

MINUTES OF THE MEETING OF SOUTHAM TOWN COUNCIL, HELD AT THE GRANGE HALL, COVENTRY ROAD, SOUTHAM ON THURSDAY 23rd JUNE 2011

Present: Councillors: D Wise (Chair), L Hewer, C Worsh, A Forster, J Soni, J Smith, J Ward & M Willoughby

In attendance: Mrs D Carro & Cllr J Appleton

20. APOLOGIES FOR ABSENCE

Cllr P Thomas – Personal
Cllr M Gaffney – Holidays
Cllr L Tasker - Holidays
Cllr L Smith - Holidays
Cllr J Ellard - Holidays

RESOLVED:

That apologies are accepted

21. DECLARATIONS OF INTEREST

Cllr J Ward declared a personal interest in Town Clerk Report item 12 Southam Christmas Lights Association
Cllr J Soni declared a personal interest in Town Clerk Report item 12 Southam Christmas Lights Association and Town Clerk Report item Mayoral Chain
Cllr J Smith declared a personal interest in Working Party Report – RAFT
Cllr D Wise declared a personal interest in Correspondence item 4

22. REPRESENTATIONS FROM THE PUBLIC

Mrs D Smith, 20 Springs Crescent, Southam

Requested a copy of the completed 'Declaration of Interest' form for each councillor, under the Freedom of Information Act Spoke regarding overgrown hedges around the town specifically in the vicinity of Geeta Store, by Southam College and the footpath leading from the Co-op – Welsh Road West. Mrs Smith suggested that each councillor walk around the Town to identify other hedges that need reporting.

The Council informed the resident that she could receive copies of the 'Declaration of Interests' form for each councillor and that the council would report the hedges to the appropriate authorities; however it was also suggested that residents could do it themselves.

Mr D Constable, 42 Springfield Grove, Southam

Spoke regarding litter on the Mayfield Road Estate and the lack of weed killing on the estate.

Ms J Ensor, 62 Mayfield Road, Southam

Spoke regarding the proposed play area for the Mayfield Road Estate stating that she had delivered a 200 signature petition to the Council of people wanting a play area on the estate and it was disappointing that it has not yet happened; she was aware that there have been some objections to where it is proposed to go and most residents think it should be on the other side of the road, she also stated that she was aware that the Biffaward Grant had been unsuccessful, but she was under the impression that funding had already been secured. Ms Ensor also complained

about the 'No Ball Games' signs on the estate, stating where are the children supposed to play?

Ms Ensor was advised that planning permission has not yet been granted and that it had been delayed due to Environmental Health having to get involved. That a planning application was submitted for the Mayfield Road site rather than the Springfield Grove site on advice from the Planning Officer and that there are objections from residents for both locations. That the Environmental Body you have to go through for the grants will be submitting grant applications to other funding bodies. That the Town Council and Orbit Heart of England have both set aside £10,000 towards the project; however, the project that is currently trying to be delivered costs more than £20,000 so, if grant applications continue to be unsuccessful, the Council would have to decide whether to scale down the proposals and achieve a £20,000 project instead. That Southam@Play, Southam Town Council and Orbit Heart of England have worked extremely hard to deliver the project and even though residents on the Mayfield Road Estate were invited to attend Southam @ Play meetings to help deliver the project, no residents came to any meetings. Ms Ensor was informed that the Town Council were as upset as the residents that there would be no play area installed in time for the Summer Holidays and that they were as committed, as ever, to achieve a play area for the Mayfield Road Estate.

Ms Clelland, 22 Springfield Grove, Southam

Spoke stating that the Mayfield Road Estate would benefit from a Neighbourhood Watch Scheme.

Ms Clelland was advised that her contact details would be passed onto the Neighbourhood Watch Co-ordinator.

Mr Ermond, Mayfield Road, Southam

Spoke regarding the removal of the Skate Park in the Park Lane Recreation Ground, asking why it was removed, stating that young people now have to travel outside of Southam to go to one and asked if a new one could be installed

Mr Ermond was advised that the Skate Park was removed due to Health and Safety reasons and the council had to make a decision as to whether the money was spent on a new Skate Park that only specific people in the community can make use of or replacing it with a Multi Use Games Area that everyone in the community can make use of. Extensive consultation was carried out and it identified that the majority of people surveyed preferred a Multi Use Games Area. The Town Council advised that, if a new Skate Park was installed, funding would need to be sought, an appropriate area identified and young people would need to get involved.

23. MINUTES OF THE PREVIOUS MEETING

RESOLVED:

That the Minutes of the Meeting held on Thursday 26th May 2011, having previously been circulated, be confirmed and signed by the Deputy Mayor subject to the following amendment.

