

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 1st September 2025 at 7pm

Present at the Meeting:

Cllr R Wesbury
Cllr G Rollason
Cllr S Lowe
Cllr E Forty
Cllr S Underwood
Cllr H Darwen

WCC Cllr J Matecki (arrived 8:00pm)
WDC Cllr K Aizlewood

Chairman
Vice Chairman

Clerk Eleanor Choudry

Members of the Public: 5 (left at 7:38pm)

276/25 APOLOGIES Cllr Lawrie, WDC Cllr Armstrong.

277/25 DECLARATION OF INTERESTS

Cllr Garry Rollason advised that he was Treasurer of the volunteer group, Keep Hatton Station Rural (KHSR) and that his property backed onto the land in planning application W/24/0706, agenda item 282/25.

278/25 MINUTES OF PREVIOUS MEETING: - Parish Council Meeting – Monday 7th July 2025 – unanimously approved and signed as a true record.

279/25 MATTERS ARISING FROM THE MINUTES (not covered elsewhere on the agenda) – None.

280/25 CLLR VACANCY CO-OPTION – A resident had expressed interest in the vacancy but had not yet lived within the parish for 12 months. The EO will invite the resident to the January meeting when he will have resided in the parish for over 12 months.

281/25 PUBLIC OPEN FORUM – A resident asked WDC Cllr Aizlewood about the WDC extraordinary meeting to be held. Cllr Rollason and resident Paul Tilley (KHSR Representative) confirmed that they would be attending. Cllr Aizlewood said that the previous meeting was too long so it had been agreed that another meeting would be held and dealt with by written questions rather than discussion. WDC Cllr Andrew Day had requested the extraordinary meeting. Paul Tilley was concerned about the low attendance by WDC Cllrs at the steering group meetings compared with the high attendance by Stratford-Upon-Avon Cllrs. Online meetings would help Cllrs that have day jobs to be able to attend. Cllr Rollason mentioned the lack of consultation on the 3rd call for sites. There were not any minutes from the weekly meetings so there is a lack of transparency.

Signed.....(Chair)

Date.....

282/25 PLANNING

W/24/0706 Land Off, Oakdene Crescent, Shrewley, Hatton, Warwick CV35 7BN SPC OBJECTS 11/12/24 The determination deadline keeps changing. WCC Housing Strategy, Flood Management and Landscapes all object.
W/24/1725 The Homestead, Case Lane, Shrewley, Warwick, CV35 7JD No SPC Comment
W/25/0707 High Willows, Shaws Lane, Haseley, Warwick, CV35 7JA Prior Approval Given 10/7/25
W/25/0134 28 Shrewley Common, Shrewley, Warwick, CV35 7AP GRANTED 21/7/25
W/25/0698 28 Station Road, Shrewley, Warwick, CV35 7LG SPC has NO OBJECTION 28/7/25
W/25/0526 22 Station Road, Shrewley, Warwick, CV35 7LG

283/25 WCC REPORT – WCC C Cllr Jan Matecki

Cllr Jan Matecki confirmed that the temporary filling of large potholes on Station Road will be permanently repaired in the near future. Highways repair approximately 12,000 potholes per annum. Cllr Matecki put in a Freedom of Information request (FOI) regarding an incorrect number of inherited potholes being quoted by the Reform UK party. Cllr Matecki said it was a matter of honesty and integrity, the Reform party stated it was a slight misunderstanding. Cllr Wesbury said that parish councils were not political and should represent their residents. The WCC Chair is to decide on a new flag flying policy.

284/25 WDC REPORT – WDC Cllr Richard Hales, Kyn Aizlewood, David Armstrong South Warwickshire Local Plan

Public responses to the Preferred Options consultation have been summarised and published in early August [here](#). We have asked officers to make these more accessible, and provide a representative summary. Work on the plan is ongoing.

