

# Ilmington Parish Council

## MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL held in Ilmington Community Shop on 4 June 2026 at 7:30pm

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

**In attendance:** Pauline Rigby (Clerk)

**1. Election of Chairman**

It was RESOLVED that Cllr Peachey be elected as chairman.

Cllr Peachey signed the declaration of acceptance of office.

**2. Appointment of Vice Chairman**

It was RESOLVED that Cllr Plyming be appointed as vice-chairman.

**3. Apologies for Absence**

Apologies from Cllrs Lara Lowe and Chris Plyming.

**4. Declarations of Interest**

There were no interests declared.

The Clerk reminded councillors to check their entries in the register were up to date.

**5. County and District Council Reports**

County Cllr David Curtis had sent his apologies.

District Cllr Paul Harrison had also sent apologies and a written report regarding the emerging South Warwickshire Local Plan and Local Government Reorganisation.

**6. Public Forum**

There were no members of the public present.

**7. Confirmation of Minutes**

It was RESOLVED that the minutes of the meeting on 30 April 2026 be confirmed as an accurate record and they were signed.

**8. Committee Minutes**

To receive minutes of the Pavilion Committee meeting on 24 April 2026.

The minutes were received and noted.

**9. Review and adoption of standing orders.**

It was RESOLVED that standing orders be re-adopted.

**10. Review and adoption of new model financial regulations**

It was RESOLVED that the financial regulations be re-adopted.

**11. Review of delegation arrangements to committees, sub-committees, staff and other local authorities**

A draft revised document had been circulated. Some members were concerned about the restrictions on working groups communicating with the village.

It was RESOLVED that the revised scheme of delegation be adopted.

**12. Review of representation on or work with external bodies and arrangements for reporting back.**

It was agreed that members would attend village groups as and when available.

**13. Review of inventory of land and other assets (asset register).**

The Clerk was asked to obtain a valuation for the rebuilding cost of the wellhead.

It was RESOLVED that the asset register be accepted.

**14. Confirmation of arrangements for insurance cover in respect of all insurable risks.**

As the insurance had been due for renewal on 1 June, the Clerk advised that the policy had been renewed at a cost of £1,927.16 so that cover did not lapse.

It was RESOLVED that the insurance arrangements be confirmed.

**15. Review of the Council's and/or staff subscriptions to other bodies.**

Council currently subscribed to Warwickshire Association of Local Councils (WALC) and the Open Spaces Society.

It was RESOLVED that the subscriptions be continued.

**16. Review of the Council's complaints procedure;**

**17. Review of the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation.**

**18. Review of the Council's policy for dealing with the press/media;**

**19. Review of the Council's employment policies and procedures;**

It was RESOLVED that the above policies (16 – 19) be approved en bloc.

**20. Determining the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.**

It was RESOLVED that the council would continue to meet on a last Thursday of the month, except in December when a meeting would be held on the third Thursday.

**21. Planning Applications:** To agree responses to planning applications.

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

It was noted that 26/00601/FUL (Armscote Road) had been permitted.

**21.2** 26/01129/TREE: Blossom Fields Ilmington Shipston-on-Stour CV36 4JQ - T1- Willow-Fell G1- -Group of 8 trees (mix of Cherry, Field Maple) - Reduce by 3-4m

Comment: NO OBJECTION

**21.3** 26/01190/FUL: Blossom Fields, Ilmington, Shipston-on-Stour, CV36 4JQ - Change of use of land from agricultural to residential garden use (retrospective).

Comment: NO OBJECTION

**21.4** 26/01208/TREE: Ravens Croft Grump Street Ilmington Shipston-on-Stour CV36 4LE - T1 - larch - 80% dieback, fell.

Comment: NO OBJECTION.

Any applications received since publication of the agenda.

- 21.5 26/01360/TREE: Middle Meadow Middle Street Ilmington Shipston-on-Stour CV36 4LS - T1,T2,T3+T4 Cherry- Fell

Comment: Defer to the opinion of the tree officer as to whether felling is the most appropriate action and whether it would be appropriate to replant with new trees

- 21.6 26/00578/FUL: The Dower House Back Street Ilmington Shipston-on-Stour CV36 4LJ - Demolition of existing, domestic ancillary outbuilding, change of use of paddock land to accommodate a new domestic ancillary outbuilding [...] (amendment)

Comment: NO OBJECTION.

## **22. Mabels Farm Advisory Group**

To receive an update from the group, and note that the developer is intending to hold a public consultation in Ilmington Village Hall on Tues 3rd June from 4pm to 7pm.

[Note: the consultation had been **re-scheduled to Weds 24 June 2026**.]

