

MINUTES OF THE MEETING OF SOUTHAM TOWN COUNCIL VIRTUAL MEETING VIA MICROSOFT TEAMS DUE TO COVID-19 ON THURSDAY 26TH NOVEMBER 2020

Present: The Mayor, Councillor G Foster - In the Chair
Councillors L Ellard, A John, A Jamieson, M Ray, A Walster. M Connors,
J Carson, K Mullen, N Griffin-Taylor and K Toner

Apologies: Cllr C Worsh – Work
Cllr H Wilson - Personal

Absent without Apologies:
Cllr T Bromwich

In Attendance: Mrs D Carro, Miss L Hextall and Cllr A Crump

127. DECLARATIONS OF INTEREST

None were declared

128. APOLOGIES

RESOLVED:

Apologies were accepted

129. REPRESENTATIONS FROM THE PUBLIC

i)Resident of Oxford Street spoke in objection to planning application
20/02856/FUL

130. MINUTES OF THE PREVIOUS MEETING

RESOLVED:

That the minutes of the meeting held on the 22nd October 2020, having been circulated, be confirmed, and signed by the Town Mayor

130. ACCOUNTS FOR PAYMENT

i)Invoices were available at the meeting for inspection

RESOLVED:

i)That the payment of accounts dated November 2020, totalling £55,507.60 (details attached) be authorised.

ii)That Cllr John and Cllr Connors sign off the payments

130. APPLICATIONS FOR PLANNING PERMISSION

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

ii) Planning Appeal 19/03442/FUL Welfare Centre, Craven Lane, Southam, CV47 1PG

RESOLVED:

To reiterate the Town Council objection with the Planning Inspectorate

iii)Planning Application decisions dated November 2020

Noted

iv) Planning Committee Meeting Dates

131. TOWN CLERK'S REPORT

131.1 REPRESENTATIONS FROM THE PUBLIC

Oxford Street Resident

Members considered the representation under minute 130.1

131.2 REPLACEMENT GATE – PARK LANE RECREATION GROUND

Members considered correspondence from a resident requesting that the kissing gate that is missing at the bottom of the recreation ground is replaced. The Town Clerk is of the opinion that the green fencing should be continued with the double gates replaced and new gate at the bottom in order to make the recreation ground more secure

RESOLVED:

To obtain quotes to extend the green fencing to include new double gates and a new pedestrian access gate

131.3 STRATFORD DISTRICT COUNCIL - SITE ALLOCATION CONSULTATION

Members considered the proposed consultation response from Cllr Walster, who was thanked for his time in producing the proposal

RESOLVED:

i) To submit the proposed response to SDC

131.4 WARWICKSHIRE'S £1 MILLION GREEN SHOOTS COMMUNITY FUND

Members considered correspondence from WCC regarding the £1 Million Green Shoots Community Fund. The new fund will support initiatives to deliver local climate change projects which reduce our carbon emissions and lessen our impact on our environment. The key focus for the fund is to enable Warwickshire communities to deliver their own local solutions.

As this is a new scheme, WCC wanted feedback on the scope and administration of the fund as they want to ensure that there is a straightforward application process in place. Members were requested to consider the correspondence and to review the on-line questionnaire in order to decide if they wanted to respond.

RESOLVED:

Not to respond to the consultation

131.5 COUNCIL MEETING DATES

RESOLVED:

That all Council meetings will take place virtually until Government Guidelines advise otherwise

132. CORRESPONDENCE

None to consider

133. WORKING PARTY REPORTS

(including representative reports from Outside Bodies)

133.1 ENV MINUTES – 12TH NOVEMBER 2020

Present: Town Clerk, Cllr Foster (Chair), Cllr John, Cllr Connors,

Cllr Walster, Cllr Ray, Cllr Wilson, Cllr Ellard, Cllr Jamieson, Cllr Carson
Cllr Mullen

Apologies for Absence:

None

Absent no Apologies:

Cllr Toner

Cllr Worsh

Declarations of Interest:

