

Shrewley Parish Council

CLERK: MRS E CHOUDRY
CROSSWAYS, SHREWLEY COMMON
NR WARWICK
CV35 7AU

**Minutes of the Ordinary Meeting of Shrewley Parish Council held at Shrewley Village Hall
on Monday 6th November 2023 at 7pm**

Present at the Meeting:

Cllr R Wesbury
Cllr H Darwen
Cllr D Lawrie
Cllr R Hinton
Cllr E Forty
WCC Cllr J Matecki
WDC Cllr K Aizlewood (left at 7.42pm)

Chairman

Clerk Eleanor Choudry
FOHS Representative Paul Tilley
SWEAT Representative Martin Wood
Members of the Public: 0

- 61/23 APOLOGIES** – Cllr J Cleary, Cllr S Underwood, WDC Cllrs R Hales and D Armstrong.
- 62/23 PARISH COUNCIL VACANCY** – Cllr Underwood had emailed the Clerk regarding a residents interest in the vacancy. The Clerk to contact the resident.
- 63/23 DECLARATION OF INTERESTS** – None declared.
- 64/23 MINUTES OF PREVIOUS MEETING:- Parish Council Meeting** – Monday 4th September 2023 approved and signed as a true record.
- 65/23 MATTERS ARISING FROM THE MINUTES** (not covered elsewhere on the agenda) – Cllr Darwen confirmed he had cleared the vegetation obscuring Shrewley Common south entrance sign.
- 66/23 SWEAT Environment Event held at Wren Hall on 14th October** – Martin Wood
Launch of Shrewley and Wroxall Environment Action Team (SWEAT)

This lively event with over 50 people in the morning on Saturday 14th October attracted both locals from Shrewley, Beausale, Haseley, Honiley and Wroxall and people from all over Warwickshire – from Ansley and Water Orton to Shipston and Napton to Alcester. The Kenilworth Town Council Mayor, Councillors from various Town and Parish Councils and some from a range of community groups came to find out more about ideas for community action. We were welcomed with a tasty breakfast snack of chickpea and vegetable pancakes and raita plus a really interesting talk given by Anne Marie Lambert from Get Cooking (Warwick). She gave her top tips on reducing food waste using tasty leftovers recipes and getting children engaged in cooking. She shared some of the surprising things she's come across in her work such as people who did not know that 'cabbage was in coleslaw' and 'chips came from a potato' in the 'if you don't know – you don't know' section of her talk.

[Cooking Made Easy - Get Cooking! \(get-cooking.co.uk\)](https://www.get-cooking.co.uk)

Hugh Reynolds entertained us with his 'Confused Recycler' performance poem. Martin Wood talked about all the things they have done in Wren Hall to reduce energy consumption – construction of the extension using a timber

framed buiding, air source heating, insulation, LED lighting, point of use hot water and remote control of the heating when the building is being used.

Louise Bowlt from Act on Energy talked about energy efficiency using a retrofitted dolls house to demonstrate 11 different actions that can be taken at home. [What does retrofit mean? - Act on Energy - Energy Advice Charity](#)
The suggestions for a local action plan from those that lived in and around Wroxall and Shrewley included: Basic cookery lessons for both children and adults; making jams, pickles and chutneys from gluts; supporting local schools; a community orchard; a harvest share veg scheme; plant and seed swaps; sharing knowledge on how to repair things; incredible edible raised beds at Wren Hall and sharing good practice through local case studies. 24 people signed up to continue the discussion on how to take things further. At the end of the event Martin gave a tour of Wren Hall grounds covering biodiversity, soil matters and other projects. The event was kindly supported by the RSA, Shrewley Parish Council and Beausale, Haseley, Honiley and Wroxall Parish Council.
A follow-up meeting is planned for Wednesday 6th December 7.30 pm at Shrewley Village Hall. The Clerk to add details to the newsletter. SWEAT had submitted a grant application for £75 to support the launch event due to a change in rules of their main sponsor which made them unable to contribute. Cllr Hinton proposed the payment, Cllr Lawrie seconded and Cllrs unanimously approved. The payment will be added to the January agenda.

