



MINUTES (SUBJECT TO AGREEMENT AT THE NEXT COUNCIL MEETING) of the **Full Meeting** of the Parish Council held on 9th June 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 stated that members of the public wishing to attend should contact the Clerk prior to its start to receive an invitation containing a link that could be used to join it.

Present: Cllr Adrienne Wood (Chairman), Cllr Ken Davey, Cllr Steve Lennon, Cllr Karen Licence.

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

1. To receive Apologies

Apologies were received from Cllr Anna Hollaway, Cllr John Workman and Borough Cllr Mike Dean.

2. To receive Declarations of Interest

No declarations of interest were received.

3. To agree the Minutes of the Meeting held on 12th May 2020

The minutes were agreed as a true record by unanimous vote and were signed by the Chairman.

4. To receive reports from County and Borough Councillors

Cllr Dean was unable to attend the meeting but had provided an update to the Clerk as follows: Tewkesbury Borough Council offices remain closed and officers continue to work mainly from home. Measures to support social distancing when retail businesses reopen on 15th June were proposed by Gloucestershire County Council and locations which would benefit from these measures included Tewkesbury High Street, Bath Road in Cheltenham, Winchcombe and Bishops Cleeve. GCC had also asked for ideas for promoting the existing cycle network and reviewing all cycling schemes in development. Cllr Dean asked that any feedback be routed via him. He had spoken to TBC regarding reports of alleged breaches of planning permission on land to the north of the Kayte Lane travellers' site. Site visits are not possible at the moment due to lockdown constraints, but an Enforcement Officer had viewed the area from outside. The Clerk asked Cllr Dean to reiterate to TBC the fact that this new activity appeared to be taking place on land which was not the subject of the current planning application 19/00986/FUL but was still the subject of an injunction.

5. To receive reports from Parish Councillors and Clerk

Cllr Licence reported that the Cleeve Common Conservators had joined the Cheltenham Lottery as a means of fundraising. They planned to put an advert in the next Southam Newsletter asking residents to support them by buying lottery tickets from their page.

Cllr Lennon advised that there had been a number of enquiries from residents regarding access during the resurfacing of Southam Lane, but the arrangements appeared to be working well so far.

Cllr Wood had received a complaint from a resident that dog walkers had left dog waste in their food waste bin located on their property. It was noted that this linked back to the Public Spaces Protection Order and the recent increase in fines for dog fouling, and it was therefore appropriate for the matter to be reported to the Environmental Health Department.

The Village Hall remained closed due to lockdown restrictions although Committee members are carrying out regular checks of the building. The car park has been opened for use by residents during the resurfacing of Southam Lane.

Reports had been received of groups of young people congregating on land behind the Ellenborough Park Hotel and leaving litter behind. The local PCSO had visited the area to investigate.

The Clerk reported the following:

Further damage had been caused to the verge on the Noverton Park estate by Stagecoach buses. The Highways Manager had been asked to repair the damage and the Stagecoach Manager was to carry out a site visit. The resident who initiated the complaint had been asked to make a note of timings wherever possible in order to ascertain if the damage was being caused by one particular driver. The Parish Council will continue to liaise with the GCC Integrated Transport Unit until the matter is resolved.

The Tewkesbury Borough Plan has now been submitted for examination to the Secretary of State for Housing, Communities and Local Government. Copies will be available for inspection at the Council offices and in libraries when these reopen. In the meantime, the Plan can be viewed on the Tewkesbury Borough Council Examination Library webpage.

Highways Department had been notified of overgrown hedges around the village. They had written to two householders requesting them to cut back their hedges where these were adjacent to pavements.

The latest report from Gloucestershire Constabulary stated that they had noted an increase in vehicles exceeding the speed limit throughout the county and additional patrols were being carried out, with warnings and fines being issued where appropriate.

The report of a bees nest on Gravel Walk had been investigated, but it could not be located.

Damage to the road surface on Kayte Lane following use of the lane by lorries laden with surface material during the resurfacing of Southam Lane had been reported to the Highways Department.

