

**MINUTES OF THE MEETING OF SOUTHAM TOWN COUNCIL VIRTUAL MEETING VIA MICROSOFT TEAMS DUE TO COVID-19 ON THURSDAY 25<sup>TH</sup> MARCH 2021**

**Present:** The Mayor, Councillor G Foster - In the Chair  
Councillors A John, A Jamieson, M Ray, A Walster, J Carson, M Connors,  
N Savage, N Griffin-Taylor, L Ellard and K Toner

**Apologies:** Cllr C Worsh – Work  
Cllr K Mullen - Personal  
Cllr K Medgett – Personal  
Cllr A Crump – Delayed from previous meeting.

**Absent without Apologies:**  
Cllr T Bromwich

**In Attendance:** Mrs D Carro and Miss L Hextall

**187. APOLOGIES**  
**RESOLVED:**  
**Apologies were accepted.**

**188. DECLARATIONS OF INTEREST**

Cllr G Foster	Non-Pecuniary	Working Party Report – Southam College
	Reason	Lives opposite the school
Cllr N Savage	Non-Pecuniary	Working Party Report – Southam College
	Reason	Works at school
Cllr N Griffin-Taylor	Non-Pecuniary	Working Party Report – Southam College
	Reason	Child attends school

**189. REPRESENTATIONS FROM THE PUBLIC**  
None present.

**190. MINUTES OF THE PREVIOUS MEETING**  
**RESOLVED:**  
**That the minutes of the meeting held on the 25<sup>th</sup> February 2021, having been circulated, be confirmed, and signed by the Town Mayor.**

**191. ACCOUNTS FOR PAYMENT**  
i)Invoices were available at the meeting for inspection.  
**RESOLVED:**  
**i)That the payment of accounts dated March 2021, totalling £12,013.33 (details attached) be authorised.**

ii)That Cllr Ellard and Cllr Connors to sign off the payments.

**192. APPLICATIONS FOR PLANNING PERMISSION**

**192.1** i) Council considered the applications for planning permission detailed on the schedule dated March 2021 upon which the Town Council had been consulted by Stratford District Council. (details attached). This month there were no Planning Applications to consider

**RESOLVED:**

**i) That the Town Council will consider the Aldi Planning Application at a virtual meeting on Thursday 8<sup>th</sup> April 2021 at 6pm prior to the ENV meeting**

iii)Planning Application decisions dated March 2021.

**Noted**

iv) Planning Committee Meeting Dates

**Noted**

**193. TOWN CLERK'S REPORT**

**193.1 REPRESENTATIONS FROM THE PUBLIC**

None in attendance

**193.2 COUNCIL MEETING DATES**

That the dates should show that Mayormaking is taking place on Tuesday 4<sup>th</sup> May 2021

**194. CORRESPONDENCE**

i) Resident – Council Tax

**RESOLVED:**

**To respond thanking them for their correspondence, it has been noted by all councillors, and explanation regarding the Town Council's proportion of Council Tax was shown in the January 2021 Newsletter.**

**195. WORKING PARTY REPORTS**

**(including representative reports from Outside Bodies)**

**195.1 ENV WORKING PARTY MINUTES – 11<sup>TH</sup> MARCH 2021.**

**Item 1 – Wellington Bombers Memorial**

Members considered a proposal by Cllr Foster to have a memorial to those killed on training flights from Southam.

**RESOLVED:**

**That the council are in favour of a Wellington Bombers Memorial, Cllr Foster will discuss it with Bill Pease to have some sort of commemorative display in the new hall.**

**Item 2 – Subsidence Claim**

Members considered correspondence relating to the subsidence claim.

**RESOLVED:**

**i)That the Town Council authorise for the additional tree work, as instructed by the Council's insurance company to be carried out at a cost of £980.00 + VAT.**

**ii)That residents are informed (in the vicinity of the work) what is happening and why?**

iii) To ask our Tree Surgeon to put forward a suitable tree planting proposal to mitigate the effect of this work.

**Item 3 – Permission to trap Crayfish in the River Stowe**

Members considered from two residents seek permission who have applied for a licence to trap crayfish in the River Stowe.

**RESOLVED:**

i) That permission is granted subject to a copy of the licence being sent to the Town Council prior to any traps being installed.

**Item 4 – Meeting Etiquette**

A discussion took place as to whether Councillors should keep their cameras on during meeting.

**RESOLVED:**

It is preferred that Councillors have their cameras turned on when they attend a meeting especially when they are talking.

**Item 5 – Re-opening of Council Office to the public and staff returning to work in the office.**

**RESOLVED:**

That on Monday 29th March 2021 staff will return to work back in the office and that the office will be opened to the public from the 12th of April 2021

**Item 6 – Re-Starting the Volunteer Transport Scheme**

**RESOLVED:**

That it is envisaged that the service will re-open on the 12th April 2021 subject to having the appropriate number of volunteers in place.

**Item 7 – Circus Ginnett and Fun Fair Visits**

**RESOLVED:**

i) That the council is happy for Circus Ginnett to hire the recreation ground from the 7th – 12th June 2021.

ii) That the council is happy for the fun fair to hire the recreation ground from the 17th – 20th June 2021.

iii) That these dates are subject to change depending on the situation with COVID.

