

MINUTES OF THE MEETING OF SOUTHAM TOWN COUNCIL HELD AT THE GRANGE HALL, COVENTRY ROAD, SOUTHAM ON THURSDAY, 22nd SEPTEMBER 2016

Present: In the Chair, Mayor, Councillor M Brooks,
Councillors M Connors, P Jenkins, G Foster, G Barratt, G Oubridge, A Crump, K Geddes,
K Toner, M Gaffney, J Ward & L Ellard

Apologies: Cllr M Panton – Personal

Absent: Cllr Exton

In Attendance: Mrs D Carro, Mrs D Sanders, Cllr J Appleton & Police

68. APOLOGIES

RESOLVED:

That the apologies are accepted

69. DECLARATIONS OF INTEREST

Cllr A Crump	Non Pecuniary Reason	All planning applications Will not take part in any discussion or resolution regarding any planning application in order that it doesn't compromise his position on the SDC Planning Committee
Cllr L Ellard	Non Pecuniary Reason	Planning Application 16/02353/FUL & 16/02848/LBC Neighbour
	Non Pecuniary Reason	Town Clerk Report Item 8 – S137 Grants On the Christmas Lights Committee
	Non Pecuniary Reason	Town Clerk Report Item 8 – S137 Grants On the Grange Hall Management Committee
Cllr P Jenkins	Non Pecuniary Reason	Town Clerk Report Item 3 Correspondence – Personally knows residents
Cllr J Ward	Non Pecuniary Reason	Planning Applications 16/02353/FUL, 16/02848/LBC, 16/02804/FUL & 16/02805/LBC Neighbour

70. REPRESENTATIONS FROM THE PUBLIC

70.1 Mrs D Smith, 20 Springs Crescent, Southam
Advised that the hedge she complained about has now been cut.

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71. MINUTES OF THE PREVIOUS MEETING

RESOLVED:

- i) That the minutes of the meeting held on Thursday 28th July 2016, having previously been circulated, be confirmed and signed by the Mayor**
- ii) That the minutes of the Summer Recess meeting held on Thursday 18th August 2016 be noted**

72. POLICE

Advised the following:

- Community Forum priorities are Speeding, Parking around schools & Rural Crime Patrols
- Burglaries on the industrial estate and surrounding villages
- Car Seat Check initiative on 15th October 2016

RESOLVED:

That the Town Council will write to Inspector Julia Brealey requesting an ANPR vehicle to patrol the main arterial routes in order to support the Southam SNT team in catching criminals

73. ACCOUNTS FOR PAYMENT

Invoices were available at the meeting for inspection

RESOLVED:

- i) That the payment of accounts dated August 2016, totalling £17,589.40 (details attached) be noted.**
- ii) That the payment of accounts dated September 2016, totalling £6560.23 (details attached) be authorised**

Cllr A Crump left the room

74. APPLICATIONS FOR PLANNING PERMISSION

- 74.1 i) Council considered the applications for planning permission detailed on the schedule dated September 2016 upon which the Town Council had been consulted by Stratford District Council. (details attached)**
- 74.2 ii) Planning Application decisions dated September 2016
Noted**
- 74.3 iii) Planning Committee Meeting Dates
Noted**

Cllr A Crump returned to the meeting

Dist. Cllr T Bromwich arrived at the meeting

75. TOWN CLERK'S REPORT

75.1 PUBLIC REPRESENTATIONS

No response necessary

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75.2 DAVENTRY ROAD ROUNDABOUT

Members considered correspondence relating to the maintenance of the Daventry Road Roundabout as a result of the Town Clerk writing to B Line Plant Hire to ascertain whether they were sponsoring the roundabout and being advised that they do through Immediate Solutions. B Line were understandably not very happy about the lack of maintenance. Warwickshire County Council were also very unhappy that the Town Council contacted B-Line.

