

MINUTES OF THE MEETING OF SOUTHAM TOWN COUNCIL, HELD AT THE GRANGE HALL, COVENTRY ROAD, SOUTHAM ON THURSDAY 23RD FEBRUARY 2012

Present: Councillors: M Gaffney (Chair), D Wise, J Ward, A Forster, K Romero J Soni, L Smith, M Willoughby, R Barrington & C Worsh

In attendance: Mrs D Carro, Mrs D Sanders & Cllr J Appleton

132. APOLOGIES FOR ABSENCE

Cllr J Smith – Work
Cllr L Tasker - Personal
Cllr L Hewer – Personal
Cllr D Williams - Personal
Cllr J Ellard

RESOLVED:

That apologies are accepted

133. DECLARATIONS OF INTEREST

Cllr M Gaffney	Personal	ENV Item 6 Concessionary Travel Town Clerk Report Item 10 Southam Carnival, Item 11 Section 137 Grant Applications
Cllr D Wise	Personal	Town Clerk Report Item 11 Section 137 Grant Applications
Cllr J Ward	Prejudicial Personal	ENV Item 6 Concessionary Travel Town Clerk Report Item 11 Section 137 Grant Applications Christmas Lights, Southam in Bloom
Cllr A Forster	Personal	Town Clerk Report Item 11 Section 137 Grant Applications Southam in Bloom & HS2
Cllr R Barrington	Personal	Town Clerk Report Item 11 Section 137 Grant Applications Southam Carnival & Southam District Lions
Cllr L Smith	Personal	ENV Item 6 Concessionary Travel Town Clerk Report Item 11 Section 137 Grant Applications Southam in Bloom & HS2
Cllr J Soni	Personal	Town Clerk Report Item 11 Section 137 Grant Applications VASA, Southam Church and Community Project Ltd and Christmas Lights ENV Item 6 Concessionary Travel

134. REPRESENTATIONS FROM THE PUBLIC

Mrs C Pratt, 10 Flying Fields, Southam

Spoke regarding what progress had been made in relation to an additional burial ground

J Ensor, 62 Mayfield Road, Southam

Spoke regarding the new Mayfield Road Play Area and the problems she is facing

doing her job as a Lollipop Lady on West Road West in relation to speeding cars and vehicles refusing to stop

Mrs S Healey, Banbury Road, Southam

Spoke regarding the Tuesday Market, stating that she was not happy if the Market is moved from Wood Street Car Park to Market Hill concerned about loss of traders, current traders won't all fit in and pedestrian safety. Raised concerns about the proposed Bloor Homes development, queried the access and objects to the Extra Care Facility, as it is too far from the Town Centre.

Mr A Johnson, Banbury Road, Southam

Spoke concerning HS2 asked what the Council's opinion is regarding the loss of jobs and whether they are getting involved with the HS2 Ltd Community Forum

Mrs D Smith, 20 Springs Crescent, Southam

Spoke regarding the Tuesday Market and it possibly moving to Market Hill, concerned that there isn't enough room and queried if there was electric for stall holders. Questioned the licence application for sale of alcohol at Martins Newsagents and requested copies of the new Town Councillors 'Declarations of Interest' forms

Mr P Frampton, Planning Consultants

Spoke regarding planning application 11/02870/FUL Dallas Burston Polo Ground, Erection of marquee style events building and retention of three existing marquees

135. MINUTES OF THE PREVIOUS MEETING

RESOLVED:

That the Minutes of the Meeting held on Thursday 26th January 2012, having previously been circulated, be confirmed and signed by the Mayor

136. ACCOUNTS FOR PAYMENT

RESOLVED:

That payment of accounts dated February 2012, totalling £9621.45 be authorized.

137. APPLICATIONS FOR PLANNING PERMISSION

i) Council considered the applications for planning permission detailed on the schedule dated February 2012 upon which the Town Council had been consulted by Stratford District Council

ii) Planning Application decisions dated February 2012

Noted

iii) Planning Committee Meeting Dates

Noted

138. TOWN CLERK'S REPORT

138.1 PUBLIC REPRESENTATIONS

Mrs C Pratt

Town Clerk advised that SDC had still not confirmed their position regarding becoming a Burial Authority in relation to the St James Churchyard running out of space. A report had been received from the Environment Agency as to whether the churchyard could be extended (which is unlikely). The Town Council's Working Party would meet again soon to discuss the matter.

