

# SHREWLEY PARISH COUNCIL

## Minutes of the Annual Meeting of Shrewley Parish Council held in Shrewley Village Hall on Monday 13<sup>th</sup> May 2019 at 7.45pm

### Present at the Meeting:

Cllr R G Wesbury  
Cllr N Soutter  
Cllr D Lawrie  
Cllr H Darwen  
Cllr M Wood  
Cllr E Forty  
Cllr J Day  
Cllr E Coton  
C Cllr L Caborn

Chairman  
Vice Chairman

Clerk Eleanor Choudry  
Members of the Public: 1

**1/19. ELECTION OF CHAIRMAN AND DECLARATION OF OFFICE** – Cllr Wesbury was proposed as Chairman by Cllr Lawrie and seconded by Cllr Soutter. Cllr Wesbury was unanimously elected to the post of Chairman with immediate effect.

**2/19. ELECTION OF VICE CHAIRMAN** – Cllr Soutter was proposed as Vice Chairman by Cllr Darwen and seconded by Cllr Wood. Cllr Soutter was unanimously elected to the post of Vice Chairman with immediate effect.

**3/19. APOLOGIES** – Beverley Baker.

**4/19. PARISH COUNCILLOR CO-OPTION** - The appropriate advertising of the two Councillor vacancies had taken place and Mrs Jo Day and Mrs Erica Coton were both co-opted to the Parish Council. Jo moved to the parish from Stratford-upon-Avon in October and works as a Health Visitor. Jo is keen to use the skills she has gained within the local community. Erica works for Enterprise Inns and is passionate about the area and keen to get to know more of the local residents. We are delighted to welcome two new councillors and are sure they will be an asset to the PC.

**5/19. DECLARATION OF INTERESTS** – None.

**6/19. MINUTES OF PREVIOUS MEETING** – Parish Council Meeting – Monday 4<sup>th</sup> March 2019 approved and signed as a true record.

**7/19. MATTERS ARISING FROM THE MINUTES** – None

**8/19.PUBLIC OPEN FORUM** – None.

### 9/19. PLANNING –

W/18/2134 Meadow Lodge, Five Ways Road, Shrewley, Warwick, CV35 7HT GRANTED 15/1/19
W/18/2366LB Barn, Moat Farm,Case Lane, Shrewley, Warwick CV35 7JD NO OBJECTION GRANTED 12/3/19
W/18/2439 Lowlands Farm, Old Warwick Road, Shrewley, Warwick, CV35 7AX PC NO OBJECTION 16/1/19 GRANTED 7/02/19
W/18/2440 Bramley Cottage, Little Shrewley, Warwick CV35 7HN PC NO OBJECTION – REFUSED 19/3/19
W/19/0231 The Rescue Ranch, Station Road, Hatton, Warwickshire, CV35 7LG WDC LAWFUL 12/04/19
W/19/0285 Durham Ox, 111 Shrewley Common, Shrewley, Warwick, CV35 7AY PC NO OBJECTION 16/4/19
W/19/0286 Durham Ox, 111 Shrewley Common, Shrewley, Warwick, CV35 7AY PC NO OBJECTION 16/4/19

Signed.....(Chair)

Date.....

W/19/0321 4 Station Road, Shrewley, Warwick, CV35 7LG PC NO OBJECTION 24/3/19 WITHDRAWN 18/4/19
W/19/0406 49 Shrewley Common, Shrewley, Warwick, CV35 7AN PC SUPPORTS 24/3/19 GRANTED 7/5/19
W/19/0411 Four Brothers Farm, Five Ways Road, Shrewley, Warwick, CV35 7JB PC NO OBJECTION 20/3/19 REFUSED 26/4/19
W/19/0641 Barn, Moat Farm, Case Lane, Shrewley, Warwick CV35 7JD

**10/19. WCC REPORT** – Due to the elections and the period of purdah there is little to report. Chief Officers and Directors are in post.

**11/19. WDC REPORT** - Cllr Sue Gallagher did not stand for re-election. We are waiting to hear which of the three new District Councillors will attend the PC meetings.

**12/19. OTHER PARISH BUSINESS**

**12.1. 2020 PC meeting dates** – Meeting dates were agreed and the Clerk will send the details to the Village Hall for booking.

**12.2. Review of Annual Assembly Tuesday 2<sup>nd</sup> April – Traffic Calming in Shrewley Common, Resident’s Survey** – 65% of households did not respond to the survey. A new £500,000 fund for projects tackling road safety has been opened for applications by the county’s PCC, Philip Seccombe. Cllr Caborn is to meet with Cllr Lawrie and Lee Williams, WCC Highways, to discuss any new ideas/attitudes towards tackling the speeding issue along Shrewley Common. Plastic gates are now available with a width of 900mm which help to give the impression of a narrower entrance to the village and therefore reduce speed. The estimated cost is £1500. Cllr Lawrie proposed a platform near the Village Hall at an estimated cost of £25k. Cllr Caborn said he has a £10-15k contribution available. All Cllrs agreed that Cllr Lawrie should pursue the application for funding opened by PCC.

