

MINUTES OF THE MEETING OF SOUTHAM TOWN COUNCIL HELD AT THE GRANGE HALL, COVENTRY ROAD, SOUTHAM ON THURSDAY, 23rd NOVEMBER 2017

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

Apologies: Cllr G Barratt – Holiday
Cllr K Toner - Holiday

Cllr T Bromwich

In Attendance: Mrs D Carro, Mrs D Sanders and Sgt S Ryan

93. APOLOGIES

RESOLVED:

That the apologies are accepted

94. 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 P Jenkins	Non-Pecuniary Reason	Town Clerk Report Item 5 Knows the applicant

95. REPRESENTATIONS FROM THE PUBLIC

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

Spoke regarding Cllr Foster's HS2 report, it was important that residents are made aware how disastrous the construction of HS2 will be for Southam with at least 600 HGV movements 24 hrs a day, 7 days a week. Southam Town Council need to make sure that noise is assessed, and baseline measurement of noise needs to be taken now.

Mrs Joan Cripps 5 Rainsbrook Close, Southam

Spoke regarding the Taylor Wimpey SOU3 site, stating how disappointing it is that the Council chose not to support the residents and don't understand why they didn't. Wanted to know how the hedge was going to be maintained.

96. MINUTES OF THE PREVIOUS MEETING

RESOLVED:

That the minutes of the meeting held on Thursday 26th October 2017, having previously been circulated, be confirmed and signed by the Mayor.

97. POLICE

Sgt S Ryan attended the meeting and advised the following:

- That he joined the force in 2006, was previously a Response Officer and is the Southam SNT Sergeant

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- Gave details of the Southam SNT Team
- Nothing has changed regarding Police response in Southam
- Looking at increasing their presence in the town
- Encouraged people to attend the Community Forum and speak to the Police
- There will be planned speeding initiatives across the district
- Stated that they will be more media savvy
- Reiterated that Southam is not a Police Free Zone as suggested on Social Media

98. ACCOUNTS FOR PAYMENT

i) Invoices were available at the meeting for inspection

RESOLVED:

That the payment of accounts dated November 2017, totalling £6,049.83 (details attached) be authorised

Cllr Crump left the room

99. APPLICATIONS FOR PLANNING PERMISSION

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

99.2 ii) Planning Application decisions dated November 2017

Noted

99.3 iii) Planning Committee Meeting Dates

Noted

Cllr Crump returned to the meeting

100. TOWN CLERK'S REPORT

100.1 PUBLIC REPRESENTATIONS

i) Mr Thomas was advised that the HS2 report would be a feature in the next newsletter and that Cllr Crump has spoken to Planning Officer David Jefferies regarding base line sound monitoring assessments and that it would be an on-going matter

RESOLVED:

That the Town council work with HS2 Area Central and SAAG to have a public event in Southam, similar to the one that took place in Long Itchington

ii) Mrs Cripps was advised that Cllr Crump has requested that the application is determined at Planning Committee, therefore residents will have the opportunity to reiterate their views at committee

100.2 CONSULTATION - EE LTD AND HUTCHISON 3G LTD = PROPOSED REPLACEMENT SHARED ELECTRONIC COMMUNICATIONS BASE STATION, SOUTHAM UNITED FC, BANBURY ROAD, SOUTHAM

Members considered the attached correspondence regarding the radio base station at Southam United FC. Redevelopment of that site has necessitated the need to seek an alternative location from which the operators can provide coverage to the surrounding area and maintain network integrity. Consent has previously been granted, however it has subsequently been necessary to make revisions to the design of the proposal and for a minor site relocation.