Ms J Ensor

Town Clerk advised that the Mayfield Road Play Area had been ordered. It was envisaged that it would be installed and ready to use in time for the half term holiday in June and that Orbit would be sending out a newsletter to residents to

update them. The Council advised that they were concerned about speeding along Welsh Road West and vehicles failing to stop. The Council will try and include Welsh Road West on the Speedaware initiative and Cllr Appleton will discuss the issues raised with WCC Highways.

Mrs S Healey

Town Clerk advised that the Tuesday Market would be considered under item 7 and that the Council will formally consider the proposed Bloor Homes Development when an application is submitted.

Mr A Johnson

Town Clerk advised that the HS2 Ltd Community Forum would be considered under item 5

Mrs D Smith

Town Clerk advised that the Tuesday Market would be considered under item 7 and that copies of the requested 'Declarations of Interest' forms would be sent. Cllr Wise advised that he objected to the Martins License Application and requested that the hours were modified to match others in the locality.

Mr P Frampton

Town Clerk advised that this representation was considered when the planning application was dealt with earlier in the meeting.

138.2 MAYFIELD ROAD NEW PLAY AREA

Members were informed that the order had been placed and it was envisaged that the new play area will be ready in time for the half term holiday in June 2012

Noted

138.3 WARWICKSHIRE DOMESTIC VIOLENCE SUPPORT SERVICE (WDVSS) – GRANT ALLOCATION

Members considered correspondence from WDVSS asking the council whether the grant of £1000 that was awarded in February 2011, could be put towards the Stratford Refuge instead because they no longer manage the Rugby Refuge.

Members were advised that the grant money was not released at the time because other funding was required for the project to go ahead and WDVSS were advised to contact the council when the necessary funding had been secured and then the council would release the grant money.

WDVSS has advised that the £1000 would be used to go towards children's service to pay for new equipment or days out in the summer.

RESOLVED:

To advise WDVSS that the £1000 will not be released because that project has not come to fruition, but they are welcome to submit a new grant application that will be considered in September 2012

138.4 STREET LIGHTING MAINTENANCE 2012/2013

Members considered correspondence from Warwickshire County Council advising that the maintenance charge per street lighting point for this financial year will be £7.17; this is an increase of 34 pence per street lighting point.

RESOLVED:

To write to WCC confirming that the Town Council accepts the quotation

138.5 COMMUNITY FORUM HS2 Ltd – LADBROKE AND SOUTHAM

Members considered correspondence from HS2 Ltd advising that they are establishing community forums along the route from London to the West Midlands and that in the first instance they would like a representative from

Southam Town Council to work with HS2 Ltd within the Ladbroke and Southam community forum.

The purpose of the forums is to:

- Identify local priorities for the next stage of design
- Discuss potential ways to avoid and mitigate the impacts of the route such as managing noise and reinstating highways
- Explore opportunities for possible community benefits
- Inform the local community about HS2 proposals and consultations

RESOLVED:

To advise that Cllr A Forster will be the council representative and that Cllr L Smith will be the reserve representative

138.6 CCTV

Members recalled receiving correspondence from Stratford Town Council advising that due to budget reductions SDC would no longer be able to monitor the control centre and was seeking financial support from the Town Council for this service to continue. Members resolved to turn down the invitation to attend the meeting, as they felt that Stratford Town Council wanted financial support for something that mainly benefits them.

Members were advised that the Police had been in contact with the Town Clerk regarding the matter and stated that they would not want to see Southam lose their CCTV monitoring.

In light of this the Town Clerk wrote to Tony Perks at SDC to ascertain what the situation was, as SDC had never written to the Town Council regarding the matter and members considered his response.

The correspondence stated that they want the Town Council to contribute £3851.85 towards the monitoring cost.

RESOLVED:

Due to the council needing more information before making a decision, Cllr Barrington and the Town Clerk are to meet with Tony Perks to discuss the matter further

138.7 SOUTHAM RETAIL MARKET (TUESDAY MARKET) – SKETTS RELOCATION REPORT

Members considered an appraisal report from Sketts regarding the future of the Tuesday Market. The outcome of the reports states that the market needs to be regenerated and in order to do this the market needs to be moved to a more viable location, that is, Market Hill.

