

# 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 1<sup>st</sup> July 2024 at 7pm**

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

Cllr R Wesbury *Chairman*  
Cllr H Darwen  
Cllr D Lawrie  
Cllr E Forty  
Cllr S Underwood  
WDC Cllr Aizlewood (left at 8.16pm)

Clerk Eleanor Choudry  
Members of the Public: 7 KHSR Volunteer Group (left at 8.16pm)

**137/24 APOLOGIES** Cllr S Lowe, Cllr R Hinton, Cllr J Cleary, WDC Cllr Armstrong.

**138/24 DECLARATION OF INTERESTS** - None declared.

**139/24 MINUTES OF PREVIOUS MEETING: - Parish Council Meeting – Tuesday 7<sup>th</sup> May 2024** - approved and signed as a true record.

**140/24 MATTERS ARISING FROM THE MINUTES** – None.

### **141/24 PUBLIC OPEN FORUM**

Seven members from the Keep Hatton Station Rural (KHSR) volunteer group attended the meeting. Following lengthy discussion, it was agreed that KHSR will send a draft report to WDC Cllr Aizlewood who will help the group frame the argument against the proposed Turley Hatton development. The parish council will receive a detailed document and/or a simple resume from KHSR and will object to the application and add additional arguments if appropriate. A parish council extraordinary meeting will be held before the September meeting to agree the parish councils response to the Turley proposals. WDC are carrying out a green belt review and the results will be shared in December. As there is not enough land to build the required number of houses, green belt land will be used. WDC are likely to have produced a draft report regarding the 7 sites proposed by the middle of October prior to their meeting in November, then possibly an early December consultation lasting for 8 weeks to allow for Christmas/New Year. Arguments have to be made as to why one or more of the other 6 sites is chosen instead of Hatton. WDC Cllr Aizlewood said that the dispersed option had been ruled out and a hybrid version of the other options eg build near infrastructure, train station, road links etc. is likely. WDC Cllr Aizlewood did not think putting in an objection jointly with other parish councils or just from Shrewley PC would make any difference to WDC's decision. A meeting is to take place on the 10<sup>th</sup> July at Budbrooke Community Centre where the developers Turley will give a presentation. KHSR said that Turley were going to refine their plan as it was 'too car centric'.

A resident from Hatton Station had received a letter regarding the planning proposal behind Antrobus Close in Hatton Station. The site has been secured. The site was added to the brownfield register in 2017 when a review was carried out. The parish council were not aware of the review. Cllr Wesbury asked WDC Cllr Aizlewood to find out how the area was added to the brownfield register without consultation with the parish

council. The site is a 'recognised reptile habitat'. A wall has been demolished on the site where it is known that there are slow worms and this has been reported to the police as a wildlife crime. The resident has challenged the brownfield site categorisation with photographic evidence. The depot Nissan huts are beneath the existing houses. There is not yet a planning application but the proposal is for 27 new houses. Cllr Wesbury asked the resident to keep the parish council updated.

**142/24 PLANNING**

W/23/1740 The Woodlands, Shaws Lane, Shrewley, Warwick, CV35 7JA GRANTED 22/5/24
W/24/0097 The White House, Five Ways Road, Shrewley, Warwick, CV35 7HT SPC has NO OBJECTION 9/2/24.
W/23/1723 The Cottage, Croft Lane, Shrewley, Warwick, CV35 7H SPC has NO OBJECTION 12/2/24.
W/24/0439 Flete House, Shaws Lane, Shrewley, Warwick, CV35 7JA REFUSED 26/6/24

**APPEALS**

APP/T3725/X/24/3339528 Annex to Glenthorne, Five Ways Road, Shrewley, Warwick, CV35 7HZ
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**143/24 WCC REPORT** – C Cllr Jan Matecki – No report.

