

MINUTES OF THE MEETING OF SOUTHAM TOWN COUNCIL HELD AT THE GRANGE HALL, COVENTRY ROAD, SOUTHAM ON THURSDAY, 25th MAY 2017

Present: In the Chair, Mayor, Councillor L Ellard,
Councillors M Brooks, M Connors, G Foster, M Gaffney, K Toner, P Jenkins, A Crump, S Stone, A Walster & Cllr Oubridge

Apologies: Cllr G Barratt - Holiday
Cllr W Baillie - Personal

District Cllr Bromwich

Absent: Cllr S Exton

In Attendance: Mrs D Carro, Mrs D Sanders & PC Cramp

Prior to the meeting a minute's silence was held to remember all those affected by the atrocities in Manchester

7. **APOLOGIES**
RESOLVED:
That the apologies are accepted

8.. **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
	Non-Pecuniary Reason	Town Clerk Report Item 3 County Councillor
Cllr L Ellard	Non-Pecuniary Reason	Town Clerk Report Item 5 Member of the Grange Hall Management Committee
Cllr M Connors	Non-Pecuniary Reason	Town Clerk Report Item 5 Member of the Grange Hall Management Committee
Cllr M Brooks	Non-Pecuniary Reason	Town Clerk Report Item 5 Member of the Grange Hall Management Committee
Cllr G Foster	Non-pecuniary Reason	Town Clerk Report Item 5 Member of the Grange Hall Management Committee

Town Mayor Signature _____

9. **REPRESENTATIONS FROM THE PUBLIC**

Mrs D Smith, 20 Springs Crescent, Southam

Spoke about Police and the fact that she had been advised that the Police would do a sweep around the streets to look at the issues around Southam, but nothing has happened

Mr B Thomas, 9 St Mary's Close, Southam

Spoke stating that he fully supported Cllr Gaffney's Members Item, particularly item 3, that Council members cannot be heard in the public gallery

10. **MINUTES OF THE PREVIOUS MEETING**

RESOLVED:

i) That the minutes of the meeting held on Thursday 10th May 2017, having previously been circulated, be confirmed and signed by the Mayor.

11. **POLICE**

PC Cramp advised the following:

- There had been an increase in burglaries in Southam and the wider area, following investigations and arrests this has now stopped
- Problems with fires near Wattons Lane and although patrols have increased no one has been caught
- Patrols will continue
- Parking issues can be reported to Southam SNT on 101, PC Cramp will investigate if he is on duty and time allows however resources are extremely limited

12. **ACCOUNTS FOR PAYMENT**

Invoices were available at the meeting for inspection

RESOLVED:

That the payment of accounts dated May 2017, totalling £7,369.85 (details attached) be authorised

Cllr Crump left the room

13. **APPLICATIONS FOR PLANNING PERMISSION**

13.1 i) Council considered the applications for planning permission detailed on the schedule dated May 2017 upon which the Town Council had been consulted by Stratford District Council. (details attached)

13.2 ii) Planning Application decisions dated May 2017
Noted

13.3 iii) Planning Committee Meeting Dates
Noted

Cllr Crump returned

14. **TOWN CLERK'S REPORT**

14.1 **PUBLIC REPRESENTATIONS**

Mrs Smith received a response from PC Cramp

Town Mayor Signature _____

14.2 ACCOUNTS 2016/2017

RESOLVED:

i) That the Town Council has reviewed and is satisfied with the Internal Audit process and its scope and effectiveness.

ii) That the Town Council has considered and accepts the internal Audit Report for the financial year 2016/2017.

iii) That the Financial and Non-Financial Risk Assessment has been reviewed by the Town Council, and should be signed by the Town Mayor and Town Clerk and submitted to the External Auditor.

iv) That the Town Council has reviewed and accepted the Town Council Financial Regulations.

v) That the Southam Town Council Annual Governance Statement is reviewed and signed by the Town Mayor and Town Clerk and submitted to the External Auditor.

vi) That Section 1 Annual Governance Statement be signed by the Town Mayor and Town Clerk and submitted to the External Auditor.

vii) That the Town Council has approved the Accounts for 2016/2017.

viii) That the Statement of Accounts be signed by the Town Mayor and Town Clerk and submitted to the External Audit.