67/23 PUBLIC OPEN FORUM – Paul Tilley attended the meeting on behalf of the Friends of Hatton Station (FOHS). They had submitted a Grant Application for £496 for a new planter. The application had been circulated to councillors prior to the meeting. Paul explained that the new planter is recycled and ecofriendly with a wood effect and is smaller than the old planter that rotted as it was made of wood. Cllrs agreed that a plaque on the side of the planter stating that it was donated by Shrewley Parish Council would be appreciated if it was possible. Cllr Forty proposed the payment, Cllr Hinton seconded and Cllrs unanimously approved the payment which will be on the January agenda.

68/23 PLANNING

W/23/1113 The White House, Five Ways Road, Shrewley, Warwick, CV35 7HT PRIOR APPROVAL GRANTED 22/9/23
W/23/1199 3 Elmdene Close, Shrewley, Warwick, CV35 8X GRANTED 13/10/23
W/23/1217 Hawthorns, Shaws Lane, Shrewley, Warwick, CV35 7JA GRANTED 9/10/23
W/23/1032 The Cottage, Croft Lane, Shrewley, Warwick, CV35 7HL SPC has NO OBJECTION 9/10/23

APP/T3725/W/23/3324807 Land at Ward Hill , Warwick Road , Norton Lindsey, Warwick , CV35 8JD
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SPC have already submitted their comments requesting an Environmental Impact Assessment regarding the storing of chicken waste in a field alongside the motorway on Shrewley Common. Cllr Matecki had contacted Highways to highlight errors in their road safety audit which were based on the narrative of the applicant rather than being independent. WCC Highways have issued a new report which has been submitted. Planning Officers have taken the application as being correct so that the appeal is just based on road safety.

69/23 WCC REPORT – C Cllr Jan Matecki A pilot School Safe Street Scheme has been launched at Eastlands Primary School in Rugby. Vehicles are banned, other than those belonging to residents, during the schools start and finish times. It is hoped the pilot will be rolled out to other suitable schools and will improve safety. The council has allocated £3.295m to increase the number of EV charging points. Details are available on the WCC website about cable protectors that allow people who do not have off street parking to charge their electric vehicles. Cllr Lawrie will discuss with the Village Hall Management Committee about the possibility of having an EV charging point at the village hall. The reduced bus fare of £2 will be extended until the end of 2024. The numbers of user of the IndieGo Plus bus service are increasing. Year 6 parents must apply for secondary school places by the end of October. There is £2.5k left in the councillor grant fund. The next round will be in April/May and there is a total of £8k available across Warwickshire. WCC Cllr Matecki will chase the engineer regarding the faulty VAS sign that has not been working since August. Cllr Forty will resend emails about the gutter slab outside the shop and the BT cover outside number 85 to Cllr Matecki who will chase these up. The traffic lights will be manually controlled at the works taking place on the Birmingham Road by Hatton Park which commence on the 20th November for 11 months.

70/23 WDC REPORT – WDC Cllr Richard Hales, Kyn Aizlewood, David Armstrong Newbold Comyn Cycle trails, Leamington Spa.

The Newbold Comyn Cycle Trails are now officially open. The new facility offers cyclists (and non-cyclists) of all ages the opportunity to learn, exercise and develop cycling skills, keeping active! The Trails include twelve wellbeing walks alongside the new cycle trails.

Abbey Fields Swimming Pool, Kenilworth

Having discovered medieval remains at the proposed site of the new swimming pool, the Council must now decide how (or if) to proceed with the replacement scheme.

We (Richard, Dave and myself) have all raised concerns about the proposed approach – to install piling and concrete over and above the medieval remains– and we have asked whether an alternative site might serve people better? We also recognise the importance of having a local swimming facility in Kenilworth, preferably as soon as possible. Views across Kenilworth appear divided. The District Council will make a decision at its meeting on 15 November.