**144/24 WDC REPORT** – WDC Cllr Richard Hales, Kyn Aizlewood, David Armstrong  
Net Zero DPD formally adopted

The Net Zero DPD has been formally approved by Council, meaning it now has full weight in planning decisions in the district. All new planning applications will be required to meet the DPD requirements, which will improve energy efficiency and renewable energy generation in new homes, lowering resident’s energy bills and increasing use of technology such as rooftop solar panels. This is a key part of the Council’s Climate Emergency Action Plan and Councillors are carefully waiting to see the impact on planning applications and decisions at planning committee.

**Election 4<sup>th</sup> July**

Notices of a parliamentary election for the constituencies of Kenilworth and Southam and Warwick and Leamington have been posted on our website along with dates, deadlines and ID requirements. Please remember to register to vote, and bring the required voter ID! There are also details of temporary paid positions assisting us with polling stations and the election count.

**D Day 80th Anniversary**

The 80<sup>th</sup> anniversary of the D Day landings was commemorated across the district on the 6<sup>th</sup> June. Beacons were lit at Newbold Comyn and Kenilworth Castle as a symbol of the peace and light which emerged from the darkness of war. Throughout the month we will be remembering the bravery and sacrifice of all those who have served our country and also celebrating local regiments with our Armed Forces Day in St Nicholas Park on 29<sup>th</sup> June and a military style opening of Fusilier’s Way on 22<sup>nd</sup> June.

Finally, some short highlights. Creative Hub renovation works at Leamington Town Hall began in late May. Kenilworth will host its first Clean Air Day on Sunday 16<sup>th</sup> June from 10-3 at Abbey End, a family-friendly event raising awareness of air quality and empowering residents to take action. District Council mowing has restarted after a successful No Mow May. Please let your councillors know of any issues outstanding.

Stratford District Council have appointed consultants to carry out a green belt review in August/September which will go to consultation but will not be shared before December 2024. Cllr Wesbury advised a detailed plan regarding affordable homes and location etc of the Riverside House development is on the WDC website.

**145/24 OTHER PARISH BUSINESS**

- **South Warwickshire Local Plan (SWLP) – Second Call for Sites consultation.** Discussed under agenda item 141/24 Public Open Forum.
- **Community Emergency Plan Working Group Update.** Cllr Forty gave an update. A WhatsApp group of PC Cllrs could be created for emergencies only. Areas prone to flooding were discussed. Resident Paul Tilley to send Cllr Wesbury details about a blocked drain in Hatton Station. Cllr Forty

to report a blocked ditch opposite Pinley Hill Farm. Cllr Forty and Wesbury to inspect the stream at the bottom of Hatton Station near the motorway.

Cllr Forty to contact Charles Stevens, Chair of the Village Hall Committee, regarding the first aid box. A first draft of the Plan will be circulated and when finalised sent to CSW Resilience Team and reviewed annually.

- **Parish Council website and email addresses.** It was agreed that the website heading is Shrewley Parish. On the main page the parish will be on one side and the societies on the other side with direct links to their pages eg WI page. The local groups/societies that would like a page on the website will update their own page only. Linda Wesbury who manages the existing website will continue to update the 'What's On' page by checking details on the individual groups page. Linda will also add details of local events to the What's On page. The Clerk to arrange a meeting with the groups that would like a page on the website.  
It was agreed that all PC Cllrs will access their gov.uk email addresses before the next September parish council meeting. If Cllrs have any problems they can contact the Clerk of the provider. At the September meeting all Cllrs to confirm that they have access and the Clerk will update the email group to only use the.gov.uk email addresses.
- **Parish Council laptop and Microsoft.** The Clerk emailed WALC regarding a refurbished PC laptop and is awaiting a reply. To manage risks the Clerk requires a laptop owned by the PC and once obtained will take out a Microsoft subscription. If a refurbished laptop is not available the PC will purchase a new laptop.
- **Loan of infra-red camera.** To be added to the September agenda.