Noted

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100.3 ADOPTION OF NEW COUNCILLOR CODE OF CONDUCT

RESOLVED:

- i) To adopt the Councillor Code of Conduct as adopted by Stratford-on-Avon District Council on 16 October 2017, so as to replace the Town Council's existing Code of Conduct
- ii) To adopt the documents linked to the code, namely

Guidance Document (including flowchart)
Declaration of Acceptance of Office Form
Declaration of Personal Interests Form
Parish and Town Council Councillor role of description
Council Resources Policy
Social Media Policy
Gifts and Hospitality Policy

- iii) To require all members to complete and submit a fresh Declaration of Personal Interests form to the Clerk on or before Friday 9 February 2018, to enable the Clerk to forward these to the monitoring officer
- iv) The replacement Code and linked documents shall come into effect on Tuesday 1 May 2018

100.4 STREET LIGHTING ON WELSH ROAD WEST

RESOLVED:

- i) To accept the quotation from Warwickshire County Council (WCC) to upgrade all 19 lights at a total cost of £31,000
- ii) Once upgraded WCC will adopt these streetlights and the responsibility for them will be removed from the Southam Town Council streetlighting inventory.
- iii) That the Council will utilise the £18,482 in Streetlighting Ear Marked reserves budget and £4100 in the Columns and Repairs Budget and pay WCC £22,582 in this financial year and the remaining £8418 be budgeted for in the 2018/19 budget.

100.5 COUNCILLOR VACANCY - BROWNS BRIDGE WARD

Members considered the Councillor application from Mr Andrew Jamieson

RESOLVED:

To co-opt Mr A Jamieson to fill the vacant Councillor position in the Browns Bridge Ward

100.6 APPOINTMENTS OF REPRESENTATIVES TO OUTSIDE BODIES

RESOLVED:

- i) That Cllr S Stone is the appointed representative for the Southam Flower & Produce Show
- ii) That Cllr G Foster is the appointed representative for the HS2 Action Group

100.7 COUNCIL MEETING DATES ENV DATES

Noted

101. CORRESPONDENCE

i) Mr P Barratt

RESOLVED:

To respond advising that it is not something the Council can get involved with and that he should contact his provider

ii) Ms E V Werkhoven

RESOLVED:

i) To respond advising that she should attend the next Community Forum on the 13th December to raise her concerns

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ii) That she should write to County Councillor A Crump expressing her concerns and encourage neighbours to do the same

iii) That Cllr Walster is to approach St Mary's Catholic Primary School about a possible speeding initiative in the next financial year

iii) Southam in Bloom

Noted

iv) Southam & District Lions Club

Noted

v) Southam First

Noted

102 REPORTS FROM WORKING PARTIES

102.1 ENV WORKING PARTY MINUTES ON 9TH NOVEMBER 2017

Item 1 – Planning Applications

17/01930/REM – Land between Daventry Road and Welsh Road East, Southam – Taylor Wimpey

RESOLVED:

To object to the Affordable Housing mix as the proposal is in conflict to what is required, there is a need for bungalows in Southam and more need to be provided.

To object to the provision of the Football Pitch and Sports Pavilion, Southam is already well served with football pitches and there is no evidence to suggest otherwise. There is evidence that Southam has a deficit of Public Open Space and therefore this space should be public open space with a Community Hall.

The Town Council does agree with the Taylor Wimpey proposal regarding the 10m buffer but would request that the hedge has additional planting.

WCC – Southam Quarry: Revised Infill Restoration Scheme. EIA Regulations 2017 – Request for Scoping Opinion

RESOLVED:

To respond stating that the Council would like more information on the following:

- **On the lorries coming from the South East**
- **The type of materials being imported**
- **How is the ecology going to be managed with regards to the different types of materials being imported?**
- **Clarity on 6.4.7 and 6.4.8**

That the Town Council Representative is kept updated at the liaison meetings

17/03116/FUL – Mr J Rowlatt – 45 Stowe Drive, Southam

RECOMMENDED:

No representations

17/02393/FUL – Mr R Chalmers – 2 Coventry Road, Southam

RECOMMENDED:

No representations

17/03278/TPO – Mr J Swain – 1 Browns Bridge Court, Southam

RECOMMENDED:

Refer to the Tree Officer

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102.2 MINUTES OF THE DEMENTIA TRAINING ON 9TH NOVEMBER 2017

Training was carried out by Jill Turley, it was an excellent training session. The expectation from the training is that the Town Council would join the Dementia Action Alliance and commit to three actions.