Cllr Underwood reported that the group had held a meeting with WPDG. The Advisory Group was currently working on a briefing document for the village comparing the latest development proposals to policies of the Neighbourhood Plan.

It was RESOLVED to ask the group to produce factual briefing document comparing proposals to the Ilmington Neighbourhood Plan, which would be circulated to the village, and encourage attendance at the public consultation.

## **23. Ilmington Playing Fields / Pavilion:**

To report actions taken in response to a water leak on the playing fields.

The Clerk reported actions taken under emergency delegation. It appeared that a marquee stake had punctured the water pipe between the Pavilion and Tennis Club Hut. A new manhole and stopcock had been installed near the Pavilion so the water to the hut could be turned off. Following unsuccessful investigations, it had been decided that the most cost effective way to proceed would be to lay a new water pipe, at a cost of £1,800 ex VAT. Investigations and a new manhole had cost £729 ex VAT. A Portaloo had been provided by the tennis club hut in the interim.

## **24. Annual Governance & Accountability Return 2025-26**

- 24.1 To receive the Annual Internal Audit Report.

The report was received. Members noted the additional recommendations made by the Internal Auditor and discussed the actions arising:

- (a) The appointment of an Internal Controls Councillor should be reinstated.
- (b) Records of asset safety checks would be maintained.
- (c) Greater detail on budget discussions would be recorded in the minutes, with budget information potentially included as an appendix.
- (d) The reserves position should be recorded.
- (e) Bank statements brought to meetings so the bank reconciliation can be verified.
- (f) Members discussed the recommendation for bank balances to be included in the minutes but concluded that this figure alone would provide an incomplete picture of the Council's financial position.
- (g) The Council's data audit should be updated.
- (h) The website accessibility statement to be reviewed and updated as necessary.

24.2 To approve for signing the Annual Governance Statement.

It was RESOLVED that the Annual Governance Statement be approved.

24.3 To approve for signing the Annual Accounting Statements.

It was RESOLVED that the Annual Accounting Statements be approved

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

The Clerk advised that as the meeting had been delayed the new dates for the exercise of public rights would be Monday 8 June to Friday 17 July.

## 25. Finance & Admin:

25.1 To approve the bank reconciliation to 30 April 2026.

It was RESOLVED that the bank reconciliation be approved.

25.2 To receive the budget monitoring report. The report was received.

25.3 To approve payments as per the schedule

it was agreed to add payment to Sue Baker, Jane Wileman, and 3 bills from Simon Healey to the schedule and RESOLVED that the schedule as amended be approved.

| Date   | Payee                    | In respect of                 | Amount     |
|--------|--------------------------|-------------------------------|------------|
| 14-Apr | Calor Gas *              | Standing charge               | £ 17.99    |
| 28-Apr | Clear Insurance          | Insurance renewal             | £ 1,927.16 |
| 01-May | Ilmington Village Hall * | Hall hire                     | £ 36.00    |
| 05-May | Lloyds Corporate Card ‡  | Account fee                   | £ 3.00     |
| 05-May | Octopus Energy ‡         | Electricity charges           | £ 56.98    |
| 07-May | Simon Healey             | Mowing, cut 4                 | £ 475.20   |
| 09-May | Jane Wileman *           | Cleaning April                | £ 87.47    |
| 13-May | Simon Healey             | Mowing, cut 5                 | £ 475.20   |
| 15-May | Asda Mobile ‡            | SIM only bundle               | £ 5.00     |
| 18-May | Direct365 ‡              | Washroom supplies             | £ 48.44    |
| 18-May | Helen Dubois             | Internal audit                | £ 340.00   |
| 29-May | Sue Baker Pest Control   | Investigate mice              | £ 75.00    |
| 29-May | Simon Healey             | Leak investigation            | £ 874.80   |
| 31-May | Staff costs              | May payroll                   | £ 934.41   |
| 31-May | Unity Trust Bank         | Account fee                   | £ 7.00     |
| 01-Jun | Simon Healey             | Mowing, cut 6                 | £ 475.20   |
| 03-Jun | Jane Wileman             | Cleaning May                  | £ 76.99    |
| 04-Jun | Simon Healey             | Supply and fit new water main | £ 2,160.00 |

\* Already paid ‡ Paid by card

TOTAL **£ 8,075.84**

## 26. Future Agenda Items (for information only):

To be added: Deer guards for orchard trees, Caretaker for Pavilion.

## 27. Next Meeting

Thurs 25 June 2026, 7:30pm at Ilmington Community Shop Café.

There being no further business, the meeting closed at 9:45 pm.

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