South Warwickshire Local Plan (SWLP)

Work progresses with the SWLP and officers have recently proposed a revised timescale, showing a delay to the next consultation phase, on preferred Option(s). This public consultation is likely to be re-programmed to the autumn of 2024. The Joint Committee (of Warwick and Stratford District Councils) is to be convened later this month to reappraise the overall “plan for a Plan”.

Cllr Forty said a resident in Case Lane had expressed an interest in the WDC scheme to plant trees on his land and had been visited by someone but this had not been followed up. Cllr Forty to find out who visited the resident so that this can be chased up. An ongoing consultation on net zero carbon about additional measures for builders to meet net zero carbon buildings closes on the 25th November.

71/23 OTHER PARISH BUSINESS

- Community Emergency Plan – Cllr Forty is completing the plan. Cllr Matecki will advise what will need to be done when the plan is complete.
- Parish Council website and email addresses – New Joint Panel and Accountability and Governance (JPAG) guidelines state that councillors are advised to use a .gov or .org email address and not their personal email address. Discussion took place regarding changing the website so that the community had a separate website from the parish. Currently Linda Wesbury maintains the shrewley.org website but this is a very old and clunky system which would be difficult to transfer. The Clerk to seek quotes for setting up a new website and advice on the options available. Cllr Lawrie to speak to Annie Dixon regarding a community website. Cllr Darwen to speak to Linda Wesbury about transferring the website.
- Climate Action Plan/SWEAT – discussed under agenda item 66/23.
- Shrewley Common village green maintenance contract Mar to Nov – There will be two more mowings and work will resume in March. Cllr Underwood had emailed stating that the grounds maintenance contractor mentioned that further work that could be done to prepare for the winter would be to cut back the shrubs and the bus shelter area and remove all the waste for a cost of £245. Cllrs agreed unanimously to go ahead with the works. The Clerk to email Cllr Underwood and the contractor.
- Openreach Community Partnership Scheme – This is a national initiative to commit to ultrafast broadband. Box 4 (Haseley Knob) is going superfast as there have been sufficient people that have signed up.

72/23 ONGOING ACTION ITEM

- Shrewley website update/ Statutory publication of documents on website - In the past 2 months there have been 264 individual users making 437 visits to the website, of which 70 were to the PC page. Of these users, 234 were from the UK, 20 from the US, 11 from China.

The visits to the PC webpage over the past year for each 2-month period were as follows:

January 2023	42
March	58
May	70
July	54
September	70
November	70

The Clerk to send updated policies to Linda Wesbury to update the website.

73/23 HIGHWAY AND PUBLIC FOOTPATH/TOWPATH MAINTENANCE AND REPAIR

- WCC Fault Reporting System: Register to track and report highway problems
- Highway fault reports
 - Faulty VAS – Cllr Matecki to chase the engineer for an update.
 - Broken cross-roads sign Five Ways Road/Stoney Lane – Cllr Matecki confirmed the sign was out for delivery.
 - Blocked drains Croft Lane/Mill Lane junction, Little Shrewley – No further update.
- Footpath fault report
Broken waymark post Mill Lane, Little Shrewley This is not going to be fixed and people can just walk through the gap so this item is to be removed from January's agenda.

Cllr Darwen has reported a broken step which could be hazardous when walking from the railway bridge down to the canal. Cllr Darwen to chase the strimming required in the same area after Christmas if it has not been done.

74/23 CORRESPONDENCE – A polling station review had been received. Cllr Wesbury to attend the WALC AGM and Conference on the 15th November. The Clerk and Cllr Forty to attend the Reception of Appreciation for Town and Parish Councils on the 17th November. Cllr Wesbury asked if anyone was interested in attending the WALC Rights of Way Seminar.