Consultation on Local Government Reorganisation

The Council is encouraging local residents, businesses, community groups and town and parish councils to share their thoughts on local government reorganisation in Warwickshire. The survey can be found at www.shapingourcouncils.co.uk/get-involved and is open until 14th September. More details on the options, evidence and ongoing process can be found at the website.

Council By-elections

By-elections for the Kenilworth Park Hill and Leamington Clarendon district council wards will be held on Thursday 18th September.

Heritage Open Days

We are delighted to have 50 organisations taking part in Warwick District's annual heritage open days 2025, which take place from 12-21st September. This annual celebration of our local heritage allows visitors access to places that would normally be closed to the public, charge for access, or are putting on something special for the event. Information on the locations, events and availability can be found at www.warwickdc.gov.uk/hods.

Rambler's Well-being Walks

Rambler's well-being walks are England's largest network of health walks, helping people get active, enjoy the outdoors, and connect with their community. We hold 15 local walks in Warwick District and are searching for volunteers interested in leading walks. Our next training session for walk leaders is on Monday 15th September. If you are interested please contact Joanna Dagg, Community Development Officer, at Joanna.dagg@warwickdc.gov.uk.

Events:

- [Leamington Food and Drink Festival](#), Saturday-Sunday 6th-7th September in the Pump Room Gardens.
- [Ibiza Orchestra experience](#), Friday 12th September in St Nicholas Park, Warwick, 6-11pm
- [Sausage and Cider Festival](#), Saturday 13th September in St Nicholas Park, Warwick, 2-11pm

Prepared by:

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

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

Signed.....(Chair)

Date.....

285/25 OTHER PARISH BUSINESS

- Thermal imaging camera – Cllr Underwood attended the Teams meeting on the 23rd September. Cllr Underwood advised that she had received enquiries over the summer for the use of the camera and had a waiting list. The camera had been publicised on the notice boards.
- South Warwickshire Local Plan (SWLP). The next consultation will be between December 2025 and February 2026. The Plan will go to the Inspector in September 2026 leaving no time for analysis.
- Bus shelter. Looks tidy.
- Shrewley Common mobile police speed enforcement camera location. Cllr Underwood had emailed the Manager of the Durham Ox but had not received a response. The item to remain on the agenda.
- Local Government Reorganisation Engagement Questionnaire. The Clerk to complete the part of the questionnaire that asks for comments to state 'Shrewley Parish Council is in agreement with the proposed structure put forward by WDC because of the practical distinction between the north and south being rural and non-rural'.

286/25 BIODIVERSITY ACTION PLAN

- Shrewley Common village green maintenance. The area looks very good. The Oak tree may well survive.
Cllr Darwen said that the motorway fields had harvested wheat and there were no birds, not even Jackdaws or pigeons. There were several Small Copper butterflies. Preparation for the next crop was underway with 5 different gadgets used.
- SWEAT report. No report received.

287/25 ONGOING ACTION ITEM

- Statutory publication of documents on website. The website documents are up to date.

288/25 HIGHWAY AND PUBLIC FOOTPATH/TOWPATH MAINTENANCE AND REPAIR

- WCC Fault Reporting System: Register to track and report highway problems
- Highways fault report
The VAS was not working again by Barn Close Nurseries. Cllrs will check and confirm.
- Footpath fault report
To report a Footpath Close sign near Shrewley Stores for WDC to collect.
The footpath from the Durham Ox to Lowsonford is overgrown with nettles etc. It has been reported to the Ramblers in Rowington Parish.
WCC Cllr Matecki confirmed that the Rights of Way Strategy would take years to implement. He will ask for an update.
Fly tipping had occurred at the bottom of the track to the canal on the Shrewley Stores side of the road. Cllr Darwen has reported it to the Canal and River Trust Team. There is also dog waste on the towpath through the plantation.
Cllr Forty reported that WCC will cut the overhanging trees in the Shrewley Common layby.
Cllr Underwood had cut some branches at the bottom of Hughes Hill that were obscuring the road.

289/25 CORRESPONDENCE – The Clerk to reply to the request for feedback regarding the Town and Parish Council Appreciation Reception.

