



Southam Parish Council



MINUTES (SUBJECT TO AGREEMENT AT THE NEXT COUNCIL MEETING)
OF the **Full Meeting** of the Parish Council held on 11th June 2019 at **7.30pm** in Southam Village Hall.

Present: Cllr Adrienne Wood (Chair), Cllr Anna Hollaway (later in meeting), Cllr Steve Lennon, Cllr Karen Licence and Cllr John Workman.

Also Present: Clerk – Liz Dowie
6 members of the public

1. To receive Apologies

Apologies were received from Borough Cllr Mike Dean.

2. To receive Declarations of Interest

There were no declarations of interest.

3. To agree the Minutes of the Annual Parish Meeting and Annual Parish Council Meeting, both held on 14th May 2019

The wording of Point 3 of the Annual Parish Meeting regarding the Tewkesbury Leisure Centre was queried and it was agreed that this was misleading. *Subject to amending this point the Minutes of both meetings were agreed as a true record by unanimous vote.*

4. To receive reports from County and Borough Councillors.

Cllr Dean had sent his apologies.

Cllr Wilson gave an update on bus services to the new Cleavelands Medical Centre. The current services will run until 26th October but there will be a consultation on the proposed new services in the next 3 to 4 weeks. Cllr Wilson will continue to keep the Parish Council up to date with any further developments.

The resurfacing of the A435 / Southam Lane junction would commence on 17th June until approximately 5th July. This would entail overnight road closures from 19.00 to 7.00 (except weekends). One resident had queried which nights were designated as weekend nights. (Subsequent to the meeting it was established that the road closure would be in place on Friday night and work would be suspended on Saturday/Sunday and Sunday/Monday nights).

It was not yet known when the rest of Southam Lane would be re-surfaced, but the work was scheduled to take place during this financial year.

5. To receive reports from Parish Councillors and Clerk

All councillors confirmed that they had sent their Return of Election Expenses Forms to Tewkesbury Borough Council.

The Clerk advised that, following the Annual Parish Meeting, PCSO Pippa Roberts had contacted the Tewkesbury Community Safety Team regarding the problems with vehicles being parked too near to the junction of Old Road and Southam Lane. It was acknowledged that the addition of double yellow lines would be a major project with considerable costs attached. Any obstruction leading to reduction in visibility was a police matter and it was

considered that it might be appropriate to approach the driver of the vehicle(s) in the first instance.

No further news had been received regarding the installation of litter bins by the butterfly reserve on Cleeve Common and Tewkesbury Borough Council had been asked for an update. (Subsequent to the meeting the Clerk had been notified that the bins had been ordered and should be installed by the end of June).

An email had been received from the Cotswold Wardens advising that there was a broken signpost on Lye Lane. They would replace it if they were advised of the correct location and direction of the sign. Cllr Wood agreed to make enquiries regarding the correct location of the sign.

7.45 pm Cllr Hollaway arrived at the meeting

An email had been received from a local resident raising 2 matters:
There was no pavement from the built up part of Southam Lane to the entrance to the racecourse. This route is used by pedestrians and dog walkers and the grass verge is difficult to walk along. The Clerk was asked to write to the Highways Manager regarding the possibility of having a pavement on this route.

Cars were speeding on School Lane and this was a hazard for pedestrians. A note will be put in the next newsletter though it was believed that those responsible were likely to be those using the Village Hall and therefore lived outside the village. The Clerk will arrange for a notice to be displayed in the Village Hall and would investigate the possibility of requesting hall hirers to remind those attending their classes of the need to drive slowly along School Lane.

Cllr Licence also advised that the trucks parked on Noverton Lane were still causing visibility problems for vehicles approaching the traffic calming island.

Cllr Hollaway reported that the first meeting of the Tewkesbury Borough Council since the election had been held. Cllr Rob Bird had been appointed as Leader and Cllr Jim Mason as Deputy Leader.

She had received an email from a resident of Mill Lane advising that the road had not been swept and the ditches had not been cleared. There was also a large pothole outside 3 & 4, Kayte Lane Cottages.

