

**MINUTES OF THE MEETING OF SOUTHAM TOWN COUNCIL, HELD AT THE GRANGE HALL, COVENTRY ROAD, SOUTHAM ON THURSDAY 23<sup>rd</sup> OCTOBER 2014**

**Present:** Councillors: J Ward (Chair), M Gaffney, C Worsh, V Shepherd, D Smith, B Thomas, J Soni, L Tasker, C Pratt & T Bromwich

**In attendance:** Mrs D Carro, Mrs D Sanders, Cllr J Appleton and Cllr A Crump

**87. APOLOGIES FOR ABSENCE**

**87.1** Cllr M Willoughby Work  
Cllr E Thornley Work

**87.2** Apologies were not received from Cllr J Smith and Cllr L Smith

**88. DECLARATIONS OF INTEREST**

|                 |                      |   |
|-----------------|----------------------|---|
| Cllr C Pratt    | Non Pecuniary Reason | Members Item relating to the Burial Ground<br>Owns a Burial Plot in St James Churchyard |
|                 | Non Pecuniary Reason | Tollgate Road Lease<br>Family member attends nursery                                    |
| Cllr C Worsh    | Non Pecuniary Reason | Tollgate Road lease<br>Family member attends the school                                 |
| Cllr T Bromwich | Non Pecuniary Reason | Tollgate Road Lease<br>Family member attends the school                                 |
| Cllr B Thomas   | Non Pecuniary Reason | Tollgate Road Lease<br>Owns property that is adjacent to the school                     |

**89. REPRESENTATIONS FROM THE PUBLIC**

Mrs R Cox, 18 Hodnell Drive, Southam

Spoke in relation to the following:

- The state of Southam Roundabouts

Mr B Bromwich, 8 Mill Crescent, Southam

Spoke in relation to the following:

- Justification for expenditure on legal fees in relation to Tollgate Road lease.

**90. MINUTES OF THE PREVIOUS MEETING**

**RESOLVED:**

**That the Minutes of the Meeting held on Thursday 25<sup>th</sup> September 2014 be confirmed and signed by the Mayor**

Town Mayor signature \_\_\_\_\_

**91. ACCOUNTS FOR PAYMENT**

**RESOLVED:**

**That payment of accounts dated October 2014, totalling £15,056.44 (details attached) be authorised.**

**92. APPLICATIONS FOR PLANNING PERMISSION**

i) There were no plans to consider

ii) Planning Application decisions dated October 2014

**Noted**

iii) Planning Committee Meeting Dates

**Noted**

**93. TOWN CLERK'S REPORT**

**94.1 PUBLIC REPRESENTATIONS**

Mrs Cox was advised:

That the roundabouts on the A423 will be included in the WCC Roundabout Sponsorship Pilot Scheme and in the meantime work will only be carried out if it is deemed necessary by WCC

Mr Bromwich was advised:

That it was necessary to spend the money on legal fees in order for the Council to know its position and respond to the concerns of residents. The Town Council recognises and supports the needs of the school but Southam has a deficit of public open space which the Council had a duty to protect.

**94.2 SOUTHAM TOWN COUNCIL EXTERNAL AUDIT REPORT ENDED 31 MARCH 2014**

Members were advised that the Town Council received an unqualified audit opinion with no matters arising.

**Noted**

**94.3 STANDING ORDERS**

**RESOLVED:**

**That Standing Order 17.7 is amended to read:**

**A person may not orally report or comment about a meeting as it takes place if he is present at the meeting of Southam Town Council but otherwise may:**

**a) film, photograph or make an audio recording of a meeting;**

**b) use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later;**

**c) report or comment on the proceedings in writing during or after a meeting or orally report or comment after the meeting**

**94.4 SPEEDING TRAFFIC**

Members considered two pieces of correspondence from residents complaining about speeding traffic on Warwick Road and Banbury Road. Members were informed that the Town Clerk has responded to both complainants advising that the Council is seeking a speeding report for the town as a whole and are currently awaiting a response from WCC regarding this and that the Police have been made aware of the situation.

