

# Shrewley Parish Council

CLERK: MRS E CHOUDRY  
CROSSWAYS, SHREWLEY COMMON  
NR WARWICK

## **Minutes of the Annual Meeting of Shrewley Parish Council held at Shrewley Village Hall on Tuesday 9<sup>th</sup> May 2023 at 7.pm**

### **Present at the Meeting:**

Cllr R Wesbury *Chairman*  
Cllr H Darwen  
Cllr J Cleary  
Cllr S Underwood (arrived 7.10pm)  
Cllr D Lawrie  
Cllr R Hinton  
Cllr E Forty

Clerk Eleanor Choudry  
Members of the Public: 0

- 1/23 ELECTION OF CHAIRMAN AND DECLARATION OF OFFICE** - Cllr Wesbury was proposed as Chairman by Cllr Darwen and seconded by Cllr Hinton. Cllr Wesbury was unanimously elected to the post of Chairman with immediate effect and signed the Declaration of Office.
- 2/23 ELECTION OF VICE CHAIRMAN** – Cllr Wesbury asked if any member was interested in putting themselves forward for the position of Vice Chair. Nobody expressed an interest therefore, the Parish Council will continue without a Vice Chairman. Cllrs agreed in the Chairman’s absence another Cllr will step in to Chair the meeting. All elected Cllrs signed their Declaration of Office.
- 3/23 APOLOGIES** – WDC Cllr R Hales and WCC Cllr J Matecki
- 4/23 DECLARATION OF INTERESTS** – None.
- 5/23 PARISH COUNCILLOR VACANCY** – The Clerk had advertised the vacancy on the notice boards. The vacancy, which will be filled by co-option, will also be advertised on Nextdoor.co.uk, the shrewley.org website as well as the Shrewley Community Facebook page.
- 6/23 MINUTES OF PREVIOUS MEETING:-** Parish Council Meeting – Monday 6<sup>th</sup> March 2023 approved and signed as a true record.
- 7/23 MATTERS ARISING FROM THE MINUTES-** None.
- 8/23 PUBLIC OPEN FORUM** – None in attendance.
- 9/23 PARISH ONLINE PRESENTATION – Martin Wood** – Martin Wood resigned as a parish councillor in March 2023 but has volunteered to continue to manage Parish Online digital mapping software. Martin demonstrated the features of Parish Online including how it would be

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a useful tool for planning applications with layers of data available. Parish Council assets have been added. Cllrs asked that the 2 Vehicle Activated Signs (VAS) be added. A carbon calculator is available and comparisons of CO2 emissions can be made with other parishes. Martin is to remain as a member of Shrewley, Wroxall Environment Action Team (SWEAT) and there will be an event hosted at Wren Hall in October, further details will be available nearer the time. All Cllrs have log in details to access the Parish online software. Cllr Cleary is able to edit the pages. Martin will resend the link to all councillors regarding their log in details. Cllrs thanked Martin for delivering the presentation.

**10/23 PLANNING**

W/23/0028 The Dell, Coffee Pot Lane, Shrewley, Warwick, CV35 7HJ GRANTED 9/3/23
W/22/2028 Forge Farm, Pinley Lane, Pinley, Claverdon, CV35 8ND NO OBJECTION 22/2/23
W/22/1969 Great Pinley Farm, Nunhold Road, Shrewley, Warwick, CV35 8NB WITHDRAWN 16/3/23
W/23/0201 Pinley Croft, Nunhold Road, Pinley Green, Warwick, CV35 8NA GRANTED 2/4/23
W/23/0274 Ewe Green, Hockley Road, Hatton, Warwick, CV35 7HQ NO OBJECTION 19/4/23

**11/23 WCC REPORT** – Cllr Matecki had sent his apologies and explained that both himself and WDC Cllr Hales would be attending a WDC meeting.

**12/23 WDC REPORT-** Apologies received.

**13/23 GENERAL POWER OF COMPETENCE** – Shrewley Parish Council has 7 of its 8 parish councillors elected in May 2023 and a CiLCA qualified Clerk so it therefore meets the criteria to adopt the General Power of Competence. Councillors agreed to adopt the General Power of Competence. The resolution will remain in effect until May 2027 when the item will be revisited. The PC now has the power to do anything an individual may do so long as it does not break the law.

