**Meeting Type** Ordinary

**Date**  9th September 2024

**Time**  19.00

**Venue**  Tysoe Village Hall, Main Street, Tysoe

**Councillors Present** David Roache (Chairman), Amanda Venables (Vice Chair), Malcolm Littlewood, John Tongue, Rebecca Billing, Helen Sayers, Adam Wyatt

**Apologies**  CCllr Chris Mills

**In Attendance** District Cllr Malcolm Littlewood, Charmaine Swift (Parish Clerk & RFO)

**Members of the Public 5**

**68. WELCOME and APOLOGIES**

Cllr Roache introduced the meeting, welcomed everyone and thanked them for coming.

Apologies were received from County Councillor Chris Mills

**69. DECLARATION OF INTERESTS None declared**

**70. CONFIRMATION OF MINUTES**

The Council confirmed the minutes of the Extra Ordinary Meeting of August 29th 2024 as a true and accurate record of the meeting. Cllr Roache signed the minutes.

Proposed Cllr Sayers Seconded Cllr Wyatt All in Favour

**71. PUBLIC FORUM – 15 MINS ONLY**

a) Requesting permission to move a tree from her garden - Aresident of the village has offered a tree from her garden which has now overgrown its’ space, although still young, to be replanted in the village in a place TPC would find suitable. If not, she suggested it would replace one of the trees that have recently been removed in Jeff’s Close.

Cllr Roache asked everyone what they thought and all agreed that there would be somewhere in the village to put the tree.

Action: Cllr Billing to ask Gareth Atwell to look at the tree with a view to moving it. The siting to be agreed at the next Parish Council meeting in October.

**b)** Andrew Young wished to put forward a proposal to transform the existing tennis courts for them to be more useful to the village as a whole. He noted that in 1995 the lease was granted to the Tennis Club

and described as a multi sports facility.

Having spoken with members of the Tennis Club Committee, he sees 2 possibilities for a multi sports facility:

1. To utilise the existing Court space and change the surface to allow for tennis and other sports to be played.
2. To extend the area and have a third court and install better facilities such a lighting etc. which would allow for winter games after dark.

These changes would make the facilities available to many more people in the village and allow both the Tennis Club and other uses to use them throughout the longer nights. It would give young people something to do, and hopefully motivate others to take up other sports. The lighting would also be helpful to the Football Club as they currently have to find places to train in the winter.

Page 22

Cllr Roache asked how Andrew would plan on funding this work, and how much it would cost?

At the moment, looking at costings around the country have given varying amounts but as a starting point:

Option 1 would cost between £34,000 and £74,000

Option 2 would cost between £50,000 and £100,000

Andrew asked about the possibility of the use of some S106 funding that TPC has?

Cllr Littlewood answered, stating that he agrees the original lease was granted on the grounds that this was a multi sports facility, which to date is has not been. Then that the land is not the Parish Council’s, it is leased by the Tennis Club, and therefore in order to do any work as proposed, would mean that the Parish Council would need to release extra land. Unfortunately, the S106 funding currently held is not available for this sort of project, although a starting point might be The Lawn tennis Association.

Cllr Billing also asked if Andrew had he looked at any local people who might do some of the work, as this might be something to consider.

Cllr Tongue then said that he had been a member of the Tennis Club Committee in the past, but had resigned because the Tennis Club, at that time, had not been willing to expand to a multi sports facility.

At this point Cllr Roache requested that the Clerk look at the lease and see how long it was.

Action: Clerk to check lease agreement length.

Cllr Roache said that there was general support for this idea and that TPC would support him in discussing it with the Tennis Club and also in finding funding. He also said that at a later date, once the Tennis Club had been approached, it might be worth while holding a village meeting as he felt this idea would be of great benefit to the village, and thanked Andrew for coming to speak with Councillors.

**72. WARD MEMBERS UPDATE**

1. CC Chris Mills. Cllrs acknowledged receipt of a report from Cllr Mills **Ref: Doc 72a**

Cllr Roache said that CC Mills report was circulated with all the other papers of the meeting.

He noted that he had spoken with CC Mills regarding the undergrowth at Poolgate and the entrance to The Manor regarding the fact that it had been cut. CC Mills answered that it was in fact County Highways that had done this work, but Cllr Roache said that only about 30cms along the edge of the verge has been cut, which is not good enough. A member of the public also said that there is a large amount of debris in the road from the cutting of the verge.