14.3 THE WARWICKSHIRE COUNTY (SOUTHAM EMERGENCY STOPPING PLACE) COMPULSORY PURCHASE ORDER (CPO) 2017

RESOLVED:

To object to the CPO on the grounds that the Council do not consider it to be in the Public Interest and that an application should have been made for a Stopping Up Order as officially the land in question is a public highway

14.4 REQUEST FOR A STREET LIGHT TO BE MOVED BY APPROXIMATELY 5 FEET

Members considered correspondence from a resident seeking permission to pay to have a street light moved.

RESOLVED:

That Southam Town Council authorises for the street light to be moved, subject to there being no cost to the council and that the neighbour is consulted

14.5 THE GRANGE HALL MANAGEMENT COMMITTEE – FINANCIAL SUPPORT

Members considered correspondence from the Grange Hall Management Committee seeking financial support from the Town Council to pay for the redecoration of the Foyer and Bar Room, new curtains in the Bar Room and Foyer and LED lighting in the Bar Room.

RESOLVED:

That under the Local Government Act 1972 s.133 -Power to provide buildings for public meetings and assemblies or contribute towards the expenses of providing such buildings, the Town Council will pay for the above-mentioned items at a cost of £5922.28, taken from the Community Benefit (Fields Farm Solar) Ear Marked Reserve.

14.6 COUNCIL MEETING DATES ENV DATES

Noted

15. CORRESPONDENCE

Southam in Bloom Grant Thank you - Noted

16. REPORTS FROM WORKING PARTIES/OUTSIDE BODIES

16.1 CCTV MEETING MINUTES

Noted

Town Mayor Signature _____

- 16.2 Cllr Gaffney reported that he hoped to bring reports to the June meeting
16.3 Cllr Brooks reported that the Neighbourhood Plan Survey will soon be delivered to households
16.4 Cllr Oubridge reported that he now has details from SDC regarding Dog Fouling bins and would report to the June ENV

17. **MEMBERS ITEM – CLLR GAFFNEY**
CONVENTIONS AND PROTOCOL AT TOWN COUNCIL MEETINGS

Returning to the Town Council after a year's absence I am saddened to see that traditional conventions and protocols are not being followed by members during council meetings.

I submit that the following are the main cause for concern and as far as the public are concerned, item 3.- for those residents who show interest in the towns affairs to make the effort attend our meetings.

1. Members are not addressing the Chair and holding discussions either between themselves or across the council chamber.
2. Members are not using formal titles when addressing their colleagues i.e. Councillor or Mr/Madam Mayor and it is not acceptable to use christian names during debate.
3. Some Members cannot be heard when they speak even by other Council members and certainly not by the public gallery.
4. Members should not under any circumstances enter into debate with members of the public and should address their discussion to the Chair.

These four issues could be dealt with by amending Council Standing Orders but I do not support a change as Standing Orders as they should only be amended as a last resort .

The issue may easily be addressed by a formal proposal and a vote that endorses them as accepted conventions and protocol for Southam Town Council.

I trust that I will have the support of my fellow councillors in this matter.

RESOLVED:

- **That Members should address the Chair and not hold discussions either between themselves or across the council chamber**
- **That Members should be addressing their colleagues as Councillor or Mr/Madam Mayor and it is not acceptable to use christian names during debate**
- **Members should speak loud enough to be heard by their colleagues and the public gallery**
- **Members should not under any circumstances enter into debate with members of the public and should address their discussion to the chair**

Recorded Vote

Cllr L Ellard – Abstained
Cllr M Connor – Yes
Cllr A Crump – Yes
Cllr G Oubridge – Abstained

Town Mayor Signature _____

Cllr A Walster – Abstained
Cllr P Jenkins – No
Cllr K Toner – Abstained
Cllr S Stone – Abstained
Cllr M Gaffney – Yes
Cllr M Brooks – Yes
Cllr G Foster - No

18. INFORMATION FROM COUNTY AND DISTRICT COUNCILLORS

Cllr Crump advised the following:

- That WCC held a minute's silence to remember all those affected by the atrocities in Manchester
- Attended induction sessions at WCC
- Has got a meeting with Janet Neale regards S106
- Spoke about unauthorised encampments
- Work on the Orbit ramp should be carried late July, early August 2017
- Attended Parish Council meetings at Stockton and Napton
- SDC have been looking at the planning application again at Gaydon and Lighthorne Heath
- Kler Planning Appeal – responses are due by 16th June
- Looking at where Dog Bins should go on the Bloor Homes Estate
- Has been looking into HS2 monitoring low frequency waves
- Will be emailing the Town Clerk on information regarding Public Open Space Protection Orders
- Has resigned from the VASA Board of Trustees
- Thanked everyone for voting for him and he promises to do his best

