



MINUTES

Meeting of Tysoe Parish Council 8 June 2026

Meeting Type	Ordinary
Date	8 June 2026
Time	19.00
Venue	Tysoe Village Hall, Main Street, Tysoe
Councillors Present	Amanda Venables (Chair) David Roache, John Tongue, Adam Wyatt, Helen Sayers, Steve Millward
Apologies	Cllrs Chris Bell and Rebecca Billings
In Attendance	Cllr Malcolm Littlewood, Cllr Chris Mills, Vanessa Plain (Parish Clerk & RFO)
Members of the Public	0

29. WELCOME and APOLOGIES

Cllr Venables introduced the meeting and welcomed those present. Cllr Bell and Cllr Billing extended apologies for their absence.

30. DECLARATION OF INTERESTS - None

31. CONFIRMATION OF MINUTES OF 11 May 2026

Council confirmed the minutes of the ordinary meeting of 11 May 2026 as a true and accurate record of the meeting. Cllr Venables signed the minutes.

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

32. PUBLIC FORUM – 15 MINS ONLY – No public comments or questions

33. WARD MEMBERS UPDATE

a) CC Chris Mills. Cllrs acknowledged receipt of a report from Cllr Mills

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: social care and health support, improvements in school facilities, family information service, care recruitment, community food projects, combatting measles, prescription help, waste and doorstep crime and preparation advice for loss of gas and electricity.

Cllr Sayers said there is a long wait time for ADHD assessment. Cllr Mills responded that the wait time has been reduced.

b) DC Malcolm Littlewood. Cllrs acknowledged receipt of a report from Cllr Littlewood

Cllr Littlewood informed the council that SDC has gone into purdah before the by-election on 9 July 2026 until then no council major decisions can be made.

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

34. CORRESPONDENCE

a) Cricket match insurance request of £76.43 for the annual cricket match.

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

b) Hedgehog equipment invoices of £498 and £347 plus a pre-approval spend of £39.66 for hedgehog food. The money is taken from the Tysoe Wildlife Group grant (not Parish Council funds).

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

- c) Biodiversity sampling in the football field and School Lane Close requested by a Master's student at Warwickshire University.
Proposed: Cllr Wyatt Seconded: Cllr Roache **All in Favour (6 in attendance)**
- d) Christmas lunch donation request of £4 per person for 30 people who attended the 2025 Community Christmas Lunch totalling £120.
Proposed: Cllr Tongue Seconded: Cllr Roache **All in Favour (6 in attendance)**
- e) CCTV on public footpath in Lower Tysoe: Two security cameras appear to film public right-of-way. A letter was received with question of legality. A letter will be sent to security camera home to make sure they are aware that Data Protection rules may apply.
- f) Defibrillator email update: a defibrillator was needed in a medical emergency but could not be found. Shipston First Responders investigated and replied the defibrillators were all available that day. All 4 defibrillators in Tysoe are maintained in working order and have been 'rescue ready' every day since SFR took over guardianship of them.
- g) Triathlon Event 16 July. The race will go through the village. Notice will be put on the website

35. FINANCIAL REPORT

- a) The Council received and approved the Finance Report for May 2026
Proposed Cllr Roache Seconded: Cllr Millward **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 October	Clerk	26.65
P	TAX	HMRC	/
P DD	Employers NI	HMRC	32.52
P	Neighbourhood Planning	APS	240.00
P	Insurance	Clear Councils	953.64
P	Cricket Match	Robert Startin	76.43
P	Ionos Website & Email	Vanessa Plain	1.20
P	Ionos Website & Email	Vanessa Plain	4.49
P	Mowing	Thomas Fox	1234.44
P	Fuel Surcharge	Thomas Fox	21.60
P	Community Xmas Dinner	Lauren Hancox	120.00
P	Hedgehog Items	Naturespy	347.93
P	Hedgehog Items	Wildcare	498.41
P	Printer cartridges & Paper	Vanessa Plain	57.75
P	Hedgehog food	Jennifer Cawood	39.66

