

***Priors Marston Parish Annual Council Meeting
Tuesday 13th May at 7.30pm
At The Priors Hall***

DRAFT MINUTES

Present: Cllr. Laura Lucas, Cllr. Sarah Mills Cllr. Robyn May, Cllr. John Franklin,
County Cllr Chris Kettle

In Attendance: Emma Hooker (Clerk/RFO), Sally Rolfe Road safety unit - Traffic
Management Advisor

Apologies: Cllr Pete Dunkley, Cllr Nigel Rock

**Public Participation (10 members of the public in attendance, representing the
Speeding Concern Group)**

7:35pm – 7:50pm

Members of the Speeding Concern Group were invited to speak for up to three minutes each, in accordance with Standing Orders. The group is seeking funding to support the implementation of speed reduction measures within the village.

Sally, referred to recent speed survey data commissioned by the Parish Council and stated in her opinion, it indicated a speeding issue. She explained that, due to the nature of the roads, the area is unsuitable for a temporary speed camera under the criteria for a Community Concern Site. However, she requested support for the deployment of mobile police speed enforcement units.

Cllr Kettle read a statement from Warwickshire County Council's Highways Team:

There is no identified road safety issue in the village, and there have been no recorded collisions on the Southam Road involving injury within the last five years.

This data suggests that existing road conditions and driving behaviours are not presenting a heightened risk to residents or road users.

Additionally, the natural narrowness of several country lanes inherently encourages lower driving speeds, further supporting safe vehicle movement without the need for additional interventions.

Due to these factors, introducing physical engineering measures would be unnecessary and potentially inappropriate, as such interventions could disrupt the existing road environment without providing meaningful safety benefits.

Instead, maintaining current road conditions while continuing to monitor safety trends would be the most proportionate approach".

It was noted that the Police assess speeding data using the 85th percentile method, while the County Council base their assessments on the mean average speed.

The Parish Council agreed to work with the Highways Team and submit a funding application. From the three options previously outlined by Highways, the Council will determine which to pursue:

1. **“Urbanise” the village gateways** at the start of the 30mph zones, using features such as street lighting and other urban design elements.
2. **Relocate the 30mph limit** to begin at the perceived start of the urban area and introduce a 40mph buffer zone extending 600 metres beyond the current boundary.
3. **Retain the existing 30mph zone** but enhance signage by adding additional 30mph roundels to reinforce the limit.
- 4.

Nine members of the public left the meeting following the Public Participation session

Annual Parish Council Meeting opened at 8. pm

1. **Apologies:** Cllr. Pete Dunkley, District Cllr. Nigel Rock
2. **Declarations of Interest:** None
3. **Election of Chair Person**

Cllr Robyn May proposed Cllr Laura Lucas to remain as Chair and this was seconded by Cllr John Franklin. Therefore, Cllr Laura Lucas is duly elected as Chair of Priors Marston Parish Council for the forthcoming 12 months.

4. **Approval of the minutes of the last meeting held on 25th March 2025**
Minutes approved by all present at the meeting as a true record and signed by Chair.
5. **Annual Chair’s Report**



Priors Marston Parish Council Annual Report 2024/2025

Council Members

- **Chair:** Laura Lucas
- **Councillors:** John Franklin, Pete Dunkley, Robyn May, Sarah Mills
- **Parish Clerk & Responsible Finance Officer:** Emma Hooker

Key Achievements in 2024/2025

Playground Maintenance & Development

- **Ongoing Care:** Conducted monthly safety inspections and executed repairs to various areas of the playground, including flooring and climbing structures.
- **Future Planning:** Initiated a community consultation to gather input on replacing the 25-year-old play structure. A working group, led by Cllr. Mills and the Clerk, will oversee the project, seek funding, and engage with suppliers.

Planning

- **Applications Reviewed:** Provided feedback on 33 planning applications, including:
 - Tree works: 14
 - New dwellings: 2
 - Conversions to dwellings/holiday lets: 5
 - Extensions: 3
 - Other (e.g., changes of use, new garages, listed building works): 9

Village Maintenance & Environment

- **Pathway Care:** Regular weeding and cutting back of the Blue Path.
- **Signage Updates:** Cleaning and updating of various village road signs.
- **Verges & Drainage:** Collaborated with Highways to repair damaged verges and address drainage issues on Keys Lane. 100% of the drainage gullies had been inspected and cleared
- **Asset Management:** Maintained the village defibrillator and updated the asset register and maintenance plan.