19. 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

20. STAFF SALARIES AND PAYMENT FOR SERVICES

RESOLVED:

To authorise the payment of staff salaries dated May 2017

21. THE GRANGE HALL ADMINISTRATOR

RESOLVED:

To continue with the current procedure and review the matter again in September 2017

Meeting closed at 8.25 pm

Town Mayor Signature _____

APPLICATION NO.	APPLICANT NAME	SITE	PROPOSAL	OBSERVATION DATE/COMMENT	Comments
16/04010/FUL	Mr & Mrs Haywood	37 Manders Croft, Southam CV47 0HZ	Proposed creation of bay window and canopy to principle elevation and single storey rear extension	No representations	Appeal - No reps
15/04305/OUT	Kler Group	Banbury Road Access Land East of Southam Bypass, Banbury Road Southam	Outline application for the erection of 240 dwellings with all matters reserved except for access	Appeal to be decided by public enquiry	Southam Town Council reiterates its previous objection and in addition objects on the grounds that 1. this is not included in the emerging neighbourhood plan as an area for development 2. It would add to traffic problems already expected from the construction of HS2 3. to include the advise from WALC
17/01178/FUL	St James C of E First School	Tollgate Road, Southam CV47 1EE	Internal alterations to KS2 classrooms and single storey extension to form additional teaching space and storage	30th May 2017	No representations
17/01228/FUL	Mr & Mrs Parker	28 Merestone Close, Southam CV47 1GU	Removal of a rear conservatory and replacement with a single storey brick built garden room	8th June 2017	No representations

Town Mayor Signature _____

Southam Town Council

MAY 2017

Item No	Budget Line	Payee	Details	Net Amount	VAT (to be reclaimed)	Gross/Cheque Amount
1	46	<u>4 Counties Ground Maintenance</u>	Churchyard grass cutting 3 visits 28th March, 12th & 26th April	630.00	126.00	£756.00
2	39	<u>Mr Jason Goode</u>	Cleaning of bus shelters x 3	45.00	0.00	£45.00
3	47	<u>VASA</u>	Reimbursement of volunteer drivers - March	308.85	0.00	£308.85
4	2	<u>Mr Paul Jones</u>	Internal Audit Fee 2016/17	375.00	0.00	£375.00
5	46	<u>Limebridge Rural Services Ltd</u>	Grass cutting play areas 2&3 of 16	1785.00	357.00	£2,142.00
6	48	<u>St James PTFA</u>	Section 137 grant to contribute to new play ground equipment	£1,000.00	£0.00	£1,000.00
7	47	<u>Mrs Debbie Carro</u>	Purchase of equipment for Southam Town Council Volunteer Transport Scheme. Telephones etc	£36.08	£0.00	£36.08
8	9	<u>Inside IT</u>	Trend Micro hosted email security x 5 users	£199.00	£39.80	£238.80
9	10	<u>Clear Sound Security</u>	Annual maintenance charge, Redcare annual charge, Central station monitoring	£682.00	£62.00	£744.00
10	11	<u>Konica Minolta</u>	Photo copier rental 14/05/2017 to 13/08/2017	£104.49	£20.90	£125.39
11	47	<u>Mr John Gwillam</u>	Purchase of equipment for Southam Town Council Volunteer Transport Scheme Lock for cupboard and travel.	£20.49	£0.00	£20.49
12	8 & 47	<u>Viking</u>	Stationery TC office & Equipment for Volunteer Transport Scheme	£245.21	£49.03	£294.24
13	24	<u>BT Payments Services</u>	3 numbers and featureline service	£251.30	£50.26	£301.56
14		<u>The Town Mayor's Fund</u>	Mayors allowance top up.	£144.18	£0.00	£144.18
15	ER,39,30,37	<u>Mr Richard Carro</u>	Groundsman Handyman contract May. Holy Well strimming, Park Lane removal of graffiti	£728.46	£0.00	£728.46
16	25	<u>MCI Electrical Installation Ltd</u>	To carry out inspection and test of mains box and install an earth to the supply.	£91.50	£18.30	£109.80
			TOTAL	6646.56	723.29	£7,369.85

Town Mayor Signature _____