

**MINUTES OF THE MEETING OF SOUTHAM TOWN COUNCIL HELD AT THE GRANGE HALL, COVENTRY ROAD, SOUTHAM ON THURSDAY, 27<sup>TH</sup> SEPTEMBER 2018**

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

**Apologies:** Cllr G Barrett - Holiday  
Cllr A Crump – Council meeting  
Cllr T Bromwich - Personnel

**In Attendance:** Mrs D Carro and Mrs T Andrews

**63. APOLOGIES**  
**RESOLVED:**  
**That the apologies are accepted**

**64. DECLARATIONS OF INTEREST**

Cllr L Ellard	Non-Pecuniary Reason	Town Clerk Report Item 4 Committee Member for Grange Hall Management Committee and Southam Heritage Collection
Cllr M Brooks	Non-Pecuniary Reason	Town Clerk Report Item 4 Committee Member – Grange Hall Management Committee
Cllr G Foster	Non-Pecuniary Reason	Town Clerk Report Item 4 Committee Member – Grange Hall Management Committee

**65. REPRESENTATIONS FROM THE PUBLIC**

**Southam Heritage Collection representative**

Sincerely thanked the Town Council for all their help, magnificent support and financial assistance over the years on their journey to Tithe Place.

**St Mary's Close – Resident**

Asked a question in relation to Item 5 ENV, wanted to know whether the consultation document for the Burial Ground will state costs involved.

**Kenilworth & Southam Parliamentary Constituency – Liberal Democrats Candidate**

Attended the meeting to listen and see what is happening in Southam

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

66. **MINUTES OF THE PREVIOUS MEETING**

**RESOLVED:**

- i) That the minutes of the meeting held on Thursday 26<sup>th</sup> July 2018, having previously been circulated, be confirmed and signed by the Mayor.
- ii) That the minutes of the Summer Recess meeting held on Thursday 16<sup>th</sup> August 2018, having previously been circulated, were noted.

67. **POLICE**

Not in attendance

68. **ACCOUNTS FOR PAYMENT**

i) Invoices were available at the meeting for inspection

**RESOLVED:**

**That the payment of accounts dated September 2018, totalling £16,176.77 (details attached) be authorised.**

69. **APPLICATIONS FOR PLANNING PERMISSION**

- 69.1 i) Council considered the applications for planning permission detailed on the schedule dated September 2018 upon which the Town Council had been consulted by Stratford District Council. (details attached)
- 69.2 ii) Planning Application decisions dated September 2018  
**Noted**
- 69.3 iii) Planning Committee Meeting Dates

70. **TOWN CLERK'S REPORT**

70.1 **PUBLIC REPRESENTATIONS**

- i) Southam Heritage Collection were thanked for their kind words
- ii) St Mary's Close resident was advised that costings would be in the consultation document

70.2 **TOWN COUNCIL ACCOUNTS – COMPLETION OF THE LIMITED ASSURANCE REVIEW FOR THE YEAR ENDED 31 MARCH 2018**

No matters arising

**Noted**

70.3 **NEW STREET NAME – SOUTHAM UNITED FOOTBALL CLUB**

**RESOLVED:**

**To advise SDC that the Town Council has no objection to the name 'Saints Drive'**

70.4 **S137 GRANT APPLICATIONS**

**RESOLVED:**

**That the following S137 Grants are awarded**

<b>John Turner Festival of Arts &amp; Crafts</b>	<b>Awarded £150.00</b>	<b>Face Painter</b>
<b>Southam Heritage Collection</b>	<b>Awarded £2550.00</b>	<b>Rent</b>
<b>Southam United Bowls Club</b>	<b>Awarded £2870.00</b>	<b>Equipment, Shed &amp; Mower</b>
		<b>That the money is released when the lease has been finalised</b>
<b>Harbury e-Wheels</b>	<b>Awarded £1000.00</b>	<b>Free Transport</b>
<b>Grange Hall Management Committee</b>	<b>Awarded £1000.00</b>	<b>Chairs</b>

70.5 **COUNCIL MEETING DATES    ENV DATES**

**Noted**

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

**71. CORRESPONDENCE**

**71.1 RESIDENT COMPLAINT – VEHICLE NOISE**

**RESOLVED:**

**i)To write to the resident advising that the issues raised are not under the jurisdiction of the Town Council.**

**ii)That the issues raised fall under the responsibility of Warwickshire County Council and that Cllr Crump (County Councillor) is aware of their complaint.**

**72. REPORTS FROM WORKING PARTIES**

**72.1 Item 1 – Sally Forgan, Graham Adams Centre /Youth Club**

Sally Forgan attended the meeting to discuss the Graham Adams Centre & Youth Club, gave an overview of all the activities that take place at the centre and the challenges that the centre faced both financially and personnel. The youth club was discussed, and Sally advised that it is very well attended with a waiting list, that the club is open two nights a week and isn't open more days due to funding. Sally was advised that the Town Council are very supportive of the club and would be keen to help where they can, that Cllr Ellard and Cllr Stone would like to get involved. The matter would be raised at the next Children's Centre Advisory Board meeting to see what support could be given.

