

**MINUTES OF THE MEETING OF SOUTHAM TOWN COUNCIL HELD AT THE GRANGE HALL, COVENTRY ROAD, SOUTHAM ON THURSDAY, 24<sup>TH</sup> MAY 2018**

**Present:** In the Chair, Mayor, Councillor L Ellard,  
Councillors M Connors, A Crump, S Stone, G Foster, M Brooks, A Walster, M Ray,  
K Mullen, M Gaffney K Toner & A Jamieson

**Apologies:** Cllr G Barratt – Holiday  
Cllr g Oubridge - Personal

**Absent:** Cllr T Bromwich

**In Attendance:** Mrs D Carro and Mrs D Sanders

**8. APOLOGIES  
RESOLVED:**

**That the apologies are accepted**

**9. 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 that it doesn't compromise his position on the SDC Planning Committee
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Cllr M Brooks	Non-Pecuniary Reason	Town Clerk Report Item 3 Past Mayor
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**10. REPRESENTATIONS FROM THE PUBLIC**

**Abbey Lane, Southam**

A resident spoke in objection to planning application 17/03735/OUT, 6 Warwick Road, that regardless of the fact that the proposal has been reduced to two dwellings the objections remain the same, that the proposal contravenes the Conservation Area and the Conservation Area must be preserved as it belongs to the residents of Southam

**Abbey Lane, Southam**

A resident spoke in objection to planning application 17/03735/OUT, 6 Warwick Road, that he agreed with the previous representation that the traffic survey stated that there were no accidents but that is untrue as there had been an accident recently.

**Warwick Road, Southam**

A resident spoke in objection to planning application 17/03735/OUT, 6 Warwick Road, that the latest plans were misleading, that the development is overbearing, the access is poor and there is a footpath leading to nowhere.

**Oxford Street, Southam**

A resident spoke in objection to planning application 18/01072/FUL, 17 Oxford Street, Southam, that the developer hasn't listened to what people have said and that it could be more sympathetic.

Town Mayor Signature \_\_\_\_\_

Oxford Street, Southam

A resident spoke in objection to planning application 18/01072/FUL, 17 Oxford Street, Southam that there is no justifiable need for the development, not in keep keeping with the Streetscene, dangerous access, proposals will not slow traffic down around the bend, not in line with the Core Strategy, the gateway into Southam needs protecting, concerns that flood water will be diverted elsewhere, it is an opportunistic scheme.

Orchard Way, Southam

A resident spoke regarding the Children's Centre, wanted to bring to the Council's attention the needs of families in the area, that the reduced service has already started to have an effect on Southam residents, that in April 2019, the service will be reduced, urged the Town Council to find a way forward, to act now in order to safeguard the future.

St Mary's Close, Southam

A resident spoke again about Infrasound and low frequency noise regarding HS2, that an article was tabled for councillors regarding a recent study regarding ILFN that concluded that noise regulations need updating to reflect noise levels that endanger human health. ILFN needs to be monitored properly and SDC must be pressed to do, the resident is more than happy to meet with Councillors in order to discuss he concerns in more detail.

11. **MINUTES OF THE PREVIOUS MEETING**

**RESOLVED:**

**That the minutes of the meeting held on Thursday 10<sup>th</sup> May 2018, having previously been circulated, be confirmed and signed by the Mayor.**

12. **POLICE**

Not in attendance

13. **ACCOUNTS FOR PAYMENT**

i) Invoices were available at the meeting for inspection

**RESOLVED:**

**i) That the payment of accounts dated May 2018, totalling £22,423.99 (details attached) be authorised**

**ii) That the cheque for Citizens Advice Bureau £3377 not be authorised at this time**

**Cllr Crump left the meeting**

14. **APPLICATIONS FOR PLANNING PERMISSION**

14.1 i) Council considered the applications for planning permission detailed on the schedule dated May 2018 upon which the Town Council had been consulted by Stratford District Council. (details attached)

**Cllr Crump returned to the meeting**

14.2 ii) Planning Application decisions dated May 2018  
**Noted**

14.3 iii) Planning Committee Meeting Dates

Town Mayor Signature \_\_\_\_\_

**15. TOWN CLERK'S REPORT**

**15.1 PUBLIC REPRESENTATIONS**

i)Representations regarding planning applications were considered under minute 14

**RESOLVED:**

**That a meeting is arranged with the resident regarding ILFN, that Cllr Foster and Cllr Crump will be in attendance, that Cllr Crump will ask the Leader of Stratford District Council to attend as well as any relevant officers.**

