



**SHIPSTON ON STOUR TOWN COUNCIL**

**MINUTES**

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**General Meeting of Shipston on Stour Town Council, 8<sup>th</sup> April 2024.**

**Present:** Cllrs G Kelly (Chair), J Dinnie, T Booth, H Kelly, P Tesh, C Howarth and M Kelly

**Public:** 3 **Press:** 1 **SDC:** 2 **WCC:** 0 **Clerk:** D Hardiman

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| <b>1</b> | <b>TO RECEIVE AND NOTE APOLOGIES FOR ABSENCE</b><br>Cllrs J Barker, I Cooper and R Walters and Town Clerk H Morgan  |
| <b>2</b> | <b>DECLARATIONS OF DISCLOSABLE PECUNIARY INTEREST</b><br>(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)<br>None. |
| <b>3</b> | <b>TO NOTE REQUESTS FOR DISPENSATION RECEIVED BY THE CLERK</b><br>None.   |
| <b>4</b> | <b>MINUTES OF THE LAST COUNCIL MEETING</b><br>To confirm the minutes of the meeting that took place on Monday 11 <sup>th</sup> March 2024<br><br>Page 2 – states Cllr Kelly, needs to be changed to Cllr H Kelly to avoid confusion between councillors.<br>Page 4 – the word Planning needs to be changed to Planting.<br>These changes will be made, then signed by the chair Cllr G Kelly.<br><br><b><u>Proposed by Cllr G Kelly, seconded by Cllr Howarth, 4 for, 1 abstention, motion carried</u></b>  |
| <b>5</b> | <b>CLERK'S REPORT</b><br>Report as circulated – noted and discussed.<br>It was discussed that the Clerk could devise a tracker, to keep track of status of items and any works that need to be carried out by the Office or by Councillors. Cllr Booth said he will work with the Clerk and Office Staff to devise this.<br>A brief discussion ensued about One Drive and organising the Agenda Items into numerical order. Cllr Booth said he will look at this and see what he could do.  |
| <b>6</b> | <b>REPORTS</b>  |

**6.1 Town Council (STC – Shipston Town Council)**

**Cllr P Tesh** – Reported that he has been trying to contact Warwickshire County Council with regards to various potholes that need attention throughout Shipston.

**Cllr J Dinnie** – Reported that he has had a thank you letter from the Lifeboat Charity for including their note in the Forum and they are now in process of organising a street collection in Shipston on the 13<sup>th</sup> July. It was suggested by Cllr M Kelly that as this is the same date for the Shipston Beer Festival at the Rugby Club, it might be worth contacting the Rugby Club to see if they could make an appearance there.

He also reported that he has received an email from Andrew Russell from Shipston Home Nursing with regards to their “Letters to Heaven” post box. A white post box for residents to post letters to their departed loved ones, to help with the grieving process. It was suggested that this be placed on the Gyrotory Garden as it is central in Shipston. Favourable response has been received by The Stour Valley Lions that look after the Gyrotory, but The Royal British Legion are not. Cllr Dinnie has said he would go back to the Royal British Legion to find out why.

**Cllr C Howarth** – Reported on the launch of the new Love Shipston website, which the Business Group have been involved with along with Cllr Howarth and Cllr I Cooper, more discussion on this will follow in the relevant Agenda Item.

Has attended various meetings to organise the Shipston Town Council Website with Work Flo Solutions, who currently run it. This is still on going.

Projects on going with the Riverside Project, there have been issues with Vandalism, more to report in the Relevant Agenda Item.

Cllr Howarth reported that he has attended various meetings over the past month:

- The Hub with regards to Dilapidation Survey.
- Cadent Gas Works meeting with regards to the works on London Road
- Towns Network Meetings

Reported that he attended Shipston Museum Preview night, the museum is now open to the public on Saturdays and Sundays between 12 and 4.

Has received a request from the Shipston First Responders with regards to finance for a new vehicle, they unfortunately missed the Grant Application time limit, asked the question if we are able to support them in this in any way. It was decided that this will be discussed during a Finance meeting.

**Cllr H Kelly** – reported that Phil Wragg’s funeral took place and was very well attended. A new family has joined the Town’s litter pick, that takes place on the first Saturday of each month. Has attended various environmental conferences/talks. Met with residents of Bailey Road alongside Cllr J Dinnie to discuss problems they have had with Crest Nicholson. Also reported that the Grant Letter that has gone out, says that applicants will hear in December, this can’t be possible because they are not discussed until January, suggested that this letter needs to be changed, as she has received complaints about this. The Office will investigate this to see which letter is being referred to.