**Item 8 – Planning Application**

21/00675/TREE Hill Hillcrest, 22 Warwick Road, Southam, CV47 0HN  
T1, T2 - apple. - Remove crossing branches and prune back from 7.6metres in height to 6.4metres.

T3 - apple - Remove crossing branches and prune back from 4.5metres in height to 3.3metres.

T4 and T5 - pear - Reduce from 3metres in height to approximately 2metres and prune to shape.

T6 - damson - Reduce from 7.6metres in height to 4.6metres and prune to shape.

T7 - hazel - Reduce from 5.5metres in height to 3.1metres. Thin and prune to shape.

**RESOLVED:**

No objection subject to the approval of the arboriculturist

**195.2 GRANGE HALL MANAGAEMENT COMMITTEE MEETING MINUTES  
21<sup>ST</sup> JANUARY 2021**

Noted

**195.3 SOUTHAM NDP UPDATE MARCH 2021**

**RESOLVED:**

i)To approve the course of action outlined in the report.

ii)To approve the new Policy 17 to be included in the Regulation 14 version of the Plan.

**195.4. SOUTHAM VOLUNTEER TRANSPORT SCHEME**

**RESOLVED:**

That the service will resume on 12<sup>th</sup> April 2021, in line with the COVID-19 Risk Assessment

**195.5 NEW TOWN COUNCIL WEBSITE**

Members were informed that following a tender process Spa Web Design Ltd have been appointed and it is envisaged that the new website will be ready for May 2021.

**195.6 SOUTHAM COLLEGE**

Members were informed that Southam College has been identified to receive funding to build new blocks at the school.

**RESOLVED:**

That Cllr John and Cllr Walster will be the council's representatives at future meetings.

**195.7 YOUTH MATTERS**

Members were informed that the first meeting has been held, which was very useful, and the Youth Council is currently being advertised for young people to join.

**195.8 BLEF MEETING**

Members were updated on the meeting and it was decided to focus on public realm in the Town Centre and investigate opportunities for shared workspace in the Town Centre.

**195.9 CCTV**

i)Members were updated that the CCTV cameras for the Park Lane Recreation Ground should be in place by July 2021 and that the delay is as a result of a 16-week lead time for BT.

ii)That the CCTV S106 funding for the underpass was still and issue.

**RESOLVED:**

That Cllr Foster and the Town Clerk meet with SDC and WCC in order to resolve the problem.

**196. INFORMATION FROM COUNTY & DISTRICT COUNCILLORS**

Cllr Crump was delayed at another meeting so was unable to attend, however members were informed the following:

- The streetlights outside the co-op will be replaced, there is an issue regarding getting a licence for the works due to Coventry Street being identified as a COVID route.
- That the design has been completed for the footway along Welsh Road East, the project is now at the streetlighting design stage.

**197. 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**

**198. STAFF SALARIES AND PAYMENT FOR SERVICES**

**RESOLVED:**

**To authorise the payment of staff salaries dated March 2021.**

**Meeting closed: 8.30pm**

**Southam Town Council Financial Year 2020-2021**

**Accounts Payable March 2021**

Voucher No	Budget Line	Payee	Details	Bank	Gross Amount	VAT (to be reclaimed)	Net Amount
161	6	British Telecommunications PLC	GP 00277011 Bundle services - 01-03-21 - 31-03-21	Unity	£165.54	£27.59	<b>£137.95</b>
162	44	E-on	Electricity for street lights 01/02/21-28/02/21	Unity	£633.43	£105.57	<b>£527.86</b>
163	21	WALC	Social Media Skills for Councillors - Cllr Savage, Cllr John, Cllr Jamieson, Cllr Ellard, Cllr Ray Procurement, Contracts & Agreements - Mrs Carro	Unity	£150.00	£25.00	<b>£125.00</b>
164	18	Express Press	Precept Newsletter and distribution	Unity	£351.00	£0.00	<b>£351.00</b>
165	48	MCI	Work on Christmas Lights - Final Stage Payment	Unity	£2,065.00	£340.00	<b>£1,725.00</b>
166	48, 8	Mrs D Carro	Request from Jackie Grey - supplies of custard and dairy milk bars for Luncheon Club. Land registry search for Stowe Drive complaint	Unity	£121.14	£9.44	<b>£111.70</b>
167	8	Mr John Gwillam	Batteries for the Council's Emergency Plan cupboard.	Unity	£12.48	£2.09	<b>£10.39</b>
168	37, ER	Limebridge Rural Services Ltd	Traffic Islands - clearance and traffic management as per quote	Unity	£5,604.00	£934.00	<b>£4,670.00</b>
169	39, ER	Mr R Carro	Maintenance Contract March	Unity	£688.46	£0.00	<b>£688.46</b>
170	ER	Colin Sheasby	Tree works recommended in the Revised Arboricultural Report prepared by MWA Arboriculture Ltd – re Subsidence Damage	Unity	£1,176.00	£196.00	<b>£980.00</b>
171	37	ESPO	Bin bags	Unity	£26.28	£4.38	<b>£21.90</b>
172	42, ER	The Grange Hall	Recharged invoice from The Grange Hall - Replace fire alarm control panel, SDC to go 50%	Unity	£1,020.00	£0.00	<b>£1,020.00</b>

Total

**£12,013.33**

**£1,644.07 £10,369.26**

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Town Clerk

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Councillors