290/25 VILLAGE HALL UPDATE

- CIL Grant for extension. The Clerk to check deadline for spend of CIL funds.
The planned work on the Village Hall had to be shelved because the Council ran out of funds by the time we had completed our application to their satisfaction, so the Village Hall Committee decided to shelve the project while it carried out a long-awaited revision to its Constitution. Sadly this has taken much longer than anticipated because the Charities Commission had not completed their own reorganisation, so we were asked to wait a few more months for their response.

Signed.....(Chair)

Date.....

We will therefore have to reconsider the extent of the work on the Hall when our new Constitution is formalised in the light of the Hall's funds and the cost of the works by that time. We do hope that the Parish Council will still be able to offer the CIL grant by the time we re-start the project. The Social Club has taken a break since July, but the next Movie Night will be on 26th September. The defibrillator by the front door of the Hall has reached the end of its useful life so it is not worth replacing the expensive battery. The Hall is therefore filed an application with the Community Defibrillator Funding Programme for a complete replacement kit. We should know in a few days whether this is successful: if not we will consider a "crowdfunding" exercise similar to the one used to fund the existing equipment. Cllr Matecki suggested the Village Hall could apply for funding from his grant fund, he receives £8k a year and he has £700 left. The parish council could also help fund a new defibrillator.

291/25 MEETINGS ATTENDED BY COUNCILLORS

292/25 ANNUAL GOVERNANCE

292.1 Review of Working Alone Policy and Procedure

292.2 Review of Equal Opportunities Policy

Agenda item 292.2 apostrophe deleted from Line 6. Councillors unanimously approved the policies 292.1 to 292.2 above.

293/25 FINANCE –

293.1 Subscription to Scribe Accounting package to be decided. Details circulated prior to the meeting. Cllrs agreed unanimously to the Scribe accounts software package. The Clerk to arrange the install and set up.

293.2 The two councillors that authorise the online monthly payments to be named in the minutes. Cllr Wesbury and Cllr Rollason authorised July's payments.

293.3 Quarterly finance checks and budget monitoring 1st April and 31st May. The checks had been completed by Elaine Forty.

293.4 The Notice of Public Rights was publicised on the notice board and website on the 2nd June and ran from the 3rd June to the 14th July 2025. To be noted.

293.5 The Letter of Appointment was completed for the Internal Auditor and the audit will be carried out in January 2026. To be noted.

293.6 Receipt of Shaws Lane rent for parish council land £52. To be noted.

293.7 To note bank service charges to date total £38.90. To be noted.

293.8 Permission for items listed below to be paid to be agreed. Cllr Underwood proposed and Cllr Lowe seconded and the payments were approved unanimously.

Date	Payee	Amount £
01/09/25	August Salaries	345.85
01/09/25	HMRC August Income tax	86.40
01/09/25	September Salaries	345.85
01/09/25	HMRC September Income Tax	86.40
01/09/25	LGA agreed backdated pay increase from 1/4/25 to 30/9/25	67.20
01/09/25	HMRC backdated income tax from 1/4/25 to 30/9/25	16.80
01/09/25	HMRC Employers NI P4	67.12
01/09/25	Gardening by James Inv7712	90.00
01/09/25	Gardening by James Inv7793	90.00
	Total	1,195.62

294/25. DATE OF NEXT MEETING – Meeting Monday 3rd November 2025 at 7pm

Signed.....(Chair)

Date.....

295/25. CLOSURE OF MEETING – The meeting closed at 8.55pm.

2026 Dates:-

Monday January 5th
Monday March 2nd
Monday March 23rd – Annual Assembly 7pm
Tuesday May 5th – Annual Parish Council Meeting
Monday July 6th
Monday September 7th
Monday November 2nd

Start times 7pm

DRAFT

Signed.....(Chair)

Date.....

