



# MINUTES

## Meeting of Tysoe Parish Council

### March 9th 2026

<b>Meeting Type</b>	Ordinary
<b>Date</b>	March 9 <sup>th</sup> 2026
<b>Time</b>	19.00
<b>Venue</b>	Tysoe Village Hall, Main Street, Tysoe
<b>Councillors Present</b>	David Roache (Chairman), Amanda Venables, Malcolm Littlewood, John Tongue, Rebecca Billing, Adam Wyatt, Chris Bell
<b>Apologies</b>	Helen Sayers
<b>In Attendance</b>	Cllr Chris Mills, Cllr Malcolm Littlewood, Charmaine Swift (Parish Clerk & RFO)
<b>Members of the Public</b>	7

#### 149. WELCOME and APOLOGIES

Cllr Roache introduced the meeting and welcomed those present. He noted that Cllr Sayers would attend but would be a little late arriving at the meeting.

#### 150. DECLARATION OF INTERESTS

DC/Cllr Littlewood made a declaration of interest in the Judicial Review concerning Winchcombe Farm.

#### 151. CONFIRMATION OF MINUTES

The Council confirmed the minutes of the Ordinary Meeting of March 10<sup>th</sup> 2025 as a true and accurate record of the meeting. Cllr Roache signed the minutes.

Proposed: Cllr Bell      Seconded: Cllr Billing      7 present in favour

#### 152. PUBLIC FORUM – 15 MINS ONLY

a) A representative of the Tysoe Wildlife group wished to thank the Parish Council and Councillor Venables for their support and are now looking to apply to the SDC for funding of £3,500 in order to purchase resources to support Swifts and Hedgehogs, two endangered species that live in and around Tysoe. Some of the monies will be used to buy Swift Boxes and habitats for Hedgehogs.

The Wildlife Group are also looking for evidence and knowledge of where these animals live and their habits.

Action: Application Paperwork to be compiled and sent to Clerk for any further information needed and then submitted by the Clerk on behalf of the Parish Council for The Tysoe Wildlife Group.

Proposal for TPC to apply for funding on behalf of Tysoe Wildlife Group:

Proposed: Cllr Littlewood      Seconded: Cllr Billing      7 present in favour.

Cllr Roache thanked the representative and Wildlife Group for all their work.

b) A resident of Sandpits Road wished to express concern over a safety issue on Sandpits Rd. With the rising number of vehicles now using the road due to road closures, and the number of residents living alone, there is a danger to pedestrians. Also, there have now been several burglaries in houses along Sandpits Rd recently. The resident told of a particularly frightening personal experience she had had recently, where two men in a white van had tried to enter her home whilst she was there, and she fell outside whilst trying to chase one, and the second had broken her key lock at the back door to gain access. She too lives alone but is lucky that her neighbours are very caring and watch out for her.

All present were shocked and saddened to his this. Cllr Roache hoped that the resident was ok, and Cllr Littlewood asked if she managed to get the registration number of the white van. Unfortunately, the resident was unable to, but did say, you very rarely see a white van with two people in it.

Cllr Bell then said that the survey completed by Sandpits Rd residents regarding changing it to “One Way” had gone into Highways and will be studied, he also said that it was illegal for any vehicle to park less than 10 metres from a junction. Which some people are not adhering to.

### 153. WARD MEMBERS UPDATE

- a) CC Chris Mills. Cllrs acknowledged receipt of a report from Cllr Mills **Ref: Doc 153a**  
Cllr Mills gave a short precis of his 4-page report. He noted that his report had many items of interest and links to various bodies that could help those in need. Please see Cllr Mills full report on the Parish website, [www.tysoe-pc.gov.uk](http://www.tysoe-pc.gov.uk) further information is available.

Topics reported on included WCC Budget meetings, the consultation on SEND reform, Adult Social Care in Warwickshire, who have recently been given a GOOD rating by the Care and Quality Commission. Support for people struggling with utility bills. The Government Consultation, Measles, Warwick Castle unlocked, which talks about Exhibit 20/3 – the history of Warwick Castle through the ages and finally, Child Exploitation Day on March 18<sup>th</sup>.

Cllr Mills is also preparing to do a Wing Walk to raise funds for Prostate Cancer UK.

A Councillor also reported that Tysoe Primary School now has a small, dedicated SEND unit.

