

# Ilmington Parish Council

## MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL held in Ilmington Community Shop on 27 March 2025 at 7:30pm

**Present:** Cllrs Karen Peachey (Chairman), Lara Lowe, Malcolm Lowe, and Martin Underwood

**In attendance:** Pauline Rigby (Clerk), County Cllr Izzi Seccombe, one member of the public

### 1. Apologies for Absence

Apologies from Cllr Chris Plyming

### 2. Declarations of Interest

No interests were declared at this point in the meeting.

### 3. County and District Council Reports

Councillor Seccombe provided a brief update on Local Government Reorganisation. She reported that two proposals are being developed, and the council is working towards the Government's deadline of 28 November for the submission of a full plan. It was noted that the pre-election period is now in effect in advance of the elections on Thurs 1st May.

District Councillor Skinner had sent his apologies.

### 4. Public Forum

There were no questions from the public.

### 5. Confirmation of Minutes

It was RESOLVED that the minutes of the meeting on 27 February 2025 be confirmed as an accurate record and signed.

### 6. Request for Sign

To consider request from the Bowls Club to erect an advertising sign.

Cllr Peachey declared an interest as a member of the Bowls Club and did not vote.

It was RESOLVED that the Council grants landowner permission for the sign.

### 7. Planning Applications: To agree responses to planning applications.

7.1 25/00421/TREE: Highcroft Campden Hill Ilmington Shipston-on-Stour CV36 4JF -- T1 beech - reduce height by approximately one third [...]. -T2 cherry - reduce height  
Comment: NO OBJECTION.

7.2 25/00560/TREE: The Hill Back Street Ilmington Shipston-on-Stour CV36 4LJ – T3 ash - prune back branches where overhanging the boundary of adjacent property Highcroft, Campden Hill, Ilmington, pruning back to legal boundary.

Comment: NO OBJECTION

7.3 25/00408/ADV: Sign to be erected on corner of Bowling Green, Adjacent Road at Ilmington Sports And Social Club, Ilmington, Shipston-on-Stour, CV36 4JQ

Comment: NO OBJECTION.

Cllr Peachey had declared an interest in the above item and did not participate.

7.4 25/00319/FUL: Cross Leys Farm Cross Leys Ilmington Shipston-on-Stour CV36 4RT - Demolition of existing agricultural buildings and erection of five dwellings and associated works, in lieu of extant Class Q prior approval for 8 dwellings.

Comment: NO OBJECTION subject to the following comment, Should officers be minded to approve the application, then final approval must be consistent with the Neighbourhood Plan, particularly in relation to matters such as parking provision, external lighting, and sewage provision.

The Clerk was tasked with expanding the response to reference specific Neighbourhood Plan policies.

7.5 25/00620/FUL: Highcroft Campden Hill Ilmington Shipston-on-Stour CV36 4JF – Proposed attached garage to the rear of the property.

Comment: NO OBJECTION to the application subject to the drainage being properly connected to a soakaway or mains drainage in compliance with Neighbourhood Plan policy INF.1.1: Flooding: Proposals will only be supported if they [...] do not increase the risk of flooding.

## 8. Grace's Playground

8.1 To confirm that an agreement has been reached with ESP Play re the steps.

It was RESOLVED that an agreement had been reached with ESP.

8.2 To consider quotation to remove the steps.

An investigation had revealed that the steps are concreted in.

It was RESOLVED to accept the quote from Simon Healey to build up the ground around the steps at cost of £550 ex VAT and £250 ex VAT for rubber treads.

8.3 To receive the routine inspection report(s) and consider any actions arising.

The latest inspection report had been circulated. It was noted that Playdale was expected to undertake the repairs in the week commencing 14 April.

8.4 To consider quotations for playground sign(s) acknowledging donors.

Cllr Malcolm Lowe was delegated to carry out further research, to investigate (a) practicalities of physically replacing sign sections, (b) pricing for the different shapes at the top of the board, and (c) a two-sided sign with the same design on both sides.

## 9. Ilmington Playing Fields

9.1 To consider request from Tempo Events for camping at the playing fields.

It was RESOLVED that the Parish Council grant permission to Tempo Events for camping at the playing fields, subject to the following conditions:

- (a) A maximum of 5 campervans and 5 tents. Caravans are not permitted.
- (b) Tents must be pitched in the dog exercise area; vehicles remain in the car park.
- (c) Tempo Events must submit a revised Risk Assessment that is specific to the site, to be reviewed and approved by the Parish Council.
- (d) A base charge of £100 will apply for use of the facilities over the weekend, discounted to £50 as a gesture of goodwill and on the condition that Tempo Events take full responsibility for Pavilion water usage and management.
- (e) Reference fees: £15 per small tent and £30 per campervan.