All Councillors Present – Non-pecuniary –
Planning Application 20/02643/FUL
Reason – Council Employee

Item 1 – Holywell Noticeboard

Members considered Cllr Ray's report regarding replacement Holy Well
Noticeboards

RESOLVED:

**i) To replace the noticeboards at Wood Street, Wattons Lane and the Holywell
at a cost of approximately £962**

ii) Cost to be taken from the Holywell Ear Marked Reserve

Item 2 - SDC 'Let's Do the Right Thing'

Members considered correspondence from SDC regarding the 'Let's Do the Right
Thing campaign'. The Let's Do the Right Thing campaign highlights the key steps
we can all take to help reduce the spread of COVID-19 with resources and
information available through Stay Safe CSW <https://staysafecsw.info/>.

SDC would like to ask for the council support to display a banner, 2000mm by
600mm, on a community building in your locality which can be tailored to any
geographical area to emphasise the need for local people to take action.

If this is agreeable, please indicate wording required and SDC will arrange
accordingly. SDC has been promoting 'Let's Do the Right Thing for Stratford
District' as per the attached however this can be tailored to each locality where
required. eg. 'Let's do the Right Thing for Alcester'.

RESOLVED:

**i) To respond advising that the Town Council would be happy to display a
banner in the Town Centre**

ii) That the banner should read 'Let's to the Right Thing for Southam'

iii) That the banner should be put on the railings opposite Lloyds Bank

Item 3 – Site Allocation Plan

RESOLVED:

**Cllr Walster to provide a proposed response for Members to consider at the
November Meeting**

Item 4 – Destination Website

Members were brought up to date with the event that Cllr Foster, Cllr Ray and the
Town Clerk attended regarding the WCC Destination Website and it was discussed
what should be done about the Town Council Website as it is currently not
compliant

RESOLVED:

That Cllr Foster, Cllr Ray, Cllr Ellard and Cllr John work on producing a new Town Council website and Destination Website and to solve the non-compliance issue regarding the Town Council website

Item 5 #BuyEat Local Campaign

RESOLVED:

That Cllr Ellard provides information on what businesses in Southam are providing a click and collect service , so that this information can be passed to WCC

Item 6 – Planning Applications

RESOLVED:

20/02580/FUL Arkwright Ventures Ltd, Land At, Pendicke Street, Southam
Demolish existing storage sheds and form new detached dwelling house and garage

RESOLVED:

No representations

20/02662/FUL Mr Vincent Dillon 23 Merestone Close, Southam, CV47 1GU,
Garden pergola (retrospective)

RESOLVED:

No representations

20/02643/FUL Mr Richard Carro 22 Watergall Close, Southam, CV47 1GG
Taking down of existing conservatory and replacing it with larger ground floor extension to rear of existing house

RESOLVED:

No representations

20/02680/FUL Mr And Mrs Lamb Sylverton, Pendicke Street,
Southam, CV47 1PF Proposed single storey rear extension to dwelling

RESOLVED:

No representations

20/02012/FUL Mr David Ball 8 Hillyard Road, Southam, CV47 0LA
2No dormers to front elevation and two storey side and rear extension and front porch

RESOLVED:

Further to the correspondence received from the Planning Officer the Town Council withdraws their objection and makes no representation

PLANNING APPEAL

Application(s) reference: 20/00862/FUL

Planning Inspectorate Reference Number: APP/J3720/W/20/3259667

Appeal by Court (Warwickshire) LTD

Site at Tarsus Hotel and Restaurant, Daventry Road, Southam, CV47 1NW

Proposal, Demolition of all existing buildings and construction of eight dwellings, with associated garages, gardens, access and parking.

RESOLVED:

To respond to the Planning Inspectorate advising that the Town Council's

objection to this application still stands and that the Town Council support Stratford District Council's reasons for refusal. To advise that when the Town Council met with the Applicant in 2019 when an application for the site was first submitted, the applicant was advised that the Town Council would welcome a discussion regarding a rural exception site for self-build but the applicant did not respond regarding this matter.