**Noted**

Town Mayor signature \_\_\_\_\_

**94.5 SOUTHAM – SPONSORSHIP OF ROUNDABOUTS**

Members were informed about that WCC Roundabout Sponsorship Pilot Scheme. It is a 3 year pilot scheme and the three main roundabouts on the A423 in Southam are one of the sites. The purpose of the pilot scheme is to generate additional income in order to increase maintenance and enhance the appearance of the roundabouts.

**Noted**

**94.6 HS2 SELECT COMMITTEE MEMBERS VISIT TO SOUTHAM**

Cllr Thomas reported to Council what happened at the meeting

**Noted**

**94.7 COUNCIL MEETING DATES**

**Noted**

**95. CORRESPONDENCE**

There was no correspondence to consider

**96. REPORT ON A MEETING OF THE ENVIRONMENTAL WORKING PARTY  
9<sup>TH</sup> OCTOBER 2014**

**96.1 ORBIT DEVELOPMENT – PHASE 2**

Caroline Clarke, Graham Spencer and Jeremy Ward all attended the meeting as agreed. All of the aforementioned have been in discussions with both the Planning Officer and Conservation Officer regarding phase two of the Orbit development. The Conservation officer has mooted that he would prefer a different detail to the front elevation to break up, what would be, a large elevation to Coventry Street. It must be stated that this is not Orbit preferred choice and would like to continue with the same front elevation detail currently being construction on phase one. Orbit brought with them artist impressions showing these new proposed plans which would mean demolishing of the current police building and the construction of new police facilities with 18 No. flats above. Orbit is looking to submit a planning application after Christmas and have not fixed a date public consultation.

**RESOLVED:**

**Members of the council would like the Clerk to invite the Conservation Officer for a meeting to discuss the current thinking regarding the frontage to Coventry Street because the initial view of the Council was not favourable**

**96.2 ORBIT DEVELOPMENT ADJACENT TO PETROL STATION ON BANBURY ROAD**

This matter was deferred to the November ENV

**96.3 LAND OFF MAYFIELD ROAD THAT THE COUNCIL LEASED FROM THE DIOCESE**

Members were advised that the Diocese is not able to offer the Town Council a new lease for the land off Mayfield Rd and consequently vacant possession of the land is required. The reason for this is because Taylor Wimpey has an option for this land with vacant possession. Members were advised that there is nothing that the Town Council can do regarding this situation, Orbit have been contacted regarding the goal posts, advising that these need removing as a matter of urgency, the Town Council's obligations regarding grass cutting and litter picking will cease immediately and we will need to remove the litter bin.

Town Mayor signature \_\_\_\_\_

**RESOLVED:**

- i) To write to the residents of the Mayfield Rd Estate to inform them of the situation
- ii) That details regarding this situation to be put on the STC website, notice boards and into the next newsletter with the details of the Diocese so that town residents can contact the Diocese directly.
- iii) That the Diocese is requested to erect notices in prominent locations.

**96.4 FOOTPATH BETWEEN SOUTHAM CLINIC AND SOUTHAM SURGERY IN STOWE DRIVE**

It was brought to the Council's attention that the footpath between the Southam Clinic in Pendicke Street and the Southam Surgery in Stowe Drive has been closed off. Members were asked to consider whether the Council should write to the Health Authority about the situation.

**RESOLVED:**

**that the Town Clerk should contact the Health Authority to ask if they would consider opening the footpath during surgery hours.**

**96.5 ELECTORAL REVIEW OF WARWICKSHIRE**

Members were requested to consider the consultation document that proposes that WCC Councillors should reduce from 62 to 57 and should represent single-member electoral divisions across the county

**RESOLVED:**

**No representations**

**96.6 STREET NAMING AND NUMBERING – DEVELOPMENT OFF BANBURY ROAD, SOUTHAM**

Members considered correspondence from SDC asking the Council to decide nine new street names for the Bloor Homes Development off Banbury Road in accordance with the Town Council Street Naming Policy.

