



Southam Parish Council



MINUTES (SUBJECT TO AGREEMENT AT THE NEXT COUNCIL MEETING) of the Full Meeting of the Parish Council held on 10th November 2020 at 7.30pm.

This meeting is allowable under the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020 ("the 2020 Regulations") which came into force on 4th April 2020 in response to the COVID-19 outbreak. The 2020 Regulations enable local councils to hold remote meetings (including by video and telephone conferencing) for a specified period until May 2021. The published agenda for this meeting contained a link enabling members of the public to join the meeting.

Councillors present: Cllr Adrienne Wood (Chairman), Cllr Carli Burke, Cllr Steve Lennon, Cllr Karen Licence, Cllr John Workman.

Also Present: Borough Cllr Mike Dean
Clerk – Liz Dowie
5 members of the public

1. To receive apologies.

Apologies were received from Cllr Ken Davey and Cllr Anna Hollaway.

2. To receive Declarations of Interest.

No declarations of interest were received.

3. To agree the minutes of the meeting held on 13th October 2020.

The minutes of the meeting held on 13th October 2020 were approved unanimously and will be signed by the Chairman.

4. To receive reports from Borough Councillors.

Cllr Dean provided an update on Borough matters including the Kayte Lane travellers' site, COVID-19 statistics, working arrangements for Borough Council staff and enforcement issues.

5. To receive reports from Parish Councillors and Clerk.

Cllr Licence reported that she had been contacted by a local developer regarding the purchase of land on the Noverton View estate. (Covered under agenda item 8).

Cllr Workman reported that the latch on the gate leading into the field behind the Ellenborough Park Hotel was broken and the gate could not be kept closed. This had also been raised by a resident and had been reported to the Public Rights of Way Officer.

Cllr Lennon had been advised by a resident that there was a hole in the road surface at the corner of The Close and Upper Ratcliff Lawns. This had been checked by the Highways Department safety inspector and was deemed not to be in need of repair at this stage.

Cllr Wood reported that the Village Hall had re-opened briefly but that it was now closed again due to the latest lockdown restrictions.

Due to the pandemic it had not been possible to hold the usual Remembrance Sunday service at the war memorial. Cllr Wood had represented the Parish Council at a wreath laying service led by the President of the Royal British Legion (Woodmancote Branch).

The Clerk reported on recent training undertaken.

The Clerk had again reported the traffic cones and signs which had been left behind after roadworks on Old Road and had reported the fallen tree on Haymes Drive which had prevented the collection of refuse on 6th November.

Another complaint had been received from a Noverton resident regarding further damage to the verge caused by the Stagecoach bus driving over it. The Clerk continues to liaise with Stagecoach management and the GCC Integrated Transport Unit. She has also had discussions with the local PCSO who will contact one resident regarding the parking of a vehicle across the pavement by the bus turning area.

The Clerk had been in contact again with Tewkesbury Borough Council regarding the installation of an additional dog waste bin at the end of Desert Orchid Road. However, it seemed unlikely that this could be progressed until this area had been formally adopted by TBC.

The Chairman and the Clerk had attended a meeting in January led by the GCC Education Team regarding the proposal to build a new primary school on the Cleeve School site. A decision regarding primary school provision will be made on 16th December.

6. Public adjournment.

Community Speedwatch - John Donovan reported that one observation session had been carried out before lockdown. The data had been passed on and a police camera van would be in the village on one day the following week.

MVAS equipment - the data had been downloaded and this will be forwarded to the Clerk, so that councillors might advise the group how they would like the data to be publicised.

Mike Dean was asked when a new County Councillor might be elected. He will enquire and report back.

The applicant for application 20/00945/FUL – The Nest, Southam Lane – gave a short presentation on the background to the application and the rationale behind some of the design features.

