



MINUTES

Meeting of Tysoe Parish Council 13 July 2026

Meeting Type	Ordinary
Date	13 July 2026
Time	19.00
Venue	Tysoe Village Hall, Main Street, Tysoe
Councillors Present	Amanda Venables (Chair), John Tongue, Chris Bell, Rebecca Billing, Adam Wyatt and Steve Millward
Apologies	Cllrs David Roache and Helen Sayers
In Attendance	Cllr Malcolm Littlewood, Cllr Chris Mills, Vanessa Plain (Parish Clerk / RFO)
Members of the Public	3

52. WELCOME and APOLOGIES

Cllr Venables introduced the meeting and welcomed those present. Cllrs Roache and Sayers extended apologies for their absence.

53. DECLARATION OF INTERESTS – Cllr Wyatt declared interest in a planning application. Cllr Venables declared interest Burland House Woodland Management Consultation.

54. CONFIRMATION OF MINUTES OF 8 June 2026

a) Council confirmed the minutes of the ordinary meeting of 8 June 2026 as a true and accurate record of the meeting. Cllr Venables signed the minutes.

Proposed: Cllr Wyatt

Seconded: Cllr Bell

All in Favour (6 in attendance)

b) Council confirmed the minutes of the extraordinary meeting of 2 July 2026 as a true and accurate record of the meeting. Cllr Venables signed the minutes.

Proposed: Cllr Wyatt

Seconded: Cllr Billing

All in Favour (6 in attendance)

55. PUBLIC FORUM – 15 MINS ONLY – Member of the Public requested a removal of a dying tree that they had donated to the village. The removal of the tree is already scheduled on the agenda for discussion.

56. WARD MEMBERS UPDATE

a) **CC Chris Mills.** Cllrs acknowledged receipt of a report from Cllr Mills **Ref: Doc a**

Please see Cllr Mills full report on the parish website where links to county support can be found on www.tysoe-pc.gov.uk

Cllr Mills noted his report gave details of support for various groups and circumstances including: FIS (Family Information Service) for family support, WCC funding of £25,000 for 27 local organisations, Improvement in NHS Health Checks, screentime for children advise, Warwickshire Police 'We're Listening Campaign', summer safety advise, funding support for heating oil or LPG through the Crisis & Resilience Fund, booking system for recycling centres, Coventry Job Fair, changes to Councillor's Grant Fund, HAF Activities for children this summer, Lloyd's Tour of Britain Women cycling through Tysoe on Sunday 23rd August and domestic abuse support during World Cup 2026,

Cllr Venables said a resident on Sunrising Hill asked for traffic reduction or calming measures to decrease the high number and speed of vehicles on the road, as it is dangerous for pedestrians using the footpath which crosses the road. Cllr Mills took note.

Cllr Tongue requested a 'youth' expert give a talk to the council on how best to cater for the youth. Cllr Mills said he would look into it.

- b) **DC Malcolm Littlewood.** Cllrs acknowledged receipt of a report from Cllr Littlewood **Ref: Doc b**
Cllr Littlewood said the South Warwickshire Local Plan is still in discussion and consultation. Specifics about the SWLP and Cllr Littlewood's analysis can be found on the Tysoe Parish Council website: www.tysoe-pc.gov.uk

Both CC and DC reports are available on the Parish Council website: www.tysoe-pc.gov.uk

57. CORRESPONDENCE

- a) Burland House Farm Woodland Management Plan: Located in Oxhill and Tysoe, for consultation only. Councillors raised no comment.
- b) Mowing verges on Badger's Lane: Previously verge was mowed by residents. Changing circumstances resulted in request for council to take care of mowing. Verge is village green.
Proposal to send letter to residents on Badger's Lane if they want council to mow verge
Proposed: Cllr Billing Seconded: Cllr Wyatt **All in Favour (6 in attendance)**
If residents want council to mow, a quote from Thomas Fox will be requested before a decision is made.
- c) Tree No. 85 has damage to trunk: Tree was monitored and expert advised that it is best to leave it alone. Council will write to resident with decision and continue to monitor tree.
- d) Lloyds Women's Tour of Britain cycle race: Information will be advertised in Record, website, Village Hall, Children's Group and Facebook page.
- e) Maintenance of verge in Jeff's Close: Grass on verge is mowed by council but behind are shrubs that are overgrown. In the past residents have maintained shrubs but changing circumstances has led to request for council to take care of area.
Proposal: Investigate who owns area before decision is made on maintenance.
Proposed: Cllr Wyatt Seconded: Cllr Bell **All in Favour (6 in attendance)**
- f) Tree & Hedge at Quo Vadis: Resident asked for funding contribution to remove tree. Councillors stated the tree is on private land, so council does not have financial responsibility and there is not enough in the tree budget to contribute funds.
Proposal: Deny request of financial contribution
Proposed: Cllr Millward Seconded: Cllr Bell **All in Favour (6 in attendance)**
- g) Light at school: Security light at the school shines in resident's window. Resident asked council to contact school to put light on a timer, dim light or move shine away from resident's window.
Proposal: Write letter to school on their behalf
Proposed: Cllr Tongue Seconded: Cllr Wyatt **All in Favour (6 in attendance)**
- h) Funeral parking needed at recreation ground the day the school lets out for summer
Proposal: Inform school of funeral parking and vice versa.
Proposed: Cllr Bell Seconded: Cllr Wyatt **All in Favour (6 in attendance)**
- i) Tysoe Village Stores has won Sustainable Independent Retailer award. Parish clerk will write letter of congratulations.