1. DC Malcolm Littlewood *.* Cllr acknowledged receipt of a report from Cllr Littlewood **Ref: Doc 72b**

DCllr Littlewood gave a short precis of his report, stating that there have been some issues over funding at SDC which are being addressed. Some monies had been invested and had made a good return on their investment, but the drop in the interest rate has now curbed this.

SDC Finances are in a good state. There is a critical issue with regard to housing as approximately 2,000 families are looking to be housed. SDC pledged to look after Ex military personnel, Ukrainian refugees and refugees from Afghanistan – these people are at the top of the housing needs list.

All present were asked if there were any further questions. There were none.

**73. CORRESPONDENCE**

1. **Holly Cottage**

A resident emailed regarding the overgrown hedge at Holly Cottage on Main Street.

Action: Clerk to write to “The Owner” at the cottage to ask that it be cut back. Actioned 13.9.2024

Page 23

1. An email of thanks was received from a resident of Jeffs Close, in response to some dangerous dead trees and overgrown undergrowth had been removed by Gareth Atwell urgently at the Parish’s expense.
2. Email regarding Sunrising Hill footpath SS24.

This footpath has been discussed recently at TPC and after further discussion as the sender has offered to work with the footpaths people in order to get the footpath redirected around “Woodside” so that it does not cross the owners’ property and goes up on Upton Land and joins the lane at the top. The footpath as is, is currently dangerous as people are walking in the road and cannot see or be seen by oncoming traffic. Cllr Roache aid that we can lobby for this to be moved.

A proposal was received to contact the sender of the email and offer our support.

Proposed: Cllr Bell Seconded: Cllr Sayers All in favour

1. Jubilee plaque for the Jubilee Tree.

A picture was circulated of the proposed plaque for the Jubilee tree on the Recreation Ground. It is black with gold lettering. All present were very please with what was offered, and the proposal was made to pay the cost of the plaque which was approximately £200.

Proposed: Cllr Tongue Seconded: Cllr Billing All in favour

1. Footpath Oxhill Rd/

Action: Clerk to contact County Highways for cutting back. Actioned 9.9.2024

1. Footpath past the Water Treatment Plant – overgrown.

Action: Clerk to contact County Highways for cutting back. Actioned 9.9.2024

**74. FINANCIAL REPORT September 2024 – Parish Clerk**

a – f) The Council received and approved the Finance Report, Bank Statements and Reconciliation, Payments and Net Position for 31.08.2024

Proposed Cllr Billing Seconded: Cllr Tongue **All in favour**

|  |  |  |  |
| --- | --- | --- | --- |
| Voucher No | Item | Payable to | Amount £ |
|  | Salary | Clerk | 561.60 |
|  | WFH Allowance | Clerk | 26.00 |
|  | Income Tax | HMRC | 140.00 |
|  | Electricity | Green Energy | 193.17 |
|  | Village mowing | T Fox inv 40832 | 1450.44 |
|  | Bank Charges | HSBC | 5.00 |
|  | Tree work in Jeff’s Close | G Atwell | 696.00 |
|  | Hall rental TPC | Village Hall | 60.00 |
|  | Hall rental Dementia Cafe | Village Hall | 80.00 |

1. Cllr Roache explained the situation regarding the invoice from Moore, our external auditors. We have paid the audit fee of £252 but there is another £1000 + VAT still to pay, which is for charges incurred from an enquiry from a Tysoe resident, which we knew nothing about. We were also not advised about the amount until a question was raised, when the invoice came on July 1st 2024.

Cllr Roache asked all Councillors if they felt we should pay the extra mount, having made a formal complaint and been told we should pay, or what would Cllrs propose we do? All present felt that TPC should fight and not pay the bill as we firstly should have been advised of the issue, and secondly we are their customers and therefore tax payers’ money has been spent without our knowledge, which we have to account for. Also, as Auditors, Morre are just that, any concerns over monies spent by the Parish Council should be taken up with the Monitoring Officer as with a complaint, not the Auditor.

The proposal was made to fight further not to pay the excess charge. Cllr Roache was to draft an email to Moore to advise them of this decision.