**14/23 OTHER PARISH BUSINESS**

- 14.1 Review of Annual Assembly Tuesday 28<sup>th</sup> March** – Cllrs agreed that there was a good turnout with approximately 28 residents attending. It was agreed that the Assembly will continue in a similar format and it is hoped that residents remain interested.
- 14.2 2024 PC Meeting Dates** – The dates were previously circulated and agreed. The Clerk to confirm the dates with Elaine Hall for the Village Hall.
- 14.3 Kings Coronation Lunch Grant Application** – The coronation lunch event was very successful with lovely weather. The event was held at the front of the hall in the car park. The grant application requesting £400 was agreed. At the meeting Cllr Hinton proposed the grant be paid and Cllr Forty seconded. All Cllrs were in favour. Following the meeting Cllr Hinton who, due to being a helper at the event, did not want to propose the payment and therefore Cllr Wesbury proposed the payment and all Cllrs agreed.
- 14.4 Order of litter pickers for residents** – Cllrs agreed that the Clerk can order 3 more letter pickers. for Cllr Forty and 1 for her neighbour. This will leave a spare that is available from the Clerk.
- 14.5 Community Emergency Plan** – No update.
- 14.6 Climate Action Plan** – Cllr Darwen asked whether details of the Boots recycling scheme could be promoted in the parish newsletter. Cllrs agreed. Discussion took place regarding purchasing a thermal imaging camera that could be used by residents to check where draughts may be in their homes. This idea is to remain as an agenda item and it was suggested that BHHW PC might be interested in sharing the cost of the purchase.
- 14.7 Shrewley Common village green maintenance contract** – The area looks very tidy. Cllr Forty mentioned that there were some weeds over the hydrant near the bus shelter that need cutting back.
- 14.8 Bin collection service** – No further complaints had been received so this item will be removed from the agenda.

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**14.9 Hatton station grit bin by the M40** – A resident had reported that the grit bin was damaged. Cllr Wesbury said the corner is broken but it is full of grit. Currently it would be difficult to replace. The lid still works so it was decided to leave it as it is for the time being.

**14.10 Ferncumbe News complimentary copy delivery** – Cllrs said that there was very little information about Shrewley in the magazine. The delivery seemed rather chaotic with some confusion about those that pay/don't pay. Graham Harrington had asked whether councillors could distribute another free copy in May. The Clerk emailed to ask councillors and those that responded did not want to be involved this time.

**15/23 ONGOING ACTION ITEMS**

**15.1 Friends of Hatton Station Report** – A report is to be received annually for the Parish Assembly.

**15.2 Shrewley website update/ Statutory publication of documents on website** – The update was received following the meeting: Over the last 2 months, there were 380 visits to the website by 242 individual users.

**16/23 HIGHWAY AND PUBLIC FOOTPATH/TOWPATH MAINTENANCE AND REPAIR**

**16.1 WCC Fault Reporting System: Register to track and report highway problems** – The deadline for implementation of the new system is now September 2024. The new system will give 360-degree feedback. Cllr Wesbury suggested that faults could be logged on Parish Online.

**Highway fault reports**

**16.2 Faulty VAS** – Thanks were given to Cllr Cleary for persisting in her requests to get the VAS fixed. The fault was caused by a faulty radar.

**16.3 Broken cross-roads sign Five Ways Road/Stoney Lane** – Michael Newham had advised that Balfour Beatty were very behind with their workload and therefore was unable to give a timescale for the repair.

**16.4 Drain opposite shop, Shrewley Common** – The work will be considered if there are any major works in the same area.

**16.5 Reported smell from drain in Mill Lane, Little Shrewley** – Ongoing

**16.6 Blocked drain at junction of Mill Lane/Croft Lane, Little Shrewley** - Intermittent work has taken place but it is still not fixed. One drain has been cleared and another has been marked up for rerouting to connect to another drain.

**16.7** It was noted that the pothole on Hughes Hill has been fixed. The dropped drains and potholes on Fiveways Road have been reported. Cllr Cleary will report the bin in the layby near Barn Close Nurseries as it appears to have been hit by a vehicle. Ludlow Lane street lane signage Has been damaged and this has been reported to WDC.

**16.8 WCC Verge Management Policy 2023** – Cllr Wesbury completed the Wildflower Verge Management Application for the 110 metres of verge on Mill Lane from junction with b4439. Unfortunately, in order for WCC to be able to grant permission for a wildflower verge they would need the Parish Council to agree to take responsibility for the verge and any maintenance required of the site. As we are unable to guarantee the risk to volunteers on the steep bank this item will not be progressed.

WDC are taking part in No Mow May on roads that are less than 50mph unless they need to mow for safety reasons.

**Footpath fault report**

**16.9 Broken waymark post Mill Lane, Little Shrewley** – awaiting repair.

**16.10 Towpath maintenance east end Shrewley Tunnel** – Work to commence on the 23<sup>rd</sup> June.

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**17/23 CORRESPONDENCE** – None.