**12.3 Annual Assembly Action Items – Local Policing** – Cllrs discussed the police presence at the Annual Assembly. It was decided that if local policing was on the Agenda next year that the PC would be more specific in asking for a formal structured response and that the member of the police team stayed for the duration of the meeting to be available for any further queries/questions from residents.

**12.4 Refurbishment of bus shelter, Shrewley Common** – The felt on the top of the bus shelter has been secured but the front bar across the front of the shelter is rotten and needs replacing. Cllr Coton suggested asking local businesses if they would complete the repair free of charge in return for an advert placed in/on the shelter. Cllr Soutter and other Shrewley Councillors are to check to see what the repair entails. The Clerk is to check with WALC about the possibility of advertising signage.

The notice board at Hatton station is rotten and requires replacing. Cllr Soutter to look into the possibility of replacing the board.

The Case Lane notice board was replaced by Cllr Wood.

**12.5 Canal Conservation Area** - A resident complained that they had not been advised about the removal of permitted development rights and permission to remove trees etc.

**12.6 Broadband Box 5 Update** – Superfast broad band is now available in Little Shrewley. Leaflets have been distributed to residents affected. Properties along the Hockley Road still do not have Superfast broadband.

**13/19. ONGOING ACTION ITEMS**

**13.1. FRIENDS OF HATTON STATION (FOHS)** - The work on DCL 167 Hatton Station road bridge has resumed. The brickwork is being repointed and bricks renewed where needed. The repainting continues as well. Confirmation is awaited from the contractors when the second road closure is to be implemented. Suggestion of August has been muted which would cause less disruption due to schools being on holiday. This will enable the waterproofing of the structure and result in a new road surface with improved pedestrian access.

Signed.....(Chair)

Date.....

A request to Chiltern Railways for the repainting of the platform shelters has been made and the Station Manager has replied that Chiltern are planning to replace the shelters and will keep FOHS advised. The watering season for the station planters has now started. Once again thanks to our volunteers for their help.

**13.2. Shrewley website update / Statutory publication of documents on website** – Visitors remain static. Year end finance statements are to be emailed to Linda Wesbury by the Clerk and added to the website.

**14/19. HIGHWAY AND PUBLIC FOOTPATH/TOWPATH MAINTENANCE AND REPAIR –**

**14.1. Footway along Shrewley Common** - Preparation work on both sides of Shrewley Common pavement has begun prior to the slurry seal that will take place by July. A complaint has been received from a resident regarding this work. Cllr Lawrie is to make the resident aware of the work plan. Residents have received a notice requesting they trim overlapping front hedges in order for the work to be carried out.

A complaint was received from a resident regarding a raised drain cover adjacent to their dropped kerb. Cllr Darwen is to send Cllr Caborn a photo and forward to Peter Hallam, WCC Highways. Cllr Darwen to consult with the owner of Shrewley House regarding the overgrown hedge which is restricting access along the pavement.

**14.2. Blocked road drain gully on the east side of the Common** – This has been cleared.

**14.3. Canal towpath and tunnel light** – The tunnel light is not considered a priority.

**14.4. Footpath fault report –**

28.8.17	Mill Lane, Little Shrewley Broken stile Report no. PROW 884498	<b>Path W69:</b> Path has been inspected 9 <sup>th</sup> October 2018. Current action: identifying Landowner to inform them of their duty to maintain the site.
28.8.17	Croft Lane, Little Shrewley Broken stile Report no. PROW 663790	<b>Path W69:</b> Path has been inspected 9 <sup>th</sup> October 2018. Current action: identifying Landowner to inform them of their duty to maintain the site.
28.8.17	Station Road bend Marker post broken Report no. PROW 393653	<b>New post installed</b>
10.11.17	Damaged stile and fence on path alongside railway, west of Hatton Station. Problem no. PROW 267021	<b>Path W41:</b> Path has been inspected 9 <sup>th</sup> October 2018. Current action: The landowner has been informed by letter of the condition of the stile and their responsibilities regarding its maintenance.
10.11.17	Damaged stile at the Shrewley Common entrance to path W41a running alongside the M40. Report no. PROW 807553	<b>Path W42:</b> Path has been inspected 10 <sup>th</sup> October 2018. Current action: Job sheet issued to renew stile steps.
10.11.17	Damaged stile at junction of canal towpath with public footpath leading south from the first bridge west of Hatton Station. Report No. PROW 891307	<b>Path W41:</b> Path has been inspected 9 <sup>th</sup> October 2018. Current action: The landowner has been informed by letter of the condition of the stile and their responsibilities regarding its maintenance. <b>Path W41:</b> Job sheet issued to clear vegetation along the railway embankment
5.3.18	Marker post broken at rear of Shrewley Village Hall Report No. PROW 556476	<b>New post installed</b>

A broken footpath sign in Case Lane is to be added to the fault report.

