

MINUTES OF THE MEETING OF SOUTHAM TOWN COUNCIL HELD AT THE GRANGE HALL, COVENTRY ROAD, SOUTHAM ON THURSDAY, 22nd JUNE 2023.

Present: The Mayor, Councillor A John - In the Chair
Councillors, G Foster, A Jamieson, N Savage, C Lambert, M Connors, A Walster & J Harrison

Apologies:

Cllr K Collier – Personal
Cllr M Ray – Holiday
Cllr L Ellard – Holiday
Cllr L Adam – Work

Absent without Apologies:

None

In Attendance: Mrs D. Carro, Cllr A Crump, Cllr G Padgham, Cllr T Bromwich

18. APOLOGIES

RESOLVED:

Apologies accepted.

19. DECLARATIONS OF INTEREST

Cllr M Connors	Pecuniary Reason	Planning Application 23/01290/LBC Landlord
Cllr A Walster	Non-Pecuniary Reason	Planning Application 23/01017/REM Business Interest in Excel Centre

20. REPRESENTATIONS FROM THE PUBLIC

Resident - Southam

Having listened to the proposals for The Grange there is a concern that residents of the development will use The Grange Hall Car Park

21. MINUTES OF THE PREVIOUS MEETING

RESOLVED:

To ratify minutes of the meeting held on Thursday 25th May 2023

22. ACCOUNTS FOR PAYMENT

Invoices were sent to members with their meeting papers.

RESOLVED:

i) That the payment of accounts dated June 2023, totaling £10,824.79 (details attached) be authorised. Cllr A John and Cllr M Connors to authorise payments.

23. APPLICATIONS FOR PLANNING PERMISSION

- i) Council considered the applications for planning permission detailed on the schedule for June 2023 upon which the Town Council had been consulted by Stratford District Council.
- ii) There were no Planning Applications Decisions to consider.
- iii) Cllr M Connors left the room when planning application 23/01290/LBC was considered.

RESOLVED:

i) To respond to planning applications as stated on the attached schedule dated June 2023

24. INFORMATION FROM COUNTY AND DISTRICT COUNCILLORS

Cllr G Padgham

- Advised SDC Leader is Cllr Susan Juned and Deputy Leader is Nigel Rock
- There are grants available from the Shared Prosperity Fund and CIL, however the application window is quite short, a full review is planned towards the end of the year and timescales will be looked at.
- Met with new Sergeant for the Southam Area, they want to encourage residents to report incidents.
- HS2 – B4452 will be closed 3rd and 4th July.
- Better Housing Better Health Bill – There is Cost of Living Support
- Met with Chairperson of the Cricket Club due to anti-social behaviour issues.

Cllr A Crump

- Southam Cricket Club – Met with Chairperson and given some advice, any abuse should be reported to 999, issues with dog walkers using private land, there are some potential developments which mean they eventually will be able to fence off the ground.
- Anti-social behaviour – some are minor, some more serious, one has a lot of authorities involved.
- Flooding – Highway flooding lots of drains cleared.
- Councillor Grant Applications closed on Sunday.
- Daventry Rd Roundabout – Progress is being made for the filter lane and cycle path.
- Fire Brigade – Open Water Swimming reminders & BBQ Fire safety
- Road Safety Partnerships – Drink and Drug Driving mainly Drug Driving
- Weed Spraying
- Tithe Lodge Meeting
- Domestic Abuse – Numbers were down 10% need to build up confidence helps number 0808 2000 247 0800 408 1552.
- Helped a resident get on to the Severn Trent Vulnerable Scheme
- Oxford Street Parking – Might have some ideas around it.
- 101 Control 15 new control handlers

Cllr T Bromwich

- Met with new Sergeant, she agreed they need to be more visible, spoke about anti-social behaviour, admitted they have been soft in this area.
- School Parking some double yellow lines are being done, need to pin the school down for a meeting, solutions need to be found.
- Drug dealing – Police haven't been following up reports, it is expected action should be taken especially at weekends.
- Will meet the Sergeant again in September.
- South Warwickshire Local Plan – Should have a section on Southam, need to make sure the plan is better for Southam this time round.
- Suggested regular meeting the Town Council, initial meeting in July, Tuesday or Wednesday evenings.
- Stated that there is a lack of communication from Southam Town Council,

Town Councillors are anonymous, they are not using FB, residents do not know who their councillors are. It was agreed that the new wards are difficult, it was suggested that SDC could set up a system using the Unique Property Reference Number, where someone can put in their postcode and it would tell them their County, District and Town Councillor

- Issue with Polling Station for Southam South, hopefully this will be rectified when able to use Flying Fields

25. TOWN CLERK'S REPORT

25.1 PUBLIC REPRESENTATIONS

Resident was advised that the council agreed with her concerns, and this would be raised when considering the planning application.

