

Shrewley Parish Council

CLERK: MRS E CHOUDRY
CROSSWAYS, SHREWLEY COMMON
NR WARWICK

Minutes of the Ordinary Meeting of Shrewley Parish Council held at Shrewley Village Hall on Monday 3rd July 2023 at 7.pm

Present at the Meeting:

Cllr R Wesbury	<i>Chairman</i>
Cllr H Darwen	
Cllr J Cleary	
Cllr S Underwood (arrived 7.10pm)	
Cllr D Lawrie	
Cllr E Forty	
WCC Cllr J Matecki (arrived 7.38pm)	
Clerk Eleanor Choudry	
Members of the Public: 0	

23/23 APOLOGIES – WDC Cllr R Hales, D Armstrong and PC Cllr R Hinton.

24/23 DECLARATION OF INTERESTS – None.

25/23 PARISH COUNCILLOR VACANCY – Cllr Underwood and Cllr Forty mentioned two Shrewley Common residents that may be interested in the vacancy. Anyone interested in being co-opted should contact the Clerk for more information.

26/23 MINUTES OF PREVIOUS MEETING:- Parish Council Meeting – Tuesday 9th May 2023 approved and signed as a true record.

27/23 MATTERS ARISING FROM THE MINUTES- None.

28/23 PUBLIC OPEN FORUM – None in attendance.

29/23 PLANNING

W/22/0647 Ketsoc Lawns, Nunhold Road, Pinley Green, Warwick, CV35 8NA GRANTED 16/6/23
W/22/2028 Forge Farm, Pinley Lane, Pinley, Claverdon, CV35 8ND GRANTED 12/5/23
W/23/0274 Ewe Green, Hockley Road, Hatton, Warwick, CV35 7HQ WITHDRAWN 15/5/23

30/23 WCC REPORT – Warwick library has reopened in Shire Hall. Following the election, there are 3 new Cabinet Councillors for Customer Transformation, Transport and Planning, Children and Families, respectively. People are being encouraged to get their MMR (Mumps, Measles and Rubella) vaccines. SEND transport is being simplified and confirmed at the same time as a school place is offered. Parents and carers are being asked to check their eligibility for free school meals. The Indie Go Plus bus service is going well with increased user numbers. The maximum fare is £2 until November and the maximum will increase to £2.50 for another year.

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31/23 WDC REPORT- Apologies received. Cllr Matecki said that WDC is working hard to catch up with the mowing following No Mow May. The New Joint Local Plan may take up to 2 years to complete.

32/23 OTHER PARISH BUSINESS

32.1 Order of litter pickers for residents – The Clerk gave the spare litter picker to Cllr Forty as a replacement due to a breakage.

32.2 Community Emergency Plan – No update. Cllr Forty to chase.

32.3 Climate Action Plan – Resident Martin Wood had emailed the following update to the Clerk.

Shrewley Wroxall Environment Action Team, Inspiring Ideas for Local Community Action. Join the Action Team on Saturday 14th October at Wren Hall, School Lane, Wroxall at 10 am until 1pm for the launch of SWEAT. Find out about a host of inspiring ideas for local community action to improve our environment. The event is free to attend and will include breakfast and tea/coffee.

32.4 Shrewley Common village green maintenance contract – The upkeep of the area is going well and looks very tidy. At the September meeting discussion will take place about mowing towards the back of the site. Cllr Underwood advised that the contractor will cut the overgrowth by the south speed gate free of charge.

32.5 Common Land, Shaws Lane – ownership record – Concern had been raised as the Parish Council does not have any evidence of its ownership of Shaws Lane common land. The Clerk had emailed WDC Planning and WDC Cllrs but had not yet received a response. The Clerk to request a copy of the Register.

32.6 Coronation Lunch – The successful event made a small surplus on the day and this is being used to subsidise tickets for residents to the Village Hall Big Band event that will be held on the 9th December. Cllrs unanimously agreed that this was a good use of the surplus.

32.7 Fixed Asset Update – The Asset List was previously circulated and noted.

33/23 ONGOING ACTION ITEM

33.1 Shrewley website update/ Statutory publication of documents on website – Over the last 2 months, there were 232 individual users making 316 visits to the website homepage. Parish Council, Shrewley Show and Social Club are the main other pages viewed.

34/23 HIGHWAY AND PUBLIC FOOTPATH/TOWPATH MAINTENANCE AND REPAIR

34.1 WCC Fault Reporting System: Register to track and report highway problems.

Highway fault reports

34.2 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. Cllr Matecki will chase.

34.3 Reported smell from drain in Mill Lane, Little Shrewley – No further update.

34.4 Blocked drain at junction of Mill Lane/Croft Lane, Little Shrewley – It has been marked up for rerouting to connect to another drain and will require a 3-day road closure. This is awaited.

