

MINUTES OF THE MEETING OF SOUTHAM TOWN COUNCIL HELD AT THE GRANGE HALL, COVENTRY ROAD, SOUTHAM ON THURSDAY, 27th OCTOBER 2022.

Present: The Mayor, Councillor A John - In the Chair
Councillors, M Connors, A Jamieson, K Medgett, G Foster, N Savage & A Crump

Apologies: Cllr A Walster – Holiday
Cllr M Ray – Personal
Cllr L Ellard – Personal
Cllr C Lambert - Personal

Absent without Apologies:
Cllr K Toner
Cllr T Bromwich

In Attendance: Mrs R Barnett

69. DECLARATIONS OF INTEREST
None

70. APOLOGIES

RESOLVED:
Apologies accepted

71. REPRESENTATIONS FROM THE PUBLIC
None present

72. MINUTES OF THE PREVIOUS MEETING

RESOLVED:
i) To ratify minutes of the meeting held on Thursday 29th September 2022

73. ACCOUNTS FOR PAYMENT
Invoices were considered by members and the detail of the Inside IT was ` discussed.

RESOLVED:
i) That the payment of accounts dated October 2022, totalling £10,394.69 (details attached) be authorised. Cllr A John and Cllr M Connors to authorise payments.

74. APPLICATIONS FOR PLANNING PERMISSION
i) Council considered the applications for planning permission detailed on the schedule for October 2022 upon which the Town Council had been consulted by Stratford District Council.
ii) To note the Planning Applications Decisions Report

RESOLVED:
i) To ratify the Planning Application Representations made at ENV 13th October 2022
ii) To submit responses for the following;
• 22/03014/FUL – No representation

- **HS2BW/00034/22 – No representation**
- **22/00070/FUL – No representation**
- **HS2BW/00032/22 - Noted**

iii) Planning decisions summary - Noted

75 TOWN CLERK'S REPORT

75.1 PUBLIC REPRESENTATIONS

None present

75.2 S137 GRANT APPLICATION

Members are requested to consider the following S137 Grant Application:

- Southam Christmas Lights Association - £1375.00 + VAT = £1650 to cover the cost of the management company controlling the road closure.

RESOLVED:

i) To approve the Southam Christmas Lights Association S137 Grant Application of £1375.00 plus VAT to cover the road closure costs from the budget set aside within S137 grants and a comment to feed back to the association to request the grant in advance with evidence of quotes where possible.

75.3 REVIEW OF POLLING DISTRICT AND PLACES

Members are requested to consider the correspondence relating to the Review of Polling Districts and Places

The comments received as part of that first review, have now been placed on the Polling Review 2022 Schedule (Second Consultation Document). Members discussed the feedback and highlighted some concerns over the Southam Polling Station for the South being held within the Flying Fields Community Centre and the impact on residents if this replaced the Graham Adams Centre and Sports and Social Club. This change could present an accessibility and parking concern, in addition to a potential lower turn out and mean more people are likely to drive.

RESOLVED:

To respond to the second consultation as follows:

- i) The locality of the station for the South would be detrimental to the people living at Southam Grange, Warwick Road and Banbury Road , the Flying Fields Community Hall on the Flying Fields Estate is not within walking distance for a good majority of residents and this could result in a lower turnout for people that don't drive .**
- ii) There is extremely limited parking at the Flying Fields Community Hall which could cause a problem for a Polling Station that is more reliant on people having to drive to vote**
- iii) That the council does not consider there to be an accessibility issue at The Graham Adams Centre**

75.4 PAST MAYOR BADGES

Members discussed the quote provided and the amount to be ordered.

RESOLVED:

- i) **Approved an order for 20 badges at a cost of £989.20 (plus VAT) with the cost to be taken from the Ear Marked Reserve for Mayoral Regalia**

75.5 COUNCIL MEETING DATES

Noted

76 CORRESPONDENCE

None to consider

77. REPORTS FROM WORKING PARTIES

77.1 ENV WORKING PARTY REPORT – 13 OCTOBER 2022

Item 1 Graham Adams Centre – S137 Grant Application

Iain Wilson attended the meeting to provide details behind the S137 Grant Application considered at the Council meeting in September 2022.

RESOLVED:

- i) **That the application is put on hold and await further correspondence on the project details. It was noted that the application has not been rejected but will be revisited and brought back to the Council in the near future.**

Item 2 Warm Hubs project and Mobile Warm Hub minibus service

Warwickshire Rural Community Council joined the meeting and presented some slides around Warm Hubs. Community led activities that have been developed in areas across the county through both mobile and permanent hubs.

RESOLVED:

- i) **RB to follow up with Cllr G Foster re the agenda, and invite WRCC to the Summit meeting**
- ii) **RB to go back to the Graham Adams Centre and share the slides and propose that they get in touch with WRCC.**

Item 3 Civility and Respect Pledge

The documents presented for the Dignity at Work Policy and Bullying and Harassment Statement were reviewed with some minor changes to wording within the policy

RESOLVED:

- i) **Adopt the Dignity at Work Policy with the addition of Monitoring Officer at Stratford District Council**
- ii) **Adopt the Bullying and Harassment Statement**
- iii) **Set up the Website to enable these to be published**

Item 4 Street naming

Members considered correspondence from Stratford District Council inviting the Town Council to suggest some street names for the Tarsus Development

RESOLVED:

- i) **Propose Jeff Doherty Close.**

Item 5 The Grange Hall Management Committee

The benefits to having the same Cllr members of both Flying Fields Committee and Grange Hall Committee were discussed.