**133.2 SOUTHAM VOLUNTEER TRANSPORT SERVICE
RESOLVED:**

- i)Due to Warwickshire being in Tier 3 the service will continue to be suspended**
- ii)That due to recess the Town Clerk is authorised to decide when the service should resume based on government guidelines**

133.3 WARWICKSHIRE TIER 3

That the Town Council publicise what support is available to both residents and businesses as a result of Warwickshire being placed in Tier 3

133.4 SOUTHAM STORIES SCULPTURE

Members were advised that the cost of re-positioning the sculpture is £1100 + VAT

133.5 SOUTHAM FIRST

Members were advised that two events have been diarised, the French Market 11th April 2021 and the Classic Car Event 20th June 2021

134. INFORMATION FROM COUNTY & DISTRICT COUNCILLORS

Cllr Crump advised the following:

- That he continues to send out COVID-19 updates
- That with the use of his delegated budget, it is proposed to reduce the speed limit on part of Welsh Road East to 40 mph
- Following the announcement that Warwickshire has been placed in Tier 3, Warwickshire County Council will do all they can to get it reduced to Tier 2
- Advised members of the current COVID cases in the Warwickshire Hospitals
- Dealing with on-going HS2 issues
- That following an accident outside St Mary's School additional safety measures are currently being investigated
- A discussion took place regarding the congestion issues on Welsh Road West, inconsiderate parking and why buses turn right to go through the Town Centre

RESOLVED:

- i)To contact Southam College asking that notification is sent out to parents requesting that where possibly children should be dropped off in the Town Centre and walk to the college**
- ii)To contact the Police asking them to patrol outside Southam College at picking up time in order to speak to parents who are parking dangerously**

135. 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

136. STAFF SALARIES AND PAYMENT FOR SERVICES

RESOLVED:

To authorise the payment of staff salaries dated November 2020

137. PERSONNEL WORKING PARTY REPORT

RESOLVED:

i) That the Town Clerk hours are increased to 27 hours per week, back dated to the 1st November 2020

ii) That the Finance Officer hours are increased to 27 hours per week, back dated to the 1st November 2020

iii) That as of 1st April 2021 the current Deputy Clerk moves to the Community Halls Manager/Administrator (title not yet agreed)

iv) To have a new post Deputy Clerk/Communications Officer SCP 13-17, 25 hours per week, effective from the 1st April 2021

v) That the Personnel Working Party is authorised to spend between £2k-£3k in order to make the necessary alterations to accommodate an additional employee in the Town Council office

138. THE GRANGE AND THE GRANGE HALL

RESOLVED:

Noted

139. TITHE LODGE

RESOLVED:

That the Town Clerk arranges a meeting with the Managers of Tithe Lodge and Orbit in order to resolve the issues, that Cllr John, Cllr Griffin-Taylor, Cllr Ellard and the Town Clerk will represent the Council

140. SOUTHAM COLLEGE

RESOLVED:

Noted

Meeting closed:

PLANNING APPLICATIONS

20/02856/FUL O'Brien Developments Ltd
17 Oxford Street, Southam, CV47 1NS

Demolition of all buildings on site except existing dwelling, construction of two dwellings, together with vehicular access and parking area to serve new dwellings and existing dwelling, and all other associated works

RESOLVED:

That the Town Council objects because there is no clear statement within the application regarding the treatment of the property fronting Coventry Street, this puts the street scene, that is of great heritage importance within a conservation area at risk. The Town Council would withdraw their objection if it was conditioned that the property fronting Oxford Street has to be renovated to an habitable state prior to the 1st occupation of the dwellings at the rear , the Town Council would also want to see a suitable outcome to mitigate the flood risk. The Town Council also disagrees with the highways opinion and will be asking that they re-examine this, as the Council consider the access to be dangerous.

