

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 2nd September 2024 at 7pm

Present at the Meeting:

Cllr R Wesbury
Cllr H Darwen
Cllr D Lawrie
Cllr E Forty
Cllr S Underwood
Cllr S Lowe
Cllr R Hinton
WCC Cllr J Matecki (left at 7.50pm)
WDC Cllr K Aizlewood (left at 7.50pm)
WDC Cllr R Hales (left at 7.50pm)
Clerk Eleanor Choudry
Members of the Public: 11 (left between 7.45pm and 8.20pm)

Chairman

156/24 APOLOGIES WDC Cllr D Armstrong.

157/24 CLLR CLEARY RESIGNATION Cllr Wesbury had received the letter of resignation from Cllr Cleary. This had been circulated to all Cllrs. The Clerk had emailed thanks to Cllr Cleary for her contribution.

158/24 PARISH COUNCIL VACANCY WDC advised the Clerk that an election had not been called and the council can co-opt. The Clerk to advertise the vacancy. A resident from Hatton Station had expressed an interest, the Clerk will send an application form. The council can co-opt at the November meeting.

159/24 DECLARATION OF INTERESTS None declared

160/24 MINUTES OF PREVIOUS MEETING: - Parish Council Meeting – Monday 1st July 2024 - approved and signed as a true record.

161/24 MATTERS ARISING FROM THE MINUTES None.

162/24 PUBLIC OPEN FORUM A member of Keep Hatton Station Rural (KHSR) said that Warwick Hospital had been unable to support the potential development at Hatton Station due to the increase in the number of people they may have to treat. He asked the district councillors whether it was an NHS or a council issue. Cllr K Aizlewood said it was an NHS problem, hospitals have an obligation to treat everyone in their district. The council does not have a duty of care. The council will consult with partners including the NHS and views will be taken into consideration. Residents from the White House planning application W/24/0097 asked councillors to support their plans to change the façade of the property. Cllrs agreed that if they were consulted, they would support the change to the façade.

Signed.....(Chair)

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Date.....

163/24 PLANNING

W/24/0097 The White House, Five Ways Road, Shrewley, Warwick, CV35 7HT GRANTED 29/7/24
W/23/1723 The Cottage, Croft Lane, Shrewley, Warwick, CV35 7H SPC has NO OBJECTION 12/2/24.
W/24/0878 18 Station Road, Shrewley, Warwick, CV35 7LG WITHDRAWN 18/8/24
W/24/0706 Land Off, Oakdene Crescent, Shrewley, Hatton, Warwick CV35 7BN SPC OBJECTS
APPEALS
APP/T3725/X/24/3339528 Annex to Glenthorne, Five Ways Road, Shrewley, Warwick, CV35 7HZ

All district councillors objected to the planning application for Oakdene Crescent WCC raised concerns about pedestrian access and the local flood agency had requested more information. WCC Landscape raised an objection. Severn Trent were not happy with the information they had received. The application will go to the Planning Committee due to the number of objections. Cllr Wesbury confirmed that the parish council had taken on board all the emailed objections they had received.

164/24 WCC REPORT – C Cllr Jan Matecki

Covid infections are increasing. Eligible people can get the vaccine along with the flu jab. Community groups can apply for orchards or micro woods by 31 December for the trees to be planted in March 2025. Volunteer Food Ambassadors are to help residents with food affordability and sustainability. 99% of children are getting their first choice of secondary school. WCC has an overspend of £12 million, SEND home to school transport and adult social care have increased. The Highways Director has resigned, and the role has been split. There is a consultation about Nature Recovery, further details at [Your thoughts on a Nature Recovery Strategy for Warwickshire - Warwickshire County Council - Citizen Space](#) Cllr Wesbury had completed the survey, individuals can respond if they wish.

165/24 WDC REPORT – WDC Cllr Richard Hales, Kyn Aizlewood, David Armstrong

Prepared by: Cllr Richard Hales, September 2024

Biodiversity Action Programme

This Biodiversity Action Programme sets out our strategic approach to 2050 to help create a district that is rich in nature by halting biodiversity loss and putting nature on a path to recovery. It also plays an important role in the delivery of our plans for climate change mitigation and adaptation.

