this on.</p>

	<p><u>Recommendation that Council approve resident's request to have access to Gibbons Field on the 12th September 2026</u> <u>Approve but request a small donation for the use of the field. Proposed by Cllr J Williams, seconded by Cllr H Kelly, motion carried unanimously</u></p> <p><u>Recommendation that Council approve Shipston Home Nursing's request to have access to Gibbons Field for a fundraising event on the 9th and 10th May and to set up on 8th May 2026</u> <u>Approve – Proposed by Cllr C Howarth, seconded by Cllr P Tesh, motion carried unanimously</u></p> <p>Clerk E Booth requested that Councillors attend next month's meeting an hour early, in order to meet with the Youth Club Committee to discuss the new building. Meeting will take place at 6pm on Monday 13th April before Full Council at 7pm</p> <p>Actions:</p> <ul style="list-style-type: none"> - Clerks to contact both resident and Shipston Home Nursing to allow use of Gibbons Field as approved - Councillors to attend meeting with Youth Club Committee on the 13th April at 6pm
14.2	<p>Town Councillor Reports (STC – Shipston Town Council)</p> <p>Cllr C Howarth reported he attended a course on Neighbourhood Plans, didn't gain any new information from this. Also reported that the Rural Enterprise Hub will be running their drop-in session for local businesses at New Clark House tomorrow (10th March)</p> <p>Cllr S Crockett reported he has been in further contact with Seccombes regarding the land next to the Cemetery to purchase for a possible extension. In principle they are happy to have a conversation but would like to see plans of the current Cemetery. Clerks will send over current maps to Cllr Crockett to continue discussions.</p> <p>Cllr J Williams reported that the current owner or representative of the Lloyds bank building have been talking to estate agents, something will be happening with the building, but unknown at present. Also reminded Council that he made an official complaint to the Financial Conduct Authority regarding the fact that the independent assessor (who was the last point of call to overturn the decision for a banking hub) was not independent from Link. Reported that his complaint had been lost but has now been found. Has also made a subject access request on link, to find out what is happening internally, in terms of who the complaint has gone to and what has been said – they came back to say that they have never received it. They have now received it and he is expecting a response shortly. Has also been in contact with local MP Manuela Perteghella, intention is to talk to her about the subject access request and what we might be able to do as far as Lloyds are concerned. Lloyds are now closing branches across the country.</p> <p>Cllr H Kelly attended at conference at NFU in Stoneleigh regarding the Local Nature Recovery Strategy. Has received correspondence from 2 residents. 1 regarding the grass verge outside their home on the London Road – they would like to take charge of the verge, keeping the border mown, but leaving an area in the middle for wildflowers. Council discussed that whilst we maintain the grass area they would need to contact Warwickshire County Council Highways to seek permission to do this. SDC Cllr Passingham mentioned that WCC currently have an "adopt a verge" scheme. Cllr H Kelly continued – the second resident asked where the bench has gone on the London Road – Council weren't aware of a bench being removed – this could be down to one of the Community Groups in Shipston who own benches around the town, they sometimes remove them for refurbishment.</p> <p>Cllr T Booth has attended the groundbreaking ceremony for the new Sports Hall at the High School this month. This will be available to the community to cater for a range of different sports – very impressive. Has attended the Primary School to take part in their</p>

