

MINUTES OF THE MEETING OF SOUTHAM TOWN COUNCIL HELD AT THE GRANGE HALL, COVENTRY ROAD, SOUTHAM ON THURSDAY, 22nd JUNE 2017

Present: In the Chair, Mayor, Councillor L Ellard,
Councillors M Brooks, M Connors, G Foster, M Gaffney, K Toner, A Crump, S Stone, A Walster, G Barratt & Cllr Oubridge

Apologies: Cllr P Jenkins - Work

District Cllr Bromwich

Absent: Cllr S Exton

In Attendance: Mrs D Carro & Mrs D Sanders

22. APOLOGIES

RESOLVED:

That the apologies are accepted

23. DECLARATIONS OF INTEREST

Cllr A Crump	Non-Pecuniary Reason	All planning applications Will not take part in any discussion or resolution regarding any planning application in order not to compromise his position on the SDC Planning Committee
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24. REPRESENTATIONS FROM THE PUBLIC

Mr B Thomas, 9 St Mary's Close, Southam

Spoke about the future of the Children's Centre in Southam, that the Town Council should be telling WCC that they will not put up with the current proposals and to find out what the consultation is based on. Also spoke about how the public need to be listened to, residents in London weren't listened to which has led to the fire tragedy and the public are not been listened to when it comes to low frequency noise in relation to HS2

25. MINUTES OF THE PREVIOUS MEETING

RESOLVED:

i) That the minutes of the meeting held on Thursday 25th May 2017, having previously been circulated, be confirmed and signed by the Mayor.

26. POLICE

Police not in attendance

27. ACCOUNTS FOR PAYMENT

i) Invoices were available at the meeting for inspection

RESOLVED:

That the payment of accounts dated May 2017, totalling £7,365.14 (details attached) be authorised

Town Mayor Signature _____

ii) **QUARTERLY BUDGET REVIEW**

Councillors reviewed and noted the Quarterly Budget Review and the Deputy Clerk was thanked for producing a clear and precise report.

Cllr Crump left the room

28. APPLICATIONS FOR PLANNING PERMISSION

- 28.1** i) Council considered the applications for planning permission detailed on the schedule dated June 2017 upon which the Town Council had been consulted by Stratford District Council. (details attached)
- 28.2** ii) Planning Application decisions dated June 2017
Noted
- 28.3** iii) Planning Committee Meeting Dates
Noted

Cllr Crump returned

29. TOWN CLERK'S REPORT

29.1 PUBLIC REPRESENTATIONS

Mr Thomas was advised that County Councillor Andy Crump will be investigating the situation regarding Children Centre's and will report back to Council, that he will continue to push SDC to carry out base line measurements of noise to establish the noise difference in relation to HS2.

29.2 BANK MANDATE

Members considered the mandate and resolved the following:

RESOLVED:

i) That the bank account or accounts be continued with HSBC Bank plc ('the Bank') and the Bank is authorised to:

a) pay all cheques and act on other instructions for payment signed on behalf of the Council by any three of the listed signatories (the 'signatory'), whether any account of the Council is in debit or credit

b) deliver any item on behalf of the Council by the Bank in safe keeping against the written receipt or instructions of any three of the listed signatories

c) and accept Mrs Debbie Carro or Mrs Denise Sanders as fully empowered to act on behalf of the Council in any other transaction with the Bank.

d) accept Mrs Debbie Carro or Mrs Denise Sanders as fully empowered on behalf of the Council to enter into at any time(s) any agreement(s) for or relating to electronic and/or telephone banking services of any kind whatsoever ("Services"), and to delegate (including the power to sub delegate) the operations of the Services as set out in the terms and conditions governing the Services and the Council acknowledges that the Bank shall be entitled to act upon all the instructions received in respect of the Services until notified otherwise in writing by the Council.

ii) That the Council agrees that any debt incurred to the Bank under this authority shall in the absence of written agreement with the Bank to the contrary be repayable on demand.

iii) That the Clerk to the Council (the 'Proper Officer') is authorised to supply the Bank as and when necessary with lists of persons authorised to sign, give receipts and act on behalf of the Council, and that the Bank may rely upon such lists.

Town Mayor Signature _____

iv) That these resolutions be communicated to the Bank and remain in force until changed by a resolution of the Council and a copy, certified by the Chief Executive and the Proper Officer, is received by the Bank.

v) That the Council accepts the account(s) and banking relationship with the Bank will be governed by and subject to the Business Banking Terms and Conditions (a copy of which has been provided) as amended from time to time together with any terms and conditions in respect of specific products and services requested by the Council from time to time.

