



Studley Parish Council
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NOTICE OF MEETING

**The next meeting of Studley Parish Council will be held on
Tuesday 17th October 2023 starting at 7.00pm
in the Council Chamber, Studley Village Hall B80 7HJ**

The meeting is open to members of the public who are welcome to address the council at agenda item 5 (Public Forum) when comments and questions may be put to the Parish Council regarding this agenda or for future consideration. Individual speaking time may be restricted at the discretion of the Chairman. No further representations may be made at any other time in this meeting unless invited.

Summons

Studley Parish Council members are hereby summoned to attend this meeting of the council at Studley Village Hall council chamber for the purpose of transacting the business detailed on the following pages.

Signed *Liza Rose*
Clerk/RFO

Date 12th October 2023

AGENDA

1. **Chairman's welcome**
The Chairman will be pleased to welcome attendees to the meeting.
2. **Apologies**
To receive apologies from absent members and the reason for absence.
3. **Declarations of Interest**
Members are reminded that to ensure transparency and retain public confidence in the council's decisions they are required to -
 - a) Keep their Register of Interests form up to date.
 - b) Declare any Disclosable Pecuniary Interests (DPI), Other Registrable Interests (ORI) and Non-Registrable Interest (NRI) relating to matters for discussion at this meeting and the nature of those interests.
 - c) Having declared the interest, **of whatever type**, the council's [Code of Conduct](#) requires the member to leave the meeting when that matter is discussed unless they have been granted a dispensation to stay in the meeting.
4. **To consider grant of any dispensation requests**
Written requests for the council to consider [grant of dispensation](#) to a councillor who has declared an interest in any item on the agenda must be delivered to the Clerk prior to the start of the meeting. If granted by the council at this point in the meeting, the dispensation will allow the councillor with the stated interest to:
 - a) participate, or participate further, in any discussion of the matter at the meeting, or
 - b) participate in any vote, or further vote, taken on the matter at the meeting.

If the dispensation is not granted, the councillor must leave the meeting when relevant.

Granting of a dispensation by the Council is based on the following considerations, as provided for in the Localism Act 2011, s33:

- a) without the dispensation the business of the council or committee is likely to be impeded.
- b) Without the dispensation the political balance of the committee or authority is so upset as to alter the outcome of a vote.
- c) The dispensation is in the interests of residents.
- d) That it is considered appropriate to grant a dispensation for other reasons.

When granting a dispensation, members are expected to have regard to:

- a) the nature of the Councillor's prejudicial interest.
- b) the need to maintain public confidence in the conduct of the Council's business.
- c) the possible outcome of the proposed vote.
- d) the need for efficient and effective conduct of the Council's business.
- e) any other relevant circumstances.

5. Public Forum (maximum duration for this agenda item will be 30 minutes).

- a) Residents and members of the public.
- b) Stratford District Ward members are invited to report to the meeting.
- c) Warwickshire County Division member is invited to report to the meeting.
- d) Any other member of the community providing public services.

6. Approval of draft minutes from previous council meeting.

To approve the draft minutes of parish council meeting held 26/09/2023.

7. To comment on planning application consultations from Stratford DC (SDC)

Application reference:	23/02605/FUL (links to Stratford District Council planning)
Proposed development:	Demolition of existing dwellinghouse and erection of 5no. dwellings and all associated works.
At:	92 Alcester Road, Studley, Warwickshire B80 7NP

8. Finance - Financial Information

- a) To approve schedule of payments – to be detailed in the meeting.
- b) To receive and note bank reconciliation up to 30/09/2023 to be detailed in the meeting.
- c) To note the completion of 2023/24 audit and the [external auditor's report](#) (links to website).
- d) To agree the quotation for attention to Column 1 – The Cloisters; leaning lamppost.
- e) To agree the quotation for cleaning the Studley Cenotaph Memorial and surrounds.
- f) To note the request from AJP Productions, a community-interest company wishing to use the village hall: *“to consider reducing the rates of the hire charges so that we can continue to keep our ticket prices as affordable as possible for local residents. The current hire rate would make it necessary for us to raise the ticket prices to ensure that our actors (who work on a profit-share basis) receive acceptable payment for the work they put in”.*
- g) To contribute to 2024/25 budget as considered at the recent Finance Committee meeting.
- h) To consider grant requests from:
 - Studley Christmas Lights, requesting £6,000, request attached.
 - Studley Sports & Social Club requesting £500 for Remembrance Day refreshments.
 - Studley Stitchers.

9. To discuss the council's noticeboard provision within the parish and agree actions.

Permission has been given by the Highways Authority to install new noticeboards in Holt Gardens and Park Avenue and replace the board on Littlewood Green. Members are asked to comment:

- the costs have not been included in this year's budget.
- Upon the type of noticeboard to be installed, eg open access or locked.

10. To discuss the council's bus shelter provision within the parish and agree actions.

For the replacement Station Road bus shelter, to consider solar lighting, seating, living roof and funding.

- 11. Community Engagement: To approve the committee's Terms of Reference.**
- 12. Burial Authority. To consider the council's strategy on interment of foetal remains in Studley Parish Cemetery.**
- 13. Staffing: to agree appointment of a Facilities Manager.**
The Staffing Committee recommends the appointment of a Facilities Manager, full-time. Pay scale to be dependent on experience, SCP 24 – 28, 6 months' probation period.
- 14. Nature Reserve: to discuss and agree the costs for cutting the grass in part of the reserve.**
This part of the nature reserve is not covered by the council's grass cutting contract; members are asked to consider the additional cost to include bramble cutting.
- 15. To receive the Clerk's Report including updates from council officers to previous meetings and ongoing matters, including:**
 - a) arrangements for whole council training.
 - b) Annual play inspection report has been received.
- 15. To agree to appoint one or two new members to each of:**
 - a) Finance Committee (1 member)
 - b) Planning Committee (2 members)
 - c) Staffing Committee (1 member)
 - d) Cemetery Committee (1 member)
- 16. To consider Village Hall matters.**
 - a) Rules on entry to the village hall and the library for dogs (excl guide and assistance dogs).
Cllrs are asked to decide whether premises are to be 'dog-friendly'.
 - b) Report on flooring management.
 - c) To note arrangements relating to the new bookings clerk.
- 17. To receive updates/reports from committees and working parties as appropriate:**
 - i. Neighbourhood Plan.
 - ii. Street Lighting.
- 18. To receive update, if appropriate, from representatives of any of-**
 - a) Studley Community Library
 - b) Studley Sports and Social Club
 - c) Studley in Bloom
 - d) Studley Youth Foundation
 - e) Children & Family Partnership
 - f) Studley Christmas Lights
 - g) Royal British Legion re Remembrance Sunday
- 19. To resolve to close the meeting to the public under the Public Bodies (Admission to Meetings) Act 1960 to allow for discussion of confidential matters relating to an individual's long-standing burial arrangements.**
- 20. To note date and time of next meeting: 21st November 2023 at 7pm.**