



Southam Parish Council



MINUTES OF THE ANNUAL PARISH ASSEMBLY OF SOUTHAM held on 11<sup>th</sup> April 2023 at 7pm

Present: Parish Council Chair Adrienne Wood, Cllrs. Lennon, Burke, Licence, County Councillor David Gray, Clerk/RFO, 11 members of the public

### **1. Welcome from the Parish Council Chairman**

Welcome to the Annual Parish Meeting 2023. The Parish Council is at the end of a 4 year stint of representing the Parish in all Southam related matters. During the year we have considered a number of planning applications and have tried to defend Southam landscape and environment from unacceptable harm. We are relieved that the Tewkesbury Borough Council Local Plan has finally been adopted and can now hold some weight whilst the Joint Core Strategy is being reviewed.

Whilst both Prestbury and Bishops Cleeve have expanded in built form at an alarming rate we are mindful of the detrimental effects of increased traffic. We were encouraged by the Gloucestershire County Council proposed blanket 20mph speed limit but this does not appear to be gathering any momentum despite the Parish Council conducting its own survey on the subject and feeding back some positive views. A new cycle path is proposed linking Bishops Cleeve to Cheltenham but depends on landowner co-operation.

We have continued to press Gloucestershire County Council highways for improvements to potholes, a sink hole in Noverton Lane, and assistance with Winter preparedness. We are grateful to our Flood Warden Paul Holliday for his efforts in ensuring that Kayte Lane is kept flood free. We are also grateful to our Footpath Warden Anita Wilcox for keeping a watch on the condition of our footpaths. Just recently we have been fortunate to make an improvement to the access off Ratcliff Lawns with a new kissing gate. If you are taking a walk along the back of the Ellenborough Hotel you will notice 30 cherry trees have been planted for the Queens Canopy with the help of a grant from Gloucestershire County Council and we look forward to enjoying the blossom in years to come. We also installed a new multi-purpose litter bin in Noverton. We are hoping to plant a further tree to celebrate the Queens Jubilee when we find space.

We would like to thank Edna Smith for tirelessly putting together an informative newsletter to reach out to all households in the parish. We would also like to thank our Community Speedwatch team Bill Motion and John Donovan for assisting in keeping our speed cameras operational.

During the year Councillor John Workman and Clerk Liz Dowie resigned and we would like to thank them both for their input. We have welcomed back our previous Clerk Gill Jennings who has also stepped in to take over management of the website. We are grateful to David Jones for carrying this responsibility for so many years on a voluntary basis.

As we reach the end of our term in office we are aware that volunteers for village activities are becoming more scarce and we need new people to come forward and keep our village vibrant. Being a councillor is enjoyable and informative and I am grateful for the input from my fellow councillors, for their knowledge and selflessness. Our aim is always to try and make improvements for Southam residents and preserve our green space for the future.

Due to the lack of candidates standing for election this year the Council will be inquorate and unable to operate from the 8<sup>th</sup> May 2023.

### **2. County Councillor's Annual Report**

The last meeting of the full council paid tribute to 3 council members who had passed away including Phil Awford who also represented Highnam parish and long serving Ray Theodolou.

GCC not planning on making blanket 20mph limit but will listen to parishes who want them. Roads are a big issue with the severe Winter and twice as much salt being used. Reservoirs were 100% full without the recent rainfall. Budget increased for resurfacing and improvements to the roads. It helps if public report potholes. Aware that bus services now reduced, GCC are trialling On Demand service in the Forest of Dean. GCC have a £567 million budget. Re: climate change – 100,000 trees were planted this year and E chargers are being installed. Childrens Services are now out of special measures. Glos Police and Fire Service are reviewing behaviours of personnel following reports.

Following a question about parking on the pavement – Cllr Gray will investigate legal position with police. Following a question about progress of MVAS for Southam Cllr Gray will chase.

### **3. Borough Councillors' Annual Report**

No report available – Councillor Berliner gave her apologies.