“that Cllr J Ward was in attendance”

24. ACCOUNTS FOR PAYMENT

RESOLVED:

i) That payment of accounts dated June 2011, totalling £4,465.07 be authorized.

ii) That payments to Mr R Carro are detailed on the 'Accounts for Payment' sheet showing the cost of the Miscellaneous Services Contract separate to the cost of additional works carried out over the month

25. **APPLICATIONS FOR PLANNING PERMISSION**

i) Council considered the applications for planning permission detailed on the schedule dated June 2011 upon which the Town Council had been consulted by Stratford District Council

ii) Planning Application decisions dated June 2011

Noted

iii) Planning Committee Meeting Dates

Noted

26. **TOWN CLERK'S REPORT**

26.1 **PUBLIC REPRESENTATIONS**

Mr Constable

RESOLVED:

That the lack of weed killing on the Mayfield Road Estate is reported to SDC

26.2 **TESCO SUPERMARKET DEVELOPMENT (SOUTHAM) – PROVISION OF BUS SHELTERS**

Members were advised that Warwickshire County Council (WCC) has confirmed that the two bus shelters will be installed as promptly as possible. Members were also advised that WCC has received a commuted sum to meet the cost of maintaining the two shelters, details as follows:

*Bus Shelter Maintenance Contribution as stated in the Section 106 agreement
The payment of the sum of Ten Thousand Pounds (£10,000) to be used for the maintenance of two bus shelters over a period of 5 years from payment (at a cost of £5,000 per shelter)*

As Southam Town Council inspect and clean the other 3 bus shelters in Southam, members considered asking WCC for the commuted sum and looking after these bus shelters as well.

RESOLVED:

To write to WCC and advise them that Southam Town Council would like to discuss with them, in principle, the possibility of WCC passing the £10,000 commuted sum to Southam Town Council and for the Town Council to maintain these two bus shelters

26.3 **MAYORAL CHAIN**

Members were advised that whenever a new Mayor is appointed their name has been engraved on a shield on the Mayoral Chain; however all the shields have now been used and in November 2007 the council resolved the following:

That the existing chain is kept, but no further links are added and that the chain continues in use without further engraving

Cllr M Gaffney has made enquires about how much it would cost for the back of the shields to be engraved. He has been advised that it would cost approximately £30 per mayoral engraving. I understand, three mayoral years would need engraving (2009/2010, 2010/2011, 2011/2012).

Members were requested to confirm, if they want the chain to be engraved

RESOLVED:

That the Mayoral Chain is engraved for the 2009/2010, 2010/2011, 2011/2012 and future years

26.4 AFFORDABLE HOUSING - SOUTHAM

Members considered correspondence from Warwickshire Rural Community Council requesting a meeting to discuss bringing forward a Local Choice Affordable Housing Scheme on the SOU.2 site at Coventry Road that in August 2010 Southam Town Council gave its support to.

Members were provided with copies of the Housing Needs Survey that was completed in September 2009 and a map indicating the location of SOU.2

Members were requested to appoint two representatives to attend a meeting and the Town Clerk suggested that the appointed members were Cllr J Smith and Cllr D Wise (Planning Member and Deputy Planning Member).

RESOLVED:

That Cllr J Smith and Cllr D Wise represent the council at the meeting.

26.5 OIL SYNDICATES

Members considered correspondence from SDC inviting the Town Council to join a practical session to explore how Southam may benefit from setting up an Oil Syndicate. The event takes place on Thursday 7th July 2011, 7.30pm – 9.30pm at Elizabeth House - Stratford upon Avon.

RESOLVED:

That the information is put on the Town Council Website

26.6 WATTONS LANE – POLICE RESPONSE

Members noted the information that had been provided as to how the Police were going to be managing the youths in the vicinity of Wattons Lane over the Summer Holidays.

26.7 COUNCILLOR VACANCIES

Members considered correspondence from a Mr David Williams who was applying to fill one of the vacancies.

RESOLVED:

i)It was unanimously resolved to co-opt Mr David Williams on to the council and fill a vacancy in the Merestone Ward

ii)That the remaining vacancy continues to be advertised

26.8 INCONSIDERATE PARKING – PARK LANE

Members considered correspondence on behalf of a resident, requesting that double yellow lines are put on Park Lane, alongside the dropped kerbs to stop people parking across them.

RESOLVED:

To write to WCC requesting that a white T Bar line is put down

26.9 9 WELSH ROAD WEST - SOUTHAM

Members considered correspondence from WCC seeking views from the council regarding the occupier of the above address applying for an advisory disabled parking space.