Shrewley Parish Council

Bank Reconciliation as at 30th June 2025

		£
Cash Book Balance b/f		14,615.55
Receipts		
First half precept 24.4.25	5,023.00	
Unity Trust Bank Interest 30.6.25	17.06	
Shaw Lane Rent		
CIL Funding		
HMRC VAT Reclaim		
Second Half Precept		
Total Income		19,655.61
May payments	3,301.10	
Unity Trust Bank service charge 31.5.25	1.40	
Unity Trust Bank service charge 30.6.25	6.00	
Lloyds Bank 232410 charges Apr, May, June	12.75	
Lloyds Bank 230140 charges Apr, May	8.50	
July payments		
Sept payments		
Nov Payments		
Jan Payments		
March Payments		
Total Payments		3,329.75
A TOTAL CASH BOOK BALANCE		16,325.86
Unity Trust Current Balance as at 30 th June 2025		6,258.55
Unity Trust Instant Balance as at 30 th June 2025		5,048.56
Lloyds Bank Account 232410 as at 30 th June 2025		5,018.75
B TOTAL BANK BALANCE		16,325.86

Signed.....(Chair)

Date.....

Bank Reconciliation as at 31st July 2025

		£
Cash Book Balance b/f		14,615.55
Receipts		
First half precept 24.4.25	5,023.00	
Shaw Lane Rent 23.07.25	52.00	
CIL Funding		
Bank Interest 30.6.25	17.06	
HMRC VAT Reclaim		
Second Half Precept		
Total Income		19,707.61
May payments	3,301.10	
Bank service charge	1.40	
Unity Trust Bank service charge 30.6.25	6.00	
Lloyds Bank 232410 charges Apr, May, June	12.75	
Lloyds Bank 230140 charges Apr, May	8.50	
July payments	1,121.30	
Lloyds Bank 232410 service charge 28.7.25	4.25	
Unity Trust Bank Charges current account 31.7.25	6.00	
Sept payments		
Nov Payments		
Jan Payments		
March Payments		
Total Payments		4,461.30
A TOTAL CASH BOOK BALANCE		15,246.31
Unity Trust Bank Instant Account as at 31 st July 2025		5,048.56
Unity Trust Bank Current Account as at 31 st July 2025		5,183.25
Lloyds Bank reserve Account as at 31 st July 2025		5,014.50
B TOTAL BANK BALANCE		15,246.31

Signed.....(Chair)

Date.....

SHREWLEY BUDGET 2025-2026**Budget as at 31st July 2025**

	AGREED BUDGET	SPEND AS AT 31.7.25	BUDGET AS AT 31.7.25
	2025/26	2025/26	
RECEIPTS			
Precept	10,046.00	5,023.00	5,023.00
CIL Funding			
Shaws Lane Rent	52.00	52.00	-
HMRC Reclaim			
Bank Interest 30.6.25		17.06	- 17.06
WDC Grant Coronataion			
EXPENDITURE			
Salary	5,608.00	1,796.12	3,811.88
Bank Charges		38.90	- 38.90
Expenses	200.00	38.52	161.48
Website	400.00	480.00	- 80.00
WALC	330.00	381.00	- 51.00
Digital Mapping Online	70.00	76.80	- 6.80
CPRE	40.00		40.00
Insurance	265.00	300.00	- 35.00
CIL Funding to Village Hall	-		
Budget for 2024.25 grant applications	1,000.00		1,000.00
Ferncumbe YC	-		
Hatton PCC	-		
British Legion	-		
SWEAT Grant	-		
FOHS	-		
Hire of VH	200.00	34.00	166.00
Purchases			-
Upkeep, incl phonebox maintenance	500.00	777.76	- 277.76
Training (net of bursary)	100.00	7.00	93.00
Internal Audit	250.00	216.20	33.80
Election Costs	100.00		100.00
Information Commissioners Office	35.00		35.00
Shrewley Common crossroads grounds mainte	1,000.00	315.00	685.00
Totals	10,098.00	4,461.30	5,636.70

Signed.....(Chair)

Date.....