	<p>pancake races on pancake day, took part in a race against Mr Roberts, which the children loved. Reported that there is a desire for both the Primary and High school to work closely together. Has been asked to be involved in the meetings and take part. Reported that the Mayors Civic Service will be taking place on the 22nd of March at 3pm at St Edmunds Church, hoping to have a return of the Sea Shanty group and has asked for a couple of Opera singers to attend. Hoping to have a joint initiative from the High School and Primary school. Overall theme is Community and volunteering in the Community. Hoping to award some “Mayoral Awards” during the service. This month will be visiting Shipston Museum and the Ellen Badger Hospital now that the Doctors have moved in.</p> <p>Actions: - Clerks to send a current map of the Cemetery to Cllr Crockett</p>
14.3	<p>District Council Reports (SDC – Stratford District Council) Report as circulated SDC Cllr D Passingham attended the hospital transport summit last week, stakeholders from WCC, SWFT, SDC and VASA were in attendance. Discussing difficulties in getting transport to Coventry and Warwick Hospitals. Quite a lot of good ideas came out of it. A working group will be looking into any issues. Asked that if anyone has any issues to report to him, he is collecting them to take along to the group. Also reported on Public Open Spaces and adoption of new developments. S106 agreements state that the developers have to put a commuted sum in to maintain the open spaces for 7 years and residents won’t be charged on top. This is not the case, and residents are being charged as well as the developers providing a commuted sum. Also attended a meeting, where 5 Town Councils were invited, to talk about adoption of Public Open Spaces on new estates – most of the Town Council’s have adopted the open spaces, but Shipston haven’t. It could have been that Shipston were offered at the time, but unknown at present. Attended the Herdwick Fold and Herdwick Gate residents’ association meeting, to which Manuela Perteghella also attended – she is investigating this subject as well, because there is an act going through Parliament to try and improve things for new estates. At the moment, the developers hand the public open spaces to their own management companies and these are not regulated, charging what they want for this. Residents are not happy paying these management company charges and their Council Taxes.</p>
14.4	<p>County Council Reports (WCC – Warwickshire County Council) Nothing to Report</p>
14.5	<p>Blue Light update – PC Sid Hammond reported that following on from last month’s report regarding a rise in burglaries, a number of offenders have been arrested and charged and are awaiting court. Campden Road layby – PC Hammond has been working with SDC to put some signs up regarding CCTV – has visited the site a number of times and hasn’t seen any recent evidence of litter/waste depositing. Reported that the stand at the Sports Club has recently been vandalised, very disappointing considering the amount of people that use it and the type of activities that take place there, it has been added to the patrol schedules. Shop lifting updates, there have been more reports, the offender has been charged and is waiting for a court date.</p>
14.6	<p>Shipston Forum Editor Laura reported that last month’s issue was very full, challenge to get everything in. Lots of articles coming for the April edition.</p>

14.7	<p>Ellen Badger Hospital SDC Cllr D Passingham reported that the League of Friends had a meeting with Adam Carson, the acting chief executive of SWFT – they are pushing for more services to be added to the Medical Unit. Trying to get more services, but they have to be used.</p>
14.8	<p>Stour Health and Wellbeing Partnership SDC Cllr D Passingham reported that there is a new Chief Executive – Kirsty Holder who used to be involved with VASA doing voluntary work and a new Community Worker – Claudine, who looks after the villages in terms of community building and getting things organised. Rowena is concentrating on Shipston, she is available to help organise community events, at the moment is organising events such as the seated Thai Chi and the warm hub. Could possibly ask Rowena to come along and talk to the Council about what they are doing. Cllr H Kelly reported that the Repair café is due to start at the Ellen Badger Hospital on the 11th of April 10-2, running every second Saturday. People can drop in or book appointments. They have around 17 volunteers to help, electricians, bike repairs, woodwork, sewing. Tea and cakes will also be available.</p>
14.9	<p>Shipston High School No report received – but have appointed a new Head Teacher, the deputy Head from Chipping Campden School he will be taking over from September 2026</p>
15	<p>EXCLUSION OF THE PUBLIC</p> <p>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 under paras 1 & 11 of Part 1 of Schedule 12A of the Local Government Act 1972, that the public be temporarily excluded and they are instructed to withdraw.</p> <p><u>Recommendation that Council resolves to exclude the public and press in order to discuss matters of a confidential nature</u> <u>Proposed by Cllr T Booth, seconded by Cllr C Howarth, motion carried unanimously</u></p> <p>During the closed session, Council discussed the nominees for the Shipston Award and came to a decision on the winner – to be awarded at the Annual Town Meeting on the 21st April 2026 at The Townsend Hall</p>
16	<p>DATE OF NEXT MEETING Monday 13th April 2026</p>

The meeting closed at 2040hrs.

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

Cllr T Booth (Mayor) Shipston on Stour Town Council