Cllr Roache thanked CC Mills for his very full report and the information given.

- b) DC Littlewood’s report, previously circulated, spoke of the issues around the 5-year housing land supply, the South Warwickshire Plan which together with the housing land supply is tied up in planning issues, although work is going on to get it in place. Neighbourhood Development Plans, for which money has been allocated to help with the work and reviews. The Local government Reform consultation is still underway, and with regard to cost-of-living issues, Cllr Littlewood asked that residents looked out for their neighbours.

Cllr Roache asked about Housing Needs Surveys as Tysoe needs an up to date one carried out. He said that WCC did this survey last time but who will this time as there is no one responsible for carrying these surveys out now? Cllr Littlewood said that he would try to find out.

Cllr Sayers in attendance.

### 154. CORRESPONDENCE

- a) Village Hall AGM – 2 PC Committee representatives required.  
Both Cllrs Roache and Littlewood volunteered to attend meetings.  
Proposed: Cllr Venables    Seconded: Cllr Billing    **All in Favour**
- b) Request for use of the Recreation Ground for the Windmill Run on June 6th  
Proposed: Cllr Venables    Seconded: Cllr Billing    **All in Favour**
- c) Request for use of the Recreation Ground for the Tractor Run on May 17<sup>th</sup>.  
Proposed: Cllr Venables    Seconded: Cllr Billing    **All in Favour**
- d) Request for the use of the Recreation ground for Tempo Events Run, 11<sup>th</sup> June PM  
Proposed: Cllr Venables    Seconded: Cllr Billing    **All in Favour**
- e) **Steve Allen requested payment for Permanent Pain to repaint the Recreation ground Car Park at a cost of £299.**
- f) Proposed: Rebecca Billing    Seconded: Cllr Bell    **All in Favour**  
Cllrs also thanked Mr Allen for clearing the bonfire area.

### 155. FINANCIAL REPORT March 2026 – Parish Clerk

- a) The Council received and approved the Finance Report for the end of February 2026  
Proposed Cllr Billing    Seconded: Cllr Bell    **All in favour**

- b) The Council approved the following payments already paid by the authority of the Annual Payments List or awaiting payment:

Voucher No	Item	Payable to	Amount £
	Salary	Clerk	£608.60
	WFH Allowance	Clerk	£26.65
	Income Tax	HMRC	£152
	Employers NI	HMRC	£51.42
	Legal costs	The Wilkes Ptnrship	£1891.80
	Tysoe Wildlife Group	Rosemary Collier	£30
	Tysoe Flower Show	Shirley Cherry	£90
	Annual Streetlighting maintenance charge	WCC	
	Tysoe Flower Show stand	Shirley Cherry	£40.00
	Printing for Tysoe Wildlife Group	Tysoe Children's Group	£133
	Annual McCafee antivirus software	Clerk	£59.99
Late entry not approved	Paint for car park while lines	Steve Allen	£229.68

Proposed: Cllr Billing

Seconded: Cllr Bell

**All in Favour**

- c) The Council received and approved the bank statements and bank reconciliations for the period. Cllr Roache checked and signed the bank statements and the banks reconciliation.

Proposed: Cllr Billing

Seconded: Cllr Bell

**All in Favour**

- d) Cllr Roache requested that Councillors approve the setting up of two new signatories on the HSBC Accounts and also add Vanessa Cowell-Plain (incoming Clerk/RFO) as a Primary user.

e) Proposed: Cllr Bell

Seconded: Cllr Wyatt

**All in Favour**

#### 156. Judicial Review – Update Cllr Roache

Cllr Roache pointed out that it would seem that SDC have failed to understand the Judicial Review, although they do now and the application will be quashed shortly. SDC has stated that they wish to share the costs and have gone back to the Judge to get apportionment agreed. Cllr Roache says that Tysoe Parish Council will be awarded costs.

#### 157. Updating NDP – Cllr Roache

Cllr Roache stated that he did not wish Tysoe's NDP to lose authority as so far it has done a lot to prevent unwanted developments. He said that a light update was needed in which amendments of things that were necessary should be done. Hence the need for a new Housing Needs Survey.

The NDP needs to be approved as soon after February 2027 as possible, we cannot afford a gap. The cost of updating should be covered. The South Warwickshire Plan will be in place as of March 2028 when we will need to write a new NDP. At present Cllr Roache was awaiting further advice from SDC as to how far TPC needs to go with the review.