Also reported going along to the Warm Hub, where she was asked to help someone that wants to be re-housed in Shipston.

**Cllr T Booth** – suggested as a Council we formally recognise Phil Wragg, who was laid to rest on the day of the meeting. Added that he offered so much to the Town and protected the town with regards to Flooding over the years. Cllr G Kelly mentioned that this is in talks, and something will be going ahead. Cllr H Kelly added that it has been spoken about and thought it was a little soon for the family at the present time.

Reported on issues that have appeared on Facebook over the past week, one being the fire at the electricity pylon at The Hub, which has now been dealt with and the other being debris gathering at the Bridge. Asked who to contact with regards to the Bridge, Cllr Dinnie replied this is the Environment Agency. Cllr Booth to send pictures to Cllr Dinnie to investigate.

**Cllr M Kelly** – apart from reviewing the risk register nothing to report.

**Cllr G Kelly** – attended Phil Wragg’s funeral, reported that lots was mentioned about SAFAG and how Phil started the group and kept it going with tenacity, it was very well attended and were not enough seats for the amount of people attending.

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|            | <p>Reported that he appeared on BBC Midlands Today, with regards to the launch of the Love Shipston Website. He reported he had a brief run down from Cllr Howarth with regards to this but felt a little uninformed. Was a good experience.</p> <p>Will be having a meeting with Judith from Busy Biz with regards to making a show reel for the Annual Town Council Meeting, featuring pictures of the Town.</p>   |
| <b>6.2</b> | <p><b>District Council (SDC – Stratford District Council)</b></p> <p>Report talked through and forwarded.</p> <p>A brief discussion ensued about having a response from Shipston High School after their meeting, no response as of yet.</p>   |
| <b>6.3</b> | <p><b>County Council (WCC – Warwickshire County Council)</b></p> <p>No report due to Cllr Barker's absence.</p>  |
| <b>6.4</b> | <p><b>Blue Light update – Safer Neighbourhood Team, Fire Station, First Responders.</b></p> <ul style="list-style-type: none"> <li>• First Responders – Cllr T Booth reported on March figures – 31 call outs, 1 Community Defibrillator Activation, 2 GoodSam Responder Activations, 1 Bleed Kit installed in Darlingscote, now recruited 5 new responders training for the first one starts in April and the others later in the year when courses are available and reported that First Responders are now a registered charity. Cllr Booth went on to explain what the New "GoodSam App" is – it is a new app that if you are trained up with first aid skills, you can register with the app, so if something happens within your locality, it will alert you and you can choose to attend the incident. First Responders will soon have 2 cars available, but obviously can only be used one person at a time, but there will be potentially 12 responders. The aim is to get all of these responders onto the GoodSam app, so they are able to attend if they are available, either when on call or as a member of the public. Giving an extra level of cover for Shipston. Reported that they are looking to get a second car in place by the beginning of May, the existing car will continue to run until it is replaced. Meaning 1 car will cover the villages and the other will cover Shipston. Reported that First Responders are actively running training for CPR and Defibrillation for any community groups in Shipston and surrounding villages, these courses are free and have been very well attended. Sessions for the Town Band, Rugby Club, Tennis Club have already gone ahead. Latest session was for Paediatric CPR Defibrillation, which was fully booked, more sessions at the Rugby Club are due to be organised. Mentioned funding for the Vehicle, a contribution from The Town Council would be very welcome. Cllr Dinnie added that whatever is put in, will be doubled by the Shipston League of Friends.</li> </ul> |
| <b>6.5</b> | <p><b>Shipston Forum</b></p> <p>Mentioned the passing of Phil Wragg and possibility of putting in an Obituary for him. Geoff Smith has mentioned drafting something out, about his contribution to the Community, largely around SAFAG and on the Planning Committee. Space will be left for this to go into the Forum, once the family has been spoken to.</p> <p>Cllr Howarth added that we have added our new email address in the forum, <a href="mailto:enquiries@shipstontowncouncil.org">enquiries@shipstontowncouncil.org</a> the inbox is monitored by all Office Staff.</p>  |
| <b>6.6</b> | <p><b>Ellen Badger Hospital</b></p> <p>Cllr J Dinnie reported that another Bishops Castle in Shropshire have succeeded in getting an agreement to open 16 inpatient beds at their community hospital, after having a similar experience to the Ellen Badger. Cllr Dinnie has written to Bishops Castle Town Council to say Well done and asked how they have managed it. They have responded and agreed to advise us on how they have managed this. SWFT has said that the one of the reasons behind us having no beds is due to staffing, which is a similar issue to that of Bishops Castle.</p> <p>Cllr Howarth added that Shipston Museum is now running an exhibit on the Ellen Badger hospital, lots of interesting information and exhibits from the history of the Ellen Badger.</p>   |