### **4. Community Organisation Reports**

Karen Lennon gave a report. The village hall committee tries to keep the hall at the centre of village life. We endeavour to achieve an open to all programme of varied events. Regular monthly Friday pub nights which in the summer are opened earlier for families. Platinum Jubilee Celebrations on 5<sup>th</sup> June, with a Bring and Share Lunch. Live Jazz music performance on 24 June. Friday night Films Big screen presentations with using our multi film licence. Quiz Night with a Fish and Chip Supper in November. Local arts and craft items were available at our Christmas Fayre. Christmas Light Switch with the help of Father Christmas. Children Christmas Party.

The committee offer their gratitude to everyone who joined in helping with the catering, car parking and visiting the Gold Cup Café.

A free Book Exchange to find new owners for good books has been set up in a recycled Rabbit Hutch placed under the porch.

Our future plans to update the hall kitchen and revise the storage areas are underway. Drawings have been made, which are now with a Quantity Surveyor to give us a good estimate of costs. We will be looking for support in the application for available Grants .

Join us at our AGM on Tuesday 25 April at 7.30pm in the Village Hall. Everyone is welcome to attend. The AGM is a great time to offer your opinions on the hall's direction and volunteer your help moving forwards.

**5. Meet a Guide Dog for the Blind and find out more about puppy fostering/sponsoring** Paul Lennon attended with Guide Dog Barney to give an interesting talk. Puppies are fostered from about 8 weeks, and introduced to normal family life and a variety of environments to ensure socialisation. They are regularly health checked and assessed for their ability to be trained. At 14 months they are ready to be trained in the training centre which they attend on daily visits. Volunteers are very important to the success of the scheme with a current 2 year wait for a trained dog, a recent campaign has seen more people come forward. The average working life of a dog is 8/9 years, retrievers and labradors being the most popular breeds. All dogs are valued and if they don't make the grade they will be rehomed. A trainer can be responsible for up to 4 dogs at a time.

The Parish were thanked for their recent contribution to the association. There is information about sponsorship on the website.

### **6. Parishioners' suggestions & questions – Health & Wellbeing Grant**

Parishioners were invited to make suggestions for projects for funding from the grant.

*The meeting was followed by refreshments before the start of the Ordinary Parish Council Meeting at 8.00 pm*



Southam Parish Council



**M I N U T E S** of a Meeting of the Parish Council held on 11<sup>th</sup> April 2023 at 8pm in Southam Village Hall.

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

Also Present: Clerk/RFO, 10 members of the public

#### 71. To receive Apologies

Apologies received from Cllr Prince

#### 72. To receive Declarations of Interest.

There were no declarations of interest

#### 73. To agree the Minutes of the Parish Council Meeting held on 14<sup>th</sup> March 2023. The Minutes were agreed as a true record and were signed by the Chairman

#### 74. Planning.

##### Consultations

None

##### TBC Decision Notices

23/00097/FUL Rear single storey extension. 4 Kayte Cottages **Permit**

#### 75. Finance and Governance

1. To receive the draft year end accounts as at 31 March 2023 – **The draft accounts were approved for the AGAR**
2. To confirm that the RFO will complete the AGAR forms as an exempt authority (Smaller authorities where the higher of all gross annual income or gross annual expenditure does not exceed £25,000 and that meet the qualifying criteria as set out in the Certificate of Exemption are able to declare themselves exempt)

**The Council agreed that a Certificate of Exemption was appropriate and the Certificate was signed by the Chair and RFO**

3. To adopt a revised Code of Conduct as recommended by the Monitoring Officer

**The Council agreed to adopt the revised Code of Conduct**

Consider applying for funding from the Health & Wellbeing Grant

Residents encouraged to think of projects.

5. Agree payments for April and consider any funding applications for Coronation event **Payments were agreed as follows:**

Payments List - April	Total	Net	VAT
EES	150	150	0
Administration	326.02	326.02	0
HMRC	97.2	97.2	0
Office Expenses	43.6	43.6	0
Zurich Insurance	0	470.13	470.13
	<u>1086.95</u>	<u>1086.95</u>	0

**The Council also agreed to fund the Coronation Bring and Share Lunch event up to £200 against receipts.**

#### 76. Date of Next Meeting.

Extraordinary General Meeting 26<sup>th</sup> April at 6pm to discuss outstanding council business and future.



Southam Parish Council



MINUTES (subject to agreement at the next Council meeting)

of an Extraordinary General Meeting held on the 26<sup>th</sup> April 2023 at 6pm in the village hall to transact the business on this agenda.

