

MINUTES OF THE ANNUAL PRECEPT MEETING OF SOUTHAM TOWN COUNCIL HELD AT THE GRANGE HALL, COVENTRY ROAD, SOUTHAM ON THURSDAY, 28th FEBRUARY 2019

Present: The Mayor, Councillor Lee Ellard - In the Chair
Councillors A Crump, G Barratt, M Gaffney, A Walster, G Foster & M Connors.

Apologies: Cllr G Oubridge Personal
Cllr M Brooks Personal
Cllr A Jamieson Personal
Cllr M Ray Holiday

Absent without Apologies:

Cllr K Toner
Cllr T Bromwich

In Attendance: Mrs D Carro

147. DECLARATIONS OF INTEREST

Cllr A Crump	Non-Pecuniary Reason	Members Item – Cllr A Walster WCC Committee Member
	Non-Pecuniary Reason	Town Clerk Report Item 3 Southam Carnival – Has awarded a WCC grant
	Non-Pecuniary Reason	All planning applications Will not take part in any discussion or resolution regarding any planning application in order not to compromise his position on the SDC Planning Committee
Cllr L Ellard	Non-Pecuniary Reason	Town Clerk Report Item 3 Southam Christmas Lights Committee Member
Cllr A Walster	Non-Pecuniary Reason	Planning Application 18/03273/FUL Neighbour
	Non-Pecuniary Reason	Town Clerk Report Item 3 Southam in Bloom Committee Member
Cllr M Gaffney	Non-Pecuniary Reason	Town Clerk Report Item 3 Southam Carnival Committee Member

	Non-Pecuniary Reason	Town Clerk Report Item 3 Involved with the Heart-Start project
	Non-Pecuniary Reason	Correspondence Item 1 Member of the Royal British Legion (Southam Branch)
Cllr G Barratt	Non-Pecuniary Reason	Town Clerk Report Item 3 Graham Adams Centre Committee Member
Cllr G Foster	Non-Pecuniary Reason	Town Clerk Report Item 3 Southam First Committee Member

**148. APOLOGIES
RESOLVED:**

That the apologies are accepted

149. REPRESENTATIONS FROM THE PUBLIC

St Mary's Close resident

Spoke regarding an article in the Sunday paper with the heading stating that HS2 predicted noise levels would breach New World Health Organisation Limits, which is a very serious situation. As stated previously low intensity and low frequency noise is a health hazard even though HS2 do not believe it is intense enough to cause a problem. Therefore, I ask again for the Town Council to push for a meeting with SDC in order to ascertain how they will be monitoring the noise levels. Also wanted to know what criteria is used to assess what goes to ENV rather than full Council.

150. MINUTES OF THE PREVIOUS MEETING

RESOLVED:

That the Minutes of the meeting held on Thursday, 24th January 2019, having previously been circulated, be confirmed and signed by the Town Mayor.

151. POLICE

Not in attendance

152. ACCOUNTS FOR PAYMENT

i) Invoices were available at the meeting for inspection

RESOLVED:

That the payment of accounts dated February 2019, totalling £6,596.17 (details attached) be authorised.

153. APPLICATIONS FOR PLANNING PERMISSION

153.1 i) Council considered the applications for planning permission detailed on the schedule dated February 2019 upon which the Town Council had been consulted by Stratford District Council. (details attached)

153.2 ii) Planning Application decisions dated February 2019
Noted

153.3 iii) Planning Committee Meeting Dates

154. TOWN CLERK'S REPORT

154.1 PUBLIC REPRESENTATIONS

The St Mary's Close resident was advised that Cllr Crump will be chasing up the Officer at SDC regarding the meeting and that he had been in touch with Dr Steve Dance (soon to be a professor) a noise expert at the London South Bank University. The resident was also advised that the Town Council does not have a criteria for ENV, matters are considered at ENV in order to keep the duration of the Town Council meeting to a reasonable time, items can be put to ENV due to timescales, which was the case for the HS2 letter, which the resident can have a copy of.

154.2 COUNCILLOR VACANCY - CO-OPTION - MILL HILL WARD

Members consider the application from Angela John.