The Town Clerk advised that, to date, there have been no neighbour objections, the property does not have a driveway and the disabled bay will be situated in the lay-by.

RESOLVED:

To respond to WCC advising that Southam Town Council has no objections to the disabled parking bay being installed

26.10 MAYFIELD ROAD PLAY AREA

Members were advised that unfortunately, the Biffaward Grant Application for the play area has been unsuccessful. Southam Town Council, Orbit Heart of England and Warwickshire Community and Voluntary Action will work with Southam @ Play to submit other grant applications to landfill funders in order to seek funding for this project.

Planning permission for this play area has yet to be granted

Noted

26.11 HIGH SPEED RAIL: INVESTING IN BRITAIN'S FUTURE – HS2 CONSULTATION

RESOLVED:

That Cllr L Tasker, Cllr A Forster and Cllr L Smith formulate a response on behalf of Southam Town Council and that the response is considered by members at the next ENV meeting (14th July 2011). Members were advised that the response should concentrate on the impact HS2 will have on Southam

26.12 SOUTHAM CHRISTMAS LIGHTS ASSOCIATION – S137 GRANT APPLICATION

Members were advised at the May Town Council meeting that it was necessary for the Town Council to consider the attached S137 Grant Application from the Southam Christmas Lights Association in order for them to plan this year's event. Members were advised that there was £4050.50 remaining in the Section 137 grant budget (less £1000.00 that has been awarded but not yet paid); however the Town Council will be considering grants in September 2011 which will need to be taken from this budget.

Members were advised that the last Town Council resolved to use £1000 from the Economic Regeneration Ear-Marked Reserve for Southam Christmas Lights Association and for the remaining funds of £3379 to be used to fund CAB Southam Outreach in the future. Therefore the remaining funds cannot be utilised unless a member decides to take action, as stated in Standing Order No 14 (Rescission of Preceding Resolutions).

Members may decide to use General Reserves under the following power:
'Power to provide to attract visitors – Local Government Act 1972 Section 144'

RESOLVED:

i) That Southam Christmas Lights Association is awarded £4500

ii) That £1500 is taken from the S137 budget

iii) That under the 'Power to provide to attract visitors – Local Government Act 1972 Section S144' £1000 is taken from the Economic Regeneration Ear Marked Reserve and £2000 is taken from General Reserves

iv) That this is the maximum amount that Southam Christmas Lights Association will be awarded for the 2011 switch-on

26.13 MAYORAL CIVIC DINNER

Members were advised that it is the policy of Southam Town Council for the Mayor to hold their Civic Dinner at The Grange Hall, however, due to the fact that an affordable caterer cannot be found, Cllr M Gaffney is seeking authorisation from the Town Council to hold his Civic Dinner at a different location

RESOLVED:

That the policy is amended to read “that it is preferable that the Civic Dinner is held at the Grange Hall”

26.14 MEETINGS/TRAINING/EVENTS

Saturday 17 September 2011 at Fillongley, Village Hall - Being A Good Councillor and Clerk – Induction Day = Cost £50.00

Saturday 08 October 2011 at Leamington Spa, Town Hall - Being A Good Councillor and Clerk – Induction Day = Cost £50.00

Noted

26.15 COUNCIL MEETING DATES

Thursday 28th July 2011

August – Summer Recess

Thursday 22nd September 2011

Thursday 27th October 2011

Thursday 24th November 2011

December – Christmas Recess

Thursday 12th January 2012 – Precept

Thursday 26th January 2012

Thursday 23rd February 2012

Thursday 22nd March 2012

Thursday 26th April 2012

Thursday 10th May 2012 (Annual Town Meeting & Mayormaking)

Thursday 24th May 2012

ENV MEETING DATES

Thursday 14th July 2011

Thursday 8th September 2011

Thursday 13th October 2011

Thursday 10th November 2011

Thursday 9th February 2012

Thursday 8th March 2012

Thursday 12th April 2012

27. CORRESPONDENCE

27.1 MASTER E WALLER – PARK LANE RECREATION GROUND

Noted

27.2 SMALL BLUE BUTTERFLIES – SOUTHAM BYPASS

Noted

27.3 SOUTHAM LIONS RURAL CINEMA – GRANT THANK YOU

Noted

27.4 MARK WERREN – GRIT BIN REQUEST, MANDERS CROFT

RESOLVED:

i) That one bin is installed at the top of the road on the estate

ii) To inform the resident that it is the responsibility of WCC to fill the bins with grit

iii) To obtain some ‘Hands Off’ stickers for the bins

28. REPORT ON A MEETING OF THE ENVIRONMENTAL WORKING PARTY ON 9th JUNE 2011

28.1 INTRODUCTION TO ENV

The Chair explained to members that the purpose of ENV is to consider items and make recommendations to Council and that when the recommendations are considered at Council the items should not be debated again. That ENV will not be split into two groups unless in the future members feel there is a need to