25.2 THE GRANGE – PLANNING PROPOSAL

Members were invited to discuss any matters arising from this evening presentation relating to the proposed conversion of The Grange into flats.

Noted

25.3 ANNUAL ACCOUNTS YEAR ENDED 31 MARCH 2023

RESOLVED:

- To approve the Annual Accounts and Supporting Statement and signed by the Town Mayor
- To approve the Annual Governance and Accountability Return 2022/23 Form 3 and signed by the Town Mayor and Town Clerk
- To approve the explanation of variances
- To approve the Finance Regulations
- To approve the Notice of Public Rights
- To approve Reconciliation between Box 7 and Box 8 in Section 2
- Reviewed the signed Petty Cash Float
- Reviewed the Internal Auditor Signed Scope of Review
- Reviewed the signed Southam Town Council Bank Reconciliation @ 31 March 2023
- Reviewed the signed Grange Hall Bank Reconciliation @ 31 March 2023
- To approve the Southam Town Council Financial and Non-Financial Risk Assessment year ended 31 March 2023
- To approve the Grange Hall Financial and Non-Financial Risk Assessment year ended 31 March 2023

25.4 GENERAL POWER OF COMPETENCE

Members considered information about the General Power of Competence.

RESOLVED:

- i) That Southam Town Council adopts the General Power of Competence as they meet the criteria for eligibility relating to the electoral mandate and relevant training of the clerk.

25.5 COUNCIL MEETING DATES

Noted

26. CORRESPONDENCE

i)Resident Request – Tree Planting and Community Orchard of Fruit Trees

RESOLVED:

i)To respond to the resident stating the council would be happy for the tree to be planted in the grounds of the Grange Hall

ii)To respond to the resident stating that the Council does not have any land where an orchard could be planted but we do have fruit trees already in Merestone Park and Riverside Walk

ii)Oblong Trees – Community Woodland

RESOLVED:

To respond stating that the Council is not aware of any land that could be used for such a project, but if they are aware of any such land the council would be interested in discussing the matter further.

iii)Resident – Southam United Football Club

Noted

iv)Mr Sweeney – Southam United Football Club

Noted

v)Mr Gaffney – Southam United Charities / Southam United Football

Noted

27. REPORTS FROM WORKING PARTIES

27.1 MINUTES OF THE ENV WORKING PARTY HELD ON 8TH JUNE 2023

Item 1 OUTSIDE BODIES

Reviewed current list of outside bodies, made any necessary changes and appointed new councillors to groups. The revised list of full details can be found later in the minutes.

RESOLVED:

i) Changes to the membership of the groups following election and mayormaking (see attached)

ii) A new Council Communications working group has been added with three members appointed.

iii) The Southam Flower and Produce show is now removed and will be picked up by the Southam First group.

iv) Three new ‘Outside body groups’ have been added which include:

a. Southam Small Business Community Group – 2 members appointed.

b. Community Group Alliance - 3 members appointed.

c. Southam Book Festival – 2 members appointed.

Item 2 PLANNING APPLICATIONS

Applications and decisions were discussed as detailed within planning tables later in the minutes.

RESOLVED:

i) The Council response to application 23/01289/ADV was submitted as ‘No Representation’.

27.2 YOUTH SUMMIT

Cllr Savage updated members of the progress, stating that she had 50 secondary pupils interested and 20 primary pupils, need to chase St Mary’s and St James as had no response, will shortly be putting together an agenda. It would be great if some councillors could attend, it takes place on 12 July 2023 1.30pm-3pm. The event is about listening to young people so their voices can be heard.

27.3 TOWN MAYOR CUP

Cllr John advised that she would be talking to Southam College about holding a sporting event there, maybe a rounders competition, around the time when the new school building opens at Easter.