Please go to [Biodiversity - Warwick District Council. \(warwickdc.gov.uk\)](http://warwickdc.gov.uk) for more information.

Green Homes Grants

We have successfully received funding to help residents keep warmer and lower their fuel bills – for free.

This scheme is open to private owner-occupied properties that don't currently heat their home using mains gas.

To be eligible for the funding, you need to:

- Own and live in your home, or rent it privately to a tenant within Warwick District; **and**
- Have a gross household income of less than £36,000 per year **OR** live in an [eligible postcode area](#); **and**
- Currently heat your home with alternative fuels other than gas such as oil, liquid petroleum gas (LPG), coal, solid fuels or electricity; **and**
- Live in a home that has an EPC (Energy Performance Certificate) rating of D, E, F or G. If you don't have an EPC, then E.ON will arrange this for you if we think that your property is energy inefficient

What measures are available?

Solar PV panels
Air source heat pumps
Loft insulation
Cavity wall insulation
Smart heating controls
External wall insulation

The energy efficiency improvement(s) for your home will be carried out by an E.ON Trustmark registered contractor.

The scheme is also available to privately rented properties, subject to the tenant and the property meeting the eligibility criteria.

Please [see the FAQs](#) for further information.

District Opens Venues for Heritage Open Days

Dozens of buildings in our district, some of which are not normally accessible to the public will be opening their doors for free next month for Heritage Open Days.

Running from 6 to 15 September, Heritage Open Days is England's largest festival of history and culture and over the ten days there will be over forty local venues taking part.

During the festival visitors will get a chance to visit the oldest tennis club in the world, the church where JRR Tolkien was married, the ancient location where Guy of Warwick lived and died as a hermit or a historical site dating back to the Knight's Templars. There is also the opportunity to join a variety of themed guided walks around Leamington, Warwick and Kenilworth.

Many of the district's churches will also be open with volunteers on hand to show visitors around their stunning interiors designed by the leading architects and artists of the day. Other local attractions including the Lord Leycester, Packwood House, Baddesley Clinton, Hill Close Gardens and Bagot's Castle will be offering free admission at limited times.

Amongst the venues taking part is the Collegiate Church of St Mary in Warwick, who will be offering visitors the chance to tour the tower and see the Victorian ringing room and bells for the first time in two years following its closure for a £multi-million restoration.

South Warwickshire Local Plan Update

As you will be aware a proposal has been made for a new settlement in and around Hatton Station. Hatton Parish Council and Shrewley Parish Council have been invited to attend a meeting on Friday 27th September at 2pm, and whilst it isn't a public meeting, it is an opportunity for the two parish councils to discuss the proposal with the Council and Officers will give an update of the Local Plan process moving forward.

On 30th July the new government announced a consultation on major changes to the planning system, which runs to the end of September. In this document there is a proposal regarding changing the number required for WDC to build in to the Local Plan proposals being developed. If the legislation goes through, it would increase the requirement of houses to be built in the new Local Plan from 2027 from 653 to 1080 per year for the next 25 years. This is an increase of 427 houses per year. We will keep you updated once the consultation is over.

Your councillors for Abbey and Arden are:

Kyn Aizlewood – Kyn.aizlewood@warwickdc.gov.uk

David Armstrong – David.armstrong@warwickdc.gov.uk

Richard Hales – Richard.hales@warwickdc.gov.uk

Please feel free to contact us with any issues.