**15.2 MAYORAL REGALIA**

It was resolved at the September 2017 meeting to purchase a velvet collar for the Mayoral Chain at a cost of £275 + VAT, however it has not been progressed as it was identified that a new case would need to be sought to house the chain. Since then it has been established that the chain itself needs refurbishing. Members consider the following quotes:

Velvet Collar for chain - £275.00

Refurbishment of Chain - £400.00

(Chain will be highly polished by hand and hard gold plated)

Refurbishment of Jewel - £1600.00

(The jewel will be entirely dismantled, repaired, re-enamelled and hand painted, highly polished, hard gold painted and re-assembled)

Bespoke fitted case - £388.50

Total Cost £2663.50+ VAT

**RESOLVED:**

**i)To place an order for the following at a total cost of £1063.50 + VAT to be funded from the Regalia Budget and Budget Line 37:**

**Velvet Collar for chain - £275.00**

**Refurbishment of Chain - £400.00**

**(Chain will be highly polished by hand and hard gold plated)**

**Bespoke fitted case - £388.50**

**ii)The refurbishment of the Jewel will be budgeted for in the next financial year**

**15.3 PAST MAYORS BADGES**

**RESOLVED:**

**i)That in future all Mayors will receive a Past Mayor Badge at the end of their term**

**ii)To place an order based of the following costs:**

**Stamping Die - £250**

**Brooches pack of 10 - £27.76 each**

**Engraving per character - £0.88**

**To be funded from Budget Line 37**

**15.4 REQUEST FOR ROAD NAMES – DEVELOPMENT OFF DAVENTRY ROAD, SOUTHAM**

**RESOLVED:**

**That the roads are named as follows:**

**A – Spitfire Road**

**B – Hurricane Way**

**C – Blenheim Close**

**D – Mosquito Drive**

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**E – Firefly Road  
F – Anson Close  
G - Gauntlet Way  
H – Meteor Way  
J – Tempest Close  
K – Scimitar Drive  
L – Tiger Moth Drive  
M – Wellesley Avenue  
N – Barracuda Rise  
O – Typhoon Way  
P – Envoy Rise  
Q – Lysander Way  
R – Swordfish Avenue  
S – Squadron Avenue  
T – Nimrod Avenue**

**15.5 AFFORDABLE HOUSING - INSIGHT BUSINESS PARK**

Cllr Brooks, Cllr Walster and THE Town Clerk met with the developer to discuss the design of the development prior to the Reserve Matters being submitted, it was a very positive meeting and further discussions will continue, however Mr Tompkins is concerned about the ‘Local Connection’ qualification.

**RESOLVED:**

- i) That a letter of support is sent to Mr Tompkins regarding the ‘Local Connection’ qualification**
- ii) That once the Town Council has had sight of the final draft of the S106 Agreement, that a letter of support is sent to SDC supporting the S106 Agreement**

**15.6 REQUEST FOR STREET NAMES – LAND OFF MANDERS CROFT**

**RESOLVED:**

**To respond to SDC advising that the road names should be as follows:**

**Saxon Close  
Hallewell View instead of Holy Well Walk  
Heritage Way instead of Blue Lias Way**

**The names chosen by the developer would cause confusion due to these names already being used in the local area**

**15.7 S137 GRANT APPLICATION – CITIZENS ADVICE SOUTH WARWICKSHIRE (CASW)**

At the April 2018 Council meeting Members resolved the following:

- i) To write to CASW advising that the Town Council are prepared to offer financial assistance of £3377 and free room hire at The Grange Hall in order to keep the Outreach Service going.**
- ii) To advise that they need to contact Parish Councils in future for funding and look at other funding opportunities such as Tesco’s and Southam United Charities.**
- iii) That contrary to what CASW stated the Town Council has been advised that the contract WCC has with CAB includes outreach to support inclusive access to the service**

CASW have advised that they will accept the offer of a free room, however as we have not awarded the full amount of the grant requested (£4877.07) the service would be alternate weeks.