Proposed: Cllr Bell Seconded: Cllr Venables **All in Favour**

Action: Clerk to contact T Fox. Actioned 9.9.24

Page 24

1. Cllrs discussed the issue of further mowing needed for the Recreation Ground. The proposal was made to go with another 3 cuts (6 altogether, as 3 were agreed in August by email)

Proposed: Cllr Littlewood Seconded: Cllr Bell **All in Favour**

1. Cllr Roache also requested that the Clerk contact T Fox to request that an area of grass verge going out of the village in Lower Tysoe on the sharp left hand bend by Welsley’s Farm, needed mowing. This area is on the Tysoe Mowing map but on the inside of the bend the undergrowth is overgrown and is dangerous as drivers cannot see oncoming vehicles properly.

Action: Clerk to contact T Fox. Actioned 9.9.24

**75. PARISH CLERKS UPDATE – Ref: Doc 76**

The Clerk reported that she had transferred £6000 from June’s S106 fund into the CIL Funds on reserve as this transaction was made in error in June. She also reported that a new electricity contract was due on October 1st and that Councillor Venables would report on this along with the Street lighting update.

**76. AREAS OF RESPONSIBILITY**

1. **ACTION LOG – Cllr Roache noted that the log has been updated.**

**b) Employment/HR**

The Clerk’s Annual Review will be held on Friday 20th September. Cllrs Roache and Billing will report back at the next TPC meeting on this.

**c)** **Infrastructure & Environment**

**i) Parking in Tysoe**

Cllr Bell gave a précis of his report circulated prior to the meeting – noting that there has been encroachment onto the Village Green opposite the shops.

With regard to discussions around the Recreation ground parking, Cllr bell said it would be better to leave any decision until it is known what is needed.

The grass verge by the field entrance across from Church Farm Court, Cllr Chris Mills has said that County Will pay for this work. Cllr Bell noted that grass crete would be laid up to the manhole cover which would allow for 2 cars to park.

A proposal was made to go back to Cllr Mills to give the go ahead for this work.

Proposed : Cllr Bell Seconder : Cllr Littlewood All in favour.

Action : Cllr Bell to advise County Councillor Mills of TPC Decision.

1. **Street-lighting**
2. Cllr Venables explained that Green Energy had notified the Clerk of the prices for their new supply contract as of October 1st 2024. These prices are higher and taking into the fact that Tysoe has undergone considerable cutback on streetlights, and replaced several lights with newer cheaper lights which to date have cost in the region of £10,000, which has brought down our monthly costs considerable from around £450 to just under £200. The new tarrifs will mean that our annual bill will be almost the same as it was prior to all the changes.

The Clerk had carried out some investigation on this and spoken to a company found by Cllr Venables, and the company YU E|nergy, had offered a much cheaper cotract, but unfortunately, two days later, withdrew the offer as there are National Grid changes going to happen as of April 1st which would mean that all unmetered supplies (as Tysoe’s streetlights are) would be changing.

Page 25

Therefore, unless YU Energy can offer us a new tarrift before the end of September, our options are few.

1. We go with the 1 year contract which is as originally offered, and is expensive.
2. We go with the new 6 month contract which is slightly less, but we will then be able to see what difference the new unmeterd changes will make.

The proposal was to go with option 2 if we do not get anything better from YU Energy before the end of September.

Proposed : Cllr Venables Seconded : Cllr Bell All in favour

Action : Clerk to act accordingly.

Cllr Roache wished his thanks minuted to Cllr Venables and the Parish Clerk for all their work on this subject.

Cllr Venables reported that 2 new street lights had been put in and we are waiting for another 1.

10 out of the 27 remaining streetlights are ot working. 2 light on Shennington Rd are not working and one on Jeffs Close needs to be mended. All new lights will go off at midnight GMT.

Cllr Billing asked about the possibility of looking to have lights by the defibrillators ?

Councillors will look at this.

1. **Planning – Cllrs Tongue, Venables & Wyatt  *Ref: Doc 77iv***

**Previous applications agreed in August & early September 2024 via text.**

**i) 23/01419/FUL Dinsdale House, Baldwins Lane, Tysoe**

Conversion of a disused coach house and stables into a dwelling house. (expiry date 16/08/2024)

Recommendation: Support with conditions (**Please see planning report on Parish website** [**www.tysoe.org.uk**](http://www.tysoe.org.uk) **for a full report.)**

**Vote 6 to support with conditions 2 Abstentions**

1. **24/01681/VARY & 24/01865/VLBC Badgers Farm House, Badgers Lane, Lower Tysoe**

