

Ilmington Parish Council

MINUTES OF THE ORDINARY MEETING OF THE PARISH COUNCIL held in Ilmington Community Shop on 24 April 2025 at 7:30pm

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

In attendance: Pauline Rigby (Clerk), County Cllr Izzi Seccombe, District Cllr David Curtis and three members of the public

1. Apologies for Absence

Apologies from Cllrs Lara Lowe and Chris Plyming

2. Declarations of Interest

Cllr Malcolm Lowe declared an interest in the item about the Padel Court.

3. County and District Council Reports

Councillor Seccombe reported that a resident of the new houses on Armscote Road had raised concerns about traffic speeds and requested traffic calming measures. Alterations to the junction could potentially be addressed using paint and hatching. This would fall under the remit of the Road Safety Group.

District Councillor Skinner had sent his apologies. Councillor David Curtis introduced himself as the Cabinet Member for Finance at Stratford-on-Avon District Council. As a resident of the neighbouring parish of Alderminster, he will now be taking on Cllr Skinner's role in planning matters.

4. Public Forum

A resident reported that the Horticultural Society is celebrating its centenary this year and is considering ways to mark the occasion. As the society's main event is its show within the Ilmington Show, one suggestion was to plant a commemorative tree with a plaque on the show grounds. The location and tree species – ideally something long-lived like an oak or lime – would be agreed with the council.

A resident proposed adding doors and decking to the Pavilion, and asked if the council had received an email about making the space more attractive to let.

5. Tennis Club Presentation

The Chairman of the Tennis Club gave a brief presentation outlining an exciting proposal to install a padel court. Padel is a rapidly growing sport, popular on the continent, and is played on a glass-sided court with a solid padel rather than a traditional tennis racket. The enclosed court, similar in design to a squash court, allows play off the walls. A group within the club has been developing the proposal, looking at both costings and potential benefits. The proposal is to locate the new court on the site of the existing practice court. The club believes this new offering would attract new members and generate additional income. Currently, the nearest padel court is in Kenilworth, so a local facility could be well used. Initial estimates suggest the court would cost between £80,000 and £100,000, due to the complexity of the glass structure. The club plans to engage a planning consultant to support any necessary applications. As the parish council is the landowner, any application for funding would need to be made through the council. The Tennis Club Committee was therefore asking the Parish Council to consider the proposal and to indicate whether it supports the project in principle and invited any questions.

One concern raised was the use of glass. While the court would use safety glass, there remains a risk of shattering, and a safety barrier and/or perimeter fence may be required. Regarding court size, the footprint is similar to the existing practice court, although some additional space is required around it. The existing pathway would be retained.

Councillors requested more information on the proposal, including detailed plans for both the structure and the financial management of the project.

6. Confirmation of Minutes

It was noted that the date of next meeting should read 24 April not 27 March.

It was RESOLVED that, subject to this amendment, the minutes of the meeting on 27 March 2025 be confirmed as an accurate record and signed.

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

7.1 To report planning decisions at variance with the views of the Council.

Nothing to report.

7.2 25/00410/FUL: Demolition of a conservatory and previously added side extension. Replacement extension to form an open plan kitchen/dining area and proposed side extension to form a garage. [...]. At Cross Leys Farm, Cross Leys, Ilmington, Shipston-on-Stour CV36 4RT.

Comment: NO OBJECTION subject to compliance with Neighbourhood Plan policies on dark skies and construction materials.

7.3 DISC/00142/25: Discharge of conditions (stone samples) for 24/02646/LBC: Shady Side - Erection of oak framed garden room extension.

Comment: NO OBJECTION.

Cllr Curtis asked to be copied on the Council's responses to planning applications and any enforcement cases. He noted that SDC has appointed two fixed-term S106 and enforcement officers to deal with the backlog of enforcement cases.

7.4 To consider any applications notified since publication of the agenda. None.

8. Review of Ilmington Neighbourhood Plan

To consider forming a Working Party to review the Ilmington Neighbourhood Plan.

It was RESOLVED to form a Working Party, made up of Parish Councillors and residents, to consider what level of modification – if any – of the Ilmington Neighbourhood Plan would be appropriate. Cllr Underwood agreed to be a member.

ACTION: Invite members of the former Steering Group and put a call of interest in 20:20.

9. Ilmington Road Safety Group

To receive a report from Ilmington Road Safety Group and consider actions arising.

Cllr Underwood reported that the first step in addressing traffic issues would be the installation of village gateways, with estimated costs in the region of £15,000. There are no major obstacles to delivery other than securing community support. It was proposed to consult the village to determine whether this is something residents would like the council to pursue, given that it may require an increase to the parish precept. A draft of the proposed questionnaire wording had been circulated.

It was RESOLVED to conduct a village survey to assess support for the installation of village gateways.

10. Grace's Playground

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

It was noted that Playdale had not yet carried out the repairs.

