

**Ordinary Meeting of the Parish Council**  
**7.30pm Monday 22<sup>nd</sup> August 2022**  
**at**  
**Shustoke Village Hall**

## **Minutes**

**Present:** Councillors N Cole (Chair), B Chandler (Vice Chair), G Dupree, L Dupree, G Farr,  
G Noble  
Clerk – David Jeans

**1. Apologies and Approval of Absences**

1.1 All Councillors were present.

**2. Declarations of Interest**

2.1 It was agreed this would be agenda-specific.

**3. Minutes of Previous Meeting (11<sup>th</sup> July 2022)**

3.1 The minutes of the meeting held 11<sup>th</sup> July 2022 had been circulated. Councillor Cole proposed that the minutes be adopted, seconded by Councillor Noble, and this was agreed by Councillors present.

**4. Matters arising**

4.1 There were no matters arising not covered within the main agenda.

**5. Contributions from the Public (Maximum 30 minutes)**

5.1 No members of the public were present.

**6. Village Crime and Disorder Issues**

6.1 Councillor G Dupree reported that two cars had been tampered with within the Village, and Councillor Cole referred to criminal damage of the benches within the Recreation Ground. Councillors considered the installation of a 'Graffiti' wall but felt that the likelihood of obscene language and pictures was too great to support the feature.

6.2 Councillor Farr was concerned that Reservoir visitors were parking in local roads rather than in the Reservoir car park. This was causing obstruction and was potentially dangerous. Councillor Cole queried the necessity for Severn Trent to charge for parking and the clerk was asked to approach the Company to ascertain what alternatives there might be.

Action - Clerk

## **7. Financial Report**

7.1 The Clerk had circulated a copy of the latest 2022/23 budget position which the Chair signed during the meeting.

7.2 The Clerk had also circulated a copy of the Council's accounts for the period up to 30<sup>th</sup> June 2022. The Chair proposed acceptance of the financial report, seconded by Councillor G Dupree and agreed by Councillors present. The Chair signed a copy.

7.3 The Chair was presented with recent invoices and a payment schedule for the period to 21<sup>st</sup> July 2022 to 22<sup>nd</sup> August 2022, which he signed and which were countersigned by Councillor G Dupree.

### **7.4 External Audit 2022/3 and Beyond**

7.4.1 The Clerk advised Councillors that the current national external audit arrangements for parish councils was about to end, and under the future arrangement, SPC had the option to appoint its own external auditor for the 2022-23 accounts and beyond. However, the SAAA highlighted that opting out was a significant decision which required careful consideration. As the Council's Responsible Financial Officer, the Clerk recommended that remaining within the national scheme would minimise costs and the time and challenge of looking for / briefing appropriate external auditors, but still enabled the Council to chose a full audit or a limited assurance review (which Councillors had chosen in recent years) whichever Councillors decided was appropriate for a particular audit year.

7.4.2 Councillor agreed that no change should ber made to the external audit arrangements.

## **8. Planning Matters**

8.1 No Shustoke planning applications had been received since the last meeting.

## **9. Horticultural Services and Handyperson Activities**

9.1 The Clerk reported that the Handyperson had repaired the Croxall Drive fence and he was working to reclaim the cost from the relevant landlords.

Action – Clerk

9.2 Councillors reported positive feedback on the state of the Recreation Ground grass, and Councillor G Dupree was thanked for his work in trimming the Village Hall hedges.

9.3 Councillor Cole suggested assembling a small team to work on the Village Hall surround and a date of 24<sup>th</sup> October was agreed. This would be advertised in Connecting Four. He also undertook to contact the Four Parishes Youth Club seeking assistance.

Action – Councillors Noble & Cole

9.4 Councillors remained concerned that members of the Allotments group were not maintaining the Village planters, as previously agreed. The Clerk undertook to contact the Allotments Chair.

Action - Clerk

## **10. Recreation Ground**

- 10.1 Councillor L Dupree summarised the recent progress of the Working Group. Work continued on the overall design and with finding sources of funding. It was hoped to include a nature trail and carvings. The car park resurfacing would take place early September. Elaine Dupree was pursuing the possibility of funding from a large commercial concern. An interim report had been provided in respect of the £2,000 adult equipment grant which was yet to be spent.
- 10.2 Councillor L Dupree provided details of a joint grant application to be led by Warwickshire Wildlife Trust from which the Council would receive £5,000. She proposed the application was taken forward by the Council and this was seconded by Councillor Cole and agreed by Councillors.
- 10.3 Councillor L Dupree also suggested Councillors agreed that work should commence on the area near the entrance gate, with help sought from the School's PTA and local residents. The area would utilise recycled items including tyres. She also proposed that £100 be spent on seeds for a joint exercise with local residents to nurture the seeds and then replant them in the Recreation Ground when more mature. This was seconded by Councillor Cole and agreed by Councillors present.
- 10.4 Finally, Councillor L Dupree proposed the Council establish a separate 'Shustoke Events Group' to organise and manage community events on the Recreation Ground and to raise funds for development and maintenance of the Ground. This was seconded by Councillor Cole and agreed by Councillors present.
- 10.5 The Clerk was asked to clarify what insurance cover was available for equipment and furniture on the Recreation Ground.

