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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 14th February 2023 at 7.30pm at Southam Village Hall.

Councillors Present: Cllr Adrienne Wood (Chair), Cllr Karen Licence (Vice Chair), Cllr Carli Burke, Cllr Steve Lennon

Also Present: Clerk/RFO, Borough Councillor Keja Berliner, 4 members of the public

50. To receive Apologies

Apologies were received from Cllr. Rebecca Prince. Apologies also received from County Councillor Gray

51. To receive Declarations of Interest.

Cllr Lennon declared an interest in Planning item 57. 22/00092/FUL. This was noted and Cllr Lennon abstained from commenting or voting.

52. To agree the Minutes of the Parish Council Meeting held on 10th January 2023

The Minutes were agreed as a true record

53. To receive and request reports from County and Borough Councillors.

Cllr Berliner reported that the legal action on the Kayte Lane site now pending, a planning application having been received. She stated she was now holding advice surgeries for the Cleeve Hill community once a month in Woodmancote Village Hall, these might be extended to other venues if successful.

54. To receive and request reports from Parish Councillors

Cllr. Licence reported the ongoing traffic/parking issues at Wayward Lad Close, Desert Orchid Rd. and Noverton Lane during current building works. The roadworks to address the sinkhole would further compound these problems but little interest by GCC/contractors or TBC. Cllr Berliner offered to visit the site.

Cllr Wood reported that she had represented the parish at the induction of Reverend Tim Garrett. On behalf of the Village Hall Committee she advised that volunteers would be welcome to lend a hand in preparing Racing breakfasts for the Gold Cup meeting.

She had received a request from a parishioner to email details of planning applications via Southam News updates. She asked the clerk to draft a letter to David Jones thanking him for his work over the years.

55. Matters Arising or interim reports (Progress Report)

Graffiti on bund – Noverton – waiting for Environment Agency response

Damaged road name sign – Gravel Walk – waiting for Borough Council action, chased 24/01

MVAS application for funding submitted – a quotation for new solar powered Vehicle activated sign circulated

Kissing Gate, Ratcliff Lawns – installation due this week

Footpath Clearance New Rd to Ratcliff Lawns – reported to PROW who will task to Cotswold Wardens

Kayte Lane site – advised by TBC that new planning application forthcoming

56. 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.

A resident commented that it had been assumed by the County Councillor at the last meeting that the council tip was easily accessible but this was not the case as opening hours had been reduced.

The owner of The Nest was present to answer any queries on the planning application. There were none.

57. Planning.

Consultations

22/01133/FUL Variation of Condition 2 (approved plans), Condition 4 (floor levels), Condition 6 (materials) and Condition 7 (boundary treatments) to allow for amendments and minor alterations to the dwelling approved under planning application 20/00945/FUL. The Nest , Southam Lane, Southam – the Council have been asked to give further consideration to the suggested materials

Having considered the further detail provided the Council were unanimous in their views that the black cladding was unsuitable in context with the landscape and built form. They explained their reasoning.

22/01369/CLE Lawful Development Certificate (Existing) application to establish the occupation of the dwellinghouse without complying with the agricultural/forestry occupancy condition (c) of application reference T.3534 Orchard Green, Southam Lane – **No Objection**

APP/G1630/H/22/3299606 failure to determine planning permission for Installation of 2no. freestanding digital advertising and information screen signs. at Cheltenham Rugby Club, Southam Lane – **Noted, previous comments apply**

22/00092/FUL Erection of a replacement dwelling Darrel Ley, Lye Lane, Cleeve Hill – **The Council were made aware that there might be considerable inconvenience to current residents during construction and a neighbour had asked if construction traffic might be confined within the site. The Council commented that there were no objections to what is being proposed but concern regarding the potential for considerable light pollution from the extensive amount of glazing to the west elevation of the proposed dwelling, this being a dark sky zone. TBC To request a Construction Management Plan identifying the logistics of undertaking these works including the safe removal of demolition materials from and delivery of construction materials to the site taking into account the geography and location of the site and the steep, narrow access road to it.**

23/00058/FUL Proposed loft conversion, installation of dormers and rooflights, single storey side extension, new doors and windows, installation of new steps, wall and balustrade at front Springbank , Old Road, Southam **The Council commented that the facing should be in bradstone not render.**

22/01114/FUL Proposed conversion of garage to residential annexe including a first floor extension to garage and two storey link extension to dwelling. 2 Tremblant Close, Prestbury, Cheltenham – **Objection. Whilst on the face of it the application seems to be for extended family accommodation, the way in which the new dwelling is linked to the existing dwelling allows for future separation as a letting unit. It also results in the need for further parking to replace the two garage spaces plus one extra parking space for the new unit.**

22/01100/FUL Erection of 2 dwellings and associated external works. Land Between Noverton Lane And Mill Lane Noverton Lane **TBC to obtain and provide an explanation of how the parking allocation will work in practice and alongside existing residents parking**

TBC Decision Notices

None

58. Finance and Governance

1. To approve the accounts and bank reconciliation as at 31st January 2023 and note payment of renewal of web domain – **The accounts were received and approved by the Council. An interim payment of £136.80 for the website was approved. Bank reconciliations and invoices were checked by Cllr Lennon:**

Deposit	£13313.91
Treasurer	2151.04

2. To approve payments for February – **Payments were agreed as follows:**

EES Newsletter	£150
Admin	£450.82
PAYE	£ 76.20
Email A/C	£154.78 Net £128.98 Vat £25.80
Expenses	£ 59.45

The Clerk advised that further interim payments might be required for the repair of the laptop and purchase of an external hard drive. These payments will be reported to the next meeting.

3. Cultivation Licence – Another option of planting the tree at the church was being explored. GCC still considering the application for Southam Lane.

4. To agree changes to Financial Regulations, Risk Management Schedule, Asset Register (also discuss webmaster laptop) –
 - **Amendments to Financial Regulations to method of making payments via online banking agreed**
 - **The previous Risk Management Schedule did not require any amendments**
 - **The Asset Register was amended with inclusion of the village hall (historic cost £100)**
5. Finalise arrangements for the Annual Parish Assembly – It was agreed that Guide Dogs for the Blind be invited to speak. The start time of the Assembly would be 7pm.
6. Discuss surveyor costs – **Having considered two quotations, The Council agreed to accept the costs of £1450. Appointment in April with allocation from next year's budget.**
7. Discuss cost of renewal of Scribe as at 31/03/23 (£440) – **Agreed to cancel the subscription as at 31/03/2023 and switch to use of a spreadsheet**
8. Business Breakfast Meeting - cancelled
9. Conclude grit bin audit – **Cllr Licence suggested a new bin be considered for Noverton. She will forward details of the location to be checked with GCC.**

59. Date of Next Meeting. 14 March 2023