RESOLVED:

That Cllr J Soni represents the council at the Stakeholder meeting in order to discuss the matter further and raise the concerns stated.

138.8 SOUTHAM/FELDON COMMUNITY FORUM SPECIAL PARISH COUNCIL MEETING

Members considered correspondence from Nick Gower-Johnson (WCC) inviting the Town Council to attend a meeting that will involve all Parish Councils in the Community Forum to jointly plan future meetings of the Forum and discuss ways in which the activities of Parish/District and County Councils partners might

improve the way the forum is coordinated and delivered for the benefit of all parties.

RESOLVED:

That Cllr A Forster represents the Council at the meeting on the 6th March 2012

138.9 SOUTHAM LINKS – SECTION 106 TESCO FUNDING

Members considered correspondence from SDC that stated the actual amount of developer funding used to fund Southam Links is £19,032 per annum. The remainder is funded by education transport. The remaining developer funding of £58,302 per annum is being paid to Stagecoach following a tendering exercise, for the enhancements to bus services serving Southam and the Tesco store (bus stop on Leamington Road). The enhancements include increased frequency from hourly to half hourly on direct bus service to Leamington. Service between Long Itchington, Southam and Leamington increased from two hourly to hourly. A new two hourly bus service between Leamington, Southam and Banbury and a new two hourly bus service between Leamington, Southam & Daventry.

This means that the funding provides these services for three years.

The actual cost of the enhanced services exceeds the amount provided from the Tesco development. The remainder is funded from another section 106 agreement in Long Itchington, education transport funding and revenue support funding.

Noted

138.10 SOUTHAM CARNIVAL – ROUTE OF PROCESSION

RESOLVED:

To respond to the Carnival Committee stating that the council has noted the route that will take place on the 4th June 2012 and will consider this information in relation to any future road closure requests for that date

138.11 SECTION 137 GRANT APPLICATIONS

RESOLVED:

i) To award a Section 137 Grant to the following organisations:

- **St Mary's Children's Club - £500.00 (but the grant money is not to be released until the Town Council is satisfied that the provision is to continue)**
- **Southam Town Carnival - £840.00**
- **Southam Cricket Club - £225.00**
- **Southam District Lions - £1000.00**
- **Carers Support Service - £800.00 (but the money is only to support those Carers who are Southam residents)**
- **Volunteer Action Stratford on Avon District (VASA) - £800.00**
- **Southam in Bloom - £3000.00**
- **Southam Area Action Group (HS2) - 1000.00**
- **Southam Church and Community Project Ltd - £1000.00**
- **Southam Christmas Lights Association - £2500.00**
- **The Melody Makers Ladies Choir - £400.00 (but the money is not to be released until the remaining funds that are required have been secured)**

ii) That under the Local Government Act 1972 (2a) power to provide information and advice, Stratford on Avon & District Citizens Advice Bureau is awarded £750.00

iii) Feedback forms from WAB Southam Branch and Friendship Project for Children were noted

138.12 MEETINGS/TRAINING/EVENTS

- **Free Event** – WALC & CPRE are inviting both members of the public and Town and Parish Councils to the following event to be held on three separate occasions, details are follows:

Supporting Communities and Neighbourhoods in Planning

Saturday 24th March 2012 – Ettington Community Centre

Agenda Items

Communities and Their Role in Planning

Workshop – Complexities of A large Scale Development

Neighbourhood Development Plans and Community Led Planning Tools

Neighbourhood Development Plans

- Saturday 3rd March 2012 – WALC One Day Briefing to include the following items:
National Policy Planning Framework
Localism Act
Importance of Correct Insurance Cover
Data Protection
Essential Local Council Documents & Policies
Clustering and Collaboration between Local Locals
Cost £39.00 pp
- Saturday 31st March 2012 – Dunchurch Silver Band - Mayor's Charity Event in aid of Afghan Heroes – Tickets Cost £10.00

Please inform the Clerk should you wish to attend any of these events

Noted

138.13 COUNCIL MEETING DATES

ENV MEETING DATES

Thursday 22nd March 2012

Thursday 8th March 2012

Thursday 26th April 2012

Thursday 12th April 2012

Thursday 10th May 2012 (Annual Town Meeting & Mayormaking)