75/23 VILLAGE HALL UPDATE - A temporary spreadsheet accounting system was introduced shortly after our Treasurer was taken ill, but we are looking forward to Darrell's return soon. Discussions are taking place with Planning and local builders with a view to revising the front offices and updating the kitchen and toilets, and grant sources are being sought. The new AV system is in service, and it is proving satisfactory. The Children's Play Area remains popular with young families and it is being carefully maintained. Cashless payment is becoming popular for Village Hall and Social Club functions. At the Hall's annual general meeting Brian Sparks' retirement from the Committee was recorded, and his contribution to the Hall over many decades was recognised. Charles Stevens' offer to join the Hall Committee was unanimously accepted at the AGM, with immediate effect. The Social Club has screened "Mrs Harris Goes To Paris", "Everest", and "Elvis" since the last Parish Council meeting. A Craft Fayre will be held on 25th November, and on 9th December our live "Big Band" Christmas event will be held.

76/23 MEETINGS ATTENDED BY COUNCILLORS

- SWEAT at Wren Hall 14th October Cllrs Forty/Wesbury
- It was a well organised event with a good turnout.

77/23 ANNUAL GOVERNANCE

- 77.1 Review of GDPR Policy – The policy had been circulated to all councillors prior to the meeting. Cllr Darwen had a few queries so it was agreed to bring the item back to the January agenda.
- 77.2 Review of Social Media Policy. The policy had been circulated to all councillors prior to the meeting. Cllrs unanimously agreed to approve the policy.

78/23 FINANCE

- 78.1 SWEAT Grant Application – discussed under agenda item 67/23.
- 78.2 FOHS Grant Application – discussed under agenda item 67/23.

- 78.3 Clerk WALC Salary Review. The Clerk had attended a CALC County Association of Local Councils who had advised about pay-scales and the low pay in the sector. The Clerk was advised to contact WALC to request a pay review at a cost of £200. Cllr Wesbury proposed a slightly amended job description and an increase to SCP 23 from 1st January 2024. Cllrs agreed unanimously.
- 78.4 Quarterly accounting checks to 30th September have been completed by Cllr Forty.
- 78.5 Bank Reconciliation as at 31st October 2023. Page 4. To be noted.
- 78.6 Budget to date as at 31st October 2023. Page 5. To be noted.
- 78.7 VAT Reclaimed from 1/4/22 to 30/9/23 totals £335.02 received 17.10.23. To be noted.
- 78.8 Internal audit 22/23. The interim internal audit had been circulated prior to the meeting. The risks associated with the current email addresses and cloud storage were mentioned. The audit will be finalised after 31st March 2024.
- 78.9 2023/2024 Budget and Estimated Final Expenditure and Proposed 2024/25 Budget previously circulated. The budget to be amended and circulated prior to the January meeting for approval.
- 78.10 British Legion donation for wreath. The Clerk had ordered the wreath and had asked resident John Miers to lay the wreath at the Remembrance Service. John said he would be honoured to do so. Councillors thanked John Miers.
- 78.11 Receipt of precept £3586 29.9.23. To be noted.
- 78.12 Permission for items listed below to be paid proposed by Cllr Darwen, seconded by Cllr Hinton and unanimously approved.

Date	Payee	Amount £
8/11/23	Clerk October Salary(Net),Postage £0,	279.05
8/11/23	HMRC October Income tax	69.70
8/11/23	Clerk November Salary, Mileage £0, Postage £0	279.05
8/11/23	HMRC November Income Tax	69.70
8/11/23	Reimbursement to Clerk for Remembrance Poppy Wreath	28.98
8/11/23	Gardening Maintenance James Ltd Inv 4590	35.00
8/11/23	Gardening Maintenance James Ltd Inv 4665	35.00
8/11/23	Gardening Maintenance James Ltd Inv 4759	35.00
8/11/23	Gardening Maintenance James Ltd Inv 4525	35.00
8/11/23	Gardening Maintenance James Ltd Inv 4828	35.00
8/11/23	Gardening Maintenance James Ltd Inv 4900	35.00
8/11/23	Information Commissioner Office Data Protection Renewal	35.00
	Total	971.48

79/23. DATE OF NEXT MEETING – Monday 8th January 2023.

80/23. CLOSURE OF MEETING – The meeting closed at 9.29 pm.