RESOLVED:

That Angela John is co-opted to fill the vacancy in the Mill Hill Ward

154.3 S137 GRANT APPLICATIONS

Members consider the S137 Grant Applications

RESOLVED:

i) To award S137 Grants to the following organisations:

Southam & District Lions Club – Poetry Competition - £700

Southam Carnival - £1260

Southam Christmas Lights Association - £1717.50

Southam in Bloom - £3000

Southam First – Southam Produce Show - £500

Southam & District Lions Club – Heart Start Defibrillator Training - £255

Southam First – Retro Revival - £1319

Southam Youth Club - £3500

ii) To write to the Youth Club, asked for them to send the feedback form for the previous grant in order for the grant to be released

iii) As the Town Council is a Market Authority investigate with SDC regarding licensing events

154.4 COUNCIL MEETING DATES ENV DATES

Noted

155. CORRESPONDENCE

155.1 Royal British Legion (Southam Branch) S137 Grant Feedback

Noted

156. REPORTS FROM WORKING PARTIES

Minutes of the Environmental Working Party Meeting – 14th February 2019

156.1 Assets of Community Value – Police Station

Members were updated on the letter sent to SDC from the Town Council disagreeing with the reason not to list it.

RESOLVED:

That Cllr Brooks, Cllr Walster and the Town Clerk meet with Tony Perks to discuss the matter further

156.2 Grit Bin Request – Drovers Way

Members considered the correspondence from a resident requesting a Grit Bin in Drovers Way

RESOLVED:

- i)The Council will provide a bin but are of the opinion that the most appropriate place for a Grit Bin is on Roman Way**
- ii)Cllr Ray to provide the Town Clerk with a photo and map of the proposed location in order to seek permission from WCC**

156.3 Litter Bin request

Members considered correspondence from a resident requesting that a litter bin is installed in the vicinity of Fossil Lane due to a build up of litter from the adjacent development

RESOLVED:

- i)Due to the fact that it is now SDC Policy not to pay for new bins or the emptying of them, that Taylor Wimpey is approached to ascertain if they will pay for a new bin and the Town Council will pay for it to be emptied.**
- ii)The Town Council will pay for a new bin if the request is refused**
- iii)To ask WCC whether they request if litter bins are installed on new estates before the roads/footways are adopted**

156.4 Flag Pole

Members considered Cllr Ellard’s proposal for the Town to have a flag pole

RESOLVED:

- i)That the Town Council support the proposal**
- ii)That it was agreed that the most appropriate location is in the vicinity of the Solider Statue at Tithe Place**
- iii)To seek permission from Orbit for a Flag Pole to be installed on their land**
- iv)To come back to Council with costings**

156.5 Facebook

Members considered Cllr Foster’s proposal;

Extending Facebook Reach for Council Related Communication

Whilst we are all aware of the negative possibilities of social media, and in particular Facebook, there may be things we can do to positively reinforce stuff that we agree should be out there.

I am not an expert in Facebook (by any means) but I have noticed that recently there has been a change in how Facebook prioritises its posts (i.e. which ones come first). Like LinkedIn (and now Twitter) they have started defaulting to putting “Top” posts first rather than the most recent. Although the algorithm that determines what a “Top” post is shrouded in secrecy, it is clear that the more “Likes” and comments a post gets, the more “Tippy” it is likely to be.

The clerk regularly posts useful and interesting information on Facebook and I propose that those councillors who are also Facebook users should agree to make an effort to comment (positively) or “Like” these posts. To that end, I suggest that we all “Friend” the Clerk and, potentially, each other so that we are kept up to date when there are new posts to like.

Of course, if an individual councillor doesn’t agree with a particular post, there is no obligation to act but I would expect this to be a rare event.

If we do this, I am confident that Town Council messages will reach our individual networks and so extend the reach of the information and the “Topness” of the post.