RESOLVED:

i) That the Town Council apply to be a member of the Dementia Action Alliance

ii) That the initial three actions are as follows:

Action 1 All Councillors become a Dementia Friend

Action 2 Have a dementia tab of the Town Council website with all the various groups and support information

Action 3 Have a dementia article in the Newsletter

Other ideas discussed:

Tesco's having a 'Slow Till'

Promoting Dementia Friends so business can sign up

Dementia Town Audit

Dementia Ambassador

102.3 SOUTHAM PUBLIC RIGHTS OF WAY VOLUNTEER GROUP

ADMINISTRATION

The chair confirmed that the groups registration had been ratified by the Town Council and the registration form signed and submitted.

Two members, Jim Taylor and Nigel Chapman, previous P3 members have decided to withdraw from the group but it was understood 2 new members have expressed an interest to join.

Mike B stated he had been through the old P3 file (the previous volunteer group) and had extracted the relevant maps, survey forms and other useful documentation necessary to get the group started. He also commented that the P3 group was organised under a committee, but he did not intend to operate with one for the current group.

ACTION- Debbie Carro to circulate a full list of all contact details to all members.

It was also suggested that a Facebook closed Group would be a good vehicle for members to keep in touch, highlight issues and share photo's.

ACTION - Mike B to look into setting one up.

WORKING PRACTICES AND DOCUMENTATION

There are various documents in the P3 file Mike B highlighted that either need updating or clarifying, as follows-

i) Working Practices – Risk Assessments. The last version published on Feb 2006 sets out some types of equipment prohibited for use by volunteers, e.g. no solid metal or solid plastic strimmer blades and chainsaws.

ACTION MB to check with Richard Barnard if a more recent risk assessment has been undertaken and whether the restrictions are still in force.

ii) There is a definitive map, SP 46 SW, dated 1998 the group reviewed and used that shows the PROW's. Some routes may have been diverted or extinguished due to housing developments. This map also does not show the Town Boundary.

ACTIONS – Andy to check with the WCC PROW support group if a more recent version is available and any other associated maps which may be of use. Mike B to add the Town Boundary to the 1998 map and get some photocopies.

iii) There is a list of landowners in the file that's not up to date.

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ACTION – Mike B to see if the support group has a current list, otherwise it will necessitate Land Registry searches (possibly jointly with the Neighbourhood Planning Group who need to do the same).

It was suggested a letter introducing ourselves to landowners would be advisable and a first step to building a working relationship.

ACTION – Mike B and Debbie to draft one.

Also put forward to identify members of the group when walking the routes and working, hi-vis jackets / Tabards or similar, suitably printed with the volunteer group name.

ACTION - Mike B to see what's commercially available, at what cost and report back.

FIRST STEP – CONDITION SURVEYS

We spent some time familiarising ourselves with the map and PROW routes, clarifying what our role is and the sort of things we need to be looking for and noting when we start surveying them. Mike B showed some completed surveys by way of example from the P3 group. Completed surveys form an integral part of a condition report submitted to the WCC PROW support group.

The PROW routes were allocated by choice as listed. Members are free to assist on any as they see fit. Given the onset of the Christmas holiday period no time limit has been set for completion.

Andy Crump / Mike Brooks	SM 19, SM 19a, SM 21
Mike Brooks	SM 180
David Howell	SM 18, SM 22
Mary Stott	SM 28, SM 30
Michael Ray	SM 52
Mike Jaye	SM 29, SM 31
Shona Hudson	SM 23, SM 32
Zoe James	SM 33

Next Meeting to be arranged in approx. 1 months' time.