166/24 OTHER PARISH BUSINESS

- **South Warwickshire Local Plan (SWLP)** – Second Call for Sites consultation
Cllr Wesbury and Lawrie are to attend a meeting on the 27th September, 2pm at Hatton Village Hall with a Planning Executive from WDC regarding the 'new community' development at Hatton. Shrewley, Hatton, Budbrooke and Hampton Magna parish councils are invited to the meeting along with representatives from KHSR (Keep Hatton Station Rural). The public are not invited.
- **Community Emergency Plan Working Group Update.** Cllrs Forty and Lowe have amended the Plan. Cllrs agreed that Cllr Forty will send details to the Clerk of the new first aid kit for £289. The Clerk to order.
- **Parish Council website and email addresses.** The Clerk to resend log in details to Cllr Hinton. All other councillors were now using their .gov.uk email addresses. The Clerk had sent the website provider details of changes to the website that had been agreed at the meeting held on 27th August with local organisations. A number of these changes cannot be made. It was agreed that we would continue with just the changes that are able to be made. The booking system on the website is included in the price and available for the Village Hall Committee if they want. They are considering another provider that they could link to the parish website. The Clerk to contact Chris Mewse regarding the training for the website.
- **Parish Council laptop and Microsoft.** Cllrs unanimously agreed that the Clerk can progress the purchase of the refurbished laptop, mouse and keyboard at a cost of £421 plus VAT. The Clerk to order and install a Business Microsoft licence and purchase a memory stick to transfer the PC data from her personal laptop.
- **Loan of infra-red camera.** Cllr Underwood to forward details of the WCC Act on Energy Thermal Imaging Loan Scheme to all Cllrs. It was thought that the PC could use the same scheme.
- **Case Lane notice board.** The Clerk has asked the resident who had previously refurbished the

noticeboards whether he could repair the one in Case Lane. He said another resident may do it, he will let the Clerk know.

- **Speeding on Shrewley Common** Following further reports on speeding it was suggested that road chevrons be installed at the entrance to the village before the 30mph sign (before the Durham Ox) and a VAS sign just past the railway bridge. Cllr Underwood to contact WCC Graham Stanley to enquire. The Clerk to send Cllr Underwood details of a speed sign supplier.

167/24 BIODIVERSITY ACTION PLAN

- **Shaws Lane common land - fruit trees.** The Clerk had emailed the resident numerous times and didn't receive a response. The Clerk also delivered a letter requesting the homeowner to make contact. No reply had been received. The Clerk and Cllr Underwood to visit the property and try to make contact.
- **Shrewley Common village green maintenance.** The mowing is finished until next year. Cllr Underwood cut back the area at the bottom of Hughes Hill that was preventing a clear view at the junction.
- **Tree Preservation Order request – 2 oak trees south end of Shrewley Common.** Cllr Darwen to chase a response.
- **Tree Preservation Orders for Shrewley Parish.** Cllr Wesbury had sent a link to the website to Cllrs.
- **SWEAT report.** A report had not been received.

168/24 ONGOING ACTION ITEM

- Statutory publication of documents on website. The existing website had been migrated to the new website. The old shrewley.org site is to be set up to automatically redirect visitors to the new .gov.uk site for the next three years. Thanks were given to Linda Wesbury for maintaining the shrewley.org website for many years. It was agreed that Cllr Forty would purchase a small gift which will be reimbursed at the November PC meeting.

169/24 HIGHWAY AND PUBLIC FOOTPATH/TOWPATH MAINTENANCE AND REPAIR

- WCC Fault Reporting System: Register to track and report highway problems. The system had been transferred but there were not any improvements and it was still a 'clunky system'.
- Highway fault reports
 - Waste bin B4430 layby – update from Cllr Forty. The bin has been reset.
 - Metal posts on B4430 near lay-by. The posts are still in situ.
- Footpath fault report
 - The stile opposite Barn Close Nurseries is missing the bottom step and a finger post – update from Cllr Darwen. The bottom step has been fixed. There should also be a post with a yellow top.

The footpath along the fields by the motorway is overgrown. The stile is broken as the crossbar falls out of the upright. Cllr Darwen has reported it. Cllr Underwood to send Cllr Darwen details of the ownership of the fields. Parts of the field have been killed with what appears to be weed killer. Two fields have been ploughed so it appears they will be used for agriculture.

170/24 CORRESPONDENCE – Cllr Wesbury will attend the WALC AGM on the 6th November. The Clerk to register his attendance.

171/24 VILLAGE HALL UPDATE - A new Grounds Maintenance contract has been agreed. Quotations have been submitted for the Hall extension and partial refurbishment by three builders, and a fourth is expected shortly. An application for Planning Permission was submitted three weeks ago, and we are waiting to hear whether we must have a bat survey completed before plans can be approved. Calculations indicate that the hall should receive sufficient external grant funding to place a contract with one of the builders. The connection between the AV amplifier is now secure, following problems with it for the past few months.