20/02821/FUL Mrs Faith Hall
7 Sovereign Court, Southam, CV47 1UX
External alterations to doors and fenestration

RESOLVED:

No Representations

20/02978/FUL Mr Simon Keyte
17 Springs Crescent, Southam, CV47 0JT
Construct a new single storey flat roof extension to the rear of the existing property

RESOLVED:

No Representations

20/02985/FUL Mr Rick Francis
Ravenswood House , Coventry Road, Southam, CV47 1BG
Single storey rear extension

RESOLVED:

No Representations

Southam Town Council Financial Year 2020-2021

Accounts Payable October 2020							
Voucher No	Budget Line	Payee	Details	Bank	Gross Amount	VAT (to be reclaimed)	Net Amount
83	47	G White	Volunteer Driver Reimbursement	Unity	£128.70		£128.70
84	44	E-on	Electricity for street lights - 01/09/20 - 31/09/20	Unity	£762.61	£127.10	£635.51
85	8	Inside IT	Monthly Support with queries, on site visit to migrate network from Zyxel to BT system. Office 365 , Cllr emails, Trend Micro, Offsite Back Up. Office 365 Enterprise upgrade for one user to be able to dial into teams meetings.	Unity	£662.74	£110.46	£552.28
86	21	WALC	Improving Parish Council Relationships - Cllr Foster and Town Clerk Debbie Carro	Unity	£120.00	£20.00	£100.00
87	8	Viking	Scissors, tissues, Volunteer office diary, Tipp ex, Label maker and labels.	Unity	£182.69	£30.45	£152.24
88	46	Limebridge Rural Services Ltd	Grasscutting 10 and 11 of 16 cuts	Unity	£2,246.06	£374.34	£1,871.72
89	47, 48	Mrs D Carro	DBS Check Boniface and Gage-Smith (Volunteer Driver Service), Request from Jackie Grey - supplies of custard and dairy milk bars.	Unity	£136.54	£13.00	£123.54
90	6	British Telecommunications PLC	Line rental - 25 Sep 20 - 31 Oct 20. Five new handsets and broadband box including delivery.	Unity	£766.58	£127.76	£638.82
91	39, ER, 37	Mr R Carro	Maintenance Contract October - additional litterpicking at Holywell	Unity	£738.46		£738.46
92	ER	Colin Sheasby	Work related to Sycamore Grove Green. Garage of 1 Rainsbrook Close, 5 portuguese Laurel growing 1m of garage to ground level and to prune all shrub growth from Shepherds Hill. Emergency works at the Holy Well, fallen Willow over footpath.	Unity	£792.00	£132.00	£660.00
93	2	PKF Littlejohn LLP	Audit Fee	Unity	£720.00	£120.00	£600.00
94	48	Rubbish Friends	Section 137 grant money	Unity	£300.00		£300.00
95	48	Southam In Bloom	Section 137 grant money	Unity	£930.00		£930.00
96	48	Warwick Tree Wardens	Section 137 grant money	Unity	£250.00		£250.00
			Total		£8,736.38	£1,055.11	£7,681.27
		Town Clerk					
						Councillors	

APPLICATION NO.	APPLICANT NAME	SITE	PROPOSAL	COMMENTS
OCTOBER TC MTG				
20/02571/ADV	Mr Mark Williams Vivarail	Vivarail, 4 Westfield Road, Kineton Road Industrial Estate, Southam CV47 0JH	Two 3D non-illuminated brushed Stainless steel signs to the main elevation of Unit 4 facing Westfield	No representation
20/02769/TREE	Mr Philip Clarke	37 Pendicke Street, Southam, CV47 1PE,	T1 - silver birch - Fell	Refer to the arboriculturist
20/02727/FUL	Butlin	Hill Cottage Woodbine Hill , Leamington Road, Southam, CV47 2DL	Single Storey Side Kitchen Extension	No representation
20/02598/FUL	Mr & Mrs Beard	51 Barkus Close, Southam, CV47	Proposed single storey rear extension	No representation