102.4 HS2 MEETING – REPORT CLLR G FOSTER

I attended a public meeting in Long Itchington on 21st October where HS2 Ltd presented some plans for the construction phase of the line. As a reminder, the route is divided into three sectors: Area North, Area Central and Area South. Long Itchington is in Area North as is the tunnel. Southam is in Area Central with the boundary between the two defined by the river Itchen.

The meeting was organised by the SAAG together with Long Itchington Parish Council. In attendance were engagement and construction management representatives from HS2 and Warwickshire County Council HS2 co-ordinator. WCC is playing a major role in working with HS2 to plan traffic routes, movements, restrictions and roadworks.

HS2 presented some specific plans for the tunnel and nearby earthworks including how the tunnel will be constructed. Although the main works contractors are still compiling detailed plans for construction, the rough planning by HS2 in the tunnel vicinity was pretty revealing and is reproduced below.

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	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
1	Surveys	■	■	■	■	■	■	■	■	■
2	Habitat creation	■	■	■	■	■	■	■	■	■
3	Gas main div.	■	■	■	■	■	■	■	■	■
4	Fosse Way	■	■	■	■	■	■	■	■	■
5	Ufton	■	■	■	■	■	■	■	■	■
6	Services for TBM	■	■	■	■	■	■	■	■	■
7	Main Works	■	■	■	■	■	■	■	■	■
8	A425 diversion	■	■	■	■	■	■	■	■	■
8	Welsh Road bridge	■	■	■	■	■	■	■	■	■
9	Gas main div.	■	■	■	■	■	■	■	■	■
10	Cycle way	■	■	■	■	■	■	■	■	■
11	A423 Highways	■	■	■	■	■	■	■	■	■
12	Greenway bridge	■	■	■	■	■	■	■	■	■
13	Leam. Road	■	■	■	■	■	■	■	■	■
14	LIWT tunnel	■	■	■	■	■	■	■	■	■
15	Earthworks	■	■	■	■	■	■	■	■	■
16	Rail Systems	■	■	■	■	■	■	■	■	■

Some key points of the construction plan include:

- The only work going on at the moment is purely preparation and includes creating new habitats for protected species that will be displaced during construction.
- The Main Works construction will start in the spring of 2019 and last about 4 years, including earthworks and the tunnel.
- A lot of preparation will be required before the boring of the tunnel can start; sufficient power and water has to be supplied to the site and the roads needed for transporting the Tunnel Boring Machine (TBM) made suitable. The TBM will be transported in pieces via the existing lane at the bottom on Ufton Hill.
- Tunnelling operations will commence spring 2020 and last about 20 months. This will be 24 hours a day, 7 days a week. Spoil from the tunnel will be transported north to the Birmingham section in order to build up an embankment. These HGVs will travel down the Fosse way at a peak frequency of about 600 movements per day.
- Both the “up” and “down” tunnels will be bored from north to south so the TBM will be dismantled after the first side is done and returned to the start.
- The road between Offchurch and Long Itchington will be stopped up for good just before the Fosse Way some time mid-2021. During construction, Welsh Road will gain a roundabout where it crosses the Fosse Way and this is likely to remain.
- Currently the design of the cutting near Southam is assumed to be having very shallow sides as this makes it least susceptible to slippage. However, this means that the volume of spoil is very much greater and hence many more HGV movements near Southam during construction. Although a lot of this information is not necessarily new, it is distributed across a bewildering number of detailed documents from HS2. Therefore, a simple, focussed presentation plus an opportunity to ask questions about the specific locality was invaluable, Therefore, a resolution of Council is sought to allow us to work with HS2 Area Central and SAAG to put on a similar event in Southam. Note that the HS2 Engagement Manager for Area Central recently left HS2 and is still to be replaced so there may be some delay before such an event will be possible.

