

Shustoke Parish Councillors are summoned to take part in an
Ordinary Meeting of the Parish Council
7.30pm Monday 27th February 2023
at
Shustoke Village Hall

DRAFT MINUTES Ver 020323

Present: Councillors N Cole (Chair), B Chandler (Vice Chair), G Farr, G Noble
Clerk – David Jeans
Five members of the public

1. Apologies and Approval of Absences

1.1 Councillors approved the absence of Councillor's G and L Dupree.

2. Declarations of Interest

2.1 It was agreed this would be agenda-specific.

3. Minutes of Previous Meeting

3.1 The draft minutes of the meeting held 19th December 2022 had been circulated. Councillor Cole proposed that the minutes be adopted, seconded by Councillor Chandler, and this was agreed by Councillors present.

4. Matters arising

4.1 Anti-Social Parking near The Plough

4.1.1 This item was combined with item 5.

5. Contributions from the Public (Maximum 30 minutes)

5.1 Members of the public raised three issues in relation to the Plough Licensed House:- 1) inappropriate parking on, and adjacent to the Village Green causing danger to drivers emerging from Back Lane with associated damage to The Green, 2) excessive noise from late night events, particularly when events took place within a marquee in the Plough's car park and 3) offensive cooking smells.

5.2 Residents advised that they had reported the issue to both the Licensing Department and Environmental Services. It was understood that a representative from the Licensing Department would be making an early visit.

5.3 Following discussion, it was agreed that the Council would write to the Licensee and to the Police in respect of problems Saturday lunchtime and evening, and Sunday lunchtime. The

Council deferred approaching the Borough Council pending review of the success of the initial action agreed.

Action - Clerk

6. Reports from County and Borough Councillors

6.1 No County nor Borough Councillors were present.

7. Village Crime and Disorder Issues

7.1 Councillor Chandler reported that the Allotments Committee were utilising closed circuit TV cameras to deter anti-social behaviour. The Clerk was asked to verify that its use was in compliance with legislation.

8. Financial Report

8.1 The Clerk had circulated a copy of the Council's accounts for the period up to 27th February. He highlighted a payment made in error which was being recovered, and updated Councillors in relation to the Croxall Drive fence repair. The Chair proposed acceptance of the financial report, seconded by Councillor Noble and agreed by Councillors present. The Chair signed the documents.

8.2 The Chair was presented with recent invoices and a payment schedule for the period 18th December 2022 to 27th February 2023, which he signed and which was countersigned by Councillor Chandler.

9. Planning Matters

9.1 There were no current applications requiring discussion.

10. Horticultural Services and Handyperson Activities

10.1 The Clerk reported that the current contractor had belatedly withdrawn from the current arrangement and offers to quote had been sent to four new contractors. One quotation had been received to date. Following discussion, it was agreed that more than one contractor might be engaged by separating different areas of work. On a proposal by Councillor Cole, seconded by Councillor Chandler, Councillors agreed that the Clerk should circulate the quotations for consideration and decision by Councillors at an Extraordinary meeting following the Annual Meeting of the Parish on 27th March.

11. Recreation Ground

11.1 Councillor Cole summarised the report from Councillor L Dupree.

11.2 The Working Group had arranged for the gate to be replaced during March.

11.3 The work on the fitness trail was close to completion but it was agreed the final invoice should not be paid until an inspection had been undertaken to check the safety of the equipment. The Clerk was asked to arrange an inspection as soon as possible by the Borough Council team.

Action – Clerk

- 11.4 Councillors agreed to defer phase 2 pending confirmation of completion and success of phase 1.
- 11.5 Plans were in hand to run a volunteering day on 8th May in ‘Coronation Corner’ and to hold a barbecue. A Coronation grant was to be sought to fund the barbecue and portable toilets, plus flags and bunting.
- 11.6 A successful tree planting day had been held on 24th February in conjunction with Warwickshire Wild Life Trust.
- 11.7 A draft constitution had been circulated for the Friends of the Park group. The Clerk highlighted the need for Councillors (as the Trustee Body) to include retention of full control of all events held at the Recreation Ground, as it would be Councillors accountable to the public, not the Friends group. Following discussion, Councillor Cole proposed acceptance of the constitution subject to minor changes ensuring Council control was retained. This was seconded by Councillor Farr and accepted by Councillors present.
- 11.8 The clerk advised that thirteen residents had sponsored jubilee trees to date, with £485 donations received to date. It was agreed that the signed certificates would be hand delivered by Councillors or the Clerk.
- 11.9 The Chair thanked Jeremy Chandler for the donation of 3 benches to the Recreation Ground.
- 11.10 Councillor Chandler suggested that the Working Group should look at the feasibility of CCTV covering the Recreation Ground.

12. Road Safety Issues

- 12.1 No issues were raised.

13. Climate Change Issues

- 13.1 No issues were raised.

14. Warwickshire Association of Local Councils & NWAC

- 14.1 Councillor Chandler advised that WALC was updating its Terms of Reference to clarify what services would be provided. The North Warwickshire Association of Town and Parish Councils was to meet on 1st March and Councillor Richard Habgood (Curdworth PC) was the new Chair.

15. Developments in Local Government Impacting on the Parish Council or Shustoke

- 15.1 Councillor Chandler reminded colleagues of the regular Reference Group meetings which were very informative. The Clerk had circulated the presentation slides from the last Group meeting.

16. Report from Village Hall Management Committee

16.1 Councillor Cole reported that the kitchen renovation was in progress and invited Councillors to view the work so far. A folk music event had been held which had been very successful.

17. Reports from Parish Councillors

17.1 Patient Participation Group

17.1.1 The Clerk reported that he had made further attempts to contact the practice manager via the only available contact system but that no reply had been forthcoming.

17.1.2 Councillor Chandler felt that there was resistance to recommence PPG meetings due to the ongoing difficulties with appointments.

18. Marketing and Communication

18.1 Councillor Noble asked for contributions to Connecting Four which would be published at the end of March.

18.2 Councillor L Dupree would be asked to provide a summary of Recreation Ground activities and plans.

19. Recruitment of Parish Clerk

19.1 The Chair reported on progress of the Recruitment process.

20. Correspondence

20.1 The Clerk had circulated the invitation to an election briefing on 2nd March from the Borough Council and encouraged Councillors to attend in person or online.

The meeting closed at 9.32pm.