Thursday 24th May 2012

Thursday 28th June 2012

Thursday 14th June 2012

Thursday 26th July 2012

Thursday 12th July 2012

August Recess

Thursday 27th September 2012

Thursday 13th September 2012

Thursday 25th October 2012

Thursday 11th October 2012

Thursday 22nd November 2012

Thursday 8th November 2012

December Recess

Thursday 10th January 2013 (Precept)

Thursday 24th January 2013

Thursday 28th February 2013

Thursday 14th February 2013

Thursday 28th March 2013

Thursday 14th March 2013

Thursday 25th April 2013

Thursday 11th April 2013

Thursday 9th May 2013 (Annual Town Meeting & Mayormaking)

Thursday 23rd May 2013

Thursday 27th June 2013
Thursday 25th July 2013
August Recess
Thursday 26th September 2013
Thursday 24th October 2013
Thursday 28th November 2013
December Recess

Thursday 13th June 2013
Thursday 11th July 2013

Thursday 12th September 2013
Thursday 10th October 2013
Thursday 14th November 2013

139. CORRESPONDENCE

139.1 SOUTHAM COLLEGE – THANK YOU

Noted

139.2 SDC COMMUNITY LINKS TRANSPORT FUNDING – THANK YOU

Noted

139.3 WARWICK ROAD PARKING – MRS J JENKINS

RESOLVED:

- i)To request that WCC Safety Engineering Team (Chris Fossey) inspects the area in light of the concerns raised and reports back to council**
- ii)To inform the resident of the action taken**

139.4 CPRE NEWSLETTER

Noted

139.5 STAGECOACH – MR B PEASE (SCIF)

RESOLVED:

To pass the complaint to Stagecoach

140. REPORT ON A MEETING OF THE ENVIRONMENTAL WORKING PARTY ON 9th FEBRUARY 2012

140.1 THE GRANGE HALL

Cllr Gaffney discussed the maintenance of The Grange Hall and advised members that the Foyer requires redecoration and that a complaint had been received from a regular hirer regarding the state of this room. Cllr Gaffney asked members to consider financially contributing to the cost of redecoration, as it is the Council Chamber.

RESOLVED:

- i)That Southam Town Council agree in principle to financially help with redecoration of the entrance foyer.**
- ii)That The Grange Hall Management Committee submit quotes to the council for consideration at the March meeting**

140.2 DO 1 THING SCOUT COMMUNITY WEEK 14TH – 20TH MAY 2012

Members considered the above correspondence and discussed if there was a project that can be done in Southam.

RESOLVED:

To respond advising that the Scouts could assist Southam in Bloom with weeding and planting to mark the Queen's Diamond Jubilee

140.3 DRAFT CORE STRATEGY

Members considered the consultation document

RESOLVED:

That SDC are invited to attend the next ENV that is held on the 8th March 2012 and to attend the Town Council meeting that is held on the 23rd March 2012 to discuss the consultation document

140.4 FIELDS IN TRUST – PROPOSAL FOR QUEEN ELIZABETH II FIELDS

Members considered correspondence from 'Fields in Trust' and discussed whether they wished to protect the Town Council's outdoor recreational spaces they own as Queen Elizabeth II Fields

RESOLVED:

That the Town Council agree in principle that all the outdoor recreational space they own should be registered, subject to ensuring that the Town Council's ownership and control of the areas are not affected

140.5 MUD BY CHURCHYARD KISSING GATE ENTRANCE LEADING INTO THE PARK LANE RECREATION GROUND

Members considered the issue raised by Cllr Forster

RESOLVED:

That a semi-circle of grass matting or grasscrete of approximately 30sq m spanning out from the slab into the park is installed and to also install some by the entrance to the MUGA

Cllr D Wise left the room due to his prejudicial interest in item 140.6

140.6 CONCESSIONARY TRAVEL

Members discussed the scheme and in what form it continues

Cllr J Soni request recorded vote

Cllr M Gaffney	Yes
Cllr K Romero	Yes
Cllr J Ward	Yes
Cllr C Worsh	Yes
Cllr A Forster	Yes
Cllr R Barrington	Yes
Cllr L Smith	Yes
Cllr M Willoughby	Yes
Cllr J Soni	No