#### 146/24 BIODIVERSITY ACTION PLAN

- **Shaw's Lane common land - fruit trees.** Despite several emails no response has been received and the annual rent has not been paid. The Clerk to deliver a letter to chase the rent and a meeting to discuss the possible fruit tree planting. A meeting to be set up at a weekend and an invitation to Camille Newton to be sent. Once the date is agreed available Cllrs can attend.
- **Shrewley Common village green maintenance – wildflowers.** The contractor did not leave areas at the crossroads unmown. Cllr Underwood said that lots of areas had been left at Tunnel Barn Fisheries where wildflowers were growing.
- **Tree Preservation Order request – 2 oak trees south end of Shrewley Common.** Cllr Darwen had resubmitted his email that was forwarded to the TPO Officer but had not yet received a response.
- **Tree Preservation Orders for Shrewley Parish.** Cllr Wesbury to email WDC for an updated list.
- **Case Lane wildflower verges.** The email from Richard Cooke regarding the wildflower verge in Case Lane had been forwarded to Cllrs.
- **SWEAT report Shrewley and Wroxall Environment Action Team (including Beausale, Haseley and Honiley)**  
Some of the group's efforts from last year are bearing fruit in 2024. The mixed native hedge which was planted at Wren Hall has established and is doing well. The wildflower strip along the fence line adjacent to the main road is also flourishing.

#### Family Creative Cooking session at Wren Hall with Anne Marie from Get Cooking

Our next major event will be in the autumn when Anne Marie Lambert from Get Cooking (based in Warwick) will be running a Family Creative Cooking Session at Wren Hall. This will be a Halloween Family Special 2 h afternoon family session on Thursday 31<sup>st</sup> October and will involve carving a pumpkin, making pumpkin soup and garlic bread.

Anne Marie was part of our SWEAT launch last year and her autumn session is certain to be very popular. For further information contact: martinwood.fiveways@gmail.com

#### 147/24 ONGOING ACTION ITEM

- Statutory publication of documents on website. The financial year end documents have been uploaded to the website.

#### 148/24 HIGHWAY AND PUBLIC FOOTPATH/TOWPATH MAINTENANCE AND REPAIR

- WCC Fault Reporting System: Register to track and report highway problems – The new system has only transferred the old data and updates are still not available. The system managed by the Rights of Way Team will be stand alone with no improvements.

- Highway fault reports
  - Waste bin B4430 layby – No update.
  - Fly tipping Stoney Lane – Cllr Forty advised that fly tipping continues but is quickly cleared.
  - Metal posts on B4430 near lay-by – No update.
  
- Footpath fault report
  - Broken step when walking from the railway bridge down to the canal – Cllr Darwen advised that the step had been mended. Strimming is done in January/February but it has been requested for June as its impassable.

The stile opposite Barn Close Nurseries is missing the bottom step and a finger post. The landowner is to check, and Cllr Darwen will log on the WCC system. WCC are responsible for the finger post. Cllr Darwen commented on the fields alongside the motorway that were under new ownership. It appeared that large agricultural vehicles had driven over them and areas sprayed with weed killer.

**149/24 CORRESPONDENCE**

WALC Section 137 advice. The Clerk reminded Cllrs about Section 137 of the Local Government Act 1972 which enables parish councils to spend a limited amount of its money without using a specific power. The amount for 2024/25 is £10.81 per elector. As Shrewley parish council has at least two thirds of its councillors elected and the Clerk is CiLCA qualified it has The General Power of Competence which gives the council the power to ‘do anything that individuals generally may do’.

**150/24 VILLAGE HALL UPDATE –**

The Hall Annual General Meeting took place on 22<sup>nd</sup> May. For the past few years the AGM has been later in the year though it should have been in April; the plan is to hold the 2025 AGM in the correct month as required by the constitution.

The composition of the Management Committee was revised slightly, again to bring it into line with the requirements of the constitution.

At the ordinary meeting on 19<sup>th</sup> June David Lawrie resigned as Chairman and Darrell Mottram as Treasurer. By unanimous agreement Charles Stevens was elected as the new Chairman, and Stuart Palmer as the new Treasurer, with immediate effect.

In view of the likely end of our current grounds maintenance contract it was agreed that the quote submitted by another team should be accepted, to become valid when the existing contract is terminated.