34.5 Coffee Pot Lane – The parish council had received a complaint from a Little Shrewley resident regarding being unable to access Green Lane due to building deliveries and having to use Coffee Pot Lane as an alternative. The resident said that Coffee Pot Lane had large pot holes and overgrown hedges that were scratching his car. Cllr Matecki had been in contact with the resident to assist. Cllr Matecki will clarify the road status of Coffee Pot Lane.

Cllr Cleary reported that the repairs to the pot hole on Fiveways Road had been started. The Give Way sign at the top of Hughes Hill had been repaired and the bin in the layby by Barn Close Nurseries had been straightened up.

Footpath fault report

34.6 Broken waymark post Mill Lane, Little Shrewley – still awaiting repair.

34.7 Broken stile, south side footbridge over railway – was reported by Cllr Darwen to Network Rail and is awaiting processing.

34.8 Footpaths maintenance, Shrewley Common – Cllrs agreed that a Volunteer Policy was not required for footpath maintenance as volunteers were carrying out works on behalf of the

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residents and not the parish council. A Hughes Hill resident had kindly volunteered to trim the leylandii along the footpath beside No18 Shrewley Common that had become overgrown.

34.9 Towpath maintenance east end Shrewley Tunnel – For many years the Parish Council has sought to have the towpath maintained at the east end of Shrewley tunnel as the area is often wet and muddy. The Canal and River Trust has now started work to repair this section.

35/23 CORRESPONDENCE – The Clerk to complete the WALC member survey and share the responses with Cllrs.

36/23 VILLAGE HALL UPDATE – The Hall’s “Big Lunch” Coronation Party on Sunday 7th May was a most successful event, attended by the full range of parish residents. There was no charge for entry, but it was funded by grants from Warwick District Council and Shrewley Parish Council, and including the profit from the bar there was a small surplus left over which will be used to subsidise the Hall’s “Big Band” event on 9th December. Blessed with good weather, the event will be remembered by the younger people for many years. Our order with Openreach for a broadband connection has been delayed because BT unilaterally cancelled the order and it had to be reinstated – with another lead time for the pole that is needed. Work continues on the specification of a revised integrated AV system. The childrens’ play area passed its annual safety inspection, and it is still proving popular with the younger children. The fence at the entrance to the field needs maintenance, and the layout is being reviewed to make better use of the field area for the Village Show. The emergency door at the back of the hall has warped and will have to be replaced shortly. The Social Club screened “Where the Crawdogs Sing” on 19th May, and held a very successful Quiz Night on 2nd June. The Club will be screening “A Man Called Otto” on 30th June.

37/23 MEETINGS ATTENDED BY COUNCILLORS – None.

38/23 ANNUAL GOVERNANCE

- 38.1 Review of Risk Assessment.
- 38.2 Review of Fixed Asset Register.
- 38.3 Review of Code of Conduct
- 38.4 Review of Data Protection Policy
- 38.5 Review of Data Breach Policy

All the policies 38.1 to 38.5 had been circulated prior to the meeting and Cllrs unanimously agreed to approve.

38.6 Appointment of 2023/24 Internal Auditor – The Clerk had contacted 3 auditors and received 2 responses. Cllrs agreed unanimously to accept the quote from DKE Audit Services. The Clerk to contact and confirm.

39/23 FINANCE

- 39.1 Quarterly accounting checks – Organise checks to be completed as at 30th June. The Clerk to contact Cllr Forty to carry out the checks.
- 39.2 Bank Reconciliation as at 30th June 2023. Page 4. The Reconciliation was noted.
- 39.3 Budget to date as at 30th June 2023. Page 5. The Clerk talked through the budget to date.
- 39.4 Receipt of £52 rent for land at Shaws Lane 26.6.23. The receipt was noted.
- 39.5 Permission for items listed below to be paid proposed by Cllr Forty, seconded by Cllr Underwood and unanimously approved.

BACS	Payee	Amount £
BACS	Clerk June Salary(Net),Postage £0, Printing Ink £	279.05
BACS	HMRC June Income tax	69.70
BACS	Clerk July Salary, Mileage £0, Postage £0	279.05

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BACS	HMRC July Income Tax	69.70
BACS	Amazon litter pickers- reimburse Clerk	26.70
BACS	Gardening Maintenance James Ltd Inv 4088	35.00
BACS	Gardening Maintenance James Ltd Inv 4019	70.00
BACS	Gardening Maintenance James Ltd Inv 3852	35.00
BACS	Reimbursement Cllr Wesbury website hosting	167.51
	Total	1,031.71

40/23. DATE OF NEXT MEETING – Monday 4th September 2023.

41/23. CLOSURE OF MEETING – The meeting closed at 8.32pm.

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