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| 6.7 | <p><b>Stour Health and Wellbeing Partnership</b><br/>Minutes as circulated.<br/>Nothing to Report</p>  |
| 6.8 | <p><b>Shipston High School</b><br/>Nothing to Report.<br/>Cllr C Howarth added that they are still working on the water leak and hydrant.</p>  |
| 6.9 | <p><b>Shipston Business Group</b><br/>Verbal Update from Stuart Walsh<br/>Terms of reference that sets out the structure and objectives of the Business Group, this has been circulated.<br/>The Business Group is the local businesses of Shipston coming together as a coherent group to promote and support businesses and events within the town.<br/>Working with Warwickshire County Council, helping local towns make the most out of what they have to offer. WCC have helped with the website and raising funds for the development. They brought a Photographer to the town to build a directory.<br/>There has been lots of feedback from the website which has been great. The Love Shipston website will evolve, there is a collaboration with Shipston Town Council with regards to running the website. Cllr G Kelly added that the problem has been that the Office Staff have not yet received any training, so haven't been able to help with any of this.<br/>Stuart Walsh added that neither have the business group. Going forward regular updates to keep the channel between Shipston Town Council and the Business Group open and any updates needed.<br/>Reported on lots of media attention over the past week, BBC news coverage and radio reports. Showing Shipston and its businesses and what we are doing within the community in a positive light.<br/>It was decided to keep this as an Agenda Item for the foreseeable future to keep us updated on the Website.<br/>Cllr C Howarth added that training is booked for the Office Staff to get up to speed, taking place in the next few weeks. Also added that when we update our Town Council Website, it will be the same process, meaning the training received for the Love Shipston Website will apply for the Town Council Website</p>   |
| 7   | <p><b>OPEN FORUM (15 MINUTE DURATION)</b><br/>A resident introduced himself to the Council and expressed interest in becoming a Councillor. He spoke about his background as an entrepreneur and listed various skills he had to offer to the Council. General background involves coming up with ideas looking at different ways to develop them, clerical engineering mentioned. Cllr G Kelly informed him that as he had sent all his details to The Town Clerk previously they would be having a closed session, no public presence, after the meeting to discuss the possibility of co-option and will cast a vote amongst the Councillors, if successful this will then be put forward as a recommendation at the next Full Council Meeting. Resident mentioned he had ideas to make Shipston more "Alfresco" as has been previously discussed within the Council.</p> <p>Another resident introduced himself and wanted to tell the Council about an event that the Shipston Literary Society are putting on at the Townsend Hall on the 4<sup>th</sup> June at 7:30. They are organising a talk by a Ukrainian Poet, Iryna Starovoyt, he mentioned that a formal invitation will be sent to the Mayor, and for anyone else wishing to come it will be £8 per ticket. They are organising a scheme to sponsor a ticket for a Ukrainian person to go to the event but wouldn't be able to pay for it themselves. The money raised will go to organisations that buys children's books, written in Ukrainian, which will then be distributed to displaced Ukrainian children living within the UK to help them to keep their Ukrainian culture and identity. He talked about Iryna, she represents Ukraine in events and literary festivals in Europe and is very well known, she is a visiting professor to Oxford University and is passionate about her country's resilience in the face of invasion. She wishes to tell her story and how her Poetry has evolved since the invasion. The format of the meeting, will contain an interview with Iryna herself, conducted by the resident</p> |