RESOLVED:

To write to WCC advising that the Council is deeply unhappy about their sponsorship scheme, does that sponsor know what they are paying for? what percentage of the sponsorship money is spent on the roundabout? Would have expected WCC to use this sponsor as a beacon to attract other sponsors as what is happening at the moment seems to be counterproductive.

75.3 WARWICKSHIRE COUNTY COUNCIL – PROPOSED CHANGES TO BUS SERVICE 65/66

Members considered correspondence from WCC, who have advised that Stagecoach who currently operate bus services 65/66, will no longer be able to run the services after 17th December 2016, due to the fact that they are no longer viable. The result of which will be that WCC will no longer be able to provide sections of the service operating from Southam to Banbury and Napton to Daventry.

RESOLVED:

To respond to the consultation as follows:

- **Have WCC not obtained funding from housing developers in Southam and the surrounding villages to support these vital services?**
- **Southam and Napton will grow in population due to housing developments currently taking place and planning applications that have been granted, therefore it is highly likely that the services will become viable?**
- **Any changes that are made must not affect residents travelling from Southam to Trinity School, it is imperative that a bus continues to drop and pick up outside the school.**

75.4. NEIGHBOURHOOD PLAN STEERING COMMITTEE

RESOLVED:

That Cllr Toner replaces Cllr Exton on the Committee

75.5 WARWICKSHIRE LOCAL COUNCILS' CHARTER

RESOLVED:

To adopt the charter

75.6 TITHE LODGE - SOUTHAM

Members considered correspondence from a resident regarding Tithe Lodge
Noted

75.7 QUARTERLY BUDGET REVIEW

Noted

75.8 £137 GRANT APPLICATIONS

RESOLVED:

John Turner Festival – awarded £260

VASA – awarded £1000

Southam Christmas Lights Association - awarded £1504

The Grange Hall Management Committee – awarded £590

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Southam in Bloom – awarded £950

Southam Civic Ideas Forum – awarded £1000 (for printing costs only)

Southam Church and Community Project – To defer the application and request more information

75.9 COUNCIL MEETING DATES ENV DATES

Noted

76. CORRESPONDENCE

None

WORKING PARTY REPORTS

77. ENV WORKING PARTY REPORT – 9TH OCTOBER 2016

77.1 Orbit Homes – Land behind the Shell Garage

Anthony Holt from Orbit attended the meeting to present the Reserved Matters detail concerning the application granted last year. The number of dwellings has been revised down to 45 comprising 1 bedroom flats and 2 and 3 bedroom houses mixed rental, shared and market and now with a play area. The issue of pedestrian access past the Shell Garage entrance is still to be resolved with Highways.

77.2 Item 2 – Glenn Cooper – Charity Outdoor Bootcamp

Mr Cooper attended the meeting at the councils' invitation to provide more information for his initiative to run outdoor boot camp sessions in Park Lane. He is a personal trainer in Coventry looking to set up a fitness gym in Southam and would like to offer bi-weekly exercise and fitness sessions to all residents who would like to participate preferably on a grassed area. Mr Cooper will charge no fee for the sessions but will invite participants to make charitable donations via a Facebook group site, possibly to the JJ Memorial Fund or Warwickshire Air Ambulance. He anticipates the sessions to last no longer than 1 hour; no music will be involved and he has appropriate insurance.

RESOLVED:

i) That authorisation is granted for a trial period of 3-months

ii) That the charity should be the Mayor's Charities

77.3 Joel Essex – Barwood Developers, proposal Welsh Road West

Joel Essex and representatives from their environmental team attended to run through the material for the public consultation to be held on the 15th September at Tithe Lodge. The intention was to provide a pre-view and gauge the councils' response to changes made, predominately to the proposed "Riverside Park" area to the South of the plot. Councillors were invited to question and comment. A number of concerns were raised.