**18/23 VILLAGE HALL UPDATE** – Our sub-committee organising the Coronation Party on Sunday 7<sup>th</sup> May presented their plans and budget on 5<sup>th</sup> March. Social Media advertising and a leaflet drop was also carried out. Admission to the event was to be free of charge so funding was secured from other local organisations, including the Parish Council who provided an important contribution. Henley Rotary Club have offered benches for deployment in the play area or the field, and suitable locations and designs are being discussed. In order to widen the appeal of the Hall (and render it more suitable in an emergency) a broadband connection has been applied for and will be completed as soon as Openreach can install a new pole at the corner of the building. In addition to this a new integrated AV system is being designed which will be installed later in the year. The Hall has introduced cashless payment as an option for most events, and it is proving very popular. The curtains in the hall and committee room had deteriorated very badly from sunlight, so a complete new set has been installed, and the curtain rails refurbished. The future of the hall structure is under discussion because we must decide whether to rebuild the hall completely or in part, and whether there is a need to make a further extension. In the interests of safety we had to fell one of the trees alongside the hall because it was rotten. The key box for hall admission had to be replaced because the old one occasionally damaged the key so that it would not operate the lock. The Social Club screened “Swimming With Men” on 31<sup>st</sup> March, will be screening “Where the Crawdogs Sing” on 19<sup>th</sup> May, and will be holding a Quiz Night on 2<sup>nd</sup> June.

**19/23 MEETINGS ATTENDED BY COUNCILLORS** – The Clerk attended an Election Briefing on 28<sup>th</sup> February 2023.

**20/23 FINANCE**

- 20.1 Kings Coronation lunch contribution of £1250 received from WDC.** It was noted that the grant had been received into the parish council account. The Clerk to transfer the funds to the Shrewley Village Hall Committee account.
- 20.2 Quarterly accounting checks** – Checks were completed by Cllr Forty up to 31<sup>st</sup> March 2023.
- 20.3 Insurance renewal** The Clerk had sought 2 comparison quotes. Only one had been received at the time of the meeting. The renewal quote with Zurich was a special deal for parish councils and remained the same cost as last year. The Clerk had enquired whether the council could enter into a 3 year agreement but was advised that this was not possible but the price should remain constant next year. Cllrs agreed to renew for 1 year with Zurich.
- 20.4 Review of SPC Financial regulations.** There had been no changes to the Financial Regulations. The Financial Regulations were circulated prior to the meeting and agreed.
- 20.5 Review of SPC Standing Orders.** There had been no changes to the Standing Orders. They had been circulated prior to the meeting and were agreed.
- 20.6 2022/23 Certificate of Exemption approved and signed for submission to Moore UK**
- 20.7 2022/23 Internal Audit Report received.** Thanks were given to Beverley Baker for carrying out the internal audit again this year. The Clerk is to seek quotes from two auditors recommended by WALC and discuss this at the next meeting.
- 20.8 Approval and signing of 2022/23 Annual Governance Statement** - unanimously approved and signed by the Chairman and Clerk
- 20.9 Approval and signing of 2022/23 Accounting Statement in the Annual Governance-** unanimously approved and signed by the Chairman and Clerk.

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**20.10 Permission for items listed below** proposed by Cllr Underwood, seconded by Cllr Cleary and unanimously approved.

Cheque/ BACS	Payee	Amount £
BACS	Clerk April Salary(Net),Postage £0, Printing Ink £0	279.05
	Staple gun	8.68
BACS	HMRC April Income tax	69.70
BACS	Clerk May Salary, Mileage £0, Postage £0	279.05
BACS	HMRC May Income Tax	69.70
BACS	Gardening Maintenance James Ltd Inv 3695	35.00
BACS	Gardening Maintenance James Ltd Inv 3760	35.00
BACS	Grant Application – Kings Coronation Lunch TBC	400.00
BACS	SPC Zurich Insurance renewal TBC	241.00
BACS	WALC Subscription 2023/24	298.00
BACS	Beverley Baker Audit Fee	100.00
BACS	Village Hall Room Hire 2022/23 7 x meetings	160.00
BACS	Digital Mapping 23/24 subscription	76.80
BACS	Kings lunch contribution grant received from WDC to be transferred to Shrewley Village Hall Committee	1,250.00
	<b>Total</b>	<b>3,301.98</b>

**21/23. DATE OF NEXT MEETING** – Monday 3<sup>rd</sup> July 2023.

**22/23. CLOSURE OF MEETING** – The meeting closed at 9.14pm.

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