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|                 | <p>himself, about what is happening on the front line and talking about how she sees her culture is changing, and Iryna reading from her own works. There are quite a few Ukrainian children within the Town and surrounding villages and the Literary Society feel it is important to help them keep their identities and can have a voice. Details will be sent to the Town Clerk and to the Forum about this event.</p>  |
| <p><b>8</b></p> | <p><b>ENVIRONMENT AND FLOOD ACTION WORKING GROUP</b><br/>Minutes as circulated.</p> <p><b>Cllr J Dinnie</b> – SAFAG very mindful of Phil’s Wraggs passing and the significant contribution that he made to the group, as founder, chair and overall powerhouses behind the development. But also the work he put into the Planning Committee, land owners, negotiating with them about surface water run off. Hopes that The Council will consider how best to commemorate Phil’s work.</p> <p><b>Cllr H Kelly</b> – reported that she hired a turf cutter, to cut the turf in the church yerd, this has been done and is now ready for some wildflower seeds.</p> <p><b>Mr Geoff Smith</b> – received a disappointing response from Warwickshire County Council, they have stated that we have already had our fair share of funding, they have other priorities now and we will be very lucky to get anything more.</p> <p>Reported that there are so many new areas affected with flooding, suspects that it is run off from all the new developments.</p> <p>Received very little money from Warwickshire County Council since 2010, probably amounts to £20,000, we were number one on the flood priority list. Develop a strategy that allows us to access funds for actual flood management and we are dependent on Warwickshire County Council as they are our lead authority. We will have to go in quite firmly with them and get them to do something, which they haven’t for 10 years, it’s a question of the working group and the council need to liase on this sort our approach on this. It is important to include Jo Barker and Issy Seccombe on this.</p> <p>Reported on an exchange with Nicola Edgar at the Environmental Agency, think there is potential for a bid for money from Stratford District Council. Need to pursue this.</p> |
| <p><b>9</b></p> | <p><b>PLANNING COMMITTEE</b><br/>Minutes as circulated.</p> <p><b>24/00115/FUL – 19 Gerrards Road, Shipston on Stour,</b><br/>Erection of two-storey rear extension with dormer and dormer to front of property</p> <p>Brief discussion ensued about property plans, in keeping with the rest of the buildings.<br/><b><u>No Rep – Proposed by Cllr P Tesh, seconded by Cllr J Dinnie, unanimous, motion carried</u></b></p> <p><b>24/00528/FUL – Units 2 and 2A, Tilemans Lane Industrial Estate, Shipston on Stour, CV36 4PR</b><br/>Erection of a new food store (Class E) and associated amended access, parking (including EV charging), servicing, infrastructure, works and landscaping.</p> <p>This was discussed extensively at the Planning Committee meeting, dated 25<sup>th</sup> March, but was decided as it is a large application that will have a large impact within the town, it would go to Full Council for a decision.</p> <p>It was discussed that at the time of the meeting, there were 28 responses from residents, 2 No Objection, 16 Supporting the application and 10 objections. The majority of people support the application. No responses from any District Councillors as yet.</p> <p>General consensus of objections is that Shipston doesn’t need any small stores. Cllr P Tesh advised that actually when looking at the plans, the Morrisons 65 square meters, Tesco express is 280 square meters, small Coop is 259 square meters and large coop is 324 square meters. Sainsburys are proposing a shop floor area of 616 square meters, so effectively the new store would be double the size of the large Coop.</p>   |

Another comment that was made was that there will be a major loss of jobs from the closure of the existing units. Cllr P Tesh stated that according to documentation the two existing businesses that occupy the current building have between 3 and 4 employees each, the applicant indicates that there could be an excess of 40 employees at the new store. Effectively Sainsburys are proposing double the number of employment opportunities that can currently be offered as its current state.

Concerns that were raised during the consultation process and in the Planning Meeting were of noise pollution from the proposed service yard and delivery times. Sainsburys has responded to say that there are plans in place to put a 3 meter high acoustic fence along the boundary, next to the residential area. They have also indicated that there will be 2 Sainsburys HGV deliveries per day and 1 Argos van delivery for the click and collect service offered.

Concerns about Darlingscote Road crossroads and route into Shipston. Routing of HGV lorries would need to come down this road and not through the town itself and not down onto Tilemans Lane, next to the Primary School.

A discussion ensued between Councillors about the application and its pros and cons.

Concerns were raised that we should be supporting our local businesses within the Town Centre and not using a Supermarket on the outskirts. But on a counter point, people are unable to do a family sized shop in the current shops we have to offer within the town, a lot of people go outside of Shipston or use online grocery shopping to do this.

Possibility of linked trips, if you pop to Sainsburys, you would more likely pop into the Town Centre to get other items needed, such as the post office or the Pharmacy.

It was noted that other Towns of similar size all have supermarkets within their towns, and it tends to attract people to the town center, rather than detract.

People that must travel for shopping, currently go out of the Town for shopping, but this application could mean that people could quite easily do this shopping within the town.

Sainsburys have said that they are quite happy to advertise the town centre within the shop itself, encouraging people to visit.

It was discussed that there will be some effect on the convenience stores within the Town Centre if this application goes ahead.

Shipston will benefit from the extra parking and especially the EV parking spaces, of which we currently have none.

It was noted that representatives from this application were present at the meeting and were asked about HGV routing, meaning that HGVs only come in through Darlingscote Road and not through the town centre. It was also mentioned that we need an improvement at Darlingscote Crossroads and the speed limit along this road, whilst it is outside our town boundary it is a concern for the safety of this road.