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

Cllr Malcolm Lowe showed a sample of the KOPA post and panel system which looks like wood but is made of aluminium. Clerk to advise on wording and request a quote for a double-sided sign. Councillors would meet on site to agree the location.

11. Ilmington Playing Fields

11.1 To consider event application for Ilmington School Sports Day on 1st July.

It was RESOLVED that the application be approved.

11.2 To discuss any outstanding issues in relation to Tempo Events on 4 May.

The Clerk reported that Tempo would notify the council if they wanted to use the facilities for camping. A notice for road closures on 18 June had been received.

12. Ilmington Pavilion

12.1 To receive the Pavilion H&S Risk Assessment and consider actions arising.

Following a short discussion, it was agreed to bring this back to the next meeting.

12.2 To consider quotations for a fire risk assessment.

It was RESOLVED to accept the quotation from Silverback Fire at £325 (no VAT).

12.3 To report purchase of soap/towel dispensers and washroom consumables from Direct365 at a cost of £187.43 and batteries/key safe from Screwfix for £26.78.

Cllr Lowe volunteered to install the key safe.

12.4 To consider quotations for deep cleaning the kitchen and/or whole Pavilion.

Two quotations had been received for deep cleaning the whole building and another for just the kitchen which could be combined with .

It was RESOLVED to engage Jane Wileman for a one-off deep clean of the kitchen at an estimated cost of £60.

Cllr Peachy and the Clerk had met with local building firm and discussed various potential improvements; a quotation was pending.

13. Finance & Admin

13.1 To approve the bank reconciliation to 31 March 2025.

It was RESOLVED that that bank reconciliation be approved.

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

The report had been circulated.

13.3 To approve payments as per the schedule below.

It was RESOLVED that an invoice from Simon Healey for £432 dated 21 April be added to the payments list and the payments be approved.

13.4 To approve transfer of funds to Equals Money account

It was RESOLVED to transfer £250 to the Equals Money account.

Date	Payee	In respect of	Amount
01-Apr	WALC	Membership	£ 334.60
01-Apr	Rialtas Business	Accounts software	£ 243.60
03-Apr	CloudNext ‡	Domain hosting	£ 9.58
03-Apr	Acorn Analytical	Asbestos survey	£ 354.00
04-Apr	Screwfix ‡	Key safe, batteries	£ 26.78
05-Apr	Direct365 ‡	Washroom supplies	£ 187.43
05-Apr	Simon Healey	Mowing	£ 432.00
07-Apr	Jane Wileman *	Cleaning	£ 89.50
09-Apr	Waterplus*	Water charges	£ 74.96
12-Apr	Jane Olds	Internal audit	£ 260.00
12-Apr	Microsoft ‡	Exchange Online	£ 3.96
15-Apr	Asda Mobile ‡	SIM only bundle	£ 5.00
21-Apr	Simon Healey	Mowing	£ 432.00
30-Apr	Unity Trust Bank	Account fee	£ 6.00
30-Apr	Staff costs	April payroll	£ 648.46
* Already paid ‡ Paid with card TOTAL			£ 3,107.87

14. Internal Audit

To consider the Internal Audit Report and recommendations..

The internal auditor had recommended carrying out and recording the annual inspections of council property such as benches and bins.

She also recommended adopting the Civility and Respect Pledge. The Clerk was asked to include this and a Dignity at Work Policy on the next suitable agenda.

15. Annual Governance & Accountability Return

15.1 To receive the Annual Internal Audit Report.

15.2 To approve for signing the Annual Governance Statement.

15.3 To approve for signing the Annual Accounting Statement.

15.4 To confirm the period for the exercise of public rights from 3 June to 14 July

In view of the hour (10pm), it was agreed to defer the above but continue the meeting.

16. Correspondence: To consider actions arising:

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

16.2 Request for permission to alter path that leads to Ilmington Community Shop.

Cllr Peachey shared further details of the proposal.

It was RESOLVED that permission be granted subject to the Shop obtaining any necessary planning permission, permits or licences for the work.

16.3 Planting a tree to celebrate the 100th anniversary of the Horticultural Society.

It was RESOLVED that the request be approved in principle, but councillors would need to agree the specifics with the Society.

17. Member Reports (for information only)

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

17.1 Ilmington Tennis Club had shared their annual accounts and report.

18. Future Agenda Items

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

Already noted: Risk Register (June).

To be added: Civility & Respect Pledge.

19. Annual Parish Meeting

To confirm arrangements for the Annual Parish Meeting in May.

It was RESOLVED to convene the Annual Parish Meeting on 22 May 2025 at Ilmington Village Hall. Village groups and societies would be invited to give a report.

20. Next Meeting

Annual Meeting on Thursday 29 May 2025, 7:30pm in Ilmington Community Shop Café.

There being no further business, the meeting closed at 10:25pm.

Signature of Chairman on approval of the minutes: _____