58. FINANCIAL REPORT

- a) The Council received and approved the Finance Report for June 2026
Proposed Cllr Billing Seconded: Cllr Wyatt **All in Favour (6 in attendance)**
- b) The Council approved the following payments already paid by the authority of the Annual Payments List or awaiting payment:

Voucher No	Item	Paid to	Amount £
P	Salary	Clerk	663.83
P	WFH Allowance	Clerk	26.65
P	TAX	HMRC	/
P DD	Employers NI	HMRC	32.52
P	Scribe Accounting	Scribe	673.92
P	Payroll	DM Payroll Services	79.20
P	Hire for Demetia Café	Tysoe Village Hall	642.00
P	Post box	Tysoe Village Hall	42.00
P	Room hire for meetings	Tysoe Village Hall	165.00
P	Email	Ionos	1.20
P	Hedgehog Supplies	Jennifer Cawood	38.94
P	Village Mowing	Thomas Fox	1234.44
P	Fuel Surcharge	Thomas Fox	3.60
P	Laptop	Vanessa Plain	1000.00
P	Salary (for July)	Clerk	663.83
P	WFH Allowance (for July)	Clerk	26.65
P	TAX	HMRC	/
P DD	Employers NI (for July)	HMRC	32.52
P	Village Mowing (for July)	Thomas Fox	
P	Fuel Surcharge (for July)	Thomas Fox	
P	Swift boxes (Invoice presented after last meeting)	Impeckable	2380.00 (already paid in June)

Proposed: Cllr Billing Seconded: Cllr Millward **All in Favour (6 in attendance)**

- c) The Council approved payments for Parish Clerk to progress.

Proposed: Cllr Wyatt Seconded: Cllr Tongue **All in Favour (6 in attendance)**

- d) The Council received and approved the bank statement and bank reconciliation for the period. Cllr Venables checked and signed the bank statements and the bank reconciliation.

Proposed: Cllr Billing Seconded: Cllr Millward **All in Favour (6 in attendance)**

- e) Net Position Report – previously circulated

- f) Reserves Report – previously circulated

- g) Closure of HSBC accounts.

Proposed: Cllr Billing Seconded: Cllr Wyatt **All in Favour (6 in attendance)**

59. CHAIR'S UPDATE

- a) National Scheme of delegation for planning decisions comes into effect in October wherein most planning decisions will be delegated mainly to officers, meaning few if any planning meetings.

- b) Parish Council Election arrangements 2027 and beyond: Tysoe Parish will have elections at the same time as Stratford which can save Tysoe approx. £3000 per election.

- c) SWLP Update: Technical consultation only which asks members if they think the plan is viable though Cllr Littlewood said there will be room for comment.

- d) SDC Funding Scheme for NDP Updates: Funding is available for developing NDP to be announced in July.

- e) Scheme of Delegation to Clerk: Cllr Venables will investigate and formulate scheme of delegation to clerk over summer and present to council for approval in September.

- f) Email disclaimer cause has been drafted and should appear in councillors' emails to external recipients

Proposed: Cllr Wyatt Seconded: Cllr Billing **All in Favour (6 in attendance)**

60. AREAS OF RESPONSIBILITY

i. Employment/HR

- a) 3-month employment review of clerk was positive.

- b) Fund of up to £1200 for new laptop for clerk, replacing 7yr old laptop

Proposed: Cllr Bell Seconded: Cllr Millward **All in Favour (6 in attendance)**

c) Arrange for mentor for clerk

ii. Infrastructure & Environment –

a. Street lighting: Cllr Venables – WCC have been asked but no update yet received

b. Change of electricity supplier: Valda Energy was interim supplier when previous supplier closed. WALC recommend Conrad Energy as a better financial choice.