Councillors Present: Chairman Cllr. Adrienne Wood, Cllr. Karen Licence, Cllr. Steve Lennon, Cllr. Rebecca Prince, Cllr Carli Burke

Also Present: Clerk/RFO, 3 members of the public

77. To receive apologies

**None received**

78. To receive declarations of interest/requests for dispensation

**There were no declarations or requests**

79. To agree the Minutes of the Annual Parish Meeting and General Meeting held on the 11<sup>th</sup> April

**The Minutes of both meetings were accepted and agreed**

80. To receive advice on continued business activity of the Council and to agree that the Clerk/RFO is hereby authorised to settle the Council's debts, maintain contractual obligations i.e. clerk's employment, grasscutting, website, newsletter, paye, payroll, email accounts and receive monies on behalf of the council. The Clerk is also authorised to carry out any of the decisions made by the Council during and prior to this meeting. The Clerk to provide reports to the elected members.

**The Council agreed the above authorised delegated responsibility to the Clerk/RFO.**

**In the interim Cllr Licence offered to represent the parish on the Cleeve Conservators and Cllr Price would represent at village hall committee meetings**

81. To receive the Independent Auditors Report

**The audit was concluded on the 21<sup>st</sup> April but the report was not yet available**

82. To approve and sign the Annual Governance Statement 2022-23

**The Annual Governance Statement was approved and signed by the RFO and Chair**

83. To approve and sign the Annual Accounting Statement 2022-23

**The Annual Accounting Statement signed by the RFO was approved by unanimous vote and signed by the Chair**

84. Agree distribution of the reserve balance

**Agreed - Reserves would be maintained as follows:**

Reserves	
General	7000
Legal	
Fees	3450
MVAS	3495

85. Agree payment of the GAPTC invoice for audit services

**Payment of the audit fee at £180 was authorised**

86. To agree to replace the open top litter bin adjacent to the war memorial with a green multi purpose bin (cost approx. £470 with installation)

**Agreed by unanimous vote to proceed with replacement of the bin**

87. Planning Matter - 23/00372/ADV Freestanding digital advertising and information screen sign (internal LED lighting) for Cheltenham Rugby Club measuring 6m x 3m to replace the existing signage. Cheltenham Rugby Club, Southam Lane and APP/G1630/H/22/3307139

**Agreed previous comments still valid**

88. Consider Grant requests:

1. "Newlands Park is an inclusive venue for people and children of ages from six years to sixty years, playing ten sports, seven days a week with an annual footfall of 43,000. Cheltenham Rugby Club is managed by a small group of passionate volunteers, who seek to improve our facilities for the use by the local Community.

The rugby club owns the freehold of the 19 acre site. The request for funding is to replace our Ground Source Heat Pump, which is in line with our Environmental policy. The cost is £23,985 and we would be seeking a 25% contribution of £6,000. It is hoped that we will secure the other 75% of funding from the Football Foundation, who have just launched an Energy Fund”

## **Agreed – Grant of £250**

2. Winchcombe Arts & Community Hub are trying to raise funding to purchase the Methodist Church to create an Arts Centre open to all and is seeking help from neighbouring parishes. “The church has been declared an asset of community value and we have been granted a 6-month moratorium until 6 June in which to raise the purchase price of £325,000. Repairs, upgrading for environmental sustainability and refit are estimated to total a further £287,500, of which £195,000 will be needed in the first phase of works.

We hope to raise approximately half the money from the Community Ownership Fund; we have passed the first stage of the process and are about to submit a full application to meet the deadline of 14 April. We will need to match the £250k COF grant from other funding sources, for which we need the support of key figures in the community. We are also preparing funding applications to carefully selected Trusts and Foundations, some of whom are likely to be more valuable for the development of the building after it has been purchased”.

## **Considered but meaningful contribution not available, therefore no grant on this occasion**

### 89. Public Adjournment

A resident had kindly reported the broken sign Gravel Walk to be removed, and had also reported a temporary diversion sign left on the verge

### 90. Date of next meeting

to be advised when Council is quorate. Tewkesbury Borough Council will call a further election and if insufficient candidates they can co-opt a ward councillor to the Council.