**RESOLVED:**

**Road names against the key/ map provided.**

- A - Kingfisher Drive**
- B - Moorhen Grove**
- C - Swift Gardens**
- D - Lark Row**
- E - Kestrel Row**
- F - Mallard Close**
- G - Dove Close**
- H - Heron Close**
- J - Wagtail Avenue**

**96.7 PLANNING APPLICATIONS**

Members were requested to consider the following Planning Applications:

14/02651/TREE Mr J Smith

14/02644/TREE Mrs John Smith

**RESOLVED:**

**No representations, subject to Tree Officer approval**

**96.8 TOLLGATE ROAD LEASE**

*To be considered under confidential*

Town Mayor signature \_\_\_\_\_

**96.9 ELECTIONS 2015**

Members considered correspondence from NALC recommending that every Parish/Town Council should decide what they are going to do to ensure that Southam has a contested election in May 2015. NALC are recommending that Councils should organise a range of activities to raise awareness and encourage people to stand

**RESOLVED:**

**that the Clerk asks NALC if they have any materials/literature which would assist in promoting this issue. Members would like to see a notice put on all of our communication platforms to highlight the need for new council members and how residents can become a councillor. The Clerk should ensure that all of the contact details for current council members are displayed alongside any of these activities.**

**96.10 STANDING ORDERS**

As resolved at the September Meeting, Members were asked to consider at ENV any Standing Orders that the Town Council may wish to give notice of at the October Town Council Meeting for discussion at the November meeting.

**RESOLVED:**

**No changes requested**

**96.11 QUESTIONS FOR COUNTY AND DISTRICT COUNCLLORS**

**None**

**97. MEMBERS ITEM - CLLR T BROMWICH**

Cllr Bromwich asked the following questions:

i) Could the Cemetery Working Party give details of how and where it has got its figures that have been used in the costing of the proposed cemetery?

**Cllr Bromwich was informed that the figures came from an SDC Cabinet meeting Report when SDC was considering whether to become a Burial Authority**

ii) The Openness of Local Government Bodies Regulations 2014. Could the Town Council explain to the public how the act is going to make a difference to the people of Southam? Will it affect confidential items on the Council agenda? Will it affect previously closed meetings? Will it affect subcommittee meetings?

**Cllr Bromwich was informed that the regulations do not affect confidential items, the Proper Officer will decide what is discussed under confidential business and therefore it does not affect previously closed meetings. That the Town Council does not have any subcommittees and that all decisions are made at Town Council meetings.**

Cllr Bromwich withdrew items iii) & iv).

**An email from the diocese, in response to correspondence sent to them by Councillor Bromwich, was also discussed. Members felt that Cllr Bromwich contacting the diocese was leading to confusion as it was not being made clear that he was representing his own views and not the Council's. This was considered to be undermining the work of the Burial Working Party. Cllr Bromwich agreed that he would not contact the diocese directly on this matter but would make future representations through the Town Clerk.**

Town Mayor signature \_\_\_\_\_

**98. INFORMATION FROM COUNTY AND DISTRICT COUNCILLORS**

Cllr Appleton advised of the following:

- A provisional list for 20mph limits had been compiled and that Welsh Road West is on the list.
- The WCC Officer to contact on this matter is Jo Edwards.
- Of the HS2 Select Committee visit and of the importance of it listening to local communities.

Cllr Crump advised of the following:

- SDC planning committee had refused an application for 85 dwellings in Long Itchington.
- the Core Strategy had been deposited and would be examined in public in early January 2015
- Appeals are currently taking from 6 to 9 months to be heard.
- No objections to the Areas of Restraint in the Core Strategy had been received to date
- Helen Dormer is SDC's Community Infrastructure Levy expert

**99. 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**

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

**RESOLVED:**

**To authorise payments of staff salaries dated October 2014**

**101. TOLLGATE ROAD LEASE**

Confirmation had been received regarding WCC covering any additional costs relating to the fence and details regarding the press release

**RESOLVED:**

**To sign the Tollgate Road Lease**

**102. COUNCILLOR COMPLAINT**

Members considered information provided by the Town Clerk.