Proposed: Cllr Billing Seconded: Cllr Bell **All in Favour (6 in attendance)**

c. Livestock worrying by dogs: Cllr Wyatt – Law changed in March saying dog owners are responsible if dogs attack or worry livestock. Dogs must be controlled on footpaths at all times. Information to go on website & magazine. Police should also be informed.

iii. Planning – Cllrs Tongue, Wyatt & Millward. Ref: Doc 60 iii

Cllr Wyatt recused himself and left table

a) 26/01638/TREEE Dinsdale Cottage, Baldwins Lane, Upper Tysoe, CV35 0TX
Tree and shrub removal

Recommendation: Objection pending investigation of possible alternative solutions to protect building.

Proposed: Cllr Tongue Seconded: Cllr Millward **All in Favour (6 in attendance)**

b) 26/ 01461/FUL Hardwick House, Tysoe Rd, Kineton, CV35 0DY

Erection of Agricultural Building

Recommendation: Support

Proposed: Cllr Tongue Seconded: Cllr Millward **All in Favour (5 in attendance)**

c) 26/01079/FUL Dinsdale House Baldwins Lane Upper Tysoe Warwick CV35 0TX

Ratifying decision made between meetings

Recommendation: No Comment

The full planning report is available on the Parish Council website: www.tysoe-pc.gov.uk

Cllr Wyatt returned to the table.

d.i) NDP Review: Cllr Venables – Consultation on the NDP will take place over summer. Information will be available online, along with posters and flyers distributed in village. Meeting in Village Hall on 13 August to consult public on NDP.

Proposal: Go ahead with the proposed NDP update as per the Modification Statement, List of Proposed Updates and Modification Appendix, and arrange redrafting of NDP.

Proposed: Cllr Tongue Seconded: Cllr Bell **All in Favour (6 in attendance)**

ii) Proposal: Approve commissioning a new housing needs survey.

Proposed: Cllr Bell Seconded: Cllr Tongue **All in Favour (6 in attendance)**

iii) Proposal: Agree to schedule and supporting material for publicity, including printing by the Pre-School.

Proposed: Cllr Billing Seconded: Cllr Millward **All in Favour (6 in attendance)**

e) Judicial Review Update – Cllr Venables – SDC offered to pay almost all costs. Council is still in negotiations.

iv. Road Safety – Cllr Bell

a. Highway signage: Awaiting quotes

b. Parking on verges: Cllr Bell to investigate what can be done about cars parking on the verge

v. Trees & Green Spaces

a. Playground & Playing Field: Cllr Venables: Playground insurance requires weekly inspection of playground equipment. Cllrs Billing & Bell agree to do weekly checks.

- b. Tree Audit: Cllr Billing is awaiting quote for tree survey to approve in September meeting.
- c. Removal of Acer: Member of public who donated tree will remove tree and roots.
- d. Request to trim hedge in field before flower show: Denied because hedges should not be trimmed until 1 September to protect birds.
Proposal: Do not trim hedge for flower show
Proposed: Cllr Billing Seconded: Cllr Wyatt **All in Favour (6 in attendance)**

61. ANNUAL REVIEW OF POLICIES

- a. Allowances & Expenses: Accept Policy but add additional explanation about relevant legislation. Future Allowances & Expenses will be voted upon in May with the AGM.
Proposal: Chair allowance set to £0. Traveling expenses for council business outside of area set at £0.55 per mile, to be pre-approved.
Proposed: Cllr Bell Seconded: Cllr Wyatt **All in Favour (6 in attendance)**
- b. Risk Management Policy:
Proposal: Accept Risk Management Policy.
Proposed: Cllr Tongue Seconded: Cllr Billing **All in Favour (6 in attendance)**
- c. Welcome to the Members of the Public:
Proposal: Accept updated policy
Proposed: Cllr Millward Seconded: Cllr Wyatt **All in Favour (6 in attendance)**

62. DATE OF NEXT MEETINGS

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

- a) September 14th Ordinary meeting
- b) October 12th Ordinary meeting
- c) November 9th Ordinary meeting
- d) December 14th Ordinary meeting

- 63. FUTURE AGENDA ITEMS & MATTERS ARISING – Hedge in Lower Tysoe covering sign.**
Cllr Tongue will investigate.
Cllr Wyatt will finalise planning group ID cards

64. CLOSURE OF THE MEETING TO THE PUBLIC AND PRESS

Cllr Venables closed the meeting at 9:00pm.

65. PRIVATE AND CONFIDENTIAL

The clerk left the room, minutes were taken by Cllr Bell

- a) Clerk compensation

Owing to the unprecedented number of extra hours the clerk and ex-clerk had worked because of the many changes during May; a proposal was made to offer an ex-gratia payment of £300 to our clerk and a £50 voucher to our ex-clerk. Whilst this will not completely compensate for all the extra hours worked, this is as a token of recognition for the extra hours which cannot reasonably be taken in lieu at another time.

Proposed: Cllr Billing Seconded: Cllr Tongue **All in Favour (6 in attendance)**