**Southam Parish Council**



**M I N U T E S** (subject to agreement at the next Council meeting) of an Annual General Meeting of the Parish Council held on Friday 14<sup>th</sup> July 2023 at 7.30pm in Southam Village Hall.

Councillors Present: Steve Lennon, Rebecca Prince, Nigel Adock, Cheryl Agg

Also Present: Clerk/RFO 9 members of the public

### 91. To appoint a Chairman

Cllr. Lennon proposed, Cllr Agg seconded Joint Chairmanship between Cllr Prince and Cllr Lennon. All in favour

### 92. To appoint a Vice Chairman

No appointment

### 93. To receive declarations of interest/requests for dispensation

No declarations or requests

### 94. To receive and agree the minutes of the Extraordinary Council meeting of the 26<sup>th</sup> April

The minutes were agreed as a true record

### 95. To receive a report on interim matters from the Clerk

1. New bin installed by the war memorial
2. Mr Lloyd has started work for the PC and has cleared the vegetation around Old Road/Gravel Walk and the Verge on New Road, cleaned the bench by the bus stop. He is quoting for repairs and re-staining 3 benches which are in need of attention as this was too big a job within the hours provided.
3. Grasscutting on main road and Southam Lane checked

4. Survey of the village hall carried out and Council documents now lodged with David Billingham in Bishops Cleeve. Village Hall Committee asked to insure for £600,000.
  5. Laptop repaired with new motherboard and hard drive. Software licence renewed.
  6. Website updated – minimising emails to residents as this is too time consuming
  7. Mr Lloyd cleared the planter at the top of Southam Lane but it needs planting with perennials. Approach made to Gardening Club
  8. Have requested new Horse Sign for New Road (the post is still there) and a Deer sign for Cleeve Hill
  9. Reported the stressed tree on the New Road layby verge
96. To receive & request reports from Borough/County Councillors on matters relevant to Southam

Cllr Agg reported that at the last Borough meeting webcasting was agreed and will make matters more transparent. Planning Policy needs a lot of work. 5.6 years of supply not available, it may be more like 2.6. Other parishes have suggested judicial review of planning decisions. Kayte Lane Comms channel open between TBC and residents and matter under legal process. Cllr Agg was grateful to parishioners who had turned out for the walkabout the village. Advice surgeries will be held in Bishops Cleeve library.

97. Public Participation (Members of the Public are invited to speak to any item on the agenda. If the matter is on another topic they should write to [clerk@southamtoday.org.uk](mailto:clerk@southamtoday.org.uk))

Q Cllr Lennon asked if independent legal representation could be obtained rather than using One.Legal?

A The Borough Council has its own experts within One.Legal who are well versed with the situation

Q Green Orchard should have been vacated and cleared in December 2022 – why hasn't this happened?

A Will find out.

Q Public footpath has become inaccessible due to intimidation – is this fair?

A Intimidation should be reported via 101.

Q How long will legal process take?

A Uncertain, depends on many factors.

98. To agree financial reports

The clerk circulated the budget report to end of June, expenditure £5350.57, income £13402.61. **The report was checked and agreed against the bank statement reconciled at £10170.31.**

**Anticipated payments in July were agreed as follows:**

PAYE	81.4
Administration Costs	326.02
Village Maintenance (3 visits)	300
Office Expenses	43.6
	751.02

99. Planning Applications to be considered:

23/00523/FUL Provision of new low energy infill dwelling. Adderstone House Spring Lane Cleeve Hill Cheltenham Gloucestershire GL52 3PY – **Objection and request for further information**

23/00561/FUL Change of use from a car park to a car sales. Newlands Park, Southam Lane, Southam – **Objection**

23/00521/FUL Domestic extensions and alterations 1 Queenwood Grove, Prestbury – No Objection 100.

