



Southam Parish Council



MINUTES (SUBJECT TO AGREEMENT AT THE NEXT COUNCIL MEETING)
OF the **Full Meeting** of the Parish Council held on 9th July 2019 at **7.30pm** in Southam Village Hall.

Present: Cllr Adrienne Wood (Chair), Cllr Anna Hollaway, Cllr Steve Lennon and Cllr Karen Licence.

Also Present: Clerk – Liz Dowie
Helen Richards (GRCC) for first part of meeting.
6 members of the public

1. To receive Apologies

Apologies were received from Cllr John Workman and County Cllr Roger Wilson.

2. To receive Declarations of Interest

There were no declarations of interest.

3. Presentation from Helen Richards, Gloucestershire Rural Community Council (GRCC)

Helen Richards gave an introduction to the role of the flood wardens, explaining that they act as a local source of information, which can be utilised to map problem areas and assist in identifying necessary remedial and maintenance works. Cllr Licence had volunteered to take on the role of Flood Warden following the retirement of Paul Holliday and she will meet with Helen Richards shortly. It was noted that there was not a significant risk of flooding in Southam though incidents of flash flooding had occurred in 2007. Any areas affected by surface water flooding may be reported via the Flood Warden or the Parish Clerk so that these areas can be mapped.

Helen also gave an introduction to Emergency Plans. Tewkesbury Borough Council is encouraging communities to put plans in place and these would provide key contact information in the event of incidents such as heavy snow or prolonged power or water outages. They would also include key points of contact within the community for Tewkesbury Borough Council to use in the event of a widespread emergency situation. Helen is able to provide support in putting together an Emergency Plan and the Parish Council will contact her if it decides to proceed. A copy of the "Are you Ready?" booklet adapted by members of the Gloucestershire Resilience Forum was given to the Clerk and the link to the electronic version will be published in the next newsletter.

7.50pm Helen Richards left the meeting

4. To agree the Minutes of the Parish Council Meeting held on 11th June 2019

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

5. To receive reports from County and Borough Councillors.

County Cllr Wilson had sent his apologies.

Cllr Hollaway had undertaken a tour for newly elected councillors of Tewkesbury Borough and she gave an account of projects and developments across the borough.

6. To receive reports from Parish Councillors and Clerk

Cllr Hollaway advised that she and Cllr Licence would be attending a general meeting of the Cleeve Conservators shortly.

Cllr Licence had received a report from a Bishops Cleeve resident that the abandoned car on the verge on the A435 by the Rugby Club had not yet been removed. Gloucestershire Constabulary had advised the Clerk in April that they would be contacting the registered owner asking for it to be removed. The Clerk would ask the PCSO for an update.

Cllr Licence confirmed that the grass on the Noverton play area had now been cut but the contractors had not cleared away debris after carrying out the work. It was noted that the dead tree had not been removed despite the Clerk having drawn this to the attention of Taylor Wimpey. The Clerk would follow this up.

Cllr Lennon advised that a meeting was still to be arranged with James Nicolson-Smith of Woodmancote Parish Council regarding their Neighbourhood Development Plan.

Cllr Wood advised that she had planted the planters. The verge at the top of Southam Lane looked very untidy due to the damage caused by the Gigaclear works and the fact that the grass had not been removed after it was last mown. The Clerk would ask the grass cutting contractor to tidy up the area. It was also noted that work on this area was hindered by the overhanging vegetation from the adjacent property.

The next Village Hall event would be a barbecue on Pub Night on 26th July. Three members of the Village Hall Committee had had a useful meeting with representatives of the TBC Licensing and Environmental Health Department regarding the nuisance caused during the recent hire of the hall for a wedding reception.

Cllr Wood had obtained further information regarding the correct location of the broken footpath sign on Lye Lane and the Clerk would forward this to the Cotswold Wardens.

Cllr Hollaway advised that the hump back bridge warning sign on Southam Lane had been knocked over and had subsequently been removed. The Clerk will contact the Highways Department and ask for it to be replaced.