Town Mayor Signature \_\_\_\_\_

Do Members wish to still award £3377 even though the service offered is being reduced by 50%

**RESOLVED:**

i) To write to CASW advising that the Town Council are prepared to offer financial assistance of £3377 and free room hire at The Grange Hall subject to the service continuing to be weekly and that Southam residents get priority for appointments, if this offer is refused then the Town Council will award £2439.50, plus free room hire and that Southam residents get priority for an alternate weekly service, which is 50% of the cost of the Outreach Advisor as the service has been reduced by 50%

**15.8 ACCOUNTS 2017/2018**

**RESOLVED:**

1. That the Town Council has reviewed and is satisfied with the Internal Audit process and its scope and effectiveness.
2. That the Town Council has considered and accepts the internal Audit Report for the financial year 2017/2018.
3. That the Financial and Non-Financial Risk Assessment has been reviewed by the Town Council and should be signed by the Town Mayor and Town Clerk and submitted to the External Auditor.
4. That the Town Council has reviewed and accepted the Town Council Financial Regulations.
5. That the Southam Town Council Annual Governance Statement is reviewed and signed by the Town Mayor and the Town Clerk and submitted to the External Auditor.
6. That Section 1 Annual Governance Statement 2017/18 be signed by the Town Mayor and Town Clerk and submitted to the External Auditor.
7. That the Town Council has approved the Accounts for 2017/2018
8. That the Section 2 Accounting Statements 2017/18 be signed by the Town Mayor and Town Clerk and submitted to the External Auditor.

**15.9 COUNCIL MEETING DATES ENV DATES**

Noted

**16. CORRESPONDENCE**

Southam First – Grant Thank you

Noted

Craven Lane Management Committee – Craven Lane Hall future

Noted

E Burton – Parking Complaint Industrial Estate

**RESOLVED:**

To advise WCC, to establish whether the road is public highway or not and raise the issue that there is no safe crossing point at Kineton road

Southam in Bloom – Grant Thank you

Noted

The Royal British Legion – Grant thank you

Noted

Mr Clews – Concerns regarding the SOU3 development

**RESOLVED:**

To advise Mr Clews that he would need to raise the matter with the Planning Authority

Town Mayor Signature \_\_\_\_\_

**17. REPORTS FROM WORKING PARTIES**

17.1 WALC Liaison Meeting

**Noted**

17.2 Infrastructure Task and Finish Group

**Noted**

17.3 Southam Civic Ideas Forum

**Noted**

17.4 Burial Ground Working Party

**RESOLVED:**

**i) That Town Council arranges a formal consultation for Southam residents to ascertain if they agree to the provision of a natural burial ground funded by increasing the Town Council element of the annual council tax.**

**ii) That the wording of the formal consultation be approved at the June meeting of the Town Council.**

**iii) That if the outcome of the formal consultation is NO then the Town Council will resolve not to take the matter any further and that Southam will not have a new Burial Ground.**

17.5 Southam Christmas Lights Association

**Noted**

17.6 Neighbourhood Plan Working Party

**Noted**

**18. MEMBERS ITEM – CLLR M BROOKS**

**Southam Children`s and Family Centre**

Councillors will recall discussions we have had in past meetings regarding Warwickshire County Council`s proposals to re-structure Children`s and family Support Services across the County and how this impacts the centres in our district, currently operated by The Parenting Project.

You may be aware the preliminary decision the County Council took following a period of extensive consultation resulted in the Southam centre being one of three granted an 18month contract extension. Three `Hubs` were identified; the Southam centre, now classified as an Outreach centre linked with the nearest hub, Lighthorne Heath. The lease agreement on Arundel House, the former base of operation was however, terminated and the Town Council via the Grange Hall Management Committee bid for the centre to be based here. Our bid was successful. At a meeting of the Advisory Board on the 2<sup>nd</sup> May we were updated on the proposals. The County Council is progressing with the final design and model for the Centres; what is not clear yet is whether the outreach centres will figure in the final model. There is still a possibility when the contract extension ends that the Southam centre will be closed. Additionally, County intends to tender out for the centres operators with a contract start date effective of 1<sup>st</sup> April 2019.

The CEO of the Parenting Project hinted that if the outreach centres are not in scope in the final model they may not issue a bid. This could leave us in an awkward position in a worse case scenario where Southam will not have a service operator and the County Council withdrawing it`s funding and closing it anyway.

The advisory board decided that if the Town Council offered its support and agreed the services provided are vital to the needs of the local community and should be retained then a business plan and service model should be constructed, sooner rather than later as a Plan B. All the component organisations present offered full support and assistance to help draft one.

This is not a dissimilar situation to the decision we made over VASA, having to take direct ownership of a valued service to keep it running for our residents, identifying and securing sources of funding and effectively striking out on our own. I would stress though this is only a backup plan and may not be required, however I think it would be prudent to have something on the shelf just in case.

