

**MINUTES OF THE MEETING OF SOUTHAM TOWN COUNCIL EMAIL  
RECESS MEETING DUE TO COVID-19 ON MONDAY 30<sup>TH</sup> MARCH 2020**

**Present:** The Mayor, Councillor M Brooks - In the Chair  
Councillors G Foster and Cllr L Ellard

**Apologies:** None

**Absent without Apologies:**  
None

**In Attendance:** Mrs D Carro

**143. DECLARATIONS OF INTEREST**

None

**144. APOLOGIES**

**RESOLVED:**

None

**145. REPRESENTATIONS FROM THE PUBLIC**

None in attendance due to it being an email meeting

**146. MINUTES OF THE PREVIOUS MEETING**

**RESOLVED:**

i) That the Minutes of the meeting held on Thursday, 27<sup>th</sup> February 2020 , having previously been circulated, be confirmed and signed by the Town Mayor.

**147. ACCOUNTS FOR PAYMENT**

i) Invoices were available at the meeting for inspection

**RESOLVED:**

That the payment of accounts dated March 2020, totalling £10,081.35 (details attached) be authorised.

**148. APPLICATIONS FOR PLANNING PERMISSION**

**148.1** i) Council considered the applications for planning permission detailed on the schedule dated March 2020 upon which the Town Council had been consulted by Stratford District Council. (details attached)

**149. TOWN CLERK'S REPORT**

**149.1 COUNCIL PROCEDURES IN LIGHT OF COVID-19**

**RESOLVED:**

i) That the Town Clerk be authorised in consultation with the Town Mayor, Deputy Mayor and Past Mayor to deal with business arising which is deemed urgent , including authorisation of payment , in the event of an emergency resulting in the council not being able to meet, as well as the Summer and Christmas recesses

- ii) That where necessary the Town Mayor, Deputy Mayor and Past Mayor are authorised to instruct the Town Clerk to call a Video Conferencing meeting in order to resolve council matters
- iii) That if a council meeting must take place, the attendance should be at quorate level i.e. 5 councillors (including either the Clerk/Deputy or Finance Officer) and that Standing Order 1.8 applies
- iv) That the Council office should be closed to the public and that should the public need to contact the council this would be via telephone or email, that only one member of staff is in the office at any one time
- v) That the Volunteer Transport Scheme is suspended until further notice
- vi) That the CAB drop-in is closed until further notice
- vii) That the Personnel Working Party keep in regular contact with the office staff and are authorised to make decisions, such as, staff working from home or the office closing should the need arise

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

**RESOLVED:**

**To authorise the payment of staff salaries dated March 2020**

**Southam Town Council Financial Year 2019-2020**

	<b>Accounts Payable March 2020</b>
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[illegible]

## **PLANNING APPLICATIONS**

**30<sup>TH</sup> MARCH 2020**

20/00429/FUL Mr Edward Gardner 53 Barkus Close, Southam, CV47 1GB  
Construction of a side extension and change of use of the amenity land to garden land in order to facilitate the extension footprint

**RESOLVED:**

**No Representation**

19/03442/FUL Dhaliwal Welfare Hut , Craven Lane, Southam, CV47 1PG  
Demolition of existng Billet Hut (Class D1) and the proposed erection of 2No. Semi-detached dwellings (Class C3)

**RESOLVED:**

**Southam Town Council reiterates their objection as it does not meet either Stratford District Council's SPD or the Town Council's emerging Neighbourhood Plan relating to car park spaces. It should also be referred to the Conservation Officer.**

20/00666/FUL Mr N Funnell Claydon Horse Exercisers Office Building , Green Acres, Coventry Road, Southam , CV47 1BG  
Erection of office and storage building and change of use of land from agriculture to storage and distribution

**RESOLVED:**

**No representation**

20/00603/FUL Mrs Jo McCarthy 8 Marston Croft, Southam, CV47 1PX Single storey rear extension

**RESOLVED:**

**No representation**

20/00817/TREE Mr Tim Batchelor Tree Safe (Warwickshire Ltd) 17 Oxford Street, Southam, CV47 1NS  
T1 - yew- Remove

**RESOLVED:**

**Subject to arboriculturist approval**