

Shrewley Parish Council

CLERK: MRS E CHOUDRY
CROSSWAYS, SHREWLEY COMMON
NR WARWICK
CV35 7AU

Minutes of the Annual Meeting of Shrewley Parish Council held at Shrewley Village Hall on Tuesday 5th May 2026 at 7pm

Present at the Meeting:

Cllr G Rollason	Chair
Cllr R Wesbury	Vice Chair
Cllr G Rollason	
Cllr D Lawrie	
Cllr E Forty	
Cllr S Underwood	
Cllr H Darwen	
Cllr K Galloway	
WDC Cllr J Matecki	
WDC Cllr R Hales	

Clerk Eleanor Choudry

Members of the Public: 7

355/26 ELECTION OF CHAIRMAN AND DECLARATION OF OFFICE Cllr Wesbury advised that he would be standing down as Chairman. Cllr Rollason was proposed as Chairman by Cllr Wesbury and seconded by Cllr Darwen. Cllr Rollason was unanimously elected to the post of Chairman with immediate effect and signed the Declaration of Office.

356/26 ELECTION OF VICE CHAIRMAN Cllr Wesbury was proposed as Vice Chairman by Cllr Rollason and seconded by Cllr Forty. Cllr Wesbury was unanimously elected to the post of Vice Chairman with immediate effect and signed the Declaration of Office. Cllr Rollason thanked Cllr Wesbury for over 20 years' brilliant service on the parish council and said we will still have the benefit of his expertise. There was a round of applause.

357/26 APOLOGIES WDC Cllr Armstrong.

358/26 DECLARATION OF INTERESTS (not covered elsewhere on the agenda)
Cllr Garry Rollason advised that he was Treasurer of the volunteer group, Keep Hatton Station Rural (KHSR). Resident Mr Karl Galloway had applied to fill the councillor vacancy. Mr Galloway advised that he was the property owner of planning application W/26/0417 agenda item 363/26. The Clerk advised that she was the property owner of planning application W/26/0075 agenda item 363/26.

359/26 MINUTES OF PREVIOUS MEETING: - Parish Council Meeting – Monday 2nd March 2026 - approved and signed as a true record

360/26 MATTERS ARISING FROM THE MINUTES – None.

361/26 CLLR VACANCY CO-OPTION Resident Karl Galloway had completed the application form to be co-opted as a councillor to fill the current vacancy. The form had been circulated prior to the meeting. Councillors unanimously agreed to co-opt Mr Galloway with immediate effect and he signed the Declaration of Office.

362/26 PUBLIC OPEN FORUM

Cllrs agreed that Paul Tilley (member of KHSR) could speak when agenda item 366/26 SWLP was discussed. Following discussion about the SWLP a resident asked whether there could be a speed camera along Shrewley common. Cllr Matecki will invite the Highways Officer to the parish council meeting in September to discuss options.

363/26 PLANNING

W/25/0977 Pools Cottage, Five Ways Road, Shrewley, Warwick, CV35 7HZ WITHDRAWN 26/3/26
W/25/1754 76 Station Road, Shrewley, Warwick, CV35 8XJ SPC NO OBJECTION 8/2/26 REFUSED 16/3/26
W/26/0075 Crossways, Shrewley Common, Shrewley, Warwick, CV35 7AU SPC NO OBJECTION 8/2/26
W/26/0067 7 Ash Close, Shrewley, Warwick, CV35 7BL SPC NO OBJECTION 18/2/26 GRANTED 17/3/26
W/26/0114 High Willows, Shaws Lane, Haseley, Warwick, CV35 7JA SPC NO OBJECTION 18/2/26
W/26/0120 Owl Cottage, Case Lane, Shrewley, Warwick, CV35 7JD GRANTED 3/4/26
W/26/0417 Oakhouse Farm, Old Warwick Road, Shrewley, Warwick, CV35 7AX
W/26/0341 22 Station Road, Shrewley, Warwick, CV35 7LG
W/26/0134 Caravan, Forge Farm, Nunhold Road, Shrewley, Claverdon, CV35 8FD
Appeals
6007669 76 Station Road, Shrewley, Warwick, CV35 8XJ

364/26 WCC REPORT – WCC Cllr Matecki – The signage at the junction of Hockley Road and Station Road will be improved.

365/26 WDC REPORT – WDC Cllr Kyn Aizlewood, David Armstrong, Richard Hales

1. Changes to Waste and Recycling Services

Weekly communal food waste collections for properties with communal bins have been introduced from 1st April. The kerbside textiles recycling service has also been suspended from 1 April. This is due to the Salvation Army being unable to take further donations. Residents are advised to use alternative options such as local charity shops, donation banks and repair cafes. Further details on what can and cannot be recycled, along with updates to waste services, are available on the Warwick District Council waste and recycling webpages:

[Warwick District Council – Bins, waste and recycling](#)

2. South Warwickshire Local Plan – Consultation Response Statement

Warwick District Council and Stratford-on-Avon District Council have now published the consultation response statement following the South Warwickshire Local Plan Preferred Options consultation, which closed in March 2025.