Variation of condition 2 of planning permission 08/00024/FUL & 08/00043/LBC dated 28/08/2008 to allow the design of the garage to be changed and addition of solar panels. Original description of development. Conversion of barn into one holiday cottage. Formation of new vehicular access and construct new garage for existing farmhouse. Reroof existing farmhouse. (expiry date 23/08/2024)

Recommendation: Objection for the reasons detailed on the report. (**Please see planning report on Parish website** [**www.tysoe.org.uk**](http://www.tysoe.org.uk) **for a full report.)**

**Vote 6 objections 2 Abstentions**

1. **24/01625/FUL Westcote House, Tysoe Road, Radway**

Change of use to schooling and competition livery. (expiry date30/08/2024) **Recommendation - No objection subject to conditions to protect the amenities of the area.** (**Please see planning report on Parish website** [**www.tysoe.org.uk**](http://www.tysoe.org.uk) **for a full report.)**

**Vote: 7 No objection subject to conditions 1 Abstention**

**A proposal was made to accept all the above decisions as voted on via email previously.**

**Proposed: Cllr Bell Seconded: Cllr Littlewood All in favour**

**Cllr Littlewood left the table and recused himself from the following planning items:**

Page 26

1. **24/01800/TREE Tysoe Manor, Shipston Rd, Upper Tysoe**

Felling and work on several trees, and removal of other dead trees in the area.

The recommendation was made to support the application.

Proposed: Cllr Venables Seconded: Cllr Tongue 7 in favour 1 Abstention.

1. **24/02003/FUL & 24/02004/LBC Tysoe Manor, Shipston Rd, Upper Tysoe**

Conversion and extension of barns to form a Wellness Centre with 9 bedrooms and 9 bathrooms and creation of parking. This is a Grade II Listed Building.

Recommendation: To support with conditions as seen on the report. (**Please see planning report on Parish website** [**www.tysoe.org.uk**](http://www.tysoe.org.uk) **for a full report.)**

Proposed: Cllr Venables Seconded: Cllr Tongue 7 in favour 1 Abstention

Cllr Billing wished it noted that coming out from the entrance to the above and turning left there is an issue as the visibility at Poolgate is very poor for traffic.

DC Littlewood wished it noted that there is an issue with some of the trees at Poolgate.

1. **24/01856/FUL Tysoe Village Hall, Main Street, Tysoe**

Installation of 45 photovoltaic panels and associated supporting metalwork, upon the southwest facing village hall roof.

Recommendation: Support for the following planning reasons (as per planning report) (**Please see planning report on Parish website** [**www.tysoe.org.uk**](http://www.tysoe.org.uk) **for a full report.)**

Proposed: Cllr Venables Seconded Cllr Tongue 7 votes in favour 1 Abstention

**viii) Anaerobic Digester – update – Cllr Roache**

Cllr Roache gave his update on the Anaerobic Digester Planning Application stating that the second ARUP Report had been published on the SDC Planning Portal. He noted that it does not condemn the digester and does not examine where it is placed. Therefore, it neither helps or weakens Tysoe Parish Council’s case.

Cllr Roache and District Councillor Littlewood are scheduled to meet with Joe Brook, the Planning Officer, and his Manager tomorrow (Tuesday). It is hoped they will find out if this application will be approved or go to Committee so it looks like this will come to a head over the next few weeks.

Cllr Roache went on to say that if the decision goes to Committee, we have potentially 4 people wishing to speak, and they will have 10 days to prepare. It may be that TPC will need to advertise and get support.

Cllr Roache had looked at putting up a fund raising page but he feel this would not be a good idea as should the donations reach a figure higher than needed, there is no way in which to repay any of the monies donated. Therefore, he feels it would be better to receive donations into the TPC Bank Account.

Discussions took place around what if’s and a proposal was then made to use the HSBC bank Account to receive donations.

Proposed; Cllr Roache Seconded: Cllr Bell All in favour

Action: Clerk to send Cllr Roache Bank Account Details. Actioned 10.09.2024

Page 27

1. **Traffic Survey**

Cllr Bell spoke to his report saying that 65% of traffic exceeds 30mph on the Oxhill rd. 85% of traffic does 40mph. This survey shows that circumstances are worse than those of the last survey in 2021.

The solutions offered were:

1. Contact PC Sid Hammond and Gary Stain to ask that they carry out more enforcement.
2. Put up speed enforcement signs.

Cllr Bell suggested a chicane for the Oxhill Rd as there is enough information to make a reasonable argument for one.