Signed.....(Chair)

Date.....

#### 14.5. Highway fault report –

A rural road finger direction sign that is damaged (Will be fixed in 6 months).  
 FIXED - I reported 2 potholes on dark lane and they have been temporarily filled.  
 Reported 2 potholes on Station Rd North over the weekend.  
 FIXED - 12 inch pothole on Case Lane at entrance to Case is Altered pub  
 FIXED - Two 10 inch potholes on Case Lane near to entrance to Moat Farm  
 FIXED - Road drain outside #83 is still blocked after recent street drain cleaning. Cllr Lawrie to confirm.

**14. 6. Road sweeping, Case Lane –** This has now been done. Case Lane will be swept on request and the PC has asked that Case Lane is included when the contract is renewed.

**15/19. CORRESPONDENCE –** None.

**16.19. VILLAGE HALL UPDATE -** Hall bookings remain healthy and funding has been sought for the reinforcement of the field with plastic paving. The Hall chairs have been cleaned by volunteers. Shrewley Parents' Group are actively sourcing funds for the £27,000 needed to construct the children's playground and are planning quarterly fund raising events. The AGM is on 24<sup>th</sup> September.

**17/19. MEETINGS ATTENDED BY CLLRS –** Cllr Wesbury Planning Meeting

Complaints were made at the meeting regarding WDC not listening to PC planning concerns. Planning applications with strong PC support were refused by WDC because of the 30% increase rule. This impacts smaller properties with young families unfairly. PC's asked WDC to reconsider.

#### 18/19. FINANCE

- 18.1 Clerks Local Government New Pay Scale changed from SCP25 to SCP17.** Notification of change of pay scales.
- 18.2 Insurance renewal –** Insurance renewed with Norris & Fisher. 2nd year of 3 year agreement.
- 18.3 Review of SPC Financial regulations –** Reviewed and agreed by Cllrs.
- 18.4 2018/19 Certificate of Exemption approved and signed for submission to PKF Littlejohn –** Proposed by Cllr Wesbury and seconded by Cllr Souter unanimously approved and signed by the Chairman and Clerk
- 18.5 2018/19 Internal Audit Report received.** Thanks were given to Beverley Baker. Mrs Baker to be asked to complete next years audit.
- 18.6 Approval and signing of 2018/19 Annual Governance Statement -** Proposed by Cllr Wesbury and seconded by Cllr Soutter unanimously approved and signed by the Chairman and Clerk
- 18.7 Approval and signing of 2018/2019 Accounting Statement in the Annual Governance and Accountability Return -** Proposed by Cllr Wesbury and seconded by Cllr Soutter unanimously approved and signed by the Chairman and Clerk
- 18.8 Permission to pay proposed by Cllr Soutter, seconded by Cllr Darwen and unanimously approved.**

Cheque/ BACS	Payee	Amount £
BACS	Clerk April Salary(Net),Postage £0, Printing Ink £0, Stationery not yet claimed	247.80 7.99
BACS	HMRC April Income tax	61.95
BACS	Clerk May Salary, Mileage £0, Postage £0	247.80
BACS	HMRC May Income Tax	61.95
BACS	Reimbursement Linda Wesbury Annual Assembly refreshments	6.85
BACS	Village Hall Committee grant to reinforce part of the field behind the hall with plastic pavers for occasional overflow car parking.	1000.00
BACS	SPC Insurance Norris & Fisher 3 yr agreement	249.11
BACS	WALC Subscription 2019/20	278.00
BACS	Beverley Baker Audit Fee	100.00

Signed.....(Chair)

Date.....

BACS	Village Hall Room Hire 2018/19 7 x meetings	160.00
	<b>Total</b>	<b>2,421.45</b>

**18.9 Bank Reconciliation as at 30<sup>th</sup> April 2019**

		£
Current Account Balance as at 1 <sup>st</sup> April 2019 Includes £161.03 for Friends of Hatton Station		5,815.68
Receipts		
First half precept 26.4.19		3,363.50
Shaw Lane Rent		
Second Half Precept (Sept 19)		
<b>Total</b>		<b>9,179.18</b>
May payments		
July payments		
Sept payments		
Nov Payments		
Jan Payments		
March Payments		
Balance as at 30 <sup>th</sup> April 2019		<b>9,179.18</b>

Reserve Account as at 30 <sup>th</sup> April 2019	<b>3,500.00</b>
---	-----------------

**19/19. DATE OF NEXT MEETING** – to be held on Monday 1<sup>st</sup> July 2019.

**20/19. CLOSURE OF MEETING** – The meeting closed at 9.37pm.

Signed.....(Chair)

Date.....