



Southam Parish Council



MINUTES (subject to agreement at the next council meeting)
of a Meeting of the Parish Council held on 13th December 2016 at 7.30pm in Southam Village Hall.

Present: Chairman Cllr K Wilcox, Vice Chairman Cllr J Grinnell

Cllrs T Winstanley, G McAnoy, Mrs A Wood

Also Present: Clerk Gill Jennings, Borough Councillor Mike Dean, County Councillor Roger Wilson

5 members of the public

1. To receive Apologies

Apologies were accepted from Cllr Holloway (attending CCB meeting) and Cllr Nurden (illness)

2. To receive Declarations of Interests

Cllr Kevin Wilcox wished to declare hospitality from Cheltenham Rugby Club at their Christmas lunch)

3. To agree the Minutes of the meeting held on 8th November 2016

Proposed Cllr Grinnell, Seconded Cllr McAnoy the Minutes were agreed as a true record

4. Highway Safety Measures – to receive an update

The parish had not met with Glos County Highways. It seemed pointless whilst there was no will on the part of the County Council to allow a 50mph sign on the Cleeve Hill Road. Instead the clerk would ask the Crime Commissioner if the funding would allow a further sign for the 30mph limit.

5. Parish Plan Review – to receive an update

Cllr Nurden would be asked to progress

6. To receive and request reports from the County & Borough councillors

Cllr Wilson reported that Cheltenham A & E had a black hole in their finances and he would be investigating why. Glos County Council have debated whether to reopen Cheltenham A & E in the evenings, they have published their Sustainability and Transformation Plan with no closures planned at present. There will be increases in the general council tax of 2% and a further increase for social care 7%.

Cllr Dean advised that rates will increase by £5 per annum (band D). The Council will need to evaluate whether Twigworth is in the flood plain before removing it from the JCS, in the meantime developers would try their luck in pushing plans in before the JCS.

Parishes can link to Borough website, the Cotswolds AONB has a link.

7. To receive reports from the Chairman and parish councillors

Cllr Wilcox reported a blocked culvert by the mushroom farm which he felt might lead to flooding if ignored. Kayte Lane was too narrow for vehicles to pass at one point due to leaning hedgerow. The hearing loop had been installed in the village hall and a grant request would follow.

Cllr McAnoy had attended the Chartered Parishes meeting where a talk was given by the Fire Service on their Safe & Well service – they are now playing a major part in delivering telecare, alarm and first responder roles. He reminded parishioners to beware cold callers presenting themselves to sell household wares and the council agreed to investigate signage which might be used as a deterrent.

Cllr Grinnell reported contact from Gerald Stewart representing the Ramblers Association who is looking into the incorrect process used to close Bentley Lane to the public. Details of how to contact him to go into newsletter and website.

Carboot sales have exceeded limit on New Road and data will now be submitted to Tewkesbury Borough Council for enforcement.

Cllr Wilcox will be fitting dog litter signs. Cllr Wood has planted tulip bulbs.

8. Public Adjournment

A resident expressed concern that the parish council were not informed of the New Rd closure and that Glos County Council seemed unaware of it. Cllr Wilson asserted that Utility Companies did not always inform the Council as they did not require permission. Council were advised by a letter from a complainant that it was the intention of Glos County Council to enter private land to carry out flood alleviation works above Cheltenham cemetery. There was some sympathy with the issues raised by the complainant and it was not clear why Cheltenham Borough land had not been used.

9. Planning

Application: 16/00779/FUL 1 Cockbury Court, Greenhouse & Wall

Council felt that this was over-development of the site to the detriment of the character of this settlement – Objection

Application: 16/01321/FUL & 16/01322/FUL Ellenborough Park, Minor Exterior & Interior alterations – **No Objection**

Decision: 16/01071/FUL Berryhead, Cleeve Hill, single storey extension, dormers, amendments to garage – Refused

Decision: 16/00779 Clouds End, Spring Lane, 2 storey extension, porch & timber garage with landscaping – Permitted

There had been contact from Woodmancote parish council warning of a potential planning application on the corner of New Road/Two Hedges Road. Developers have been invited to give pre-planning consultation. Council concerned about highway impacts and spread of housing into Southam.

10. Finance

1. Agree payments – Admin Costs £323.19, village hall hire £80, newsletter £262 Postage £26.40 **Agreed**

2. Agree purchase of desk £360 & scanner £80 for clerk - **Agreed**

3. Variation of bank mandate – **The Council agreed to add Cllrs Winstanley and Wood to the bank mandate and this document was completed.**

4. Consider an application for a grant from Cleeve Common Board of Conservators towards £10,000 costs for restoration of the sheep dip and Washpool – Cllr Winstanley gave an explanation of the project, he offered to get a breakdown of the costs and expected other funding for the Council so that they might have a better understanding of the grant request

5. Expenditure from grant funding for website software/webmasters expenses

David Jones, webmaster, was present to explain that, contrary to the statement in the October Minutes, the storage and grouping of files was possible and the Webmaster had subsequently provided councillors with guidance on how to create and organise folders to hold emails. He was willing to provide a similar brief on how to retrieve information if that was still needed.

It was agreed that the current web pages(s) met the need for transparency but would need to be kept under review. The Webmaster would investigate the best way to meet a need for the Clerk to be trained and have access to the website to upload Parish Council documents, publish notices etc. Investigation suggests that purchase of software would not be an effective use of funds because (a) a renewal licence fee is required for the required design package and (b) even if procured, the software would require a high degree of expertise to use it effectively. It might be better to switch to a WIX based system. He would prepare a proposal for the Jan meeting but might need to test the software on the clerk's laptop.

11. Discuss location and renewal of grit bins for 17/18, purchase of planters
Council agreed to earmark reserves to the renewal of grit bins and purchase of planters. A list of current bins and their condition would be considered by Cllr McAnoy. Cllr Wood offered to investigate planters. A newsletter article might find donated planters.

12. Discuss work which might be undertaken by Conservation Volunteers
Steps to Haymes Drive already attended to, but work to stiles and footpaths might be carried out.

13. Date of Next Meeting
10th January 2017