



**MINUTES (SUBJECT TO AGREEMENT AT THE NEXT COUNCIL MEETING) of
the Full Meeting of the Parish Council held on 9th February 2021 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.

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

1. To receive apologies.

Apologies were received from Cllr Ken Davey, Cllr John Workman and Borough Cllr Mike Dean. Cllr Davey had been unable to attend meetings due to ill health, but hopes to return to meetings. Therefore **it was agreed** that the 6 month rule provided for within the Local Government Act 1972, Section 85(1) would be waived and the Elections Office advised accordingly.

2. To receive Declarations of Interest.

No declarations of interest were received.

3. To agree the minutes of the meeting held on 12th January 2021.

The minutes of the meeting held on 12th January 2021 were approved unanimously and will be signed by the Chairman.

4. To receive reports from Borough Councillors.

Cllr Dean had sent his apologies but had spoken to the Clerk. He had provided an update on planning application 19/00986/FUL and this would be reported under agenda item 8.2.

5. To receive reports from Parish Councillors and Clerk.

Cllr Licence reported that there were some large potholes on Noverton Lane but that these had been reported to the Highways Department. The debris blocking drains on Cockroft Lane had been cleared away.

Cllr Lennon reported that the applicant for planning application 20/00430/FUL – Wickfield Stud had advised that revised plans were to be submitted.

Cllr Wood reported that the Village Hall remained closed due to government COVID restrictions and the premises were being checked regularly.

The Clerk reported on the following:

- The vacancy for the late Anna Hollaway's seat had been advertised. If the Returning Officer has not received a request for an election from 10 electors before 11th February 2021, the Parish Council will be able to fill the vacancy by co-option.
- The Borough Council vacancy will be filled by election on 6th May 2021 if two electors request this. Otherwise, the seat will remain vacant until the next ordinary election in May 2023.
- A report had been received of a broken stile at the entrance to the field off Ratcliff Lawns. It also appeared that people were congregating here in the evenings. These issues had been reported to the Highways Department and to the PCSO respectively.
- No indication had yet been received about the possibility of continuing with virtual meetings after 7th May and the Clerk would discuss with councillors in due course the various options for meetings from May onwards.
- The Clerk and Cllrs Licence and Burke had attended the Planning in Plain English training session offered by GAPTC.
- The Clerk had accepted the offer from the moderator of the Southam Village Facebook page to link the page with the new Parish Council page.
- The Clerk had spoken to Wales and West Utilities regarding the timescale for the repair works to be carried out on Ratcliff Lawns close to the Village Hall. This would usually be carried out within 2 weeks but delays were currently being experienced due to staff shortages.
- The Clerk had spoken again to the Highways team about the ongoing water leak at the top of Haymes Drive. They confirmed that a job had been raised to repair the broken pipework.
- The location of the new primary school in Bishops Cleeve had been confirmed. This would not be on the Cleeve School site as previously suggested, but north of the village on the A435 next to the Old Farmers Arms. The school was expected to open in September 2023.
- The Operations Manager of the Ellenborough Park Hotel had been in touch to discuss the possibility of providing a "Village Cheer Up" gift to some residents. Various options were discussed including a more general gift which might benefit all residents, and the Clerk would speak with them to find out more information. However, it was acknowledged that GDPR regulations would prevent the Parish Council identifying individual residents.

6. Road Safety in Southam.

Following an email from a resident the issue of road safety for pedestrians, in particular on the bend in the road on Southam Lane close to Ratcliff Lawns was discussed. It was noted that other issues around the village have been raised and that it would be useful to pull together all the information received and to discuss these in more detail at the Annual Parish Meeting with invited representatives from Gloucestershire Constabulary and the Highways Department. This would hopefully provide an opportunity to understand what the relevant authorities can do with their powers to address road safety issues and how the data extracted monthly from the VAS equipment might be used as supporting evidence.

It was noted that a face to face public meeting was likely to attract a larger audience and it would therefore be necessary to defer this until government restrictions were lifted.

7. Public adjournment.

A resident advised that a considerable amount of debris and litter had accumulated in the ditch along Southam Lane on the route to the racecourse. The Clerk will investigate if Highways will assist with clearing the ditch and also the necessary requirements for a litter

picking team to remove smaller amounts of debris. There will also be consultation with residents who are already involved in organising teams of litter pickers.

8.00 pm One member of the public joined the meeting.

Further discussion took place regarding road safety in Southam and ideas including speed limit reductions were raised. These will be discussed further at the Annual Parish Meeting in due course.

John Everitt of Coombes:Everitt Architects Ltd explained to councillors the changes made to application 19/00883/FUL - Sunset, Sunset Lane to be considered under agenda item 8.1.

8. Planning.

8.1 To consider the following applications:

19/00883/FUL – Sunset, Sunset Lane, Southam – Demolition of modern extensions and erection of double and single storey side and rear extensions. (Revised Plans).

No objection in principle following the submission of revised plans on 3rd November 2020 but would request that consideration be given to the roof materials to be used on the extension. It is considered that the extension would blend in more readily if the same roof materials were used across the whole property.

8.16pm John Everitt left the meeting.

20/00759/FUL – Whiteshill, Mill Lane, Prestbury, Cheltenham – Erection of a single storey side and rear extension. (Revised Plans). **No objection.**

21/00060/FUL – 1 Cockbury Court, Winchcombe, Cheltenham – Erection of a two storey side extension. **No objection.**

8.2 Other planning matters:

The Clerk had been contacted by residents of Lye Lane regarding alleged breaches of planning permission at one property. A copy of a complaint lodged with Tewkesbury Borough Council has been received by the Parish Council.

Application 20/00297/FUL – Land adj. Thrift House, Ashleigh Lane, Cleeve Hill – erection of 2no. dwellings, access improvements and associated works. – The appeal against refusal of permission has been upheld.

Application 19/00986/FUL – Green Orchard, Kayte Lane, Southam – Change of use of land to use as residential gypsy caravan site. Cllr Dean had reported that the Planning Inspectorate has notified Tewkesbury Borough Council that the site owner has lodged an appeal against refusal of planning permission. A start date has not yet been provided for the appeal.

9. Council Policies and Procedures.

9.1 The Council agreed to the revisions to the Parish Council Action Plan 2021. A formal review of progress / actions will be carried out in July 2021.

9.2 The Council agreed to adopt the revised Publication Scheme.

9.3 Following advice received by the Clerk that the Parish Council should have its own website **Councillors agreed** that the Clerk should investigate what arrangements other Parish Councils have in place and how the Southam Today website sits within the wider context of the parish. David Jones requested that he might join a working group, if one were established to consider the arrangements.

10. Finance.

10.1 The accounts and bank reconciliation as at 31st January 2021 (previously circulated) **were approved** by the Council.

10.2 The Council carried out the annual review of the effectiveness of internal control systems and Cllr Wood will sign the summary by way of confirmation that all controls were in accordance with expected standards.

10.3 Payments for February **were approved** by the Council: training £105.00 financial software £308.40, website £136.80, newsletter printing £140.00, Clerk's salary £259.49, PAYE £65.00.

11. Date of Next Meeting

The next meeting will be held on Tuesday 9th March 2021 at 7.30pm (virtual meeting).

The meeting closed at 8.46pm