In the light of a Preliminary Planning Report, the plans for the revision of the hall were submitted to three builders for quotation, and discussion will continue with the builders when architects have completed the design work to our satisfaction. Funding applications have been submitted to supplement the Hall’s existing savings as necessary.

A fault was identified in the connection between the AV amplifier and the projector requiring replacement of the connecting cable, which will be completed shortly.

Shrewley Parish Parents continue to maintain the childrens’ playground satisfactorily.

The defibrillator has reached the end of its useful life and will be replaced shortly.

Arrangements are being made to cooperate with the Parish Council fully to keep the details of the hall up to date on the new website.

Our cashless payment system continues to be popular though it remains necessary to cater for some cash payments.

A sub-committee has been formed to progress a potential on-line hall booking system. We believe such a system will improve our day-to-day management of the hall, and probably increase the volume of bookings. We must also be prepared to allow for increased costs for hall maintenance.

The Village Show will be held on 1<sup>st</sup> September; the Police will be notified for the purposes of our Premises Licence, and the grounds will be prepared for the event.

A Christmas Craft Fayre is planned for 23<sup>rd</sup> November, and a Retro 60s Christmas Band Night on December 7<sup>th</sup>.

**151/24 MEETINGS ATTENDED BY COUNCILLORS – None.**

**152/24 GOVERNANCE**

152.1 Review of the Code of Conduct. The policy was circulated prior to the meeting. Cllrs unanimously approved the policy.

152.2 Review of Data Breach Policy. The policy was circulated prior to the meeting. Cllr Darwen explained after the meeting that he had emailed the Chair and Clerk with queries about the policy. Cllr Darwen to resend the email and the item to be on the September agenda.

152.3 Review of Data Protection Policy. The policy was circulated prior to the meeting. Cllrs unanimously approved the policy.

152.4 Review of Fixed Asset Register. The Register was circulated prior to the meeting. Cllrs approved the register. Disposal details to be removed and damage to the grit bin the north side of the motorway bridge is to be added.

152.5 Review of new SPC Financial regulations. The Financial Regulations had been customised by the Clerk and circulated prior to the meeting. Cllrs unanimously approved the New Financial Regulations.

**153/24 FINANCE -**

153.1 Bank Reconciliation as at 31<sup>st</sup> May 2024. Page 4. The reconciliation was noted.

153.2 Budget to date as at 31<sup>st</sup> May 2024. Page 5. The budget was noted

153.3 The Certificate of Exemption has been submitted to Moore UK and the Notice of Public Rights of Inspection has been displayed on the notice board and website with dates from 3<sup>rd</sup> June to 12<sup>th</sup> July 2024. The details were noted.

153.4 James Garden maintenance. The contractor confirmed that there would not be a price increase until at least the 31<sup>st</sup> March 2025 when Cllrs will review the agreement.

153.5 Permission for items listed below to be paid to be agreed: proposed by Cllr Darwen, seconded by Cllr Underwood and unanimously approved.

Date	Payee	Amount £
01/07/24	Clerk June Salary(Net),Postage £0,	333.45
01/07/24	HMRC June Income tax	83.30
01/07/24	Clerk Salary July, Mileage £0, Postage £0	333.45
01/07/24	HMRC July Income Tax	83.30
01/07/24	Shrewley Village Hall Committee – Hire of hall for 7 x meetings until May 2025	200.00
01/07/24	Shrewley Village Hall Committee – CIL Funding for hall redevelopment. Remaining £5,250 to be given when planning permission has been granted.	1,000.00
01/07/24	Gardening Maintenance James Ltd Inv 5643	225.00
01/07/24	Reimburse R Wesbury	129.60
01/07/24	Parish Online Mapping Software	76.80
01/07/24	Parish Online website service	360.00
	<b>Total</b>	<b>2,824.90</b>