Cllr Workman advised that there was a loose drain cover outside Meadowsweet, Southam Lane.

The Clerk was asked to bring these to the attention of the Highways Manager and to ask if these works might be carried out by the Lengthsman team.

Cllr Wood advised that she would plant the planters when the weather improved.

She also reported that there had been a problem with a recent Village Hall booking when residents had been disturbed by noise. Steps had been taken by the Committee to prevent this happening again.

6. Public Adjournment

A resident asked if there had been any progress with the replacement of the litter bin in the layby before Haymes Drive. The Clerk reported that Tewkesbury Borough Council had agreed to replace this free of charge and she would check on progress.

A resident asked if it was possible to cut back the trees and tidy up the areas around the trees on the triangle of land between New Road and the B4632. The Clerk advised that a quotation for this work had been obtained last year and was deemed to be too expensive. The Clerk was asked to obtain alternative quotations.

8.00pm Cllr Wilson left the meeting.

7. Planning Applications

19/00446/FUL – Merry Mead, Southam Lane, Southam – demolition of existing conservatory and erection of a single storey rear extension and detached garden room. **No objection.**

19/00522/FUL – Badgers Bend, Southam Lane, Southam – erection of two storey side and single storey front and side extensions. Alterations to front elevation. **No objection.**

Other planning matters:

19/00231/FUL – Sunset, Sunset Lane, Southam. Revised plans had been submitted. The Parish Council did not object to the original application and it was noted that the scale of the proposed extensions had been reduced.

19/00071/FUL – Wynds Point, New Road, Southam – the Case Officer had advised that, due to the application site being within the Green Belt, the proposal was contrary to national guidance and Policy SD5 of the JCS. The plans had been revised and submitted under permitted development rules.

8. Finance

8.1 *The accounts and bank reconciliation as at 31st May 2019 (previously circulated) were approved by the Council.*

8.2 *It was agreed that quarterly checks of bank reconciliations would be carried out by councillors on a rota basis, commencing in July 2019.*

8.3 The Asset Register was circulated and agreed by the Council. Further work will be carried out to add purchase dates, where known, and the updated list of assets would be forwarded to the insurers, so that cover might be updated.

8.4 *The Internal Audit Report, previously circulated, was approved by the Council. A quotation had been provided for 2019/20 and the Council agreed to re-appoint Bridget Bowen for the coming year.*

8.5 The Annual Governance Statement (Section 1 of the Annual Governance And Accountability Return 2018/19) had been previously circulated. *This was approved unanimously by the Council* and was signed by the Chairman and Clerk.

8.6 The Accounting Statements (Section 2 of the Annual Governance and Accountability Return 2108/19) had been previously circulated. *These were approved unanimously by the Council.* Having previously been signed by the Responsible Financial Officer, they were signed by the Chairman.

8.7 *Payments for June were agreed:* Grass cutting £351.60, repair to Noverton planter and noticeboard £85.00, newsletter printing £130.00, internal audit £200, payroll services £23.25, Clerk's salary £252.68, admin £123.93

8.8 Other financial matters:

8.8.1 The clerk confirmed that earmarked reserves as at 31st March 2019 stood at £1,035 (repair of planter and noticeboard - £85, Community Speedwatch - £700, Woodmancote Save our Green Belt group £250) and *these were agreed by the Council.*

8.8.2 A request had been received for a contribution towards hall hire for pantomime rehearsals. Last year a donation of £50 had been made, but it was noted that profit of over £3,000 had been made from the pantomime in January 2019 and this had been donated to the James Hopkins Trust. Since this was not a local charity it was deemed not to be an

appropriate use of funds raised via the precept and *the Council resolved to decline the request.*

9. Correspondence

The minutes of the last Wingmoor Farm Committee meeting had been circulated.

An email had been received from Helen Richards, GRCC confirming that the Flood Warden had now stepped down and a replacement was being sought. *It was agreed that this would be included in the next newsletter and that Helen Richards would be invited to come to the July meeting to speak about flood wardens and emergency planning.*

10. Date of next meeting:

Tuesday 9th July 2019 at 7.30

The meeting closed at 8.35pm