

# **SHUSTOKE PARISH COUNCIL**

**Monday 28th July 2025 at 7.30pm**

## **ORDINARY MEETING OF THE COUNCIL**

### **DRAFT MINUTES**

**Present:** Councillors G. Dupree, G. Farr, R. Gough and N. Larkin  
Clerk – Neil Millard  
Councillor S. Cameron (Warwickshire County Council)  
P.C. L. Thompson (Warwickshire Police)  
4 members of the public

#### **1 Election of Chairman of the Council for the 2025/2026 Municipal Year**

- 1.1 No member present at the meeting wished to be considered for election as Chairman for the Municipal Year
- 1.2 It was RESOLVED that Councillor Farr (Vice-Chairman) be elected Chairman of the Council for the meeting

#### **2 Declaration of Acceptance of Office by Chairman**

- 2.1 The Chairman for the meeting was not required to declare her acceptance of office.

#### **3 Apologies**

- 3.1 Apologies for non-attendance were received from Councillors Hill and Jones.
- 3.2 The Clerk advised that Councillors Hill and Jones having not attended the last two meetings of the Council were at risk of not attending a meeting through a period of six consecutive months and therefore losing office. Both members had attended the Annual Parish Meeting in April, but it is the Clerk's understanding that this did not count as representing the Council.
- 3.3 It was RESOLVED that the Council accept the Clerk's recommendation and approve the absence of Councillors Hill and Jones

#### **4. Declarations of Disclosable Pecuniary Interest**

- 4.1 There were no declarations of disclosable pecuniary interest relating to items on the agenda.

#### **5 Minutes of Meetings of the Council**

- 5.1 The minutes of the Annual Meeting of the Council had been circulated to all members.
- 5.2 It was RESOLVED that the Minutes of the Annual Meeting of the Council held 19th May 2025 be approved as a true and correct record and be signed by the Chairman.

#### **6 Questions or Presentation from Members of the Public**

- 6.1 P.C. Thompson provided an update on a couple of recent local issues including a car theft following theft of keys from the house and an assault in which both parties were visitors to the parish. He confirmed that crime prevention advice had been issued in respect of the car theft.

He also reported that “Faraday” pouches will be issued in the coming weeks during routine patrols.

- 6.2 A local resident drew attention to inconsiderate parking on drop kerbs preventing access to her mobility scooter. The police were asked to look at this issue whilst on patrol.
- 6.3 Dangerous parking on the slip road, which has a “No waiting” sign was also raised by a local resident along with a couple of other parking issues around the village.

## **7 Reports by County and District Councillors (for Information)**

- 7.1 Councillor Cameron reported on the location of grit bins, which had been discussed at the previous meeting of the Council. He also advised that he was trying to make progress regarding a parking restriction around the village hall and provided feedback in respect of potential local government reorganisation.

## **8 Approval of List of Accounts**

- 8.1 The Clerk submitted a list of accounts as set out below containing all payments made since last approval.
- 8.2 Councillor Dupree pointed out that the list appeared to include two salary payments for May. The Clerk advised that one payment was actually a salary payment for June.

		£
WALC	annual subscription	226.40
HSBC	Bank charges	5.00
Clerk	Expenses May	22.50
Clerk	Salary May	362.00
Clerk	Re-imbursement	12.54
CAS Limited	Insurance premium	559.14
N. Larkin	Re-imbursement	90.49
Graceful Prop Mgt	horticultural servs May	325.00
HSBC	Bank charges	5.00
Clerk	Expenses June	22.50
Clerk	Salary June	361.80
Wicksteed	play equipment	5,250.00
Graceful Prop Mgt	horticultural servs Jun	325.00
ICO	data protection reg	47.00

- 8.3 It was RESOLVED that subject to the above amendment the list of accounts as submitted to the meeting be approved

## **9. Consideration of the Council's Representation on External Bodies: NWAC**

- 9.1 It was RESOLVED that Councillor Farr be appointed as the Council's representative on the North Warwickshire Area Committee of WALC

## **10. Review of Standing Orders**

- 10.1 Councillor Dupree advised that he required a little more time to complete the preparation of review of the standing orders.
- 10.2 It was RESOLVED that further consideration of this matter be deferred to the next meeting.

## **11. Review of the Council's Financial Regulations**

- 11.1 The Clerk reported that he had produced revised draft financial regulations utilising the model produced by NALC. They had been circulated to all members prior to the meeting and he had highlighted those clauses which were at odds with existing practice by the Council. He advised that if the regulations were approved these clauses would require further decisions at the next meeting.
- 11.2 It was RESOLVED that the revised draft financial regulations as submitted by the Clerk be approved.

## **12. Consideration of a Request by Beeline Community Transport**

- 12.1 The Clerk reported that the request for financial assistance had again been circulated to all members prior to the meeting. He had also circulated a set of accounts provided by the group and confirmation of the number of Shustoke residents supported by the group. The meeting discussed the need for further information and details of potential alternatives.
- 12.2 It was RESOLVED that the Clerk write again to Beeline requesting further information particularly regarding the number of users in Shustoke over a longer period of time and details of access to the service and costs

## **13. Recreation Ground; Use of restricted funds**

- 13.1 The Clerk reported that Friends of Shustoke Park had wound up and transferred £601.56 to the parish council. He had also been advised that £500 of this had been donated by National Grid to provide planting and tools at the Recreation Ground. He invited members to consider how to spend the restricted funds provided by National Grid.
- 13.2 it was RESOLVED that the Council spend up to the sum of £500 on plants for the Recreation Ground

## **14. Parking on Pavements, Parking and Crime**

- 14.1 The issues relating to this item on the agenda had been discussed by local residents and the police earlier in the meeting (see Minute 6)
- 14.2 It was RESOLVED that the Clerk liaise with the Police and WCC to try and ensure that the concerns were addressed.

## **15. Consideration of a Response to Consultation Regarding Planning Application; Change of use from Fuel Storage Depot (Class B8) to Self-storage Containers (sui generis) with Associated Access and Landscaping; Watson Petroleum Ltd, Coleshill Road,**

- 15.1 It was RESOLVED after brief discussion that no further action be taken on this matter.

## **16. Progress Reports for information only**

- 16.1 Councillor Dupree advised that following the resignation of Councillor Brown that a new representative will be required for the Village Hall Committee. Councillor Larkin agreed to take on the responsibility and this will need to be confirmed at the next meeting.

***There being no further business, the meeting closed at 8.45pm.***

**I certify the above minutes, comprising three pages as a true and correct record of the meeting which took place.**

**Signed .....**      **Name .....**

**Chair**                                      **Date**