29.3 15/04305/OUT – LAND EAST OF THE BYPASS – PLANNING APPEAL

RESOLVED:

i) That the Town Council will be a Rule 6 Applicant in the Planning Appeal process

ii) That the Town Clerk is authorised to seek professional advice up to a cost of £1500

29.4 SOUTHAM SURGERY – STOWE DRIVE, SOUTHAM

Members considered correspondence regarding the future of Southam Surgery and whether the Town Council would support an application being made to apply for Grade II Listing.

RESOLVED:

To respond stating that the Town Council would not support an application for Grade II listing as it was important that Southam Surgery has the freedom to be able to expand and develop the surgery to meet the needs of residents in and around Southam.

30. COUNCIL MEETING DATES ENV DATES

Noted

31. CORRESPONDENCE

Southam in Bloom Grant Thank you

Noted

Mr Holroyd complaint regarding parking Welsh Road West

To advise Mr Holroyd that Cllr Crump will raise the issue again with WCC

Southam Carnival Committee, Grant Feedback

Noted

Mr & Mrs Cripps – SOU3 Taylor Wimpey Development Pilot Fields

Cllr Crump advised that SDC has responded to Mr & Mrs Cripps and that he would send a copy of that response to councillors.

REPORTS FROM WORKING PARTIES/OUTSIDE BODIES

32. ENV WORKING PARTY MINUTES – 8TH JUNE 2017

32.1 SCIF Church Gates Project

Members considered Cllr Brooks report

RESOLVED:

That Cllr Brooks would offer SCIF assistance on a personal level and not the Council

32.2 Dog Fouling Bin Survey

No report was received

RESOLVED:

A report will come to the September Meeting

32.3 Battle's Over – A National Tribute

Members considered correspondence relating to this commemoration and remembrance of the end of the war to decide if they want to take part. Members were advised that if they do want to take part then a beacon would need to be bought and a working party set up to manage the event.

RESOLVED:

That the Town Council would like to take part, possibly Merestone Park

Town Mayor Signature _____

Cllr Ellard to obtain costings for the Beacon and organise a Working Party

32.4 Appointments to Outside Bodies

Members reviewed the appointments

RESOLVED:

See attached

32.5 Planning Applications

17/01254/OUT – Land south of Welsh Rd West

RESOLVED:

Object

- 1)The primary access point is in a potentially dangerous position, sited mid-way between a sharp bend and steep rise leading to Welsh Road West.
- 2)The secondary emergency access point is also located in a potentially dangerous position, too close to the Right of Way access.
- 3)The foul water / sewage drainage strategy states STW will not authorise a new connection to a pressurised main but propose connection to the existing system in Glebe Road which it can be demonstrated cannot support another 175 dwellings emanating from the planned pumping station should it fail to cope and may result in back up issues. Major upgrading work will be required throughout.
- 4)The Southern boundary of the proposed Riverside Park lies in an area susceptible to flooding as evidenced in Feb. 2016.
- 5)The projected 109 additional two-way peak hour daily vehicle trips from the development will put an unacceptable strain on Welsh Road West and the T junction with Coventry Street. It is possible that when construction of HS2 commences residents wishing to travel westwards from Southam will take Welsh Road West as an alternative route to avoid the disruption. An additional bus service from the development will also conflict with college coach traffic during peak hours adding further to traffic congestion.
- 6)The Travel Plan is aspirational and the targets set appear to make little impact if achieved. Although cycle paths on-site are planned there is no indication S106 contributions would be forthcoming to continue cycle path infrastructure off-site.
- 7)The independent Landscape and Visual Impact Assessment is in direct contradiction to Stratford on Avon District Council's assessment and area strategy AS.7 which states development to the East in the Stowe Valley is to be avoided though some *small* parcels of land may be considered.
- 8)There's no indication dwellings along the Southern boundary of the built area will be of bungalow design to mitigate detrimental visual impact from the Stowe valley floor.
- 9)The potential bird hide structure(s) situated to the south of the Riverside Park whilst an admirable and well-intentioned idea are too far from the built area to be easily monitored and may unfortunately become a magnet for anti-social activities.
- 10) The whole development is perilously close to the Holy Well Area of Restraint and if granted would set a precedent that opens the Stowe Valley to other potential development.

Additional Comments

- The development is not in the adopted SDC Core Strategy. The inspector during his Core Strategy hearings in 2016 rejected this potential development site in favour of SOU.03 which has been included.
- A 5year housing land supply is currently being maintained and to the best of Southam Town Council's knowledge this site has not been identified as an optional one under consideration for inclusion in a fall back 20% buffer strategy should the 5 Year HLS fail.
- This site has not been identified for development within the Neighbourhood Plan.