Digital & Community Engagement

- **Online Presence:** Regular updates to the village website and Facebook page, ensuring compliance with the Transparency Code.
- **Communication:** Utilized email distribution lists to keep residents informed.
- **Community Initiatives:**
 - Established a litter-picking volunteer group and organized two successful events.
 - Supported the Volunteer Speed Action Group alongside County Cllr Chris Kettle. Data supplied from the speed survey and signage options discussed
 - Engaged with SDC consultations, including planning policies.

Infrastructure & Safety

- **Street Lighting:** Completed a comprehensive street light survey.
- **Safety Inspection:** Conducted a RoSPA inspection of the playground.

Goals for 2025/2026

- **Playground Project:** Continue community consultation and collaborate with suppliers to secure funding for the new playground.
- **Footpath & Rights of Way:** Assess and review the condition of village footpaths and rights of way.
- **Parish Plan Implementation:** Work with other village organizations to action the strategies outlined in the new Parish Plan.
- **Asset Maintenance:** Adhere to the maintenance plan for all village assets.
- **Communication:** Maintain regular updates on the village website, Facebook page, notice board, and in The Parish News.
- **Village Maintenance & Environment Ensure:** Regular inspections of drainage around the village to prevent further issues.

For more information or to get involved, please contact the Parish Clerk at emma@priorsmarston.org or visit our website: www.priorsmarston.org

6. Review and agree Standing Orders/ Policies

The Parish Council has reviewed:

- Standing orders
- Policies
- Code of conduct (LGA)
- Financial Regulations (new)

All agreed they are fit for purpose.

7. Finance to include End of Year Accounts 31st March 2025

The Clerk/Responsible Finance Officer presented the Internal audited accounts for the Parish Council and are attached to the file set of minutes and forms part of them.

The Annual Governance Statement 2024/25 was approved

The Accounting Statement 2024/25 was approved

The AGAR forms will be forwarded to the External Auditors (Moore PLC) to be audited before the 30th June deadline.

8. Annual Village Meeting

The annual village meeting will be held on the 27th May at 7pm at the Priors Hall.

The community groups attending are:

The Sports and Tennis Club

WI

Church

The Hollybush Inn

The Priors School Play group

The Priors Hall

Rural crime Police Team

Parish Council Representatives

County and District Councilors

The evening has been advertised on social media, Parish Mag, Notice Board and a reminder will be sent out prior to the event

9. Update District Cllr – Nigel Rock

Warwickshire County Council Elections

Although a County Council Election it was administered here by Stratford District Council. Our Ward overlaps three County Council Divisions and the outcome for those Divisions was one of no change with all three councillors retaining their seats, although in the Feldon division there was some excitement with a series of recounts showing the incumbent holding off the challenge from the Lib Dem candidate by a narrow margin of 7 votes. Congratulations to Chris Kettle, Andy Crump and Chris Mills.

Thanks to all to all who voted and assisted with the elections in whatever form. The full results from Feldon Division are:

Louis Adam - Liberal Democrats - 1126
Rachel Frenguelli - Labour Party - 192
Joshua Hearne-Wilkins - Reform UK - 783
Christopher Kettle - Conservative Party - 1133 Elected

For the county as whole there is now no overall control with the balance of seats:

Reform UK 23, Liberal Democrats 14, Conservative Party 9, Green Party 7, Labour Party 3 and Whitnash Residents Association 1 seat:

<https://apps.warwickshire.gov.uk/ElectionResults/elections/2025>

There were also two District Council by-election seats one of which was vacated by the elevation of Cllr Perteghella to Parliament last year. Both were previously held by the Lib Dems and there was no change in political affiliation.

VE Day 80th Anniversary

Thursday 8 May 2025 marked eighty years since World War II ended in Europe and communities across Stratford District organised events to celebrate this historic date and to honour the sacrifice made by all of our families and their friends.

Community Safety

Southam SNT Mobile Police Engagement Surgery

Southam SNT have devised a further rota for upcoming surgeries in May , which we have included below. Residents will have the opportunity to meet their local officers, discuss any concerns, seek advice on crime prevention, and work together to improve community safety. In addition, please feel free to raise any community safety concerns with Natalie as she holds the Portfolio for Law and Governance which includes community safety.