**Meeting Closed 8.40pm**

Town Mayor signature \_\_\_\_\_

Southam Town Council

OCTOBER 2014 CHEQUE PAYMENTS

SCHEDULE "A"

| Item No | Budget Line        | Payee  | Details  | Gross amount |
|---------|--------------------|--|--|--------------|
| 1       | 8                  | <u>Konica Minolta</u>                          | 23.06.2014 to 22.09.2014 Photocopying  | £151.20 ✓    |
| 2       | 2                  | <u>Grant Thornton</u>                          | Fee in respect of External Audit 2014 Annual Return  | £480.00 ✓    |
| 3       | 34                 | <u>ESPO</u>                                    | Purchase of refuse sacks   | £45.72 ✓     |
| 4       | 20                 | <u>Warwickshire Training Partnership</u>       | Training - Deputy Clerk Openess of Local Government Bodies Regulations 2014 £30.00 Town Clerk Financial Briefing & Finding Funding Workshop £40.00 | £70.00 ✓     |
| 5       | 34                 | <u>B &amp; S Chains</u>                        | Replacement swing seats <sup>Park Lane (LEDGARDEN)</sup>   | £184.44 ✓    |
| 6       | 34                 | <u>Pirms</u>                                   | Repairs to Park Lane Gate, Inspections and repairs required at Park Lane, Mayfield, Ascot Way, Tollgate and Priors Meadow                          | £206.00 ✓    |
| 7       | 34                 | <u>Wicksteed Playgrounds</u>                   | Whirly bird, seal, fixings and adaptor plate and carriage  | £328.10 ✓    |
| 8       | 45                 | <u>John Turner Festival of Arts and Crafts</u> | Section 137 grant to provide prizes for the competition winners  | £270.00 ✓    |
| 9       | 45                 | <u>2028(Southam) Squadron ATC</u>              | Section 137 grant contribution towards the purchase of new equipment £400 Annual donation for litter picking at the Holy Well £100                 | £500.00 ✓    |
| 10      | 45                 | <u>SAAG HS2</u>                                | Section 137 grant support to the TC in opposition to HS2   | £1,000.00 ✓  |
| 11      | Earmarked reserves | <u>Southam Church &amp; Community Project</u>  | Grant- Local Government Misc Provisions Act 1976 S.19 contribution towards the running costs of the Youth Club                                     | £2,500.00 ✓  |
| 12      | 48                 | <u>Southam Christmas Lights Association</u>    | Section 137 grant contribution towards the purchase of LED lights  | £750.00 ✓    |
| 13      | 43                 | <u>Limbridge Rural Services</u>                | Amenity maintenance 1/12 of annual charge  | £1,479.00 ✓  |
| 14      | 18                 | <u>Viking</u>                                  | Stationery   | £85.69 ✓     |
| 15      | 41                 | <u>E-on</u>                                    | Quarterly electricity for street lights  | £1,719.20    |
| 16      | Earmarked reserves | <u>VASA</u>                                    | Reimbursement of volunteer drivers   | £476.20 ✓    |
| 17      | 45                 | <u>Royal British Legion</u>                    | Purchase of wreath for Remembrance Sunday - section 137  | £18.50 ✓     |
| 18      | 8                  | <u>Dealer Systems</u>                          | September IT support £46.80 FTTC Internet line rental £162 underpayment of Vat on previous invoice £1.20   | £210.00 ✓    |
| 19      | 30                 | <u>CJ's Events Warwickshire</u>                | Traffic Management and Road Closure Mop Fair ( to be reclaimed from Thomas Jones )   | £120.00 ✓    |
| 20      | 43                 | <u>CGD Contractors Ltd</u>                     | Churchyard maintenance - two cuts  | £504.00 ✓    |
| 21      | General Reserves   | <u>Creative Curtains &amp; Interiors</u>       | Balance of Grange Hall replacement curtains To be repaid to STC by grant from New Homes Bonus Scheme SDC   | £3,227.55 ✓  |
| 22      | 36,34,ER           | <u>Mr Richard Carro</u>                        | Grounds maintenance October contract £656.67, Holy Well Strim £30 Tollgate disposal of rubbish £15, Mayfield play area+29.17                       | £730.84 ✓    |
| TOTAL   |                    |  |  | £15,056.44   |

Deanne

Mary  
EA Pratt  
Carl

Town Mayor signature \_\_\_\_\_