Town Mayor Signature _____

17/01060/VARY – Windmill Villas, Welsh Rd East

RESOLVED:

No Representation

17/00244/LBC – 2 Market Hill, Southam

RESOLVED:

No Representation

17/00241/FUL – 2 Market Hill Southam

RESOLVED:

No objection providing that the conservation officers guidance in his report is adhered to and that clarification where requested is provided by the applicant and approved by him

17/01342/FUL – 35 Hillyard Road, Southam

RESOLVED:

No Representation

17/01613/TREE – The Coach House, Warwick Road, Southam

RESOLVED:

Refer to the arborist

33. HS2 – ROLL B AGENT FOI REQUEST

The minutes were noted and Mr Thomas was thanked for the work he did

34. SOUTHAM CHRISTMAS LIGHTS ASSOCIATION MINUTES

Noted

35. BURIAL GROUND REPORT – CLLR M GAFFNEY

We have been negotiating with the landowner's agent for three months through our solicitor and this is proving time consuming as they keep raising minor issues before they will proceed with the purchase option.

We cannot proceed with Stage 1 of my previous report until we have a purchase option in place and access to the land to carry out groundwater tests.

We are continuing to press most strongly for completion of the purchase option.

I will bring a further report to the Council on progress or proposed actions concerning this and option in July.

36. CHARTER MARKET REPORT – CLLR M GAFFNEY

Planning Permission has now been granted for the Charter Market to be held on Market Hill on Tuesdays for 52 weeks a year. No conditions have been placed on operating times so its operating times will depend on time of year. i.e. More hours each Tuesday in Summer and less in Winter.

The Licence between the Town Council and CJs Events, the operator, has been signed and is in place for five years from 1st April 2017.

The Market will be operated on a zero-cost basis to the Town Council with the operator meeting all costs.

Town Mayor Signature _____

The Market Hill power supply has been tested and certified safe and all power costs will be paid by the operator.

37. SOUTHAM VOLUNTEER TRANSPORT SCHEME

The volunteer driver scheme serving Southam residents previously operated by VASA ceased on 31st May 2017.

The Southam Volunteer Driver Scheme funded by Town Council Budget Line 47 and operated by volunteers from a room in the Grange Hall opened on 15th May 2017 to take bookings commencing on 1st June 2017.

It has a dedicated telephone line and basic low-cost office facilities.

We have 13 volunteer drivers working for us and all have been fully documented and cleared for these duties with checks on car insurances, MOTs and Road Tax etc..

The Southam scheme is not charging an admin fee as previously operated by VASA.

The initial setting up of this new scheme has caused extra work for the Town Clerks office but the ongoing work will now reduce considerably and only involve payment the administration of new driver and payment of drivers claims. These will form part of the normal payment schedule produced for each monthly Council Meeting.

Health and safety training for the drivers is being considered and sources found with low or no cost.

The wheelchair loan scheme operated by VASA in Southam also ceased on 31st May but as we now have the 3 wheelchairs in our possession we are looking at ways of continuing the loan scheme for Southam

38. NEIGHBOURHOOD PLAN COMMITTEE MEETING

Cllr Brooks updated member on the current situation

RESOLVED:

To write to the committee stating the Council's concerns that the Committee has not applied for the government grants that are due to end in 2018.

**39. MEMBERS ITEM – CLLR CRUMP
MARKET AND TRAFFIC**

An issue was raised by a member of the public @ the Councillor Surgery on Saturday, regarding the market on Tuesday and road safety/traffic concerns. The member of the public, who spoke to Cllr Toner and myself, was supportive of the market in its current location and thought it was now an asset to the town, but had concerns about

1)Pedestrian safety, firstly when crossing Park Lane, and secondly when crossing from the betting shop.

2)Her second concern was about the road being 'blocked' when delivering to the shops opposite.

3)She had witnessed an emergency vehicle being delayed due to congestion around the market.

Is there anything we as a Town Council can do to reassure this lady that we and the market operators are working to ensure that the highest standards of road and pedestrian safety are maintained in that area when the market takes place.'

Town Mayor Signature _____

RESOLVED:

To respond advising the following:

1. The problem with delivery vehicles restricting the highway existed before the market and is partly due to large vehicles delivering to the florists.
2. The market does not contribute to the problems of pedestrians crossing High Street or Park Lane and the recognised pedestrian crossing is sited at the end of the market nearest Oxford Street.
3. The Market operator has been instructed to ensure that stalls do not obstruct the vision of pedestrians or drivers at Park Lane/High Street junction.
4. The Market only has one delivery lorry for the fruit and vegetable stall and this is there for a very limited time very early in the morning. At the close of the market it collects goods whilst parked on the market site and off the highway.
5. Buses and delivery vehicles also restrict the highway for emergency vehicles but that issue existed before and is not due to the market.
6. Parking Enforcement have been asked to patrol on a Tuesday