77.4 Orbit Meeting re: Parking Issues Welsh Road West and Mill Crescent areas.

Councillor Brooks provided background detail on his meeting with Councillor Bromwich and Sophie Fitzhugh (Orbit Area Community Manager). Initially this meeting was to discuss green space and external maintenance but moved on to resident parking issues. Councillor Brooks made the suggestion that the triangular piece of land outside the Welsh Road West Orbit bungalows was not doing much and could be utilised for parking spaces for the residents who currently park their vehicles on the road. It's understood however that this piece of land has now been adopted by the County Council. Orbit provided maps showing green areas on and around Mill Crescent that they would be prepared to sell sections of to the town or district council that could be converted to parking spaces for residents of both areas. Councillors gave this due consideration but agreed the

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potential cost to benefit ratio may be too high given there were more pressing general issues regarding traffic flow on Welsh Road West and College drop off to be resolved.

RESOLVED:

This item to be shelved pending the outcome of the councils ongoing infrastructure improvement discussions with both County and District Councils.

77.5 Nominations for UK National Honours

Councillor Brooks provided more detail on the initiative being driven by the Lord Lieutenant of Warwickshire Tim Cox, encouraging local Councils in Warwickshire to make nominations for honours in the Queens list. Warwickshire is one of several counties who make the fewest nominations based on population density statistics. It takes on average between 12 and 18 months for a nomination to get through the committee process to the offer stage so any nomination we make would likely be for the 2018 list.

RESOLVED:

All Councillors to give some thought for possible worthy Southam candidates and advise Councillor Brooks accordingly.

77.6 Right of Way (ROW) footpaths

Members considered the documentation provided by the ROW team on how the Volunteer ROW Groups work. Volunteer teams are strictly governed, based on logged database reports that lead to the issue of job sheets. The Maintenance and Enforcement officer then works with, assigns and supervises the volunteers group in accordance with on-site risk assessments. All materials and tools are provided. Its` understood there are more than forty such groups operating within the County.

RESOLVED:

That Councillors Brooks and Ellard investigate if there is an appetite in the town to form a volunteer group, initially through contact with Southam 1st and other community organisations.

77.7 Shepherds Hill Fence

Members considered the report concerning the state of the fencing surrounding the Shepherds Hill Play Area which is now in urgent need of replacement and is in some parts dangerous. A quote has been received from an approved contractor known to the council which is comparable with others sought.

RESOLVED:

That this work be authorised in accordance with the quote received at a cost of £3826 from Ear Marked Reserve – Repairs, Inspections & Replacements

77.8 Property Marking

Following funding received from the Warwickshire Police and Crime Commissioner Stratford District Councils` Rural Crime department have created a Property Marking Pack, free to Parish Councils on application for residents to use or to host property marking events. Councillors were of the opinion given the pack was free this would be a worthwhile initiative for the council to drive.

RESOLVED:

That the Council apply for a pack and discuss how best to utilise it.

77.9 Planning Applications

Members considered 5 planning applications no pecuniary or non-pecuniary interests were declared.

16/02738/TREE – 6 Warwick Road -

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RESOLVED: - to be referred to the tree specialist.

16/02205/LBC - Old Coach House, Kineton Road

RESOLVED: – to be referred to Heritage for consent.

16/02204/FUL - As above, rebuild.

RESOLVED: - No representation provided listed building consent is granted.

16/02576/FUL - 16 Abbey Lane (retrospective).

RESOLVED: - No representation

16/02573/FUL - Ravenswood House, Coventry Road

RESOLVED: - No representation

77.10 Parish Pound Planning Application

Members considered the advice put forward by Allen Construction Consultancy concerning the Pendike Street application. It's understood there are still Highways issues to be resolved but now also policy dictates on the number of vehicle parking spaces per dwelling that should be allowed. The debate centred around whether to find a compromise or change the plan to provide 1x 3 (possibly 4) bedroom property.

RESOLVED:

That the Council takes the consultants advice to revise the plan to provide for a single dwelling.