Members confirmed that they were in support of the proposal.

27.4 TITHE LODGE

Members were advised that meetings continue to be held, not yet heard about the new restaurant, it was hoped that contracts were going to be signed last week.

27.5 NEIGHBOURHOOD PLAN REFERENDUM

That the referendum was taking place today and it was hoped that it would be a YES vote and get it adopted by SDC

27.6 SOUTHAM FIRST

Still progressing the idea of an Art Trail

28. 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.

29 STAFF SALARIES AND PAYMENT FOR SERVICES

RESOLVED:

i) To authorise the payment of staff salaries dated June 2023.

The Meeting closed at 8.45 pm.

ACCOUNTS FOR PAYMENTS

Southam Town Council Financial Year 2023-2024

Accounts Payable June 2023

Voucher No	Budget Line	Cost Centre	Nominal Ledger	Tax Point	Payee	Details	Bank	Gross Amount	VAT (to be reclaimed)	Net Amount
	53	201	4066	N/A	Michael Ray	Posts and marking paint for Rights of Way - Underpaid in May	Unity	£6.81		£6.81
	47	102	4080	N/A	G White	Volunteer Driver Reimbursement	Unity	£95.70		£95.70
	47	102	4080	N/A	N Thomas	Volunteer Driver Reimbursement	Unity	£39.60		£39.60
	47	102	4080	N/A	Mike Houston	Volunteer Driver Reimbursement	Unity	£41.85		£41.85
	47	102	4080	N/A	C McCarthy	Volunteer Driver Reimbursement	Unity	£64.35		£64.35
	47	102	4080	N/A	T Lyson-Marshall	Volunteer Driver Reimbursement	Unity	£22.13		£22.13
	47	102	4080	N/A	A Harris	Volunteer Driver Reimbursement	Unity	£48.00		£48.00
	47	102	4080	N/A	L Commander	Volunteer Driver Reimbursement	Unity	£122.40		£122.40
	9	102	4055	25/5/23 and 02/6/23	DCK Payroll Solutions	May and June Payroll Preparation	Unity	£148.68	24.78	£123.90
	46	201	4034	31/05/2023	Limebridge Rural Services	Contracted visits 4/16 and 5/16	Unity	£2,748.90	458.14	£2,290.76
	39	201	4036	12/06/2023	Richard Carro	Ground Maintenance contract June 23 plus Holywell Strimming	Unity	£802.93		£802.93
		103	4067	N/A	Graham Foster	Expense claim for Neighbourhood Plan Banners	Unity	£115.67	19.28	£96.39
		108	4028	N/A	R Foley	Expenses for Table Tennis storage and cover - Think Active Grant	Unity	£40.98		£40.98
		501/108	4004/4028	N/A	R Barnett	Expense claim for coronation tea supplies and Safeguarding traing against Think active	Unity	£24.95	2.00	£22.95
	53c	107	4084		The RBL Amenities	Payment to Galanoes Amenity Fund not paid last month. This is the payment to new account code for Coronation Tea food supplies and entertainer	Unity	£263.10		£263.10
	48	107	4082		Southam in Bloom	Payment towards watering of HS2 supplied trees agreed at council November 2022	Unity	£1,847.00		£1,847.00
		102	4053	18/05/2023	Paul Jones	Internal Audit fee for year end accounts advice	Unity	£650.00		£650.00
		102	4022		D Carro	Expeses to cover registered post for VAT Documents sent	Unity	£6.85		£6.85
		501	4004	22/05/2023	The Grange Hall	Refreshments for Mayor Making	Unity	£76.22		£76.22
		102	4008	27/05/2023	WALC	Traing Courses invoice 400	Unity	£108.00	18.00	£90.00
		102	4026	18/01/2023	Rialtas	Annual cloud access and subscriptions for Rialtas Omega software	Unity	£1,623.58	397.60	£1,225.98