Receive a note of Planning Decisions by Tewkesbury Borough Council:

None

101. To agree that Southam Parish Council policies have been updated and are fit for purpose

**Agreed by unanimous vote**

102. To agree that committee appointments/external representation will be postponed until the next meeting

**Agreed by unanimous vote**

103. To receive applications for co-option and agree membership

Cllr Lennon gave an outline of Parish Council matters and welcomed the applicants who were able to attend the meeting. 7 applications were received for the 5 vacancies. The Council agreed to appoint on a first come first served basis. The first applicant withdrew her application at the meeting. **The following residents were offered co-option by unanimous vote:**

Pam Sissons (present to sign declaration of acceptance of office)

Robert Torrington

Joyce Calam

Joseph Welsh (present to sign declaration of acceptance of office) Marilyn

Harries

104. To fix the date of future meetings

The meetings will resume on the 2<sup>nd</sup> Tuesday of each month commencing 8<sup>th</sup> August 2023



Southam Parish Council



**M I N U T E S** (subject to agreement at the next Council meeting) of a Meeting of the Parish Council held on Tuesday 8<sup>th</sup> August 2023 at 7.30pm in Southam Village Hall.

Councillors Present: Steve Lennon, Rebecca Prince (Joint Chairs) Pam Sissons, Joseph Welsh

Also Present: Clerk/RFO, 23 members of the public

105. To receive apologies

There were no apologies

106. To receive declarations of interest/requests for dispensation

Interests declared : Cllr Lennon (22/01007/FUL) Cllr Sissons (23/00576/FUL)

107. To receive and agree the minutes of the AGM held on 14<sup>th</sup> July 2023

The minutes were agreed as a true record

108. To co-opt new members to the Council as agreed at the last meeting

Marilyn Harris and Robert Torrington were co-opted by unanimous vote

109. To agree appointments to the following:

Staffing Committee – Cllrs. Lennon, Prince, Torrington

Village Hall Representative (currently Rebecca Prince) – Cllr Prince

Cleeve Conservation Trust (currently Carli Burke) – Cllr Harris

Councillor Internal Auditor – Cllr Welsh

Footpaths Warden – Cllr Sissons

110. To receive & request reports from Borough/County Councillors on matters relevant to Southam

County and Borough Councillors had given apologies and were not available to comment on:

- Local Plan – discuss Tewkesbury Borough's involvement in the Joint Core Strategy
- Development at Desert Orchid Rd – follow up on complaint about mud on the road

These items would be brought forward to the next meeting as necessary. Cllr Agg had requested that the public are made aware of the offer of trees to plant in gardens/land to replace Ash dieback.

- Kayte Lane – the Parish Council had hoped to be able to discuss the legal strategy via a private meeting and would pursue this

111. Receive reports from Parish Councillors, Speed Watch Team, Neighbourhood Watch

- Village Hall - Cllr. Prince reported that the Village Hall would be considering the purchase of microphones and a hearing loop for meetings. They would also be cutting back leylandii hedging at the back of the hall which may make way for the Jubilee tree to be planted.
- Receive traffic data and consider speeding issues – Bill Motion presented the traffic data which shows a considerable percentage of traffic exceeding the 30mph limit on both New Road/Southam Lane. (stats posted to website) Council have discussed the likelihood of GCC accepting a 20mph limit on rural roads in the County and agreed that this would require a joined up approach by neighbouring councils. Item to be revisited on the agenda.
- Neighbourhood Watch – John Donovan explained the importance of community alerts and asked that these were added to Southam News. This was agreed.
- Inconsiderate parking – Cllr Prince reported that the Council have observed inconsiderate parking in Old Road, junction with Southam Lane and by the War Memorial. This will be reported to the PCSO. GCC have said a Traffic Regulation Order would be too expensive and the problem of dangerous parking is a matter for the police.

112. Discuss noise from events in Southam Lane

Concern was expressed about the level of noise from recent events at Ellenborough, Newlands and neighbouring farmland. Residents also reported being disturbed by events at fields behind Ratcliff Lawns which had been reported to the Licensing/Environmental Health Dept. **Clerk requested to alert residents to firework events at Ellenborough and to write to Newlands/TBC.**

113. Planning Applications to be considered:

Appeal 22/01007/FUL – Manor Farm Southam Lane – retrospective application for business storage in 5 containers – Refused by TBC – comments required by 11<sup>th</sup> August – **Council agreed to support TBC's refusal. Enforcement should attend to deal with caravans kept in the open.**

23/00576/FUL Proposed Lean-To extension to garage. Byways, Gravel Walk, Southam – **No Objection**