**72.2 Item 2 – Strategic Housing Land Availability Assessment (SHLAA)**

Members considered the consultation

**RESOLVED:**

**i)To respond to the consultation stating that SOU2 should be Red not Amber because the appeal decision is so recent, that the material matters for refusal still exist and carry full weight**

**ii)That HS2 could impact SOU4**

**iii)That Southam has taken far more development than other Main Rural Centres in the district and with the added disruption of HS2, Southam should not be taking any more development for the foreseeable future**

**72.3 Item 3 – New Street Name Consultation – Southam United Football Club**

**RESOLVED:**

**To respond to the consultation, objecting to the proposed name due to the fact that it is against the Town Council Policy to name roads after people.**

**72.4 Item 4 – Speeding Traffic Welsh Road East**

Members considered the correspondence from the resident

**RESOLVED:**

**i)To write to WCC regarding extending the 30-mph zone to past the entrance of the Insight Business Park**

**ii)To ask WCC to carry out an assessment of the road with regards to traffic calming measures**

**iii)To ask WCC to carry out speed monitoring and to cut back the bushes on the left-hand side of the road to assist pedestrians trying to cross the road**

**iv)To raise the issues with WCC Safer Routes to Schools team**

**vi)To respond to the resident accordingly**

**72.5 Item 5 - Burial Ground Working Party Report**

Members considered the report

**RESOLVED:**

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

i) To change the wording of the questionnaire as follows:

To remove the word 'very high' and for the sentence to read "There is a cost to develop and run a new burial ground"

ii) That there should be one question:

Do you want a new burial ground to be developed in Southam and pay for it by way of an additional increase in your annual council tax?

**72.6 Item 6 – Volunteer Driver Scheme**

Members considered the report

**RESOLVED:**

**That the Town Council approves the introduction of a simple management system that allows the office volunteers the right to refuse bookings that they consider places too many hours on the volunteer drivers we have available and deter clients wherever possible using the service as a personal free taxi service**

**72.7 Item 7 – Welsh Road West – Planning Appeal 17/01254/OUT**

Members considered what involvement the Town Council would have at the forthcoming planning appeal to be held on 27 November 2018

**RESOLVED:**

**That Cllr Brooks, Cllr Walster and the Town Clerk will submit a Statement of Case of objection to the Inspector on behalf of the Town Council but no one from the Town Council will speak at the Local Inquiry**

**72.8 Item 8 – Planning Applications**

See attached

**73. Southam Civic Ideas Forum**

Noted

**74. Southam Christmas Lights Association**

Noted

**75. Southam Neighbourhood Plan Working Party**

Noted

**76. Southam Public Rights of Ways Volunteer Group**

Noted

**77. 3- Tier Parking Conference**

Noted

**78. Improving Lives in Warwickshire Event**

Noted

**79. MEMBERS ITEM – CLLR K MULLEN**

Business Plan

If the council are in agreement I would propose that we seek to have a plan in place for 2019/2020. From the learning at the second part of my induction training having a Business Plan gives an

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

opportunity to the community to have a say in the priorities of where the council spends any monies year on year.

To make this happen we would need to have some brain storming meetings between us to start the ball rolling as to what priorities we think we have and what likely budget we would have.

We would then need to have an open evening with the community where we could operate a "Share Fair" for want of a better word with outlines of all the ideas that we have; but also, an opportunity for the community to add what they would like to see us spending money on.

At the entrance to the room we could have a couple of ballot boxes where people can drop a card or something in to the topic they care most about.

I would suggest that from this we pick 4 priorities that we will focus on throughout the year perhaps creating sub committees to deliver depending on differing skill sets that we all have.

These sub-committees would report back at given intervals on progress.

I by no means think that this will be easy or a roaring success in year one, but if we stick to it and show success then we can hopefully encourage the public to support us more year on year.

**No action required as the Neighbourhood Plan is the Business Plan**

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

Cllr A Crump

The tabled report was noted

Cllr T Bromwich

The report was considered

**RESOLVED:**

**To advise that the Town Council wouldn't change the agenda, but Cllr Bromwich is more than welcome to give his report to the Council under the 'Representations from the Public' item**

**81. 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**

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

**RESOLVED:**

**To authorise the payment of staff salaries dated September 2018**

**83. BILLET HUT**

**RESOLVED:**

**To respond advising that the correspondence is noted**

**84. GRANGE HALL ADMINISTRATOR – CONTRACT OF EMPLOYMENT**

**RESOLVED:**

**That the contract of employment is amended to state that payment is made at the normal hourly rate for attendance at Council / Committee meetings.**

