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M I N U T E S (subject to agreement at the next Council meeting) of a Meeting of the Parish Council held on 8<sup>th</sup> November 2022 at 7.30pm at Southam Village Hall.

Councillors Present: Cllr Adrienne Wood (Chair), Cllr Carli Burke, Cllr Steve Lennon, Cllr Rebecca Prince

Also Present: Clerk/RFO, 6 members of the public, Borough Councillor Keja Berliner

**26. To receive Apologies**

**Apologies were accepted from Cllr. Licence. Borough Councillor Dean had sent his apologies.**

**27. To receive Declarations of Interest.**

**Councillors expressed interest in item 33 Cllr.Wood (Robins Hill) Cllr Lennon (Manor Farm) Cllr Burke (Wayward Lad Close)**

**28. To agree the Minutes of the Parish Council Meeting held on 11<sup>th</sup> October 2022.**

**The Minutes were agreed as a true record**

**29. To receive and request reports from County and Borough Councillors.**

Councillor Berliner reported that the caravan removed from Kayte Lane site and occupiers have been sent Notice of enforcement

**30. To receive and request reports from Parish Councillors**

Cllr Burke reported a burglary on the Noverton estate and also expressed concern about the mud being left on estate roads by construction traffic

Cllr Lennon had inspected footpaths between Ratcliff Lawns and New Road which were passable

Cllr Wood reported that the Village Hall had a successful film night and were preparing for the Film Night and Quiz/Fish and Chip supper. A Christmas Fair and Father Christmas were also being arranged.

**31. Matters Arising or interim reports (Progress Report)**

Kayte Lane Planning Enforcement – TBC are aware of continued occupation

Queenwood Grove bin repair outstanding from Borough Council

Footpath reinstatement (New Road to Ratcliff Lawns) GCC to contact landowner

Graffiti on bund – Noverton – awaiting information about landowner – Clerk has now contacted the Environment agency

Damaged road name sign – Gravel Walk – reported to TBC

The Clerk reported that the 20mph Survey results have been fed back to GCC. The County Council are currently analysing the results of their own consultation and appreciated the feedback.

**32. Public adjournment**

**Members of the public may raise questions or comment on any item on the agenda. Any other issues should be raised in writing to the Clerk.**

Neighbourhood Watch coordinator reported that people must be on the alert during the dark Winter evenings as burglars were forcing windows open and active in the area. Members of the Neighbourhood Watch will be attending the Remembrance Service and are also arranging a Christmas service at the church with pets.

**33. Planning.**

Consultations

Cotswolds Landscape Management Plan consultation – no comment

22/01100/FUL Erection of 2 dwellings and associated external works. Land To The West Of Wayward Lad Close And Desert Orchid Road – **Objection due to overcrowding on the site and lack of parking facilities/resultant removal of existing parking**

22/01090/FUL Erection of detached gazebo to front garden Highcroft , Queenwood Grove, Prestbury – **No objection although trees are evident on the site**

22/01007/FUL Retrospective application for a farm diversification proposal involving the retention of 5 no. containers which are occupied by local businesses. Manor Farm, Southam Lane, Southam – **The application lacks any information about the purpose of the business storage/health and safety risks and whether there is daily access to storage**

22/00974/FUL First Floor Extension over Existing Garage. Dormer to Front, raise existing gable and rear dormer Robin Hill , Southam Lane, Southam – **The proposed materials do not appear to match the existing and would not fit the street scene**

#### TBC Decision Notices

22/00681/ADV Installation of Qty. 2 blue and white monolith signs to replace existing black and white signs. G E Aviation Systems Ltd Cheltenham Road - Permit

22/00903/TPO. TBC/TR/92 - G1 Group of 3 Horse chestnut: Cut back by 3.5-4m over the small building and trim back overhang from driveway by 1m. 7 The Close Southam Cheltenham - Consent

#### **34. Parish Council Website**

Further to meeting with the current webmaster discuss the way forward to achieving compliance and management by either moving to a new provider or taking over control of existing systems

**Councillors expressed a preference to have a fresh website, new domain name and complete control over the IT systems.**

**In the first instance it was decided to try and adapt the current website with a change of domain name.**

**A list of requirements would be explained to the volunteer webmaster and if these could not be achieved the Council would revisit the list of 3 preferred website/email providers.**

#### **35. Finance.**

1. To approve the accounts and bank reconciliation as at 31<sup>st</sup> October 2022 – **The summary of transactions was approved. The bank reconciliation was not available due to lack of online access.**

2. To approve payments for November

**Payments were approved as follows:**

<b>Payments November</b>	<b>Total</b>	<b>Net</b>	<b>Vat</b>
Clerk Salary	305.22	305.22	0
HMRC	76.2	76.2	0
EES - newsletters	150	150	0
Office allowance/mileage/heat/light	38.4	38.4	0
	<u>569.82</u>	<u>569.82</u>	<u>0</u>

3. Review of Action Plan 23-24

The Council had reached its objectives apart from installation of a bus shelter which proved to be unachievable. **In the year 23-24 the Council will advertise a contract for maintaining general village items and continue to make improvements to street furniture.**

4. Receive the draft budget for 23-24 – **The draft was circulated. Councillors agreed that a saving could be made by simplifying the accounting methods.**

5. Purchase of Jubilee tree and arrangements for planting and placement of plaque – **GCC Highways have indicated that the Southam Lane location would be feasible. Council agreed a budget of up to £200 for the purchase of the tree. Cllr Wood to investigate tree species and clerk to obtain quote for planting.**

6. Discuss the purchase of a kissing gate £250 for field entrance Ratcliff Lawns

**It was agreed to purchase a kissing gate for installation by the Cotswold Wardens**

7. Discuss making a bid for VAS renewal

**It was agreed to make a bid for a further sign now that current signs were deteriorating.**

**36. Receive applications for co-option to the Council**

**No applications received – a recruitment drive to be held in the New Year prior to the elections.**

**37. Date of Next Meeting.** Tuesday 13 December 2022 at 7.30pm at Southam Village Hall.