#### 157. AREAS OF RESPONSIBILITY

##### i. Employment/HR

Cllr Roache introduced Vanessa Cowell-Plain, the new parish Clerk/RFO who starts in post on April 1<sup>st</sup> 2026 to all present. He welcomed Vanessa to tonight's proceedings.

##### ii. Infrastructure & Environment – Cllr Billing

Cllr Venables reported that the annual fee for Streetlighting Maintenance had been received but she had requested that it be checked by WCC as she thought there was a miscalculation of the number streetlight in the village. The Clerk reported that nothing had been received as yet.

iii. **Planning – Cllrs Tongue, Venables & Wyatt** *Ref: Doc 157iii*  
**(Please see website for full planning report, [www.tysoe-pc.gov.uk](http://www.tysoe-pc.gov.uk) )**

**Cllr Littlewood recused himself from the discussions and voting and left the table.**

- a) 26/00045/TREE Quo Vadis, Main Street Tysoe CV35 0SE  
Cllr Venables pointed out that there were actually 4 trees that should be considered for tree work, the fourth being a large tree at the front of the house. Cllr Roache asked if the ownership of the tree had been clarified? Cllr Venables said that she was unsure as various plans are not clear. Cllr Billing offered a plan which showed that the 4<sup>th</sup> tree was on Parish Land, Cllr Venables said that it could be on Highways Land or on one plan she had it showed that it was actually on the land owned by Quo Vadis.

Cllr Roache said that he thought it would be better to speak with Ruth Rose, SDC trees lay, to find out who does own the tree before going any further. However, it was still possible to make a decision on the planning application for the 3 trees.

The proposal was received to make no objection the application.

Proposed: Cllr Venables      Seconded: Cllr Tongue      7 in favour 1 Abstention

Action Cllr Venables to see advice from Ruth Rose SDC regarding Tree No 4.

- b) 26/00290/FUL Winchcombe Farm, Shenington Rd, Upper Tysoe CV35 0TH  
Cllr Venables stated that this application was almost identical to application 25/00671/FUL which was quashed following a Judicial Review. The recommendation was received to Object to this application for similar reasons to application 25/00671/FUL.

Cllr Roache asked Cllr Venables to put together a comment to explain the reasons for objection a second time and send them to the Clerk for submission. To which she agreed. The proposal was made to object to this application.

Proposal: Cllr Venables      Seconded: Cllr Tongue      7 in favour 1 Abstention

- c) 26/00283/TEL56 Orchard Farm Nursery, Lower Tysoe  
Cllr Venables gave a detailed explanation to support the Planning Group's decision to recommend Objection pending further information for this application.  
Proposal to object pending further information :

Proposed; Cllr Venables      Seconded: Cllr Tongue      7 in favour 1 Abstention

- d) 26/00474/LDP 6 Parke Row, Main Street, Tysoe CV35 0TA  
This application was made to seek the planning authority's opinion as to whether permission was required for the extension, or is the proposal exempt due to permitted development regulations.

A proposal was made to comment regarding the roof design and that the extension infringes, by virtue of overlooking the privacy of the house to the rear in Mallets Close.

Proposed: Cllr Tongue      Seconded: Cllr Wyatt      7 in favour 1 Abstention

- e) 26/00128/FUL & 26/00129/LBC Stone House, Baldwins Lane, Upper Tysoe, CV35 0TX  
Cllr Tongue went through the applications and proposed upon the Planning Group's recommendation that these applications received no objection.

Proposed: Cllr Tongue      Seconded: Cllr Venables      7 in favour 1 Abstention

- f) 26/00223 Quo Vadis, Main Street, Tysoe CV35 0SE  
Cllr Venables went through the Planning Group's comments and recommended that the application be supported and proposed accepting this recommendation.