78. REPORT ON A MEETING OF THE MARKET WORKING PARTY HELD ON 26TH JUNE 2016

78.1 What is the current situation with the lease between SDC and Sketts for the Tuesday market?

A: Pat informed councillors that Sketts currently lease the upper end of Wood Street Car Park, this is not through a market contract but simply through a lease of the land.

What advice would Pat give us in order to improve the current situation with Southam market?

A: Pat advised councillors to have an informal discussion with Sketts through a meeting of the working party with a view to giving them a period whereby we can cooperate with them in order to improve footfall etc by for example increasing local advertisement and that if we see reason to do so (after a six month period with clear guidelines given to Sketts – to be organised by the working party beforehand) may then go onto setting up our own market through creating a Markets Policy and putting a contract out to tender. This would of course not stop Sketts from continuing their own market. She also spoke about the need for consultation of residents so that the Council has a mandate to create its own market.

RESOLVED:

To invite Sketts to a working party meeting to discuss what can be done to improve the market within a period of six months

79. SOUTHAM CHRISTMAS LIGHTS ASSOCIATION – 5TH SEPTEMBER 2016 MINUTES

Noted

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80. **REPORT ON A MEETING OF THE GRANGE HALL STEWARDS HELD ON 6TH SEPTEMBER 2016**
- 80.1 **APOLOGIES FOR ABSENCE**
Cllr M Brooks
- 80.2 **CHAIRMAN**
RESOLVED:
That Cllr M Connors is duly elected as Chairman
- 80.3 **MINUTES OF PREVIOUS MEETING**
RESOLVED: that the minutes of the meeting held on 2nd October 2013, having been previously circulated, be confirmed as a true record of proceedings
- 80.4 **MATTERS ARISING FROM THE MINUTES**
i) **MAINTENANCE SERVICE**
Stewards were advised that the 'Condition Survey' has not been carried out.
RESOLVED:
That Tony Perks will take the necessary action
- 80.5. **GRANGE HALL MANAGEMENT COMMITTEE - ACCOUNTS YEAR ENDED 31ST MARCH 2016**
RESOLVED:
Stewards were satisfied with the accounts
- 80.6 **THE GRANGE HALL – BANK RECONCILIATION**
RESOLVED:
That a 3-month forecast report is produced
- 80.7 **GRANGE HALL MANAGEMENT COMMITTEE**
The Stewards were advised that since the last Stewards meeting the committee has struggled for members and continues to do so and it has been difficult financially.
RESOLVED:
At the next meeting the Stewards would like a report from the Committee as to what is being done to promote and market the hall in order to increase ad hoc bookings as well as regular hirings, to encourage committee membership and to have more successful shows/concerts.
- 80.8 **NEXT MEETING**
Thursday 2nd February 2017 – 6.00 pm
- 80.9 **RESOLVED:**
That the Grange Hall/Grange Hall Management Committee is an item on the next ENV agenda
81. **MEMBERS ITEM – CLLR S EXTON**
HS2
As the construction of HS2 is looking ever more likely, it would be of great benefit to the Southam community if we had as much information as possible with regards to the impact of construction, the potential mitigation benefits available to the town, and how to get the maximum possible benefits from the HS2 construction.

For that reason, I propose the following members item:

The invitation of Lydia Smith (Community Engagement Manager) to the next possible ENV meeting. It would also be good to invite the Southam Area Action Group (SAAG) to this if possible.

If it is not possible for her to attend one of the next 2 ENV meetings I propose that we arrange a time outside of this, and for councillors to attend where possible.