23/00641/FUL Application for the Change of use of land to use as a Gypsy/Traveller site comprising No.11 pitches. No.11 static mobile homes for residential purposes shall be stationed alongside the stationing of No.7 ancillary touring caravans, and associated ancillary works. Land East Of Kayte Lane, Southam Objection (will be drafted by Cllr Prince/Cllr Sissons)

114. **Adjournment for Public Participation (Members of the Public are invited to speak to any item on the agenda. If the matter is on another topic they should write to [clerk@southamtoday.org.uk](mailto:clerk@southamtoday.org.uk))**

Residents expressed concern about the loss of trees/hedging on the Kayte Lane site, the unsightly fence, dangerous access, encroachment onto neighbouring land. They did not have faith in the ability of OneLegal to deal with the matter and did not understand why they were dealing with both sites together. Residents wanted assurance that it was being dealt with gravity. **Parish Council will alert CPRE, GWR, neighbouring parishes and email residents to the planning application.**

A resident reported that inconsiderate parking was also at the junction of Ratcliff Lawns.

115. Finance

1. Receive and consider a quote for renovating the village seats (unbudgeted item) – £330.50 – **The Council voted in favour of accepting this quotation.**
2. Remembrance Sunday – agree application for road closure (£100 fee) and donation to RBL – **The Council agreed the application and a donation of £50**



3. Renewal of defibrillator pads (unbudgeted item) £60.50 – **it was agreed to pay for this item**
  4. Agree the budget analysis to end of July and bank reconciliation
- Expenditure to date £6378.73 and income £13402.61 was noted**
5. Agree payments for August

**The following payments were agreed:**

Payments List August	Total	Net	Vat
Washington Printing	150	150	0
Administration Costs	325.82	325.82	0
PAYE	81.4	81.4	0
Gotherington Garden Services (mowing)	560	560	0
J Preece (mowing)	438	365	73

An interim payment for ink cartridges to Ryman Stationers for £26.94 was also agreed.

116. Receive a note of Planning Decisions by Tewkesbury Borough Council:

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 - revised scheme Springbank Old Road Southam - Permit

23/00488/FUL Dormer to front first floor and rear dormers to form loft conversion. Robin Hill Southam Lane - Permit

117. Date of the Next Meeting

10<sup>th</sup> October 2023



Southam Parish Council



**M I N U T E S** (subject to agreement at the next Council meeting) of a Meeting of the Parish Council held on Tuesday 10<sup>th</sup> October 2023 at 7.30pm in Southam Village Hall.

Councillors Present: Rebecca Prince (Joint Chair) Pam Sissons, Joseph Welsh, Marilyn Harris, Rob Torrington

Also Present: Clerk/RF0, Borough Councillor Adcock, 15 members of the public

118. To receive apologies

Apologies were accepted from Cllr Lennon (holiday)

119. To receive declarations of interest/requests for dispensation

There were no declarations or requests

120. To receive and agree the minutes of the 8<sup>th</sup> August 2023

Proposer for agreement Cllr. Torrington/seconded Cllr Welsh, all in favour

121. To co-opt new members to the Council as agreed at the last meeting

Applicant - Joyce Calam having been proposed by Cllr Sissons/seconded by Cllr Torrington was appointed by unanimous vote

122. To receive & request reports from Borough/County Councillors on matters relevant to Southam

Cllr Gray was not present, Borough Councillor Agg was at another parish meeting. Questions were put to Cllr Adcock

- Local Plan – discuss Tewkesbury Borough’s continued involvement in the Joint Core Strategy which has now been renamed and is late in being reviewed.

Why is TBC continuing their involvement in the joint strategy when it has failed Tewkesbury Borough residents with inappropriate housing built to satisfy external needs?

Stroud & Cotswold District Councils wisely kept out of it. More expansion of Cleeve will cause negative equity and deprivation for some in current housing climate also due to the wide disparity in housing values in Cleeve versus rest of Gloucestershire people cannot move out. More housing equals more traffic congestion in Woodmancote/Southam. Have TBC considered this?

- Development at Desert Orchid Rd – follow up on complaint about mud on the road – will future development be better monitored?

How can this be better controlled when the next 2 houses are built?

- Kayte Lane – outstanding legal action and discuss TBC resources

There were 216 representations against the planning application, including those by neighbouring parishes, CPRE/GWSR and MP yet TBC have not tabled this item for discussion in October. Will it definitely go to the November meeting?