The Village Show was held on 1st September, and it proved to be a success thanks to excellent weather and attractive displays, rewarding the hard work of all those who helped to prepare for it. A Christmas Craft Fayre is planned for 23rd November, and a Retro 60s Christmas Band Night on December 7th.

172/24 MEETINGS ATTENDED BY COUNCILLORS None.

173/24 GOVERNANCE

- 173.1 Review of amended Data Breach Policy. The policy was approved.
- 173.2 Review of Working Alone Policy and Procedure. The policy was approved.
- 173.3 Review of Equal Opportunities Policy. The policy was approved.

174/24 FINANCE –

- 174.1 The first quarterly checks to 30th June 2024 have been completed by Cllr Forty. Request for a different Cllr to carry out the checks for the second quarter to 30th September. Cllr Underwood will carry out the next quarterly checks.
- 174.2 Bank Reconciliation as at 31st July 2024. Page 4. To be noted.
- 174.3 Budget to date as at 31st July 2024. Page 5. To be noted.
- 174.4 Transfer of £100 to be made to the Reserves Account for election expenses. £360 new website costs to be transferred from capital expenditure in the Reserves Account to the current account. The Clerk to make the transfers.
- 174.5 Permission for items listed below to be paid to be agreed: Proposed by Cllr Wesbury and unanimously approved.

Date	Payee	Amount £
02/09/24	Clerk August Salary(Net),Postage £0, Folder £4.50	333.45 4.50
02/09/24	HMRC August Income tax	83.30
02/09/24	Clerk Salary September, Mileage £0, Postage £0	333.45
02/09/24	HMRC September Income Tax	83.30
02/09/24	Kaspersky Internet Security – reimburse Clerk	77.99
02/09/24	Gardening Maintenance James Ltd Inv 6048	180.00
	Total	1,095.99

175/24. DATE OF NEXT MEETING – Monday 25th November 2024 at 7pm.

176/24. CLOSURE OF MEETING – The meeting closed at 9.20pm

2025 Dates:-

- Monday January 6th
- Monday March 3rd
- Monday March 24th – Annual Assembly 7pm
- Tuesday May 6th – Annual Parish Meeting
- Monday July 7th
- Monday September 1st
- Monday November 3rd

Signed.....(Chair)

Date.....

Shrewley Parish Council

Bank Reconciliation as at 31st July 2024

		£
Cash Book Balance b/f		8,972.57
Receipts		
First half precept 26.4.24	4,737.50	
Shaw Lane Rent		
CIL Funding 26.4.24	6,250.00	
HMRC VAT Reclaim		
Second Half Precept		
Total Income		19,960.07
May payments	1,810.24	
July payments	2,824.90	
Sept payments		
Nov Payments		
Jan Payments		
March Payments		
Total Payments		4,635.14
A TOTAL CASH BOOK BALANCE		15,324.93
Balance as at 31 st July 2024		9,824.93
Reserve Account as at 31 st July 2024		5,500.00
B TOTAL BANK BALANCE		15,324.93

Signed.....(Chair)

Date.....

SHREWLEY BUDGET 2024-2025

	BUDGET	ACTUAL	BUDGET	ACTUAL	BUDGET	ACTUAL TO DATE	VARIANCE	ANALYSIS
	2022/23	2022/23	2023/24	2023/24	2024/25	31/07/2024	2024/25	2024/25
RECEIPTS								
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	-	-	-	
							-	
EXPENDITURE								
Salary	3,940.00	4,251.00	4,185.00	4,723.96	5,225.00	1,667.00	3,558.00	
Expenses	285.00	126.75	285.00	68.38	250.00	79.15	170.85	
Website	120.00	119.91	145.00	177.44	500.00	408.00	92.00	
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	-	-	-		-	
CIL Funding to Village Hall						1,000.00	- 1,000.00	
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	200.00	- 20.00	
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	300.00	700.00	
Totals	5,904.15	7,352.48	7,171.95	9,293.82	9,474.78	4,429.34	5,045.44	
VAT				258.92	51.40	205.80		
Total				9,552.74	9,526.18	4,635.14		