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RESOLVED:

To invite Lydia Smith (Community Engagement Manager) and Gareth Epps (The Independent HS2 Construction Commissioner) to an ENV meeting and to also invite a representative from SAAG and Mr B Thomas (Town Council Roll B Agent)

82. INFORMATION FROM COUNTY AND DISTRICT COUNCILLORS

Cllr Appleton advised the following:

- That there is a Community Building Capital Fund Grant and that closing date for applications is 16th December 2016
- Correspondence from Mr Gulliver regarding parking in Welsh Road West
- Grammar Schools – Does envisage great resistance from WCC
- HS2

Cllr Bromwich advised the following:

- Discussed the Barwood Application that will be submitted shortly
- Core Strategy – that SDC have been looking at strategic sites for the 20% buffer and that Southam is not being considered
- That although the committee rejected the proposal for a Southam Committee it's been suggested to have an informal committee with WCC, SDC & STC in order to draw up a wish list of what S106 monies should be spent on.

RESOLVED:

That the Town Council do want to be involved in such a meeting, that Cllr Bromwich will organise it and the meeting will be held at the Grange Hall.

Cllr Bromwich submitted a report and in addition to what is stated above is seeking Mill Hill Ward members to inspect the Mill Hill area in order to put pressure on Orbit to maintain their areas.

RESOLVED:

That Cllr Brooks attends such a meeting.

83. 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

84. STAFF SALARIES AND PAYMENT FOR SERVICES

RESOLVED:

To note the payment of staff salaries dated August 2016

To authorise the payment of staff salaries dated September 2016

85. FOOTWAY LIGHTING INSURANCE CLAIM

Members were updated on the situation

Meeting closed at 10.10 pm

Planning August Recess Meeting 2016

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APPLICATION NO.	APPLICANT NAME	SITE	PROPOSAL	OBSERVATION DATE/COMMENT	Additional Information and link to application
16/02552/TREE	Mrs Gloria Fox	Cuttle Beck, 22 Banbury Road, Southam CV47 1HL	G1 Poplar x 3:fell - T1:Bramley Apple:fell	30th August 2016	Refer to the Arboricultural Officer
16/02281/TEL56	The Highways Dept	Coventry Road DNS, Coventry Road, Southam	Proposed 4G upgrade to existing equipment	24th August 2016	No representations
16/02336/FUL	Mr G & Mrs J Aratoon	10 Orchard Way, Southam CV47 1EG	Single storey side/rear extension roof alteration to front porch	24th August 2016	No representations

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SOUTHAM TOWN COUNCIL - SEPTEMBER MEETING 2016					
APPLICATION NO.	APPLICANT NAME	SITE	PROPOSAL	OBSERVATION DATE/COMMENT	Comments
16/02682/FUL	Mr M Lidgard	Annexes to rear of 1 High Street, Southam CV47 0HA	Change of use of existing annexes to form 2 one bedroom dwellings	26th September 2016	Southam Town Council objects to this application as it considers that with 16/02683/FUL it would be over development of the site
16/02683/FUL	Mr M Lidgard	Outbuilding to rear of 1 High Street, Southam CV47 0HA	change of use/conversion of outbuildings to a two bedroom dwelling	26th September 2016	No representation
16/02594/OUT	Mr Joe Ross	Holt Farm (Ross) Welsh Road East, Southam, CV47 1NB	Outline application with all matters reserved, for the construction of 14 no. commercial units	27th September 2016	to this application. There is already of surplus of provision in the area for commercial units and this site in open countryside is not a suitable place for such a development.
16/02709/ADV	Mr Jon-Pall Bonnett	Tesco, Kineton Road Industrial Estate, Kineton Road, Southam	Two free standing dibond signs used to inform passing traffic of the location of Tesco	30th September 2016	No representation
16/02825/FUL	Mr Andrew Beck	Poppy Valentine, 13 Welsh Road West, Southam CV47 0JN	Proposed demolition of existing garage and erection of two storey side extension.	3rd October 2016	No representation
16/02875/FUL	Mr & Mrs J Calliman	1 Herdwycke Close, Southam CV47 1GW	Retrospective erection of boundary wall	3rd October 2016	No representation
16/02353/FUL	Castle Mound Estates Ltd	Bull Inn, Bull Street, Southam CV47 1PQ	Change of use of ground floor into 2 flats (sub-division of a single flat previously approved by planning reference 14/03058/FUL) together with minor alterations	10th October 2016	Southam Town Council objects to this application as it considers that it would be overdevelopment of the site. It would also increase the pressure on parking as there is already insufficient spaces.
16/02848/LBC	Castle Mound Estates Ltd	Bull Inn, Bull Street, Southam CV47 1PQ	Alterations to approved scheme for change of use of ground floor into 2 flats (sub-division of previously approved single flat) with minor internal and external alterations	10th October 2016	Southam Town Council objects to this application as it considers that it would be overdevelopment of the site. It would also increase the pressure on parking which is already insufficient
16/02688/FUL	Mr Craig Prestidge	Tithe Lodge, Little Park, Southam, CV47 0HB	Provision of accessible pedestrian ramp, retaining wall and handrail to the entrance from High Street and associated removal of trees.	30th September 2016	Southam Town Council supports this application.
16/02804/FUL 16/02805/LBC	Dudley Taylor Pharmacies Ltd	5 Market Hill, Southam	Proposed work to facilitate the change of use of former bank to retail (ground floor) and two flats (upper floors) including alterations and amendment to entrance	13th October 2016	Southam Town Council objects to this application because of the lack of parking provision.