Total Payments £8,897.70 £919.80 £7,977.90

Voucher No	Budget Line	Cost Centre	Nominal Ledger	Tax Point	Payee	Details	Bank	Gross Amount	VAT (to be reclaimed)	Net Amount
		202	4014	03/06/2023	Npower	1/5/23 - 31/5/23 less previous credit balance	Unity	£1,389.36	£231.56	£1,157.80
		301	4014	13/06/2023	EON	EON balance 13th June	Unity	£292.93	£13.95	£278.98
		301	4015	22/05/2023	British Gas	19th April 2023 - 18th May 2023	Unity	£244.80	£11.65	£233.15

Total DD £1,927.09 £257.16 £1,669.93

Payments and DD's Total £10,824.79 £1,176.96 £9,647.83

Town Clerk

Councillors

PLANNING APPLICATIONS JUNE 2023

Planning Applications Meeting 22nd June 2023 – Issue 3

Application No.	Applicant Name	Site	Proposal	Previous Representations	Comments Due	Council Comments
23/01017/REM x 3 forms – see details in the folder	Dr D Burston	Dallas Burston Polo Grounds Southam Road Stoneythorpe Southam Warwickshire CV47 2DL	Reserved Matters application for Appearance, Layout and Scale in relation to Outline Permission 16/02147/OUT (Outline application for erection of a 130-bed Hotel; including car parking (retrospective); vehicular access from A425; cycleway to Southam on A425 and all other necessary facilitating and enabling works. All other matter reserved (Appearance, Landscaping, Layout and Scale)).		26/06/2023	No Representation
23/01290/LBC	Bowling Green Inn	Coventry Street Southam Warwickshire CV47 0E	New signage and lighting to replace the existing	N/A	27/06/2023	No Representation
23/01542/TREE	Mr Les Baldwin	9 The Mart Rear Of, Market Hill, Southam, Warwickshire CV47 0HE	T1 - sycamore - Remove		29/06/2023	Refer to Tree Arboriculturist
23/01623/TREE	Mrs Heather Bourne	18 Beech Close, Southam, CV47 1HU,	T2 - aspen - Remove to near ground level and treat stump to inhibit regrowth.		10/7/23	Refer to Tree Arboriculturist
23/01636/TREE	Mrs Rebecca Kemmer	Yew Tree House, 90 Coventry Street, Southam, CV47 0EA	T1 Copper Beach: Reduce height and spread by approx 5m. -T2 Ash: Reduce height by approx 5.5m -T3 2 x Yews: Reduce height by approx 5m -T4 Yew: Fell -T5 2x Yews: Reduce in height by approx 2.5m		12 July 2023	Refer to Tree Arboriculturist
23/01282/FUL	Dr Rajinder Pnaiser	5 Hartley Gardens, Southam, Warwickshire, CV47 0HY	Single storey rear and side extensions		12 July 2023	No representation

Planning Decisions

Application No.	Applicant Name	Site	Proposal	Comments Due	Town Council Representation	Overall Decision SDC Planning Outcome	Decision Date

ENV Planning Applications 8th June.

Application No.	Applicant Name	Site	Proposal	Previous Representations	Comments Due	Town Council Representation
23/01289/ADV	Bowling Green Inn	Coventry Street Southam Warwickshire CV47 0E	New signage and lighting to replace the existing	N/A	21/6/2023	

APPOINTMENTS OF REPRESENTATIVES TO SOUTHAM TOWN COUNCIL COMMITTEES, WORKING PARTIES AND OUTSIDE BODIES @ 8th June 2023

[illegible]

[illegible]

Councillor Membership Outside Bodies

[illegible]

WCC Task and Finish Group Infrastructure & Education (4)	Cllr Foster, Cllr Walster, Cllr John & Cllr Ellard	#		#	#				#						
Southam Town Council Volunteer Transport Scheme (1)	Cllr Ellard				#										
Dementia Friendly (4)	Chair - Cllr Foster, Cllr John Cllr Ellard, Cllr Savage			#	#	#			#						
Carnival Committee (1)	Cllr John								#						
Plastic Free Southam (1)	Cllr Savage, Cllr Harrison					#							#		
Southam Small Business Community Group (New) (2)	Cllr Jamieson & Cllr Harrison										#		#		
Community Group Alliance (New) (3)	Cllr Foster, Cllr Harrison and Cllr Ray			#									#		#
Southam Book Festival (New) (2)	Cllr Foster & Cllr Harrison			#									#		
TOTAL		7	5	10	13	4	3	0	12	0	5	0	10	6	10