



**MINUTES (SUBJECT TO AGREEMENT AT THE NEXT COUNCIL MEETING) of the Full Meeting of the Parish Council held on 8<sup>th</sup> March 2022 at 7.30pm.**

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**Councillors present:** Cllr John Workman (Vice-Chairman), Cllr Carli Burke, Cllr Steve Lennon, Cllr Karen Licence, Cllr Rebecca Prince.

**Also Present:** 14 members of the public  
Liz Dowie (Clerk).

In the absence of Cllr Wood, Cllr Workman chaired the meeting.

**1. To receive apologies.**

Apologies were received from Cllr Adrienne Wood, County Cllr David Gray and Borough Cllr Keja Berliner.

**2. To receive Declarations of Interest.**

No declarations of interest were received.

**3. To agree the minutes of the Council Meeting held on 8<sup>th</sup> February 2022.**

The minutes of the Parish Council meeting held on 8<sup>th</sup> February 2022 **were approved** unanimously and were signed by the Chairman.

**4. To receive reports from County and Borough Councillors.**

No County and Borough Councillors were present at the meeting.

**5. To receive reports from Parish Councillors and Clerk.**

Cllr Licence reported that Cleeve Common had been selected as a site for a Jubilee Beacon which would be lit on Thursday 9<sup>th</sup> June. One of the trustees will contact the Clerk regarding the arrangements.

Cllr Wood had sent in a report that she had attended a pre-Festival meeting at the Racecourse on 3<sup>rd</sup> March with representatives from other Councils, GCC and the Police. The traffic plan will remain the same as in recent years and the Southam Lane junction should be re-opened in time for the Festival.

The Clerk reported as follows:

- The consultation on the Consultation Statement for the Local Heritage List Selection for Tewkesbury Borough is available on the TBC website. Comments must be received by 4<sup>th</sup> April 2022.
- The Royal British Legion is hosting a talk at 7.30pm on 28<sup>th</sup> March at Newlands Rugby Club. Chris Fletcher, a former Royal Marine will be sharing his reflections on 2 tours in Afghanistan. Entrance is free and there is no need to book.
- Advice has been sought from GCC regarding a suitable species of tree to plant on the verge at the junction of Old Road and Southam Lane in commemoration of The Queen's Platinum Jubilee.

- The police community engagement vehicle will be in the Southam Village Hall car park on Sunday 10<sup>th</sup> April and Wednesday 27<sup>th</sup> July.
- The issue of poor lighting on the steps linking Sunset Lane with the B4632 was raised with the Street Lighting team. They will re-align the existing light to cast more light on the steps.
- There will be temporary traffic lights on Cleeve Hill between Gambles Lane and Lye Lane from 21<sup>st</sup> March to 11<sup>th</sup> April whilst the last phase of drainage improvement works is carried out.

## 6. Public adjournment.

A resident had raised the issue of installing a “Residents’ Only Parking Sign” on Lower Ratcliff Lawns in October 2021 and, since this is a private road, the Parish Council had passed on advice from Gloucestershire County Council. Residents had been consulted and were in favour of the installation. The landowner where the sign was to be installed was also in favour. The resident asked if the Parish Council would be prepared to meet part or all of the cost of the sign.

Councillors agreed that this might be considered with another grant application under agenda item 10.3.

## 7. Planning.

**7.1** To consider the following planning applications::

22/00071/ADV – Cheltenham Rugby Club, Southam Lane, Southam – Installation of 2no. freestanding digital advertising and information screen signs. **No objection.**

22/00120/FUL – Stone House Farm, Southam Lane, Southam – Change of use of land from agricultural to domestic (part retrospective), altered driveway route (retrospective) and the erection of a domestic garage. **No objection to the change of use of land from agricultural to domestic and to the altered driveway, but strong objection to the erection of a domestic garage. Any more building on this site would have a visual impact which is detrimental to the wider countryside views.**

21/00584/FUL – Sunnyside, Spring Lane, Cleeve Hill – Retention of garage and boundary walls as built. Addition of entrance porch and dormer window to storeroom at 1<sup>st</sup> floor.

**Considers that the wall is now in keeping with the remainder. However, objection to the addition of a dormer window to the storeroom since it will not match the existing dormer windows.**

22/00215/FUL – Springbank, Old Road, Southam – Installation of rear dormers and front and rear rooflights. Installation of replacement doors and windows and new steps, wall and balustrade at front. **No objection.**

**7.2** Other planning matters.

Notification had been received of the alleged breach of planning condition 6 (hard and soft landscaping scheme) approval of planning ref: 21/01154/FUL at Hill Cottage, Mill Lane, Prestbury.

## 8. Consultation on Parish Boundary Review.

The Parish Boundary Review draft recommendations report includes a proposal that land incorporating the GE Aviation business site be transferred to Bishops Cleeve Parish with the A435 as the boundary. This transfer of land would not include any electorate and would therefore have no impact on Borough Ward electorates. Councillors **agreed** that they had no objection to this transfer.

## 9. Arrangements for Annual Parish Meeting.

It had been suggested that the topic for the Annual Parish Meeting should be Road Safety and it was hoped that the Co-ordinator of Community Speedwatch Groups in Gloucestershire and the GCC Highways Managers might be able to attend. Since the meeting takes place on the same evening as the Annual Parish Council Meeting a change

to the usual arrangements was considered in order to allow sufficient time for both meetings. It was agreed to start the Annual Parish Meeting at the earlier time of 7.00pm, defer non-urgent items in the second meeting until June and to publish the Chairman's Annual Report in advance with paper copies being available at the meeting. The Clerk will invite the speakers to attend.

## **10. Finance.**

**10.1** The accounts and bank reconciliation as at 28<sup>th</sup> February 2022 (previously circulated) **were approved** by the Council.

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

**10.3** The Cotswold Warden has obtained permission from the landowner to replace the broken stile opposite the Ellenborough Park Hotel and funding to cover the cost of the gate (£190) was being sought. The Council **agreed** to cover the cost from the Grants budget which was currently underspent by £205.

The Council **also agreed** to cover the cost of the "Residents' Only Parking" sign for Lower Ratcliff Lawns in the sum of £256.12. The Clerk confirmed that, although there are insufficient funds in the Grants budget, there was a surplus at the year end which would cover this item.

**10.4** Payments for March **were approved** by the Council: newsletter postage £15.84, finance software annual subscription £345.60, noticeboard installation £50.00, Clerk's salary £264.76, PAYE £66.20.

## **11. Date of Next Meeting**

The next meeting will be held on Tuesday 12<sup>th</sup> April 2022 at 7.30pm at Southam Village Hall.

The meeting closed at 7.57 pm