RESOLVED:

- i) **Propose that Cllr members of the Flying Fields and Grange Hall committees are the same and offer the resident members the opportunity to sit on both but with no obligation.**

77.2 FLYING FIELDS COMMITTEE MINUTES 21/09/2022

The minutes were noted, Cllr A John updated members on the current position concerning the Hall and that a further meeting is organised in November to aim to resolve any outstanding matters.

77.3 GRANGE HALL COMMITTEE MINUTES 26/09/2022

Noted

77.4 SOUTHAM FIRST

- Cllr G Foster gave a verbal update on the progress of the visitor's website which is ready and will be going live in due course. Work is in progress to ensure that the Town Council website is also up to date with the necessary links.
- The Indoor Market is proving successful has seen increased visitors.
- The Community Summit is proposed to take place on 19th January with volunteer groups invited to attend to pool thoughts on the level participation in community life in Southam and discuss what can be done to re invigorate community engagement.

77.5 NEIGHBOURHOOD PLAN REGULATION 16

The Neighbourhood Plan Regulation 16 Consultation went live on 27th October and will close on 9th December.

77.6 YOUTH COUNCIL

Cllr N Savage highlighted the need to get a meeting date organised to go through next steps which will be followed up and fed back.

77.7 BOOK FESTIVAL

Mayor reported the success of the Book Festival and positive turn out.

78. INFORMATION FROM COUNTY AND DISTRICT COUNCILLORS

Cllr A Crump advised the following:

County

- Oxford street still an issue re parking – liaised with PC Parry
- There are resource pressures within the police service in Southam.
- Community grant applications have been closed now and will be reviewed and awarded in due course.
- Inflationary pressure presents a significant issue for contracts across all areas of the Council particularly within the social care environment.
- Flooding issues on the highway by Tesco is being looking into.
- Trading Standards have been very active across the County
- Potential Fire Service strike in the new year?

- Complaints received re parking in springs crescent – the option of parking permits were offered.

District

- The changes to the waste service appears to be running more smoothly.
- The Solar Farm planning application on the edge of Ufton and Harbury was refused on grounds of impact on residents of Ufton and urbanisation of countryside.
- Encouraging Candle safety and fireworks with information to be issued.
- Neighbourhood Plan – the submission from Southam could be impacted by joint South Warwickshire local plan which was noted.
- Reported issues to do with flooding across the region.
- Reported demand pressures on the Fire service within the region.

79. **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

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

RESOLVED:

i) To authorise the payment of staff salaries dated October 2022.

The Meeting closed at 20:42 hrs

ACCOUNTS FOR PAYMENTS

Southam Town Council Financial Year 2022-2023

Accounts Payable October 2022

Voucher No	Budget Line	Payee	Details	Bank	Gross Amount	VAT (to be reclaimed)	Net Amount
148	47	G White	Volunteer Driver Reimbursement	Unity	£133.05		£133.05
149	47	P Owen	Volunteer Driver Reimbursement	Unity	£11.70		£11.70
150	47	C McCarthy	Volunteer Driver Reimbursement	Unity	£15.75		£15.75
151	47	N Thomas	Volunteer Driver Reimbursement	Unity	£16.20		£16.20
152	47	M Houston	Volunteer Driver Reimbursement	Unity	£49.20		£49.20
153	47	T Lyson - Marshall	Volunteer Driver Reimbursement	Unity	£82.11		£82.11
154	47	L Commander	Volunteer Driver Reimbursement	Unity	£125.55		£125.55
155	6, 47	British Telecommunications PLC	GP 00277011 Bundle services - 01-10-22 - 31-10-22.	Unity	£183.95	30.66	£153.29
156	44	Npower	Electricity for street lights September 2022	Unity	£1,953.89	325.65	£1,628.24
157	12	Inside IT	Monthly Support tickets.	Unity	£747.67	124.61	£623.06
158	39, ER	Mr R Carro	Maintenance Contract September	Unity	£688.46		£688.46
159	46	Limebridge Rural Services Ltd	Grass cutting 12 of 16 cuts	Unity	£1,123.03	187.17	£935.86
160	ER	DCK Payroll Solutions	September Payroll	Unity	£149.64	24.94	£124.70
161	8	Viking	Office Supplies	Unity	£131.06	17.33	£113.73
162	4, 32, ER	Warwickshire County Council	Legal Services August - Flying Fields Community Hall, Misc Employment File, Light Column replacement	Unity	£1,847.00	307.83	£1,539.17
163	ER	The Grange Hall	Utilities recharge Q2	Unity	£1,219.72		£1,219.72
164	48	Rubbish Friends	To cover public liability insurance	Unity	£160.00		£160.00
165	23, ER	Mrs D Carro	Flower arrangement in memory of The Queen £40; Travel to SDC meeting £19.35	Unity	£59.35		£59.35
166	21	WALC	Training Deputy and Finance Officer	Unity	£144.00	24.00	£120.00
167	33	CJ's Events Warwickshire Limited	Traffic Management Charge for MOP to be recharged to Thomas Jones	Unity	£1,169.80	193.30	£966.50
168	ER	Southam Civic Idea Forum	S106 Payment towards the cost of printing Southam Stories Booklet	Unity	£170.00		£170.00