RESOLVED:

i) That Concessionary Travel Token Scheme will cease from 1st April 2012

ii) That tokens already issued may still be redeemed by voluntary drivers up to 31st August 2012

iii) That the Council continues to try and establish another system that will direct travel assistance to those residents in need of help e.g. transport for the disabled

140.7 PLANNING APPLICATIONS

RESOLVED:

See attached sheet

140.8 FINANCIAL AND NON FINANCIAL RISK ASSESSMENT AND ANNUAL GOVERNANCE STATEMENT

Members reviewed the Town Councils Financial Internal Control and produced the Annual Governance Statement 2012

RESOLVED:

i)That Southam Town Council has carried out a review of their Financial Internal Control and adopts the Financial and Non-Financial Risk Assessment subject to answers to the following questions and adopts the Annual Governance Statement 2012 (see attached)

Insurance - Why such a high cover for money (£250k)

The level of cover of £250,000 for this is the standard minimum under the money section. If it were possible to remove it, there would be no change to the premium and as stated it is covered as standard under the policy. It covers Non-Negotiable Money such as crossed cheques, crossed giro cheques, crossed bankers' drafts, crossed national giro drafts, crossed money orders, crossed postal orders, franking machine units, used national insurance stamps, national savings certificates, credit company sales vouchers and Value Added Tax purchase invoices and Loss of other money

Assets – Security Window

The Clerk will obtain a quote

Employer Liability – Lone Working - Panic button connected to alarm system

All members of staff maybe working in the office by themselves at some point during the week

A panic button is already installed and connected to Alarm System

141. QUESTIONS FOR COUNTY AND DISTRICT COUNCILLORS

Cllr J Appleton advised the following:

- That work on the roundabout nearest Tesco starts on Monday 27th February 2012
- WCC is having a public interest debate on Public Health and will be taking a more assertive role to address issues
- There will be a Police Commissioner election

142. BUSINESS WHICH IN THE OPINION OF THE MAYOR SHOULD BE CONSIDERED AS A MATTER OF URGENCY

None

143. 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

144. STAFF SALARIES AND PAYMENT FOR SERVICES

RESOLVED:

To authorise payments of staff salaries dated February 2012

145. THE PARISH POUND

RESOLVED:

To respond advising that the Town Council is not interested in selling the Parish Pound

Meeting closed 10.00pm

SCHEDULE OF PLANNING APPLICATIONS B					
SOUTHAM TOWN COUNCIL FEBRUARY 2012 Env					
APPLICATION NO.	APPLICANT NAME	SITE	PROPOSAL	OBSERVATION DATE/COMMENT	Additional Information
11/02747/FUL	Mrs Sandra Goncalves	24 Priors Meadow, Southam CV47 1GE	Two storey side extension and conversion of existing garage with new boundary wall to front elevation	21st February 2012	Southam Town Council has no objection to the proposed construction but has concerns about the parking area in front of the proposed garage which is only sufficient for a small vehicle to remain within the
12/00167/FUL	Mr Dean Winsbury	10 Rainsbrook Close, Southam CV47 1GL	Erection of wifi antenna mast	21st February 2012	No Representations

SCHEDULE OF PLANNING APPLICATIONS B					
SOUTHAM TOWN COUNCIL FEBRUARY 2012 issue 2					
APPLICATION NO.	APPLICANT NAME	SITE	PROPOSAL	OBSERVATION DATE/COMMENT	Additional Information
11/02878/FUL	Mr Matthew Kirkham	Highfield Bungalow, Welsh Road East, Southam CV47 1NF	Conservatory to front	24th February 2012	No Representations
12/00159/FUL	Mr B Varney	Hillyard House, Hillyard Road, Southam Cv47 0LA	Conversion of integral garage to single garage and reception room	28th February 2012	No Representations
12/00256/FUL	Mr & Mrs B Goodwin	The Bailiffs House, Welsh Road East, Southam CV47 1NE	Extension to side of existing garage	1st March 2012	No Representations
12/00309/FUL	Mr & Mrs Mason-Tocker	26 Browns Bridge Road, Southam Cv47 1PA	Single storey front extension	5th March 2012	No Representations
11/02870/FUL	Dallas Burston	Dallas Burston Polo Ground, Stoneythorpe, Southam CV47 2DL	Erection of marquee style events building and retention of three existing marquees approved under ref 02/01272/FUL	24th February 2012	No Representations