The Clerk reported:

- The request for a footway along Southam Lane up to Gate 10 of the racecourse had been raised with the Highways Manager. He had advised that this could not be funded locally and investigations would be necessary to establish footfall, land ownership and safety considerations.
- A notice regarding speeding vehicles on School Lane had been displayed in the Village Hall and had been sent to hirers requesting people attending their events or classes to drive more slowly. A note to residents would also be added to the next newsletter. The Highways Manager had also provided a link to the new CARS toolkit which contains guidance.
- Doug Jones had provided a verbal quotation of £100 - £150 to cut back the trees on the wide verge between New Road and the B4632 so that they do not encroach on the pathway. *The Council agreed to this work being carried out.*
- The Clerk had not been able to access online details of the ownership of the land at the bottom of Haymes Drive. A postal application would be submitted to the Land Registry and, once ownership had been established, the landowner would be contacted regarding the dead tree which is overhanging a neighbour's property.

- The damaged bin in the layby above Haymes Drive had now been replaced and it was hoped that the bins by the Butterfly Conservation reserve on Cleeve Common would be installed shortly.

7. Public Adjournment

A resident also commented on the state of the verge around the planter at the top of Southam Lane.

It was also noted that there were low branches overhanging the steps on Sunset Lane leading up to the bus stop on the main road. In addition, the hedges on the B4632 from the Ellenborough Park Hotel to Shaw Green Lane were overgrown, and encroached on the pavement. The Clerk would report these matters to the Highways Department.

A resident raised the matter of the noise nuisance caused by a hirer of the Village Hall. He asked what action had been taken to avoid this happening again and asked if there were plans to monitor events whilst they were in progress. Cllr Wood advised that three committee members had met with representatives of the TBC Licensing and Environmental Health Department. Cllr Wood had not been present at the meeting, but she understood that measures had been put in place to avoid a recurrence. Monitoring of events was not planned, but any queries should be directed to the Chairman of the Village Hall Committee in the first instance, since it was a Village Hall matter.

The matter of parking close to the corner of Southam Lane and Old Road, restricting visibility, was raised. It was believed that the vehicles were connected to the nursery on Southam Lane. (Subsequent to the meeting, Cllr Wood visited the nursery and the owners agreed to ask their employees to park further away from the junction).

One resident raised the issue of fly tipping in the layby. This has been reported and the resident will forward the report reference number to the Clerk so that this can be followed up.

8. Planning Applications

19/00510/FUL – Cockbury Willows, Langley Road, Winchcombe – change of use of domestic outbuilding to dwelling, including sub-division of plot, minor alterations to exterior of property. **No objection, in principle. However, comment that there should be controls over the materials used for the roofing and cladding to ensure that they are in keeping with the existing property.**

19/00588/FUL – Vidoma, 9 New Road, Southam – Installation of front and rear dormer windows and skylights. Hip to gable extension and removal of chimney for loft conversion. (Amendment to previously approved application 19/00229/FUL to increase front gable height and alter rear dormer windows). **No objection.**

Other planning matters:

It was noted that application 19/00020/FUL – Land on Kayte Lane – retrospective application for temporary retention of stable building until 17th December 2020 - had been refused. The Clerk will ask for an update on application 19/00021/FUL – additional static caravan and to regularise boundary treatment.

9. To discuss impact of events at Cheltenham Racecourse on local residents and methods for communicating details of future events

Following complaints about fireworks and traffic problems on Southam Lane during the Balloon Fiesta on 22nd/23rd June, the Clerk confirmed that this event had been on the list of the scheduled events provided by the Racecourse earlier in the year. However, they had now agreed to give advance notice of the use of Gate 10 onto Southam Lane at future

events. They were also requested to give notice of firework displays so that residents might be advised of these in advance.

10. Finance

10.1 *The accounts as at 30th June 2019 (previously circulated) were approved by the Council.*

10.2 Cllr Lennon carried out the quarterly check of bank reconciliations and signed these to confirm that all were in order.

10.3 *Payments for July were agreed:* Grass cutting £410.20, VAS equipment annual maintenance £631.20, Land Registry search fee £3.00, plants £33.23, Clerk's salary £247.61, PAYE £3.59

11. Correspondence

An email had been received regarding the quarterly Chartered Parish and Town Council meetings. Attendance at the meetings had been very low and councils were asked to confirm if they wished to attend future meetings. *It was agreed that, if meetings continued, a representative would be sent on a rota basis.*

12. Date of next meeting:

Tuesday 13th August 2019 at 7.30pm in Southam Village Hall

The meeting closed at 8.45pm