The Highways Manager responded to a query from a resident about the logic of resurfacing parts of Southam Lane and Kayte Lane where work had been carried out recently. He advised that it was more cost effective to work on a longer stretch of road and that resurfacing the full length of the road was a preventative measure.

The latest Tewkesbury Borough Council Covid-19 bulletin had reported that the Southam car boot sale and the Tewkesbury market had been monitored following their reopening. Both had good measures in place for social distancing and some further improvements were discussed with the car boot management team.

6. To receive questions/comments from the public

There were no further comments or questions from the public.

7. Planning Applications

20/00219/FUL – Stone House Farm, Southam Lane, Southam – Erection of Cotswold stone agricultural building to store agricultural machinery and provide a farm workshop. (Additional information). **Objection – Following consideration of the additional information, Southam Parish Council reiterates its previous objection to this application. Whilst it acknowledges the need for additional agricultural accommodation, it considers that the visual impact will be harmful to the wider countryside views, in particular the view from the A435 towards Cleeve Hill. It is suggested that a less evident development more sympathetic to the existing agricultural buildings would be preferable.**

20/00279/FUL – Villars, Sunset Lane, Southam – Installation of an acoustic sound barrier fence. **No objection, but comment that the Parish Council agrees with the suggestion made in the supporting information and considers that the fence should be maintained in darker green to lessen the impact on the surroundings.**

20/00395/FUL – Farthingstones, School Lane, Southam – Replacement of existing garage. **No objection.**

20/00403/FUL – Land at Cleeve Business Park, Bishops Cleeve – Variation of condition 2 (drawing schedule) of planning application ref: 18/01254/FUL to allow for alterations to cladding, changes to the floor levels and roof and ridge heights. (Neighbouring parish) No comments submitted.

20/00388/FUL – Wickfield Stud, Cleeve Hill, Southam – Construction of racehorse fibresand gallop. **No objection.**

20/00466/FUL – Mortimer House, 2 Ratcliff Lawns, Southam – Erection of a single storey rear extension and pitched roof to garage to create additional bedroom at first floor. **No objection.**

Other planning matters:

Notification had been received of two enquiries concerning planning enforcement issues which are to be investigated:

2 Sunnyside, Spring Lane, Cleeve Hill – Alleged development not in accordance with approved plans: Change to design and height of boundary wall.

Stone House Farm, Southam Lane, Southam – Alleged unauthorised extension of residential curtilage.

8. Finance

8.1 Following the recommendation by the internal auditor that income totalling £80 be moved from 2019-20 to the current financial year, *the revised annual accounts to 31st March 2020 and year end bank reconciliation (previously circulated) were approved by the Council.*

8.2 *As above, the revised accounts and bank reconciliation as at 30th April 2020 (previously circulated) were approved by the Council.*

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

8.4 *The Asset Register as at 31st March 2020 was agreed by the Council.*

8.5 *Payments for June were agreed: grass cutting £408.00, website accessibility training £36.00, internal audit £225.00, Zoom subscription £143.88, Clerk's salary £252.60, PAYE £63.20*

9. Internal Audit

9.1 The internal audit report carried out by Bridget Bowen was received and accepted by the Council. There were no recommendations to action.

9.2 A quotation of £235 had been provided for 2020/21 and *the council agreed to reappoint Bridget Bowen for the coming year.*

10. Annual Governance and Accountability Return

10.1 The Annual Governance Statement (Section 1 of the Annual Governance and Accountability Return 2019/20) -previously circulated - was completed and *was approved unanimously by the Council* and was signed by the Clerk. This will be signed by the Chairman when lockdown constraints allow.

10.2 The Accounting Statements (Section 2 of the Annual Governance and Accountability Return 2019/20) – previously circulated and signed by the Responsible Financial Officer – *were approved unanimously by the Council*. These will be signed by the Chairman when lockdown constraints allow.

11. Exercise of Public Rights

The Clerk advised that the Annual Governance and Accountability Return would be published on 19th June 2020 and the period of exercise of public rights to inspect the accounting records would run from 22nd June to 31st July 2020.

12. Date of next meeting

Tuesday 14th July 2020 at 7.30 pm (virtual meeting)

The meeting closed at 8.20pm