Town Mayor Signature \_\_\_\_\_

**RESOLVED:**

- i) That a Children's and Family Centre should be retained in Southam in some form should Warwickshire County Council withdrawn its funding and force closure.
- ii) That the Town Council formulate a business plan and working service model in partnership with the advisory board and supporting organisations.
- iii) That Cllr Foster assists Cllr Brooks in the development and construction of the plan.

**19. QUESTIONS FOR COUNTY AND DISTRICT COUNCILLORS**

Cllr A Crump

Advised the following:

- Trying to resolve the issues regarding the room leases at Tithe Lodge
- Giving assistance regarding the illegal encampment of Gypsy and Travellers
- Meeting with Cllr Morgan
- Appointed as Cabinet Support Officer for Fire & Rescue
- Appointed as Chairmen of Planning Committee East
- Issues in Stockton ASB

**20. 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

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

**RESOLVED:**

To authorise the payment of staff salaries dated May 2018

**22.. VOLUNTEER DRIVER**

**RESOLVED:**

That all applicants must have a 'Clear' DBS Check otherwise their applicant is refused

Meeting closed at 9.55 pm

Town Mayor Signature \_\_\_\_\_





MAY 2018 Council Meeting - Issue 2

APPLICATION NO.	APPLICANT NAME	SITE	PROPOSAL	OBSERVATION DATE/COMMENT	Comments
17/03735/OUT amendment	Mr Simon O'Brien O'Brien Developments Ltd	6 Warwick Road, Southam CV47 0HN	Outline application with some matters reserved for the demolition of a single storey roadside building and construction of two dwellings, new vehicular access and all necessary ancillary and enabling development.	5th June 2018	The Town Council objects to this development for the following reasons. 1. The site lies in the conservation area and suggests may be of high archaeological importance with mid 17th Century features and deposits which must be protected. Housing need for Southam will be met by other developments elsewhere in the Town therefore the public benefits of this scheme do not outweigh the harm or loss construction would have on the historic environment so is contrary to Core Strategy policy CS.8 paragraph a) points 1 and 2 and paragraph b). 2. The design does not reflect the historic setting where a number of listed buildings and monuments exist and is not sympathetic to the streetscene, therefore contrary to Core Strategy policy CS.9 paragraph b) point 2. 3. Two access points are planned to serve two dwellings which is an over-provision. The new proposed Northern access is sited directly on a bend apex and would prove hazardous to general traffic and particularly Mercedes waste collection vehicles. 4. Loss of green space when Southam already has a proven shortage. 5. It's on a sloping site and the large volume of trees planned for felling will present issues for surface water run-off and possibly impact on the floodplain itself.
18/01072/FUL	Mr Simon O'Brien O'Brien Developments Ltd	17 Oxford Street, Southam CV47 1NS	Demolition of one dwelling and various industrial buildings and construction of five dwellings and associated works	24th May 2018	Southam Town Council objects to this application for the following reasons. There is no evidence to suggest that the number 17 Oxford Street cannot be restored to its original state. A recent site visit by Councillors suggests that the basic shell is sound. We recommend that an independent report be commissioned to ascertain whether this natural heritage asset can be restored. We are of the opinion that the proposal to develop with residential dwellings would not be of benefit to the public, Core Strategy CS8. The housing need land supply in town and district has been met as tested in a recent planning appeal in Southam in 2017. If the council were minded to approve this application in its current form, then we would wish some conditions to be imposed. These include the retention of historical boundary walls to mitigate the impact of the development on the neighbouring properties. The introduction of mature boundary planting to soften the impact on neighbouring properties and the sensitive use of boundary materials to avoid large concrete retaining walls thereby reducing the overbearing nature of the development to neighbouring properties.
18/00144/FUL	Mr Mark Gay Hayfield Homes	Land off Manders Croft, Southam	Erection of a temporary haul road for construction vehicles associated with the development permission 15/02047/OUT and the erection of a permanent footpath from Watton's Lane to the south of the Cadet Centre and Holy Well Walk.		This letter is for information only and a consultation response is not being sought.
18/01308/FUL	Dr Eoin Coakley	96 Stowe Drive, Southam CV47 1NP	Single storey extension to rear of existing dwelling. Extension to have hip roof with velux roof windows, windows on either side and sliding patio door at the rear.	11th June 2018	No representation

Town Mayor Signature \_\_\_\_\_