Day	Village 1 (1 hour)	Village 2 (1 hour)
Tuesday (Early) 13/05/25	Napton 10-11 Village Hall Car Park	Priors Hardwick 14.00-15.00 Car park of Butchers Arms
Wednesday (Early) 14/05/25	Long Itchington 10-11 Village Hall Car Park	Stockton – 14.00-15.00 Carpark of The Butchers Arm
Wednesday (Early) 21/05/25	Southam Town 10-11 Village Hall Car Park	Flying Fields 14.00 – 15.00 Community Centre Car Park
Thursday (Early) 22/05/25	Avon Dassett 10-11 Yew Tree	Farnborough 14.00 – 15.00 Car Park at rear of Village Hall
Friday (Early) 30/05/25	Harbury 10-11 Harbury Village Hall Carpark	Bishops Itchington 14.00-15.00 The Butchers Arms Car Park
Saturday (Early) 31/05/25	Fenny Compton 10-11 Fire Station Carpark	Ladbroke 14.00-15.00

Monday (Early)	Ufton 10-11	Bascote 14.00-15.00
09/06/25	Village Hall Carpark	The Fox and Hen Carpark
Tuesday (Early)	Wormleighton 10-11	Priors Marston 14.00-15.00
10/06/25	Location TBC	Village Hall Carpark
Tuesday (Early)	Upper Lighthorne 10-11	Upper and Lower Shuckburgh 14.00-15.00
17/06/25	Carpark off Gaydon Coppice Avenue	Lay-by opposite the Church

Please note that this schedule is subject to change based on community needs and officer availability. Southam SNT will keep you updated on any amendments and advertise all events on Warwickshire Connected and Facebook

Community Climate Change Fund

On Monday 7 April the District Council's Cabinet approved further funding for round three of the Community Climate and Nature Fund (CCNF). £150,000 has been allocated from the Climate Change Reserve to the CCNF. It will provide opportunities for the following groups to apply for funding:

- Town and parish councils
- Properly constituted community and charity groups operating within Stratford on Avon District
- Sports clubs

Further details are available on Stratford on Avon District Council's website and of course we will let the Parish Council know when the fund is open.

Nigel Rock
nigel.rock@stratford-dc.gov.uk

Natalie Gist
Natalie.gist@stratford-dc.gov.uk

10. Update – County Cllr Chris Kettle –

Due to the recent elections and purdah – no update.

11. Planning Matters

New and Pending

- 24/03294/FUL – Agricultural land adj. The Meadows, Southam Rd – Siting of Mobile home for Ag. Worker – Object 25/02
- Re submitted with changes – Temporary dwelling. – No Objection – with conditions

- 25/00357/FUL – 6 Westfield barns – Single storey rear ext. Pending 27/03
- 25/00420/FUL – Daneby House, Keys Lane – Construction of 3 bay oak framed garage – Pending 10/04
- 25/00730/TREE – Malt Kiln, Vicarage Lane – Fell Pendula – No Rep.
- 24/03230/FUL – Priory Farm, Shuck Road – Change of use barn to 3 holiday lets – No Objection
- 25/00897/TREE – Magnolia House, School Lane – Conifer Fell – No Objection 12/05
- 25/00906/TREE – Craig Cottage, School Lane – Pollard Ash 12/05
- 25/00492/FUL – Chestnut Bank Field – Agricultural barn 16/05

Decisions

- 24/01917/FUL – Haremeadow, Marston Doles – Proposed agricultural barn and temp workers dwelling – Granted 09/05
- 24/02999/REM – Chestnut Bank, Shuckburgh rd – Demolition of existing buildings and one new self build with detached garage – 16/01 – Granted 16/04
- 25/00639/TREE – Athlone Cottage – Fell 3 x leylandii – Granted 24/04

12. Finance March / April 2025

Bank Balance as of 1st May 2025 £41,939.68

Receipts- £ 10,138.26

Precept £9280.00. VAT return £858.26

DD = £193.26

YU Energy Street Lighting £78.19 & 78.07

Ionos Internet webmail £37.20

Payments £2511.20

Staff salaries x 3 months £1723.20

Mowing x 2 months £400.

HSBC bank charges x 3 months £24.00

WALC Membership £274.00

Priors Hall Hire £90.00

13.AOB

- Pete Brown requested a review of his payment terms. As mowing and litter picking rates have remained unchanged for over 10 years, the Parish Council agreed to implement a 20% increase.

The meeting concluded at 8.15 pm.

The next meeting of the Parish Council is as follows:

Tuesday 8th July
At The Priors Village Hall
7.30pm All Welcome