RESOLVED:

That the Town Council support the proposal and that Councillors will make the effort to Like and Share posts that the Town Clerk puts on

156.6 Welcome to Southam Map

Members considered the proposed updated Map that will be put in the noticeboard outside the Police Station

RESOLVED:

- i) That Cllr Ray will check to make sure the footpaths listed are correct because a couple are wrong**
- ii) That the Town Council needs to go on a new line with their phone number**
- iii) That the Town Council will place the order for 2 maps at a cost of £60 plus VAT**

156.7 Planning Application

The following application was considered:

19/00128/FUL Mr and Mrs Lane, 2 Welsh Road West, Southam CV47 0JN

The erection of a new dwelling with associated works (Resubmission of application ref: 15/00740/FUL)

RESOLVED:

That the Town Council do not object in principle subject to the following:

- That the Planning Authority are satisfied that the conditions relating to the previous application have been discharged**
- That any tree work is subject to Arboriculturalist Approval and it should be noted that one tree has a TPO**
- That there is no construction traffic during the hours of Monday to Friday before 9.30am and after 2.30pm and that no construction traffic waits in Welsh Road West during these times**
- That due to the close proximity of the adjacent footways the whole site must be completed fenced off.**

156.8 HS2 Letter Request Greatworth and Halse Parish Council

Members considered the correspondence

RESOLVED:

That the Town Council does not put their name to the proposed letter and that if the Council wanted to communicate with MPs that would do so under their own name

157. SOUTHAM CIVIC IDEAS FORUM – 17TH JANUARY 2019 MINUTES

Noted

158. COVENTRY AND WARWICKSHIRE DEMENTIA ACTION ALLIANCE MEETING MINUTES 8TH JANUARY 2019

Noted

Cllr Foster advised that an event would be taking place on the 21st May 2019 at Tithe Lodge as part of dementia Awareness Week

159. SOUTHAM NEIGHBOURHOOD PLAN PROGRESS REPORT

The Neighbourhood Plan for Southam is reaching a crucial stage in that a first complete draft is in sight. This is the culmination of a lot of work from not many people trying to navigate rules, legal obligations and prerequisites before ever

getting to the Plan itself. There have been numerous surveys, consultations, exhibitions and literature searches to tease out the information to put into the Plan. The next step is for the draft to be reviewed by the Working Party and its approval to be given to forward the document to Stratford DC Planning Department. They will screen the plan for any obvious flaws and failures and determine whether a Strategic Environmental Assessment (SEA) is required. Then it must go through Pre-submission consultation (otherwise known as “Reg. 14”). This involves publicising the Plan to residents and other stakeholders including neighbouring parishes as well as statutory bodies such as Environment Agency, Historic England etc.

After this stage, the plan will undergo independent examination, sponsored by SDC. Just before that, there will be another consultation, this time by SDC (known as Reg. 16) for any comments to be submitted to the independent examiner. Changes will inevitably arise from this stage.

Finally, the resulting Plan will be subject to referendum in Southam and, if there is a simple majority in favour, the plan will be “made” in SDC cabinet. At that point, any Community Infrastructure Levy (CIL) forthcoming from developments in Southam will have 25% come directly to STC rather than the 15% as it is today.

Noted

160. MEMBERS ITEM – CLLR A WALSTER

Proposal to Southam Town Council: The future provision of street lighting columns by the Town Council.

Background:

Street lighting is provided for two purposes: to aid the safe use of the highway, and for the general safety of the community.

Current local government legislation allows both the Highway Authority, in Southam’s case, Warwickshire County Council (WCC), and the Town Council to fund the provision and on-going maintenance of street lighting for their residents.

Our forefathers over the preceding decades have resolved to supplement the WCC street lighting provision with further assets funded and maintained by the Town Council. Whilst this decision has ensured that Southam is well supplied for street lighting, it does leave a considerable legacy for the current and future town councils.

The benefits of managing the street lighting infrastructure by one organisation has been recognised by WCC, and for sometime now WCC has been actively adopting whole streets of columns that meet the current standard of construction. Historically STC has managed to use this process to have a large number of columns adopted by paying to upgrade whole streets to the new standard of lighting column ready for adoption by WCC.

Currently Southam Town Council (STC) has an inventory of 182 lighting columns in Southam of varying age and construction type. The breakdown of these is as follows:

- 21 are already at WCC standard and require no further investment by STC. However, they form part of a road's stock and therefore cannot yet be adopted by WCC.
- 50 have columns that are up to WCC standard, but need a conversion to LED light at a cost of £390 per column.
- 111 are obsolete concrete columns and require complete replacement at a cost of £1,200 per column

Councillors will be aware that at our January meeting and following further advice from WCC concerning their ability to support STC's existing lighting stock, there was a need to increase the budget provision for street lighting in 2019/20.