The response statement and associated Local Plan documents are available online at [Consultation response information](#) – scroll down to 'Latest News'

3. Energy Support for Residents

Warm Homes Local Grant

The Council is continuing to deliver the Warm Homes Local Grant. The scheme provides eligible households with free energy efficiency improvements, which may include insulation, solar panels, air source heat pumps and smart heating controls. The programme is aimed at owner-occupiers and private renters in lower income brackets and with low energy efficiency ratings (EPC D–G) [Warm Homes Grant information and applications](#)

Warwick Energy Fund

In partnership with Act on Energy, a new fund is available to provide emergency heating to vulnerable residents, for example if a boiler breaks. See [here](#) for more details.

4. Spring Biodiversity Newsletter

The Spring 2026 edition of Warwick District Council's Biodiversity Newsletter is available here: [Warwick District Council – Biodiversity Newsletter](#)

Events:

Leamington Open Exhibition (OPEN 2026), Royal Pump Rooms, until 3rd May, Tuesday-Sunday 10-4
[Leamington Open Exhibition – Royal Pump Rooms](#)

Children’s Easter Art Workshops – Hill Close Gardens, Warwick, ages 10-14, 8th April and 10th April [Hill Close Gardens – Easter Art Workshops](#)

Prepared by:

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

Please feel free to contact us with any issues or questions on wider Council activity.

Cllr Hales mentioned that the traveller site at Back Lane had added another caravan today so there are now two caravans on the site. A response from the district council is awaited regarding the breached enforcement. A planning application has been submitted. Cllr Hales congratulated Cllr Matecki for putting residents above party regarding his suspension for three months.

366/26 OTHER PARISH BUSINESS

- **Thermal imaging camera.** There had been two new requests for the camera. Cllr Underwood is to send a report to WDC regarding usage. There has not been the same level of use of the camera this year but as it is beginning to warm up it will be readvertised in the autumn.

- **South Warwickshire Local Plan (SWLP)** The arguments against the Arkwright proposal and the wider B1 are well known and the discussions at the JPLG have been circulated to councillors. The focus is on the key events over the next couple of months – which are going to be very busy. The Reg 19 documents are expected to be published on 19th May with briefings for parish councils on the 19th and 20th May. We will know on the 19th whether Arkwright estate or the wider B1 is included in the proposed plan. Confidential briefing for parishes has not been organised before the publication date. The Joint Cabinet will be reviewing them on the 28th May. Will the full Council consider/ approve the documents? The consultation will then start on 12th June and run for 6 weeks. Guidance is that the PI do not want lots of submissions all making the same point – their guidance is one submission stating how it has been approved and how many people it represents. Cllr Matecki advised that there was strength in numbers when responding to planning applications. KHSR are to prepare a submission on behalf of all the local parishes which would be endorsed by each PC as the elected representatives of their parish. To ensure that PCs can demonstrate that they have taken residents views into account joint public meetings are needed. At those meetings KHSR will present a high level of what will be included in the submission. The 18th June is pencilled in for the Shrewley meeting. To ensure all residents are aware of these meetings flyers are to be distributed to all households. Flyers will need to be distributed around the Spring Bank Holiday. Councillors confirmed that they are happy to distribute. Councillors will need to meet in July to endorse the KHSR document. They may only have a high-level draft available for the parish council meeting on 6th July. There may need to be a further meeting later in the month OR delegate approval of the document to the Chair and Vice Chair. As a parish council we could make a supplementary submission making representations specifically about Shrewley which are not covered in the general submission.

Discussion took place regarding planning applications failing and then being passed back to Central Government and the need to meet the housing numbers set. Focus will move to the Planning Inspectorate rather than WDC. Potential developments in Hampton Magna and Hockley Heath will increase the traffic in Shrewley. There are residents who still do not know about the SWLP. MP Jeremy Wright is to be invited to the meeting on Thursday 18th June.

- 2027 Meeting Dates – The dates were agreed. The Clerk to book the village hall.

367/26 BIODIVERSITY ACTION PLAN

- Shrewley Common village green maintenance. Cllr Underwood advised that the contractor had mown the wrong area and left the edge near the pavement to increase diversity. There is a rutted area that Cllrs agreed they would like the contractor to provide a quote to fill and reseed.
- SWEAT report – no report received.
- Item for Newsletter – Cllr Darwen to send the Clerk information regarding RSPB advice to only feed birds suet balls or meal worms this summer.

368/26 ONGOING ACTION ITEM

- Statutory publication of documents on website – The Clerk advised that the year end documents will be added.