**154/24. DATE OF NEXT MEETING – Monday 2<sup>nd</sup> September 2024 at 7pm.**

**155/24. CLOSURE OF MEETING – The meeting closed at 9.59pm**

**Shrewley Parish Council**

**Bank Reconciliation as at 31<sup>st</sup> May 2024**

		£
Cash Book Balance b/f		8,972.57
<b>Receipts</b>		
First half precept 28.4.24	4,737.50	
Shaw Lane Rent		
CIL Funding	6,250.00	
HMRC VAT Reclaim		
Second Half Precept		
<b>Total Income</b>		<b>19,960.07</b>
May payments	1,810.24	
July payments		
Sept payments		
Nov Payments		
Jan Payments		
March Payments		
<b>Total Payments</b>		<b>1,810.24</b>
<b>A TOTAL CASH BOOK BALANCE</b>		<b>18,149.83</b>
Balance as at 31 <sup>st</sup> May 2024		12,649.83
Reserve Account as at 31 <sup>st</sup> May 2024		5,500.00
<b>B TOTAL BANK BALANCE</b>		<b>18,149.83</b>

## Shrewley Parish Council

SHREWLEY BUDGET 2024-2025								
	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL TO DATE	VARIANCE	ANALYSIS
	2022/23	2022/23	2023/24	2023/24	2024/25	30/04/2024	2024/25	2024/25
<b>RECEIPTS</b>								
Precept				7,172.00	9,475.00	4,737.50	4,737.50	2nd half precept paid in September
CIL Funding					-	6,250.00	- 6,250.00	Unexpected CIL funding
Shaws Lane Rent				52.00	52.00	-	52.00	
HMRC Reclaim				335.02		-	-	
WDC Grant Coronataion				1,250.00	-	-	-	
							-	
<b>EXPENDITURE</b>								
Salary	3,940.00	4,251.00	4,185.00	4,723.96	5,225.00	833.50	4,391.50	
Expenses	285.00	126.75	285.00	68.38	250.00	15.15	234.85	
Website	120.00	119.91	145.00	177.44	500.00		500.00	
Budget for 2024.25 grant applications					1,000.00		1,000.00	
WALC	327.00	282.00	328.00	298.00	327.80	317.99	9.81	
Digital Mapping Online	-	64.00	76.80	64.00	70.40		70.40	
CPRE	36.00	36.00	36.00	36.00	39.60		39.60	
Insurance	174.00	264.00	264.00	241.00	265.10	241.00	24.10	
Grant Kings Coronation	-	-	-	1,650.00	-		-	
WDC Grant Kings Coronation				-	-		-	
Grant VH, net of VAT	-	-	-	-	-		-	
Grant Shrewley Parish Parents	-	-	-	-	-		-	
Grant Northleigh House defibrillator	-	960.00	-	-	-		-	
Ferncumbe YC	100.00	100.00	100.00	100.00	100.00		100.00	
Hatton PCC	120.00	-	-	-	-		-	
SWEAT Grant				75.00	-		-	
FOHS Grant				496.00	-		-	
British Legion	30.00	29.99	30.00	28.98	31.88		31.88	
Hire of VH	137.15	160.00	137.15	160.00	180.00		180.00	
Purchases	-	-	-	-	-		-	
Upkeep, incl phonebox maintenance	350.00	-	-	-	-		-	
Training (net of bursary)	150.00	25.00	150.00	40.00	100.00		100.00	
Internal Audit	100.00	100.00	100.00	100.00	250.00	216.20	33.80	
FOHS ring fenced funds transferred	-	123.83	-	-	-		-	
Election Costs	-	-	-	300.00	100.00		100.00	
Information Commissioners Office	35.00	35.00	35.00	35.00	35.00		35.00	
Ferncumbe News March edition		300.00	300.00		-		-	
Shrewley Common crossroads grounds maintenance		375.00	1,000.00	700.06	1,000.00	135.00	865.00	
<b>Totals</b>	<b>5,904.15</b>	<b>7,352.48</b>	<b>7,171.95</b>	<b>9,293.82</b>	<b>9,474.78</b>	<b>1,758.84</b>	<b>7,715.94</b>	
VAT				258.92	51.40	51.40		
<b>Total</b>				<b>9,552.74</b>	<b>9,526.18</b>	<b>1,810.24</b>		