- Proposed: Cllr Roache Seconded: Cllr Sayers **All in Favour (6 in attendance)**
- c) The Council approved payments for Parish Clerk to progress.
Proposed: Cllr Millward 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 Roache Seconded: Cllr Wyatt **All in Favour (6 in attendance)**
- e) Net Position Report – previously circulated
- f) Reserves Report – previously circulated
- g) Insurance Update: Email renewal notification had not been received. Approval of insurance renewal needed to be made before June meeting. Approval now required retroactively.
Proposed: Cllr Roache Seconded: Cllr Tongue **All in Favour (6 in attendance)**
- h) Internal Auditor's Report Update: Asset register needed to include replaceable cost of street furniture. Rolling multi-year contracts, such as mowing, need to be approved and minuted yearly. All actions from the internal auditor's report have now been addressed.

36. PARISH CLERKS UPDATE - None

37. AREAS OF RESPONSIBILITY

i. Employment/HR

Parish Clerk's three-month review period is finished at the end of June. An appointment with Cllr Billing needs to be scheduled at month's end.

ii. Infrastructure & Environment –

- a. Street lighting : Cllr Venables – No update
- b. Well cover on village green: Cllr Tongue – Update pending.
- c. Infrastructure Suggestions from Parish Open Day – Cllr Venables: Suggestions include: removing overgrown trees on Sandpits Close, pothole information on website, more bus stops, dog poo bins in Lower Tysoe, mowing extra grass verge and blind copy distribution lists.

iii. Planning – Cllrs Tongue, Wyatt & Millward. Ref: Doc 37 iii

a) 26/01193/LBC Home Farm, Main Street, Tysoe, CV35 0SF

Recommendation: Support

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

b) 26/00853/FUL Cowslip Cottage, Lower Tysoe, CV35 0BZ

Recommendation: No objection

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

c) 26/01177/F Eazylay Concrete Ltd Sugarswell Lane Shenington OX15 6HW

Planning group will look at plans and site. Decision pending.

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

Planning group to view project. Decision pending.

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

e) South Warwickshire Local Plan Update – Cllr Venables: Due to Stratford by-election, consultations on the plan have been postponed and therefore, a response to the plan is also postponed.

f) Judicial Review Update – Cllr Roache: A 30-page report of cost analysis has been sent to Stratford District Council. Negotiations on payment are expected to begin shortly.

g) Update on NDP Review & Housing Needs Survey – Cllrs Roache & Venables: A lengthy discussion was had. The NDP Update plan is being prepared, although there is still some uncertainty as to details of the process as no other Parish in SDC has yet updated its plan. A Housing Needs Survey needs to be prepared with the help of the person who did the previous housing needs survey. The cost of hire should be approx.. £300 - £400.

Proposal: Hire Housing Needs Survey help

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

iv. Road Safety – Cllr Bell – Discussion was postponed to next month's meeting as Cllr Bell is not in attendance.

vii. Trees & Green Space

a) Playground & Playing Field – Cllr Venables: Insurance for the playground requires weekly checks of the playground. Cllr Venables will continue doing weekly checks until further discussion in July's meeting.

b) Tree Audit

Cllr Billing is not in attendance so in-depth discussion is postponed to July's meeting. Offers of tree donations for the village have been received. The Parish extends thanks to Rosemary & Graham Collier for removing wire & pruning the Mulberry tree.

Cllr Wyatt said he was informed of a traffic sign in Lower Tysoe that is obscured by overgrown branches.

c) Mowing Contract Agreement

Proposal: Formally agree to on-going mowing contract

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

38. ANNUAL REVIEW OF POLICIES – Cllr Venables

Equality and Diversity Policy: Policy remains the same as last year

Proposal: Acceptance of policy

Proposed: Cllr Roache Seconded: Cllr Wyatt

All in Favour (6 in attendance)

39. DATE OF NEXT MEETINGS

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

- a) July 13th Ordinary meeting
- b) September 14th Ordinary meeting
- c) October 12th Ordinary meeting
- d) November 9th Ordinary meeting
- e) December 14th Ordinary meeting

40. FUTURE AGENDA ITEMS & MATTERS ARISING - None

41. CLOSURE OF THE MEETING TO THE PUBLIC AND PRESS

Cllr Venables closed the meeting at 8:44pm.

42. PRIVATE AND CONFIDENTIAL

- a) Planning Group IDs