369/26 HIGHWAY AND PUBLIC FOOTPATH/TOWPATH MAINTENANCE AND REPAIR

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

- Highways fault report
VAS by Barn Close Nurseries. Cllr Lowe advised that the item was in the workflow to be repaired. Cllr Matecki will request an update.
There has been a water leak in Station Road for the last 2/3 months. The leak keeps creating potholes. A road closed sign has been erected so it may be getting repaired.
Cllr Wesbury advised that he has reported the road signs that have been left after the road roads have been completed.
Cllr Wesbury will check the fittings of the road sign on the Hockley Road. The sign had turned around, and somebody had turned it back the correct way.

- Footpath fault report – No reports.

370/26 CORRESPONDENCE – No comments.

371/26 VILLAGE HALL UPDATE

- CIL Grant for extension. Cllr Lawrie explained that the village hall committee were hopeful that the works would start in July. The funds are currently in the parish council bank account.

372/26 MEETINGS ATTENDED BY COUNCILLORS – None.

373/26 GOVERNANCE

- 373.1 Review of SPC Financial regulations. Cllrs approved the Financial Regulations.
- 373.2 Review of SPC Standing Orders. Cllrs approved the Standing Orders.

374/26 FINANCE

- 374.1 The two councillors that authorise the online monthly payments to be named in the minutes. Cllr Wesbury and Forty approved the March payments.
- 374.2 Quarterly finance checks and budget monitoring. Cllr Forty will carry out the checks.
- 374.3 Bank Reconciliation as at 31st March 2026. Page 4. To be noted.
- 374.4 Insurance renewal. Cllrs agreed the renewal with the existing supplier.
- 374.5 Appointment of Internal Auditor 2026/27. It was agreed to ask DKE Auditing to carry out the 2026.27 internal audit.
- 374.6 2026/27 Certificate of Exemption was approved and signed for submission to Moore UK.
- 374.7 2026/27 Internal Audit Report received. The report was circulated prior to the meeting and noted.
- 374.8 Approval and signing of 2026/27 Annual Governance Statement - unanimously approved and signed by the Chairman and Clerk.
- 374.9 Approval and signing of 2026/27 Accounting Statement in the Annual Governance and Accountability Return - unanimously approved and signed by the Chairman and Clerk.
- 374.10 Permission for items listed below to be paid to be agreed: proposed by Cllr Wesbury, seconded by Cllr Forty and unanimously approved.

17	31.05.2026	£35.77	£7.15	£42.92	Printer Ink	Eleanor Choudry
16	31.05.2026				Employers NI	HMRC
15	31.05.2026	£7.00	£0.00	£7.00	Bank Charge	Unity Trust Bank
14	31.05.2026	£7.00	£0.00	£7.00	Bank Charge	Unity Trust Bank
13	31.05.2026	£4.90	£0.00	£4.90	A4 Paper	Eleanor Choudry
12	31.05.2026				Employers NI	HMRC
11	31.05.2026				PAYE	HMRC
10	31.05.2026				Salaries	Salaries
9	31.05.2026	£200.00	£0.00	£200.00	Hall Hire	Shrewley Village Hall
8	31.05.2026	£343.00	£55.60	£398.60	WALC Subscription	WALC
7	31.05.2026	£24.00	£4.80	£28.80	Scribe monthly fee	Starboard Systems Ltd t/s Scribe Accounts
6	31.05.2026	£24.00	£4.80	£28.80	Scribe monthly fee	Starboard Systems Ltd t/s Scribe Accounts
5	31.05.2026	£226.20	£0.00	£226.20	Internal Audit	DKE Audit Services
4	31.05.2026	£75.00	£15.00	£90.00	Grounds maintenance	Gardening & Maintenance by James Ltd
3	31.05.2026	£300.00	£0.00	£300.00	Insurance	Zurich Municipal
2	31.05.2026	£500.00	£0.00	£500.00	Grant to KHSR	Keep Hatton Station Rural
1	31.05.2026	£400.00	£80.00	£480.00	Website	Parish Online - Geosphere

Income received March 2026

8	31.03.2026	£26.33	£0.00	£26.33	31.03.2026 Bank Interest	Unity Trust Bank
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375/26. DATE OF NEXT MEETING – Meeting Monday 6th July 2026 at 7pm.

376/26. CLOSURE OF MEETING – The meeting closed at 8.25pm.

2026 Dates:-

Monday 6th July
Monday September 7th
Monday November 2nd

Start times 7pm

2027 Dates:-

Monday January 4th
Monday March 1st
Tuesday May 4th – Annual Assembly followed by Annual Parish Meeting
Monday July 5th
Monday September 6th
Monday November 1st

Start time 7pm except Tuesday 4th May which will start at 7.15pm

DRAFT