What is the Court Order for? Will Cllr Richard Stanley answer the questions put forward to him? Can Notice be served on the travellers lawyers?

If successful in getting the application refused will TBC be forward thinking in the ownership of the land by compulsory purchase to put in to community use?

Even if the application is refused the applicant will appeal and may even pass the land onto other traveller ownership to do the same. Do TBC understand how local people feel besieged? Have they been active in looking for suitable traveller sites?

Regarding TBC resources:

Is there a link between the lack of 5 year land supply and the change in personnel in TBC?

Are the new staff up to speed on the Kayte Lane site and would One Legal be willing to have a meeting with a representative of the Parish Council to discuss legal strategy? TBC have not engaged with parish councils so far.

Councillor Adcock commented that new councillors undertaking training and have been very involved in Tewkesbury Garden Town development. New Planning staff are bringing in new ideas. The JCS should be finalised in 2026 and he believed the new planning strategy was to avoid the costly appeals. He would find answers to the questions raised.

He reported that TBC have put forward a motion to support people with fostering as there is a lack of foster care in the Borough.

#### 123. Receive reports from Parish Councillors, Speed Watch Team, Neighbourhood Watch

- Traffic data April, May, June – a member of the Speed Watch Team reported that there were approximately 600 speeding incidents on each road during the quarter. In Gloucestershire there was a high incidence of fatal accidents which is increasing therefore the statements made by GCC in item 128 are questionable. Suggests PC proceeds with its own Traffic Regulation Order which the County Council are unwilling to do.
- Crime Statistics – Cllr Prince reported that the Council are monitoring the crime statistics which show an increase in anti-social behaviour and the Clerk has notified the parish of an increase in burglaries. A member of Neighbourhood Watch advised residents to be 100% vigilant and gave some tips on keeping safe.
- Councillor Advocacy Scheme – representative invited to attend – **Cllr Welsh volunteered to represent the parish**
- Cleeve Common Conservation Trust – Cllr Harris reported that she had attended a walkabout on the common with the rangers in very inclement weather and was given an overview of the landscape and history of the common, visited the new memorial wall and did a head count of the saddleback cattle.
- Footpaths Warden – Cllr. Sissons reported the fallen tree on the footpath from Ellenborough which is awaiting tree surgery.

#### 124. Newlands Sports Club presentation of future plans

The Chairman of Cheltenham Tigers Rugby Club gave an overview of the Club’s Key Developments and Strategic Plan for 2024-29, their funding and charity work. The venue is extremely popular and provides a wide variety of sporting activities not just rugby. They have concerns about the lack of parking on site and are affected by the traveller site.

They were not responsible for the recent planning application for car storage on the site and believe this application will be withdrawn.

The Chairman heard the parish concerns about the noise levels at events.

125. Planning Applications to be considered:

Interim Decisions to be ratified:

**The following decisions were ratified by unanimous vote**

23/00686/FUL Retention of garden outbuilding Charlotte Villa , Cleeve Hill, Southam – **No Objection**

Application for Street Trading Licence – Kebab Van on layby outside Ellenborough – **OBJECTION**

23/00765/TPO All Trees within G.2 of TPO/249, Trees grouped within G.2, from G.1- G.3 G.1 - single sycamore on right hand side - reduce crown by 2.5-3m and shape. G.2 - 2x sycamore overhanging garden summer house - reduce crown by 2.5-3m and shape. G.3 - 1x sycamore overhanging garden side - reduce crown by 2.5m and shape. To include 1 x fire damaged sycamore - to be removed to ground level. Land To The Rear Of Shandon, Noverton Avenue **No Objection**

.....  
The Council considered the following applications:

23/00669/FUL Demolition of existing modern extensions and erection of double and single storey side and rear extensions as approved under appeal decision ref.

APP/G1630/D/21/3277456 (application ref 19/00883/FUL), and addition of lower ground floor extension Sunset, Sunset Lane, Southam – **No Objection**

23/00804/CLE – Larkrise, Southam Lane – application for unrestricted use - No Objection

**126. Adjournment for Public Participation (Members of the Public are invited to speak to any item on the agenda. If the matter is on another topic they should write to [clerk@southamtoday.org.uk](mailto:clerk@southamtoday.org.uk))**

A resident queried what constituted a gypsy or traveller as in his opinion the occupants of the traveller site were business people.