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

**Meeting closed 8.20 pm**



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

**Southam Town Council**

**September 2018**

<b>Item No</b>	<b>Budget Line</b>	<b>Payee</b>	<b>Details</b>	<b>Net Amount</b>	<b>VAT (to be reclaimed)</b>	<b>Gross/Cheque Amount</b>
1	6	British Communications	Quartly Business Bill & Volunteer Drivers Scheme Office Phone	£ 319.11	£ 53.18	£ 319.11
2	7	Vaughtons	Bespoke Case & Postage	£ 747.36	£ 124.56	£ 747.36
3	47	P Owen	Mileage Refund	£ 39.15		£ 39.15
4	47	G Ferguson	Mileage Refund	£ 100.80		£ 100.80
5	19	Viking	Mineral Water, Stationery & Litter picking kit	£ 134.10	£ 22.35	£ 134.10
7	37	ESPO	Black Sacks	£ 24.72	£ 4.12	£ 24.72
8	8	Konika Minolta	Flat rate fee August-Nov. Print charges	£ 272.68	£ 45.45	£ 272.68
10	49	4 Counties Ground Maintenance	Church yard grass cutting July x 2 August x 2	£ 840.00		£ 840.00
12	47	Mike Houston	Mileage Refund	£ 72.60		£ 72.60
13	47	Audrey Harris	Mileage Refund	£ 39.45		£ 39.45
14	47	Mr J Branston	Mileage Refund	£ 102.20		£ 102.20
15	47	Norman Thomas	Mileage Refund	£ 18.90		£ 18.90
16	47	Diane Readin	Mileage Refund	£ 3.50		£ 3.50
17	47	Julie Wood	Mileage Refund	£ 64.50		£ 64.50
18	47	WM Taylor	Mileage Refund	£ 36.00		£ 36.00
19	47	Brian Meacham	Mileage Refund	£ 28.80		£ 28.80
20	2	PKF Accounts & Business	Audit Costs	£ 960.00	£ 160.00	£ 960.00
21	45	Warwickshire County Council	Column replacement (welsh Rd West)& Emergency Attendance (Mill Cresent)	£ 8,817.46		£ 8,817.46
23	37	R Carro	September Contract	£ 873.46		£ 873.46
24	46	Limebridge Rural Services	Grasscutting visit 8 & 9	£ 2,193.41	£ 365.57	£ 2,193.41
26	21	WALC	Cllr Training. MR, MD, GF, KT	£ 140.00		£ 140.00
27	8	D Carro	Land Registry Title Plan View	£ 10.00		£ 10.00
29	6	Inside IT	Clear disk space	£ 15.36		£ 15.36
30	1	The Grange Hall	PAT Testing & Quartly Utilities	£ 323.21		£ 323.21
						£ -
				£ 16,176.77	£ 775.23	£ 16,176.77
		<b>Town Clerk</b>				
			<b>Town Mayor Signature</b>			

## PLANNING APPLICATIONS - Town Council Meeting 27th September 2018

If you wish the Town Council to consider your views on these applications please write to the Town Clerk at The Grange Hall, Coventry Road, Southam CV47 1QA

Stratford District Council is the Planning Authority so any objections to these plans should be sent to the Planning Department, Stratford District Council, Elizabeth House, Church Street, Stratford upon Avon CV37 6HX by the stated observation date.

### September 2018 Town Council Meeting

APPLICATION NO.	APPLICANT NAME	SITE	PROPOSAL	OBSERVATION DATE	Comments
18/01540/FUL	Sawyer Peters Removal & Storage Ltd	Land Adjacent Cherwell Packing, Southfield Road, Kineton Industrial Estate, Southam	Construction of a shipping container storage park	16th October	No objection subject to conditions. Single storey containers only, with no stacking. Engage and approval from Highways regarding the dropped curb.

## PLANNING APPLICATIONS - Town Council ENV Meeting 13th September 2018

If you wish the Town Council to consider your views on these applications please write to the Town Clerk at The Grange Hall, Coventry Road, Southam CV47 1QA

Stratford District Council is the Planning Authority so any objections to these plans should be sent to the Planning Department, Stratford District Council, Elizabeth House, Church Street, Stratford upon Avon CV37 6HX by the stated observation date.

### September 2018 Town Council Meeting

APPLICATION NO.	APPLICANT NAME	SITE	PROPOSAL	OBSERVATION DATE	Comments
18/02318/ADV	Mr Simon Frost	Unit 2, 7 Market Hill, Southam. CV47 0HE	250x450 LED Key Cutting Sign	20th September	No objection subject to the LED sign being sited as to not to interfere with the nearby neighbour
18/02382/FUL	Mr Fraser Reid	Lion House, Welsh Road East, Southam CV47 1NE	Installation of container based biomass boiler and hopper feed system, replaces exsisting standard gas boiler	24th September	No representations
18/02339/FUL	Mr Williams	3 Grange Close, Southa CV47 0JR	Proposed single storey rear extension and ground floor infill beneath exisiting first floor	24th September	No representations

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