Cllr Roache agreed that TPC should get the Police on our side.

Cllr Bell then said that should the Sandspits Development go ahead the S106 funding might be able to be used to fund the chicane.

Cllr Roache wished that the Police be contacted first. Cllr Bell proposed that TPC make contact with the Police.

Proposed: Cllr Bell Seconded: Cllr Tongue All in favour

**g)TREES AND GREEN SPACE**

**Coronation Tree Site**

**i)**

The consensus of opinion was to place the Coronation Tree near the Millenium Stone on the Village green. There was a suggestion that we could use Alison Cross’ Tree. Cllr Roache requested that Cllr Billing go and look at the tree.

ii)

As agreed by email & Text in August by all Councillors, the payment to Gareth Atwell for the emergency tree work at Jeff’s Close were 8 all in favour.

Proposal to agree payment to Gareth Atwell for emergency tree work in Jeffs Close. (£696.00)

**Proposed: Cllr Bell Seconded: Cllr Billing All in favour**

iii)

The quote for the roundels to be replaced on the children’s playground from Gareth Atwell was also agreed. (£6886.32) The other quote being more than twice the amount and a 3rd was not forthcoming.

**Proposed: Cllr Venables Seconded: Cllr Tongue All in favour**

**Poolgate update – Cllr Billing**

Cllr Billing reported that the undergrowth needed stripping on the verge, and the Cherry tree needs removing.

Action: Cllr Billing to speak with Pete Lewis and ask him to deal with it.

1. **Welfare**

**Defibrillator – placements Cllr Venables**

Cllr Venables said that there were three sites being discussed for the 2 new defibrillators.

1. Paxton’s Garage
2. The pub
3. The Surgery

Cllrs voted to go for The Doctors’ Surgery as it was closer to Lower Tysoe and would be more accessible for residents there.

Cllr Venables requested that along with the 2 defibs she buy 2 Bleed Kits.

Page 28

The proposal was made to place the 2 defibs at Paxton’s garage and The Doctor’s Surgery along with 2 Bleed Kits.

Proposed: Cllr Venables Seconded: Cllr Littlewood All in favour

Action: Clerk to note Shipston First Responders will attend and speak at the October TPC meeting. NOTED

1. **Affordable Housing – Methodist Church – Cllr Roache**

Cllr Roached wished it noted that the S106 funding, of which there was over £470,000 must be committed before January 15th 2028. He will attend a conference on October 8th at which WCC, SDC and Warwickshire \Rural Housing will also attend and he will then ask Warwickshire Rural Housing if they will support building housing on the Methodist Church land. It would be good if we can get SDC to support us also.

**77. Emergency Plan**

Cllr Sayers had previously circulated the items and some prices required to be bought and stored in case of a village emergency. She proposed to start buying these items but wished clarity on either sand bags or the flood bags. Cllrs all agreed she should buy twice the minimum order of Flood Bags (gel) and sand and hessian bags also. These would all be stored at the pub in the village.

The proposal was received to begin buying items for the Emergency Plan.

Proposed: Cllr Sayers Seconded; Cllr Tongue All in favour

**78. Review of Policies**

Vexatious Complaints (circulated previously.)

The proposal to accept the reviewed policy was received.

Proposed: Cllr Littlewood Seconded: Cllr Sayers All in favour

**79. Website – Deferred to October meeting**

**80. RISK MANAGEMENT PLAN**

The Clerk reported that she had updated the Risk management Pan and circulated it to all Councillors previously.

A proposal was received to accept the new updated plan.

Proposed: Cllr Venables Seconded: Cllr Wyatt All in favour

**82. VE 80 Celebrations**

Cllr Roache requested that all Councillors think about this and bring suggestions to the October meeting.

**83. Community Awards – Deferred to October Meeting**

**84. DATE OF NEXT MEETINGS – Begin at 7.00pm and are held in The Village Hall on Main Street.**

a) Monday October 14th - Ordinary meeting

b) Monday November 11th – Ordinary Meeting

c) Monday December 9th – Ordinary meeting

**85. FUTURE AGENDA ITEMS & MATTERS ARISING**

Community Awards, VE80 Celebrations, website, Shipston First Responders,

**86. CLOSURE OF THE MEETING TO THE PUBLIC AND PRESS**

Cllr Roache closed the meeting at 10.00pm

**87. PRIVATE AND CONFIDENTIAL**

Page 29