Proposed: Cllr Venables      Seconded: Cllr Tongue      7 in favour 1 Abstention

- g) 26/00387/FUL 2 Avon Avenue, Tysoe CV35 0SP  
 This proposal was discussed. Cllr Tongue explained some of the positives and challenges in the application and although in principle the Planning Group supported the application there were some issues that prevented them from doing so such as parking, water supply, highway conditions, water pressure and sewerage and therefore he proposed that the Group's recommendation was to object, setting out their reasons in the comments to be submitted.  
 Propose: Cllr Tongue                      Seconded: Cllr Wyatt                      7 in favour 1 Abstention
- h) Pillerton Traveller Site – resubmit previous comments before the end of the consultation period.
- i) Sandpits Road Development – Update Cllr Roache  
 Cllr Roache reported that he, Cllr Venables and DC Littlewood met with SDC Planning to ask why it has taken so long for a decision to be made regarding this application. They were advised that the agreement over S105 monies with WCC was holding up the process. They said that the planning issues were pretty well agreed, but it takes as long as it takes.
- j) Housing Supply – Cllr Venables noted that the new Planning officer is more sympathetic and has issued an IPP statement.  
 The proposal was received to accept Cllr Venables comments for the IPPS consultation.  
 Proposed; Cllr Venables                      Seconded: Cllr Tongue                      7 in favour 1 Abstention

DC Littlewood returned to the meeting.

**vi. Road Safety – Cllr Bell**

Cllr Bell said that there was a need for information to be put in the Tysoe Record to advise residents what they can do to report issues with potholes, Highway problems and other issues that are not the Parish Council's responsibility.

Action: Clerk to address this in her monthly Report for The Record.

Cllr Bell also reported that he is still awaiting movement on the road safety issues with WCC.

**vii. Trees & Green Space**

**a) Recreation ground – Cllr Venables**

A supplier has been found that can do work on the play area.

Action: Cllr Venables to send a list of requirements to Cllr Billing to submit for quotes.

- b) Crocus Bulbs – Cllr Roache has secured Crocus bulbs that will arrive later in the year for planting in the village.
- c) Previously discussed see under Planning
- d) Mulberry tree – Rosemary Collier to take care of the area under the tree and tidying it up.
- e) Tree Audit – Cllr Billing said she would hear of a date shortly.
- f) Trees donated by Red Horse Oils – Cllr Billing reported that Terry & Marcus (Red Horse) have donated a Cherry and Birch Tree to be placed on the village green. Cllr Billing explained the placing of the trees on the green and asked if this was acceptable to everyone. All agreed. The trees will be planted next week.  
 Proposal to plant the two trees on the village green as specified by Cllr Billing-  
 Proposed: Cllr Billing                      Seconded: Cllr Bell                      All in favour
- g) Action: Clerk to send current mowing maps to Cllr Roache.

**158. RISK MANAGEMENT PLAN – Clerk – Doc 158**

The previously circulated plan was discussed. The Clerk reported she had made some changes to banking details and tree audit in order to bring them up to date.

Proposal to accept the new Plan was made.

Proposed: Cllr Littlewood                      Seconded: Cllr Bell                      All in favour

**159. Policy Review: Doc 159  
Grants & Donations + Form – Updated to reflect new Clerk’s details**

Proposal to accept the new form:

Proposed: Cllr Littlewood            Seconded: Cllr Bell            All in favour

**160. Village Open Day & Parish Assembly**

Proposal:

The Village Open day will be held on Saturday May 16<sup>th</sup> this will be advertised on the new website [www.tysoe-pc.gov.uk](http://www.tysoe-pc.gov.uk) which will be launched on March 31<sup>st</sup>. The Parish Assembly will go ahead on Thursday 28<sup>th</sup> of May at .6.00pm in the McNulty Room.

Proposed: Cllr Roache    Seconded: Cllr Littlewood            All in favour

**161. DATE OF NEXT MEETINGS**

All meetings are held in Tysoe Village Hall, Main Street, at 7.00pm in the McNulty Room.

- a) May 11<sup>th</sup> AGM Followed by Ordinary Meeting
- b) June 8<sup>th</sup> Ordinary Meeting
- c) July 13<sup>th</sup> Ordinary Meeting
- d) September 14<sup>th</sup> Ordinary meeting
- e) October 12<sup>th</sup> Ordinary Meeting
- f) November 9<sup>th</sup> Ordinary meeting
- g) December 14<sup>th</sup> Ordinary Meeting

**162. FUTURE AGENDA ITEMS & MATTERS ARISING**

a) Councillors’ responsibilities for the coming year.

**163. CLOSURE OF THE MEETING TO THE PUBLIC AND PRESS**

Cllr Roache closed the meeting at 8.55pm

**164. PRIVATE AND CONFIDENTIAL**