Parking issues, possibility of cycles lanes and a possible pedestrian route for residents from the new estates on the Campden Road to the Sainsburys store were also raised.

Council also raised the point of seeing a construction management plan for building of the store. Emily from Devcomms stated that HGV routing can certainly be put down as a condition. With regards to Darlingscote Road, she will take this information down and there may be a possibility of something going in as part of a section 106 agreement. She made notes of all concerns/ideas and will be taking it all back with her. With regards to parking, there will be management on the car park, parking in the car park for an unlimited amount of time will not be allowed.

It was then discussed as how to vote on this. It was decided that it would be put to a vote.

**4 support, 2 object, 1 abstention**

**It was decided to supply a Qualified Support after the vote, Cllr P Tesh will draft out a response for the portal**

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| 10 | <p><b>HERITAGE, AMENITIES AND LEISURE PROJECTS WORKING GROUP (HALP)</b><br/>Minutes as circulated.</p> <p>Riverside – Cllr C Howarth reported that Simon Healey has started to make preparations for the picnic tables to go in and laying of the grasscrete, we have had some issues of vandalism with regards to the new planted whips, this has now been rectified. The existing bench has been removed early to prevent further damage to the whips. Hope to be completed for the first May bank holiday. Simon Healey has come up with a plan to secure the new picnic benches with a threaded post up the middle of the table.</p>  |
| 11 | <p><b>GENERAL PURPOSES/COMMUNICATIONS WORKING GROUP</b><br/>Tracker/Action Log as circulated.</p> <p>Cllr T Booth reported that the General Purposes Tracker has been a great success this year. There has been somewhere in the region of 60 plus jobs that have been whittled down to just 5.</p> <ul style="list-style-type: none"> <li>• The main job is for Twin Chapels, for which we have had a survey completed. James McIntyre, is now keen to get this going through planning as it is classed as a grade 2 listed building for restoration and improvements to the buildings a zoom call has been scheduled to discuss these matters</li> <li>• The Rugby club and use of the grassed area, this will need to be discussed as part of the Mayo Road Trust.</li> <li>• Tree Survey – needs updating</li> <li>• Sensory Garden – needs to be overhauled</li> <li>• Council Notice Boards are damaged, this is being sorted by Emily Booth in the Office.</li> </ul> <p>Reported on a really positive year and thanks to all involved.</p>  |
| 12 | <p><b>FINANCE WORKING GROUP</b><br/>Minutes as circulated.</p> <p><b><u>Recommendation that Council does not object to The Hub tenants putting in planning for a MUGA pitch, but this is not an agreement for it to go ahead, which will need Council approval as it is a structural change to the site.</u></b></p> <p>Council discussed this subject and it was explained that if they apply for Planning Permission it means that if Council approves at a later date they can go straight ahead with the works.</p> <p><b><u>Proposed by Cllr G Kelly, seconded by Cllr C Howarth, unanimous, motion carried.</u></b></p> <p><b><u>Recommendation that Council agree to The Hub changing room windows being bricked up as part of their refurbishment.</u></b></p> <p>Council discussed that this has been asked, because this window is broken and has been used as unwanted entry to the building. They have asked that as eventually this window will become invalid, could they seal it as part of their refurbishment works for security.</p> <p><b><u>Proposed by Cllr G Kelly, seconded by Cllr T Booth, unanimous, motion carried.</u></b></p> <p><b><u>Recommendation that Council agree to warning signs being provided for safety on the ramp at The Hub.</u></b></p> <p>Council discussed that it is not the entry ramp, it is in the back of the building, where the upstairs goes out onto the field. Warning signs need to be put up, for a safety aspect.</p> <p><b><u>Proposed by Cllr G Kelly, seconded by Cllr M Kelly, unanimous, motion carried.</u></b></p> |

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| 13 | <p><b>FINANCIAL MATTERS</b><br/>Invoices for approval as circulated.</p> <p>It was asked if Lawns2Mow could provide a breakdown of their invoices, it was mentioned that this is already in hand.</p> <p><b><u>Payment approval proposed by Cllr G Kelly, seconded by Cllr C Howarth – motion carried unanimously.</u></b></p> |
| 14 | <p><b>STAFFING WORKING GROUP</b><br/>Meeting to be confirmed</p>   |
| 15 | <p><b>DATE OF NEXT MEETING</b><br/>13<sup>th</sup> May 2024</p>  |

The meeting closed at 2045 hrs.

The meeting continued as a closed session and closed at 2100hrs.

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

Cllr G Kelly (Mayor) Shipston on Stour Town Council