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Southam Town Council

AUGUST 2016 PAYMENTS

Item No	Budget Line	Payee	Details	Net Amount	VAT (to be reclaimed)	Gross/Cheque Amount
1	20	<u>WALC</u>	Annual membership subscription	930.00	0.00	£930.00
2	23	<u>Eastgate Engravers</u>	Engraving of two links on the Mayoral Chain	19.50	3.90	£23.40
3	37	<u>HAGS-SMP Ltd</u>	Painting and maintenance of play equipment at Tollgate Road	480.00	96.00	£576.00
4	8	Mrs Debbie Carro	Replacement office chairs x 2 and replacement bell	153.99	27.20	£181.19
5		Viking	Stationery	50.24	10.05	£60.29
6	46	<u>Limebridge Rural Services Ltd</u>	Grasscutting as per contract visits 8 and 9 of 16	1904.38	380.88	£2,285.26
7	5	<u>Southam Town Neighbourhood Planning Steering Committee</u>	Grant Neighbourhood Planning initial start up costs (Localism Act 2011)	1500.00	0.00	£1,500.00
8	8	<u>Inside IT</u>	Monthly support	94.50	18.90	£113.40
9	47	<u>VASA</u>	July - Volunteer drivers reimbursment	549.60	0.00	£549.60
10	GR GH capital works programme	<u>Mr D C Ogilvie (trading as Super Dave)</u>	Replacement sliding reception window - half of this total to be invoiced to Stratford District Council	950.00	0.00	£950.00
11	ER,39,30,37	<u>Mr Richard Carro</u>	August contract, Holywell strimming, River Stowe rubbish, Park Lane zip wire, Riverside Walk additional litter pick & removal of broken glass	736.46	0.00	£736.46
12	28	<u>Blythe Liggins</u>	Legal and Estate Agents Fees purchase option	£4,200.00	£0.00	£4,200.00
13	34	<u>Stratford on Avon District Council</u>	CCTV contribution 2016/2017	£3,852.00	£0.00	£3,852.00
14	8	<u>Information Commissioner</u>	Data protection renewal registration	£35.00	£0.00	£35.00
15	6	<u>BT Payment Services Ltd</u>	Three numbers plus featureline service	£372.34	£74.46	£446.80
16	ER GH Capital Works Programme	<u>Adrian Sparkes</u>	To replace the existing fluroescent tube fittings with energy efficient LED panel lights in day light light output in Foyer/Council Chamber - half to be invoiced to Stratford District Council	£1,150.00	£0.00	£1,150.00
			TOTALS	16978.01	611.39	£17,589.40

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