28.2 APPOINTMENTS OF REPRESENTATIVES TO SOUTHAM TOWN COUNCIL WORKING PARTIES AND OUTSIDE BODIES

Members were appointed to outside bodies and working parties as stated on the attached list. The Chair informed members that if they are not able to attend a meeting it is their responsibility, if appropriate, to email fellow councillors to attend in their place

RESOLVED:

To ratify the appointments as stated on the attached list

28.3 ORBIT HEART OF ENGLAND PRESENTATION

Graham Spencer, Caroline Clarke and Lorraine Mansfield attended the meeting to update members on their proposals for Victor Hodges House and the Library Grounds which, if approved, will utilise the £600,000 Tesco S106 money.

Orbit explained that Victor Hodges House is not fit for purpose and that they want to replace it with a Sheltered Scheme or Extra Care Scheme and see the opportunity to regenerate the Town Centre as part of this scheme. The Extra Care Scheme would include a Library, Police Service, Community Hub, Shop and Restaurant – whatever was deemed appropriate. It was stated that an Extra Care Scheme is for anyone over the age of 55, the facility would be staffed at all times and, in order for the scheme to be viable, there needs to be a minimum of 65 units. They advised that they have applied for HCA funding and will find out in July 2011 if their application is successful. They envisage that a Public Consultation Exhibition will take place in September 2011, to submit a planning application in January 2012, start development July 2012 with completion in July 2014 (timescales may well change).

RESOLVED:

(i) That Cllr M Gaffney, Cllr L Tasker, Cllr J Smith along with the Town Clerk will attend the next stakeholder meeting on Thursday 28th July 2011, 10am at Southam Library

(ii) That Orbit will send the Council a copy of their accounts for 2009/2010 and 2010/2011

(iii) That Orbit will make enquires about No2 and The Rectory

28.4 WCC CONSULTATION ON PARTNERSHIP LANDSCAPES

Members were informed that WCC are consulting on future arrangements of structures for working with their partners. Members considered the consultation document that contains proposals to abolish the Area Committees and give greater power to Locality Forums. Members were requested to consider the consultation document and complete pages 1-5 inclusive

RESOLVED:

That members email the Town Clerk by Monday 13th June 2011 with their comments in order for the Mayor, Deputy and Town Clerk to compile a response

28.5 SDC RURAL HOUSING ENABLING EVENT – 4TH JULY 2011

Members considered an invitation to the above event, the purpose of which is to gain a wider understanding of any barriers which are preventing potential development of rural housing

RESOLVED:

(i) That Cllr M Gaffney attends

(ii) Town Clerk to email members who were absent from the meeting to ascertain if they wish to attend

28.6 PROPOSED AMENDMENTS TO THE DEVELOPER CONTRIBUTIONS TO TRANSPORT SCHEMES IN STRATFORD UPON AVON SUPPLEMENTARY PLANNING DOCUMENT

RECOMMENDATION

That Southam Town Council will not respond, as none of the schemes relate to Southam

28.7 COVENTRY BUILDING SOCIETY SIGNATORIES

RESOLVED:

That Mr Bransby Thomas and Mr Andy Crump relinquish their office as signatories of these accounts and that Cllr Mike Gaffney and Cllr Dave Wise are appointed in their place

AOB

28.8 PLANNING APPLICATIONS

The Chair requested that a Planning Member is appointed along with a Deputy. Their job would be to visit the site of the application and inform council of any information /issues that members need to be aware of, in order to make their response. This person would also represent the Town Council at the Planning Committee Meetings

RESOLVED:

That Cllr J Smith is the appointed Planning Member and that Cllr D Wise is the Deputy Planning Member

28.9 ISSUES FOR COUNTY AND DISTRICT COUNCILLORS

RESOLVED:

That on every ENV Agenda there is an agenda item stating ‘Issues for County and District Councillors’

29. REPORT ON A MEETING OF RAFT, SOUTHAM TOWN COUNCIL, STRATFORD DISTRICT COUNCIL AND THE ENVIRONMENT AGENCY RE: SOUTHAM – INDIVIDUAL PROPERTY PROTECTION PROJECT

Noted

30. INFORMATION FROM COUNTY AND DISTRICT COUNCILLORS

Cllr Appleton advised the following:

- That he will chase up the Planning Application for the Mayfield Road Play Area
- To investigate the claim that Orbit Heart of England have been promised half of the Tesco S106 money

- Spoke about the Public Health Report
- Advised the Council not to take on the responsibility of the Bus Shelters
- Thought the Council may have reconsidered the Oil Syndicate invite
- Spoke about the future of the Area Committees/Community Forums
- Advised to focus on local issues when responding to the HS2 Consultation

31. **BUSINESS WHICH IN THE OPINION OF THE DEPUTY MAYOR SHOULD BE CONSIDERED AS A MATTER OF URGENCY**

None

32. **EXCLUSION OF THE PUBLIC FROM THE MEETING**

It was moved and

RESOLVED: that pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 the public be excluded from the meeting because publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted

33. **STAFF SALARIES AND PAYMENT FOR SERVICES**

RESOLVED:

To authorise payments of staff salaries dated June 2011

Meeting closed 9.24pm

**June 2011 Planning
Applications**

APPLICATION NO.	APPLICANT NAME	SITE	PROPOSAL	OBSERVATION DATE/COMMENT
11/01127/FUL	Mr J Silvert	70 Banbury Road, Southam CV47 1HJ	Proposed two storey side extension, flat roof dormer to rear and single storey extensions to front and rear	No representations
SDC/11CC012	Warwickshire County Council	Southam College, Welsh Road West, Southam CV47 0JW	Erection of a new brick single storey 6th Form common room	No representations
11/01232/FUL	Mrs Rebecca Crossfield	92 Stowe Drive, Southam CV47 1NP	Proposed sun lounge to the rear	No representations
11/01256/FUL	Mr Eamonn Brain	Telephone Exchange, Park Lane, Southam CV47 0JA	Installation of two aluminium weather louvres into high level openings at rear	No representations
11/00995/FUL	Niko Ltd Mr D Upton	Unit 14, Southfield Rd, Kineton Rd Industrial Estate, Southam, CV47 0FB	Erection of two-storey steel framed extension to existing industrial unit to provide warehouse (B8 use) at ground floor and offices (B1 use) at first floor	No representations

SCHEDULE OF PLANNING APPLICATIONS B					
SOUTHAM TOWN COUNCIL JULY 2011 ISSUE 2					
APPLICATION NO.	APPLICANT NAME	SITE	PROPOSAL	OBSERVATION DATE/COMMENT	Additional Information
11/01486/FUL	Mrs Margaret White	3 Browns Bridge Road, Southam CV47 1PA	Proposed single storey extension to front with canopy roof over including lean to roof over existing flat roof garage to the side.	Southam Town Council has no objection to this application subject to its compliance with the 45 degree rule	
11/00946/FUL	Wandfluh Ltd	Wandfluh UK Ltd, Northfield Road, Kineton Road Industrial Estate, Southam CV47 0FG	Proposed warehouse extension comprising workshop, loading bay and offices at ground floor and storage /light manufacturing and offices on first floor	No representations	
11/01377/FUL	Dudley Taylor Pharmies Ltd	St Wulfstan Surgery, Northfield Road, Kineton Road Industrial Estate, Southam CV47 0FG	Single storey side extension to form pharmacy	Southam Town Council objects to this proposal for the following reasons: It would add a retail outlet to an out of town location. It would be detrimental to efforts to improve the Southam town centre and increase footfall. The proposed building would block pedestrian access to the surgery from the main road	
11/01528/EXT	Mr Rod Collett	The Old Gas House, Welsh Road East, Southam CV47 1NE	Extension of time to previously approved planning application 08/00272/FUL	Southam Town Council would like any extension to this permission to be restricted to 2 years maximum. The Council would also like to draw attention to the revised/increased flood levels for this site following Environment Agency re mapping	
11/01358/FUL	Mr Peter Hudson	2 Mill Crescent, Southam CV47 0LL	Proposed single storey rear/side extension	Southam Town Council has several concerns about this proposal. That it may be over development of the site, that it may not comply with the 45 degree rules and that the sewer would need to be moved and upgraded to work efficiently.	
11/01525/FUL	Mrs Belinda Hewer	1C Daventry Street, Southam, CV47 1PH	Change of use from shop store area to 1 bedroom flat (restrospective)	No representations	
10/02780/FUL	Tomkins Construction Ltd	Southam Garden Centre, Welsh Road East, Southam CV47 1NE	Amendments to Proposed construction of 12 live/work units and 21 industrial units for B1,B2 and B8 use, industrial estate road and combined footpath and cycleway.	No representations	