Therefore, at the January meeting STC resolved to increase the annual budget for Street Lighting from £37,600 in 2018/19 to £42,182 in 2019/20. This one item now represents 18% of STC total revenue budget, and is broken down as follows:

- £1,817 – column maintenance
- £7,365 – Energy
- £33,000 – column replacement and major repairs

For context, the STC budget for community grants in 2019/20 is £29,429. This proposal paper therefore considers the merits of using STC's existing reserves to fund the upgrade of the existing street lighting stock. This would have the express outcome that the entire street lighting stock could then be adopted by WCC and that the above budget could be put to use in Southam.

Proposal:

It is clear that the cost of providing street lights is likely to rise considerably over the coming years from both an energy and maintenance point of view. In addition, having the street lighting stock in the control of one local authority will mean that they can fully utilise future digital technologies for operational and environmental gain.

Transfer of the existing STC street lighting columns to WCC would remove the future need for STC to budget for energy costs, column maintenance and a phased replacement programme.

The table below shows how the upgrade and transfer could be managed over a two-year period using the existing STC revenue budget for 2019/20, as well as using a prudent amount of the existing reserves. The use of reserves for this programme of capital investment in the town's infrastructure would seem to be an appropriate use of these funds. In addition, it is proposed to replenish these reserves over a four-year period whilst releasing £10,000, rising to £42,000 into the annual revenue budget of STC.

	Year 1 £('000)	Year 2 £('000)	Year 3 £('000)	Year 4 £('000)	Year 5 £('000)	Year 6 £('000)
Contribution from reserves	120	0	0	0	0	0
Revenue Contribution	42	42	42	42	42	42
Total budget	162	42	42	42	42	42
Column Replacement costs (111 at £1,200 and 50 at £390 per column)	-153	0	0	0	0	0
Energy	-7	-3	0	0	0	0
Maintenance	-2	-1	0	0	0	0
Contribution to reserves	0	-28	-32	-32	-28	0
Available budget to STC	0	10	10	10	14	42

Please note that the above table assumes that not all the upgrading would be completed in year 1, therefore an allowance for energy and maintenance has been made into year 2.

RESOLVED:

i) That the clerk be requested to obtain a formal survey of the STC street lighting stock along with a quotation from WCC for its upgrade to the necessary standard.

ii) That should the above quotation be at the expected levels of the business case above, that the clerk obtains a programme for the replacement of columns from WCC over the following 18 months.

iii) That once the above has been obtained that STC receives a further report from Cllr Walster and the clerk with a formal recommendation to proceed, including any recommendation for project management or legal support to affect the transfer.

161. INFORMATION FROM COUNTY AND DISTRICT COUNCILLORS

Cllr Crump advised the following:

- The performance of Town and Parish Councils at Planning Committees do not go as well if Councillors haven't been training, it is important that Councillors attend training
- Council Tax Increases 1.5% SDC 5% WCC , Police Crime Commissioner increase is 11.77 % (extra 100 staff and 95 officers)
- There is no evidence to suggest that crime has increased when street lights are dimmed or switched off, but there is a fear of crime when street lights are switched off
- Crime figures have fallen but there is an increase of Domestic Violence
- Fire Service is meeting targets for Life Threatening Incidents but not for Road Network Incidents, therefore some stations will be relocated in the North of the County , Southam is not relocating but will have some improvements

162. 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

163. STAFF SALARIES AND PAYMENT FOR SERVICES

RESOLVED:

To authorise the payment of staff salaries dated February 2019

The Meeting closed at 8.39 pm

Southam Town Council					
JANUARY 2019					
Budget Line	Payee	Details	Net Amount	VAT (to be reclaimed)	Gross/Cheque Amount
47	Mr G Ferguson	Volunteer Driver Reimbursement	73.05	0.00	£73.05
47	Mr B Meacham	Volunteer Driver Reimbursement	77.85	0.00	£77.85
47	Mr W M Taylor	Volunteer Driver Reimbursement	23.40	0.00	£23.40
47	P Owen	Volunteer Driver Reimbursement	30.90	0.00	£30.90
47	J Wood	Volunteer Driver Reimbursement	65.93	0.00	£65.93
47	M Newsham	Volunteer Driver Reimbursement	13.50	0.00	£13.50
47	A Harris	Volunteer Driver Reimbursement	£63.75	£0.00	£63.75
47	M Houston	Volunteer Driver Reimbursement	£74.55	£0.00	£74.55
47	N Thomas	Volunteer Driver Reimbursement	£12.15	£0.00	£12.15
20	Open Spaces Society	Annual Membership	£45.00	£0.00	£45.00
46	Limebridge Rural Services Ltd	Additional Maintenance Pruning	£913.92	£182.78	£1,096.70
37	The Play Inspection Company	Annual Inspection 7 Play Areas	£315.00	£63.00	£378.00
46	Central Skips	Churchyard Skip Emptying	£200.00	£40.00	£240.00
21	WALC	Cllr M Ray & Cllr G Barratt Training event	£70.00	£0.00	£70.00
3	Zurich Municipal	Annual Insurance Policy 28/2/2019 - 27/02/2020	£2,991.44	£358.98	£3,350.42
37	ESPO	Black Sacks	£20.60	£4.12	£24.72
6 & 8	Inside IT Solutions Ltd	Quarterly Broadband and Office 365 £219.60 System Support £12.80	£232.40	£46.48	£278.88
48	Southam Community Minibus Association	S137 Grant - Awarded Feb 2018 - New mini bus order now been placed	£3,000.00	£0.00	£3,000.00
44	E.ON	Streetlighting Electricity 1/10/18 - 31/12/18	1931.85	386.37	£2,318.22
47	British Telecommunications PLC	Volunteer Driver Office Phone	43.19	8.64	£51.83
		Total	10198.48	1090.37	£11,288.85

PLANNING APPLICATIONS - Southam Town Council - January 2019

If you wish the Town Council to consider your views on these applications please write to the Town Clerk at The Grange Hall, Coventry Road, Southam CV47 1QA

Stratford District Council is the Planning Authority so any objections to these plans should be sent to the Planning Department, Stratford District Council, Elizabeth House, Church Street, Stratford upon Avon CV37 6HX by the stated observation date.

January 2019 - Town Council Meeting - Issue 2

APPLICATION NO.	APPLICANT NAME	SITE	PROPOSAL	OBSERVATION DATE	Comments
18/03642/FUL	BL and JE Moore	Starbold Farm, Banbury Road, Southam, CV47 2BL	Change of use of agricultural land to retail plant nursery and associated parking.	28-Jan-19	The Town Council support this application as due to HS2 the Town will lose a retail plant nursery and Policy AS10 supports this use
18/02979/FUL	Mrs K A Wincott	Brooklands Farm, Warwick road, Southam, CV47 0HW	Demolition of all redundant non-traditional agricultural structures with the creation of 3 new building dwelling houses.	29-Jan-19	Southam Town Council has reviewed the updated plans and Technical Note addressing access issues and the objection raised by Highways. None of the information provided gives us confidence safe access/egress can be achieved and the other concerns we raised have not been addressed. Consequently our initial consultation response stands unchanged, one of objection for the reasons stated.
19/00030/TPO	Mr Stein	The Abbey, Warwick Road, Southam, CV47 0HN	T1 - Cedar of Lebanon - remove deadwood. Reduce elongated lateral limbs by 2-3m on the west and east sides to balance the entire canopy. Crown thin by 10-15 %. Remove defective limb at 14.5 m south side of the canopy.	31-Jan-19	Refer to Tree Officer and Conservation Officer
18/03687/FUL	Mr Stuart Poole	Melton House, 71 Banbury Road, Southam, CV47 1HJ	Rear single storey flat roof extension with zinc flat roof lanterns (flat glass)	04-Feb-19	No representations
19/00063/TREE	Mr Geraint Owen	The Old Barn, 32 Warwick Road, Southam, CV47 0HN	T1 Beech crown lift up to 2 metres from ground. T2 Silver Birch fell. T3 Copper Beech crown lift up to 2 metres from ground.	04-Feb-19	Refer to Tree Officer
19/00085/FUL	Mr David Cox	42 Beech Close, Southam, CV47 1HU	Proposed single storey rear extension	12-Feb-19	No representations