See minute 100.1

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102.5 STRATFORD DISTRICT CCTV PARTNERSHIP FORUM – 28TH MARCH 2017
MINUTES

Noted

102.6 ORBIT MEETING MINUTES – 8TH NOVEMBER 2017

Work has started on the ramp

Work should take approximately 4 weeks

The work should not affect the Christmas Lights Switch-on on the 26th November 2017

Once the ramp is installed, contractors will return to measure up for the hand rail

There is a replanting scheme for the loss of trees

External Lighting

It was discussed how important the lighting is, especially now the nights are drawing in. Orbit advised that new lighting should be installed before the end of the year

Boundary Wall

The wall is a complicated matter, so any work needs to be carefully considered. Orbit have decided to take down one section, inspect and monitor

Restaurant

Catermasters finish on the 19th December, tenders have been considered from three different caterers, the caterer appointed will provide what is needed for residents only, pre- Christmas and will be open to the public in the new year

Community Rooms

The Leases have been held up due to issues regarding getting access to the building. Orbit are in the process of installing key fob access to the main entrance on the High Street and relocating the CCTV. The key fob access cannot at this stage be used by residents because they must go through the restaurant to get to their rooms and the restaurant cannot at present be blocked off, but this is something that they are looking to resolve.

Layby

Orbit will be installing signage to inform people that they should not be parking in it

Orbit – 2nd Phase

Orbit are still keen on a 2nd Phase which is dependent on what the Police want to do with the building. Orbit will keep the council informed.

102.7 SOUTHAM CHRISTMAS LIGHTS ASSOCIATION – MINUTES 17TH OCTOBER 2017

Noted

102.8 LOW CARBON BRITAIN CONFERENCE – CLLR P JENKINS REPORT

Firstly, I'd like to thank Councillors for giving me the opportunity to represent Southam on a national level on such an important issue. Climate Change in my opinion is one of the greatest issues we face as a country and as a society. Given the recent news that our neighbour town, Leamington was named as one of the 44 towns and cities breaching WHO guidelines on air quality, I think more could absolutely be done.

It was great to see many public and private initiatives to tackle this issue. There were a number of speakers from groups such as the Energy Saving Trust and the British Lung Foundation. One of my favourite initiatives was a collaboration between a company called Zipabout and Oxford County Council who are looking to create a zero-emission zone in the city centre. It was

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noticeable however that all of the initiatives spoken about were on a much larger scale than a small Town Council like ourselves.

There was one report from Olivia Haslam who is the deputy director of Clean Growth and Carbon Budgets at Department for Business, Energy and Industrial Strategy. She spoke about the governments clean growth strategy which I was hopeful, could be applicable to us. This was a 165 page document setting out the country's strategy for getting emissions down by 80% by 2050. I reviewed this and was disappointed to see little or no advice to smaller parishes like ourselves to be greener. So, with the agreement of Councillors I'd like to us to write to her or her department asking how we can be greener and propose that we come up with ideas about how, as a town, we can be greener at our next ENV.

RESOLVED:

- i) To write to Oliva Haslam to ask how a town like Southam can become greener**
- ii) To discuss a greener Southam at the February ENV**

102.9 PLAY AREA DEVELOPMENT WORKING PARTY

Town Clerk updated Members on the proposals for the Park Lane Recreation Ground, the latest quote is £86k, consultation with residents will take place at the Christmas Lights Switch-on and in Tithe Lodge from the 4th December 2017 for two weeks, after which a final decision needs to be made and an order placed before Christmas

RESOLVED:

That the December Recess Meeting make the final decision so that the order can be placed

103. MEMBERS ITEM – CLLR G FOSTER

As part of the Town Council WALC Membership, the Council can apply for 2 hours free planning advice.

The Neighbourhood Plan Steering Committee would like to make use of this benefit (although it is recognised that the Neighbourhood Plan Steering Committee is not a committee of the Council).

They would like the WALC planning consultant to attend a scoping meeting in preparation for engaging them for an assessment of the plan so far and recommendations for next steps. They expect this to be a continuing relationship until they have a complete plan through the assessment stage.