Total Payments £10,171.13 £1,235.49 £8,935.64

Voucher No	Budget Line	Payee	Details	Bank	Gross Amount	VAT (to be reclaimed)	Net Amount
DD13	32	British Gas	06/09/2022 Southam Flying Fields Community Hall	Unity	£81.02		£81.02
DD14	32	E.on	16/9/2022 Southam Flying Fields Community Hall	Unity	£142.54		£142.54

Total DD £223.56 £0.00 £223.56

Payments and DD's Total £10,394.69 £1,235.49 £9,159.20

Town Clerk

Councillors

PLANNING APPLICATIONS

ENV Planning Applications

Application No.	Applicant Name	Site	Proposal	Comments Due	Town Council Representation
22/02699/FUL	Miss Huyen Ngoc Thi Mai	74A Coventry Street, Southam, CV47 0EA	Change of use of ground floor from A1 (Use Class E) to a nail salon (Sui Generis)	18/10/2022	No Representation
22/02703/TREE	Dr. Eoin Coakley	13 Grange Close, Southam, Warwickshire, CV47 0JR	"T1 Pine - prune overhanging length to the maximum approximately 7.5 m measured horizontally.	20/10/2022	No Representation – Refer to the arboriculturist
HS2BW/00033/22	High Speed Two Limited High Speed Two Limited	"Land To The East Of Lower Radbourne Farm And Wormleighton,	"Erection of Lower Radbourne North Viaduct, Lower Radbourne South Viaduct, Lower Radbourne Farm Accommodation Bridge and underpass for Footpath SM116a. Earthworks in association with Lower Radbourne North and South Viaducts, Lower Radbourne Farm Overbridge, Canal Embankments at Upper and Lower Radbourne and the Oxford Canal North and South and earthworks linked to new access tracks and re-aligned roads, watercourse diversions and drainage ponds. The installation of Vehicle Restraint Barriers and the location of permanent fencing."	14/10/2022 by Email	email response: no representation at this point however we reserve the right to review this following the meeting currently arranged with the planning team within Stratford District Council

Planning Applications Council 27th October 2022

Application No.	Applicant Name	Site	Proposal	Previous Representations	Comments Due	Council Comments
22/03014/FUL	Mr And Mrs A Stephenson	3 Watergall Close, Southam, Warwickshire, CV47 1GG	Proposed two storey rear extension	N/A	07/11/2022	No Representation
HS2BW/00034/22	HS2	HS2 Site East Of Ladbroke, Ladbroke Hill Lane, Ladbroke,	"Erection of Windmill Lane Green Overbridge, Ladbroke Grove Farm Accommodation Overbridge, Ladbroke Cutting (Part of), Ladbroke Grove	Yes	07/11/2022 by email	No Representation
HS2BW/00032/22	Erika Johnson Balfour Beatty Vinci Joint Venture	Long Itchington Wood Tunnel, Leamington Road, Southam,	Construction of a tunnel portal at the southern end of the Long Itchington Wood Tunnel, a railway cutting, and Auto Transformer Station (ATS), portal building site, balancing pond, noise barrier and other associated works to the west of Southam. HS2 Consents ID SAC.PS.10006	Yes	For Consultation only – No formal response	Noted
22/00070/FUL	Aldi	Bungalow Farm, Southam By Pass, Southam, CV47 1NR	See Separate Document Sent Round	Yes	09/11/2022 by email	No Representation

Planning Decisions

Application No.	Applicant Name	Site	Proposal	Comments Due	Town Council Representation	Overall Decision SDC Planning Outcome	Decision Date
22/02517/TREE	MR Michael Mitchell	Beech-Hurst , 3 Warwick Road, Southam, CV47 0HN	"T1: Sycamore (numbered 594 on the attached plan) - Crown raise to no more than 6 metres from ground level T2,T3: Ash (numbered 584 and 593) Possible Fell due to Ash Die-back"	20/09/2022	No Representation	No Objection	28/09/2022
22/01635/FUL	Mr Simon O'Brien - O'Brien Developments Ltd	6 Warwick Road Southam Warwickshire CV47 0HN	Demolition of single storey roadside building and stable building and construction of five dwellings, alterations to Bury Cottage, construction of new vehicular access and driveway, construction of footbridge over river and provision of public open space.	04/07/2022	Object w Comment	Withdrawn	30/09/2022
22/01512/FUL	Mr Ben Buchanan	11 Grange Close, Southam, CV47 0JR,	First floor side extension New Amendment to Gable End - Received September 2022	25/07/2022	No Representation	Permission w Conditions	30/09/2022