7. Planning.

7.1 To consider the following applications:

- 20/00206/FUL – Ladythorn, Cleeve Hill, Southam – Erection of a front and side extension and erection of an additional second storey extension. (Revised Plans).
Whilst the changes in this further revision of plans are welcome, the Parish Council considers that the planned reduction in the size of the second floor does not remove the potential for loss of privacy for neighbouring properties. Therefore, the Council still objects to this application, in particular to the addition of a second storey, especially when taking into account the fact that the application already incorporates sizeable front and side extensions.
- 20/00944/FUL – Bishops Cleeve Football Club, Kayte Lane, Bishops Cleeve – Conversion of a natural grass stadium pitch to a 3G synthetic surface funded through the FA framework consisting of sports fencing, LED floodlights, storage container, improved spectator area. (Neighbouring parish – no comments submitted).
- 20/000945/FUL – The Nest, Southam Lane, Cheltenham – Demolition of existing and erection of a replacement dwelling. Relocation of access including a dropped kerb.
No objection. The council welcomes the improvements which will be achieved by replacing the existing dwelling and by relocating the access to increase visibility and road safety. However, it would make the following observations: Whilst the Council understands that the chimney has been designed to create a natural division between the two parts of the property, it considers that the proposed materials would create a harsh visual impact and the applicants may wish to consider using materials which will blend in more readily with the remainder of the property. In addition, whilst the proposed timber cladding will sit well within the local environment, consideration should be given to how this may weather over time by confirming the sustainability and long term impact of the materials to be used.

7.2 Other planning matters:

20/00756/FUL – Transmitting Station, Cleeve Hill, Southam – Installation of an additional ground based power cabinet within the existing telecommunications site compound with a total size of 2.71m x 2.71m x 2.81m.

This application was received too late for consideration at the meeting. An extension for comments until 9th December 2020 has been granted.

8.00 pm One resident left the meeting.

8. Noverton Estate.

Land at the end of Desert Orchid Road had been sold by Taylor Wimpey to Cheltenham based developers, County to County Property Group. The Clerk had spoken to the developers who had confirmed that they would be submitting an application to build five detached houses and they agreed to keep the Parish Council informed at each stage of the process. They will be erecting hoarding around the plots shortly and confirmed that they would not obstruct access to the designated parking spaces of adjacent properties. The Clerk also advised them of concerns expressed by some residents that the proposed development might reduce on-road parking.

9. Local Council Award Scheme.

GAPTC has advised that the current award made 4 years ago is about to expire. The Clerk confirmed that most requirements were met but that the Council would need to put in place some additional policies and add some information to the website. It should be possible to achieve this by the next application deadline of 8th January 2021 and **the Council agreed** that it should re-apply for the award.

10. Website Health Check.

The Clerk had received more information about the health check and confirmed that the Council was compliant in all the areas covered by the health check. Therefore, **it was agreed** not to proceed. GAPTC had raised a query over the fact that the Parish Council does not have a website in its own name and the Clerk will seek further guidance.

11. Council Policies.

- The new Disciplinary Policy and Procedure (previously circulated) **was approved and adopted by the Council.**
- The new Grievance Policy and Procedure (previously circulated) **was approved and adopted by the Council.**

12. Staffing Committee.

Councillors had not been appointed to the Staffing Committee since May 2018 and this was now required within the terms of the newly adopted Disciplinary and Grievance policies. **It was agreed** that Cllrs Wood, Workman, Lennon and Licence would be appointed to the Committee and that any meeting of the committee would require three councillors to be quorate.

13. Social Media.

It was agreed that the Parish Council would have its own Facebook page with the Clerk acting as moderator. The page would be used primarily for sharing information published on social media by the other tiers of local government and would operate alongside the existing Facebook page for the village of Southam.

14. Finance.

14.1 The accounts and bank reconciliation as at 31st October 2020 (previously circulated) **were approved** by the Council.

14.2 A payment of £45 to the RBL Poppy appeal **was approved** by the Council.

14.3 Payments for November **were approved** by the Council: grass cutting £348.00, Clerk's salary £259.69, PAYE £64.80, newsletter postage £15.60, plants £39.06, defibrillator battery £282.00

15. Date of Next Meeting

The next meeting will be held on Tuesday 8th December at 7.30pm (virtual meeting).

The meeting closed at 8.35pm