Quotes for consultants have already been received (they could only find 2) and the Steering Committee is favouring the one with the lower hourly rate.

The funding for this engagement would be sought via grant and we are conscious of the time pressure to beat the grant deadline of the end of January.

RESOLVED:

That the Town Council applies for the 2 hours free planning advice and if unsuccessful the Town Council will underwrite the cost

104. QUESTIONS FOR COUNTY AND DISTRICT COUNCILLORS

Cllr T Bromwich

Report was considered and noted

Cllr A Crump

Advised the following:

- 8th 9th 10th December – Stratford Christmas Market
- Gypsy & Traveller Emergency Stopping Place CPO

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- Holywell Industrial Estate Planning Application approved
- Missing railings in Wood Street & Market Hill has been reported to WCC
- Building next to Southam Windows has been boarded up
- Will be speaking to Elaine Betterger at WCC regarding Rights of Way
- Orbit garages have been sold to a company called Secure Parking and their telephone number is 01789 543786
- Children's Centre – There will be an emergency debate of full Council next week
- There is an issue regarding Southam Leisure Centre, several problems, the Manager has left, now have a new cleaner, as they were using agency cleaners, the pool temperature, does meet standards, there are on-going issues that need to be resolved
- Planning Appeal – Although I was unable to attend I have been keeping in touch with the officers, who advised that the SDC Counsel and STC Planning Consultant performed well – Now we have to watch this space
- Taylor Wimpey have appointed Fortess as their Housing Association company

105. 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

106. STAFF SALARIES AND PAYMENT FOR SERVICES

RESOLVED:

To authorise the payment of staff salaries dated November 2017

107. PERSONNEL WORKING PARTY

RESOLVED:

That as the Grange Hall Administrator is a Town Council employee and holds a Town Council contract, the Town Council should fund the whole salary and budget accordingly.

Meeting closed at 9.18 pm

SOUTHAM TOWN COUNCIL - November 2017 ISSUE 2					
APPLICATION NO.	APPLICANT NAME	SITE	PROPOSAL	OBSERVATION DATE/COMMENT	Comments
17/03119/FUL	Miss K Mahoney	21 Flying Fields Roads, Southam Cv47 1GA	Erection of a replacement porch	23rd November 2017	No representations
17/01769/FUL	Mrs J Moore B L & JE Moore	13 Market Hill, Southam	Replace wooden windows and doors with double glazed plastic units in 9 flats at James Moore House	28th November 2017	Please refer this application to the Conservation Officer
17/03285/FUL	Mr Carl Washbrook	5 Hill Top Close, Southam CV47 0LB	Proposed single storey side and front extension	12th December 2017	No representations
17/03131/OUT	Tompkins Construction Ltd	Insight Park, Welsh Road East, Southam	Outline application (all matters reserved) for up to 24 dwellings, informal open space and all necessary ancillary and enabling development (resubmission of application 16/00691/OUT	7th December 2017	Southam Town Council objects to this application for the same reasons which 16/00691/OUT was refused as it is a duplication of that application.
17/03129/OUT	Mr Joe Ross	Holt Farm(Ross) Welsh Road East, Southam Cv47 1NB	Construction of a Steel Portal Frame Agricultural Building	29th November 2017	No representation
17/01930/REM	Taylor Wimpey Midlands	Land between Daventry Road and Welsh Road East, Southam	Reserved matters application for 535 dwellings pursuant to approval of 15/04473/OUT (phase 2 of 2) including matters relating to layout, landscaping, appearance and scale reserved by condition 2 of 15/04473/OUT. Including internal road network, housing layouts and types, green infrastructure, two children's play areas, and 1.61 Ha of outdoor sports pitches together with parking, landscaping and open spaces includes details pursuant to the discharge of conditions 13, 14, 15, 19, 24, 25, 26, 27, 28, 30, 32, and 33 of permission 15/04473/OUT	1st December 2017	Southam Town Council reiterates its previous objections to this application.

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