It was noted that the Council's insurer required a site inspection to be carried out before and after the camping event, and the Clerk was tasked with producing an inspection checklist for this purpose.

9.2 To consider event application from Tempo events, for Tempo Trail Races on Sunday 4th May and the Winter Series 2025.

It was RESOLVED that the event applications for the Tempo Trail Races and Summer Series be approved providing it does not interfere with any sports fixtures.

9.3 To consider purchase of padlocks for the height barrier and gates.

It was RESOLVED to purchase Fire Service padlocks and six keys.

It was further RESOLVED to accept the quotation from Simon Healey to install a Z-lock on the field gate by road at a cost of £80.

9.4 To agree arrangements for locking and unlocking the barrier and gates.

The height barrier was currently open, but it was agreed that once padlocks and keys are available on site, then the barrier would remain locked.

## **10. Ilmington Pavilion**

10.1 To receive an update on pavilion handover and maintenance.

A report had been circulated, giving the compliance status.

It was agreed that Cllrs Lara Lowe and Karen Peachey would meet with the Clerk to carry out the H&S risk assessment.

10.2 To consider quotations for an asbestos survey.

It was RESOLVED that the quotation from Acorn Analytical Services be accepted at a cost of £295 ex VAT.

10.3 To agree purchase of key safe and/or new locks.

It was RESOLVED to defer this item.

10.4 To consider licence agreement(s) and charges with sports clubs.

It was RESOLVED to set the following charges for 2025-26 season:

- Cricket Club: £450
- Bowls Club: £150

Clr Peachey declared an interest in the above item and did not participate.

During the debate for the item above, it was suggested obtaining a quote for installing patio doors opening towards the playing field.

## **11. Finance & Admin**

11.1 To approve the bank reconciliation to 28 February 2025.

It was RESOLVED that that bank reconciliation be approved.

11.2 To receive the budget monitoring report for the year to date.

The report had been circulated.

11.3 To approve payments as per the schedule below.

It was RESOLVED that an invoice from Simon Healey for £1,620 be added to the payments list and the payments be approved.

Date	Payee	In respect of	Amount
03-Mar	Ilmington PCC *	Mowing contribution	£ 400.00
03-Mar	Shipston Home Nursing *	Donation	£ 200.00
03-Mar	Flow Plates *	Height barrier installation	£ 1,440.00
07-Mar	Jane Wileman *	Toilet cleaning	£ 40.00
08-Mar	ESP Play *	Slide installation	£ 13,260.40
09-Mar	Waterplus*	Water charges	£ 62.45
12-Mar	Microsoft ‡	Exchange Online	£ 3.96
15-Mar	Asda Mobile ‡	SIM only bundle	£ 5.00
19-Mar	Playdale	Repairs deposit	£ 1,355.65
19-Mar	Simon Healey	Supply and fit new field gate	£ 1,620.00
21-Mar	Clerk expenses	Mileage, printer ink	£ 68.48
31-Mar	Unity Trust Bank	Account fee	£ 6.00
31-Mar	Staff costs	March payroll	£ 618.27

\* Already paid ‡ Paid with card

TOTAL

£ 19,080.21

11.4 To renew the domain Ilmington.org.uk at a cost of £9.58 for one year.

It was RESOLVED that the domain Ilmington.org.uk be renewed for one year.

## 12. Financial Risk Register

To review and approve the Financial Risk Register.

It was RESOLVED that the Risk Register be approved, and agreed to bring the matter back for a further review in June.

## 13. Member Reports (for information only)

Report(s) by any members who attended any meeting on behalf of Council.

13.1 Cllr Lara Lowe noted that a letter had been received from Ilmington Village Hall regarding help with first registration of the land for the village hall.

13.2 Ilmington Tennis Club AGM was coming up on 31 March.

13.3 Various emails had been received from Ilmington Road Safety Group.

## 14. Correspondence: To consider actions arising:

14.1 Request to reconsider the decision for a memorial bench at Redlands Barn. The location appeared to be on private land and outside the remit of the council.

14.2 Wildlife Group proposal "Towards a Biodiversity Action Plan for Ilmington". Deferred.

## 15. Future Agenda Items

To receive information about future items of business (for information only).

To be added: Risk Assessment / Contingency Plan (June), Road Safety Group consultation.

## 16. Next Meeting

Thursday 27 March 2025, 7:30pm in Ilmington Community Shop Café.

There being no further business, the meeting closed at 10:15pm.

Signature of Chairman on approval of the minutes: \_\_\_\_\_