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

Cllr Crump advised the following:

- £5k Grant and Capital Budget
- Met with Janet Neale who has agreed to quarterly S106 meetings
- Warwickshire Fire and Rescue point control programme with Northamptonshire
- Fire Brigade attending medical emergencies
- Meeting with Patch Byrne (WCC Highways) to identify issues around the town
- Wood Street Refurbishment -Plans have been drawn up but no installation date as yet
- Community Speed Watch
- Read out Cllr Bromwich's report

41. **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

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

RESOLVED:

To authorise the payment of staff salaries dated June 2017

Meeting closed at 9.00 pm

Town Mayor Signature _____

SOUTHAM TOWN COUNCIL - MEETING THURSDAY JUNE 22nd 2017

APPLICATION NO.	APPLICANT NAME	SITE	PROPOSAL	OBSERVATION DATE/COMMENT	Comments
17/01495/FUL	Mr & Mrs Adamson	15 Herdwycke Close, Southam CV47 1GW	First floor extension over garage	26th June 2017	No representations
17/01541/FUL	Dr & Mrs Piper	Magnolia House, 61 Banbury Road, Southam CV47 1HJ	Demolition of existing conservatory to the rear, removing the roof to the single storey side extension, and proposed first floor side extension and single storey rear extension across the whole	26th June 2017	No representations
17/01395/FUL	Richard Baily LD Estates Ltd	Beech-Hurst, 3 Warwick Road, Southam CV47 0HN	Erection of two bungalows and detached garages	29th June 2017	Southam Town Councils no representation response is conditional upon <ul style="list-style-type: none"> • Effective mitigation during construction to protect the roots of the higher-grade trees on the site. • Referral to the Arboricultural Officer to ensure that TPOs are in place where necessary • Replacement of any low or medium grade trees which need to be removed. • Measures being put in place to preserve the Ha-ha • An archaeological survey being carried out to meet the requirements of Core Strategy CS8 and protect the historic environment
SDC 17/CC009	Tom Evans	Vacant Building Plot Land at, Holywell Business Park, Northfield Road, Southam	Erection of a Community Fire Station and Rescue Training Centre, including garaging for fire appliances, a Fire House simulator, training towers, incident control room and road traffic collision training area. Works to include a new substation, access off Northfield Road and associated parking, drainage, plant and landscaping.	10th July 2017	No representations

Town Mayor Signature _____

Southam Town Council

JUNE 2017 Issue 2

Item No	Budget Line	Payee	Details	Net Amount	VAT (to be reclaimed)	Gross/Cheque Amount
1	24	<u>Mr P Taylor</u>	Gilding & drop shadow on Mayoral Board	80.00	0.00	£80.00
2	47	<u>VASA</u>	April drivers fees	940.20	0.00	£940.20
3	8	<u>Konica Minolta</u>	Photo copying 14/02/2017 to 13/05/2017	122.35	24.47	£146.82
4	21	<u>WALC</u>	Training * 6 Cllrs Ellard, Walster *2, Jenkins, Baillie, Stone,	180.00	0.00	£180.00
5	37	<u>Pirms</u>	Quarterly Inspections play areas 7 sites April 2017	260.00	0.00	£260.00
6	46	<u>Limebridge Rural Services</u>	Grasscutting of play areas visits 4 & 5 of 16	£1,785.00	£357.00	£2,142.00
7	11	<u>Arrowscape</u>	Updates to website 12 months, post a note instant messaging facility 12 months	£580.00	£0.00	£580.00
8	12	<u>Mrs Denise Sanders</u>	Internet purchase of equipment for Volunteer Transport Scheme	£6.00	£0.00	£6.00
9	8	<u>Inside IT Solutions Ltd</u>	Monthly support, checks on backup etc	£29.87	£5.97	£35.84
10	18	<u>Express Advertiser</u>	Front page advert April & June & printing and delivery June newsletter	£492.00	£88.40	£580.40
11	46	<u>4 Counties Ground Maintenance</u>	Church yard mowing April *2 and May *2	£840.00	£168.00	£1,008.00
12	40	<u>Shaw Loos Ltd</u>	Hire of toilets - Carnival	£380.00	£76.00	£456.00
13		<u>Mr Richard Carro</u>	Monthly contract June £666.79, Mayfield £21.67 Holywell strimming £30.00	£718.46	£0.00	£718.46
14	47	<u>BT Payment Services</u>	New telephone line for Southam Town Council Volunteer Driver Service Office £131 and three months line rental and calls in advance £61.85 VAT 38.57.	192.85	38.57	£231.42
			TOTAL	6606.73	758.41	£7,365.14

Town Mayor Signature _____