Action - Clerk

- 10.5 The Clerk advised that just one resident had requested to sponsor a Jubilee tree and she was aware of the terms and conditions set by the Council. The Clerk had circulated a draft certificate for consideration by Councillors. Councillor Cole had suggested minor amendments to the certificate which he was happy to present in person. The Clerk was asked to make suitable arrangements.

Action - Clerk

## **11. Road Safety Issues**

- 11.1 In the absence of County Councillor Humphries, this item was deferred to the next meeting.
- 11.2 The Clerk confirmed that he had reported the defective road signs identified by Councillor Noble and would report the additional issue raised by Councillor L Dupree.

Action – Clerk

## **12. Climate Change Issues**

- 12.1 Councillor Noble proposed that a grant application be made for cold weather use of the Village Hall by residents. Councillor Chandler advised that a group within Warwickshire advised on energy usage and would no doubt attend the Hall if requested. Councillor Cole added that the

Hall Management Committee needed to look at sustainable heating to replace the current bottled gas system.

12.2 Councillors agreed to defer further consideration to the next meeting.

### **13. Warwickshire Association of Local Councils**

13.1 The networking event planned for 3<sup>rd</sup> August had been moved to 29<sup>th</sup> September at the Village Hall. WALC's CEO and the Borough's Chief Executive would be attending and refreshments provided. All Councillors were encouraged to attend and to take the opportunity to meet with Steve Maxey and to raise concerns with him.

13.2 Councillor Chandler reminded Councillors she was working to re-establish an effective Councillors' Charter through the North Warwickshire Area Meeting.

### **14. Developments in Local Government Impacting on the Parish Council or Shustoke**

14.1 Councillor Chandler emphasised the importance of the Reference Group originally set up to advise on unitary proposals which would not now be developed. She encouraged Councillor Cole to join the group as it was a very effective means of holding the County Council to account.

Action – Councillor Cole

### **15. Reports from County and Borough Councillors**

15.1 No County or Borough Councillors were present.

### **16. Report from Village Hall Management Committee**

16.1 Councillor Cole suggested that this item was deferred to the Trustee meeting which would follow the Council meeting, but that a summary would be included in the minutes for reference purposes.

#### Extract from Trustee Minutes – 220822

*“The AGM was scheduled for October, and Councillor G Dupree was likely to be elected Chair.”*

*“Utilisation of the Hall continued to grow, with use on every weekday and many weekends. The hire charges had been increased by £1 per hour on 1<sup>st</sup> April 2022 to take account of inflation. The rising costs of energy would probably lead to a further increase of hire charges. The roof repair was yet to be undertaken, but there was now no suggestion of asbestos. The kitchen redesign was ongoing with a lead Management Committee member.”*

*“Finances were healthy with income in excess of that predicted by July 2022. Expenditure had been higher than budgeted due to the installation of a new floor in the cloakrooms complex. The 2021/22 accounts had been audited.”*

*“Councillors asked the Management Committee to provide a well-stocked first aid kit, direction signs for the Village defibrillator, and a sign showing the location of the Hall (with*

*a 'WhatThreeWords' reference) to assist hall users who were not local but needed to call the emergency services. Councillor Cole agreed the Management Committee would take these forward."*

*"Councillors commended Councillor Cole for the work he had undertaken to improve the condition of the hall, increase its usage and to enhance a key Village asset."*

## **17. Reports from Parish Councillors**

### **17.1 Neighbourhood Watch**

17.1.1 Councillor G Dupree intended to join the next meeting and would report back to Councillors.

### **17.2 Four Parishes Youth Club**

17.2.1 Councillor Noble advised that the Club continued to operate very successfully.

## **18. Marketing and Communication**

18.1 Councillor Noble sought issues to be included in the next Connecting Four magazine.

18.2 Following discussion, it was agreed the Shustoke submission should include the Halloween visit prior to the next Council meeting, the Hall working party, the new Events Group and the progress of the Recreation Ground Working Group.

Action – Councillor Noble

## **19. Correspondence**

### **19.1 'Do Not Knock' Stickers**

19.1.1 The Clerk had been approached by Able Community Care with regard to the free supply of "Do Not Knock" stickers for distribution to older and disabled people who did not wish to answer the door to strangers. He asked Councillors to consider the offer.

19.1.2 Following discussion, Councillors decided not to pursue the offer.

### **19.2 Time Bank Arrangement**

19.2.1 Councillor Spicer, Astley Parish Council, was seeking to establish a 'Time Bank' arrangement whereby individuals undertook particular tasks for others, who reciprocated with different tasks. He asked Councillors to consider whether the Council should become involved in the scheme.

19.2.2 Councillor Chandler advised that CAVA operated a similar scheme and that the likely participants were already volunteering to support the community through the Council or by other means. Councillors resolved not to seek to participate in the scheme.

*The Meeting closed at 9pm*