A resident reported an obstruction in School Road during construction works in Gravel Walk – the Clerk had ascertained there was no temporary road closure and had informed complainants to report to the police if this happens again. A resident of Gravel Walk reported that lorries could not turn into Gravel Walk due to changes at the junction (road sign/wall)

127. Finance & Governance

1. Agree the budget analysis to end of September and bank reconciliation

Expenditure £9572.87 Income £13402.61 **agreed The bank statements for August & September were checked by Cllr Welsh, the reconciliation being £5948.01**

2. Agree any interim or outstanding payments One Interim payment for paper was agreed at £6.75 The following payments were agreed to be made:

Administration	326.02	326.02	0
PAYE	81.4	81.4	0
Office Expenses	43.6	43.6	0
Washington Printing (newsletter)	150	150	0

3. Agree any requests for Councillor Training Courses

It was agreed that Cllr Prince would attend the GRCC Planning Training Course

It was agreed that Cllrs Calam, Harris, Torrington would check their availability and attend the GAPTC Good Councillor training

4. Agree increase in Clerk's hours to 7 per week and any accrued overtime – It was agreed to back date the increase to 1<sup>st</sup> June by unanimous vote

5. Consider obtaining quotes for specialist planning advice – agreed to obtain votes

6. Review of the Action Plan 2023-24 for 2024-25 – suggestions to come to next meeting

7. Council Facebook needs setting up again and a councillor might like to take on this task Cllr Welsh volunteered to set this up

## 128. Update on Actions from Previous Meeting

20MPH Speed Limits - GCC state in response - In the first instance any speeding or inappropriate driving is a matter for the Police to resolve and the Parish should formally raise this with the Police. (SPC have done this but the police say they cannot monitor at this location)

A great deal of research at national level shows that a lower speed limit does not necessarily bring a safer environment. Indeed this research is the basis behind the document that Local Authorities use for evaluating speed limits: Department for Transport guidelines (Dft Circular 01/2013 - Setting Local Speed Limits). Where these guidelines aim to align local speed limits to the measured mean speeds, or in layman's terms speed limits, they are set at a level which the average motorist will adhere to and that they feel comfortable at, given the infrastructure and environment through which he/she is travelling.

Evidence supports that setting speed limits too low can lead to a higher level of non-compliance and thus be counterproductive to safety. With regards to your request for the speed limit to be reviewed, the formal mechanism for introducing speed limits or the amendment of an existing one is by the progression of a Traffic Regulation Order (TRO). As you can appreciate, with over 3000 miles of highway network, this Authority receives many requests for traffic regulations order. Consequently, we have to prioritise and target our resources carefully to ensure that those sites selected provide good value for money, achieve the stated objectives and have a reasonable prospect of being successful.

Our road safety team take a lead on instigating speed changes. They collate traffic collision data among other factors for the country and provide a hotspot list annually. I can confirm that having looked out our hotspot list which is provided to us by our specialist road safety team, there are no plans to reduce the speed limits at this time. A change in speed limit also requires the support from the police. At this stage, the police haven't requested such change.

Of course, if the parish wish to push for a lower speed limit then I am happy to forward to you how this process works. To make you aware, if you do wish to pursue this route then the parish is required to fund the TRO which would cost a minimum of £12,000.

NOTE: Previously the Clerk asked for the police to monitor the speeds on Southam roads and was told there was no suitable place for them to park up to do this.

A resident reported that the police had attended on Southam Lane recently.

Further to discussion on the response of GCC the parish council agreed to look at sourcing 20 is Plenty stickers.

## 129. Receive a note of Planning Decisions by Tewkesbury Borough Council:

Enforcement Notice - Outside storage of caravans in Green Belt land at: Cuckoo Farm Southam Lane Southam Cheltenham Gloucestershire GL52 3PE

23/00504/MAS The installation of 3 no. replacement antenna and ancillary equipment at existing lattice mast, installation of 1 no. GPS Module and upgrades to equipment cabinets within compound and ancillary development thereto. Radio Mast Site Cleeve Hill - **Granted**

23/00576/FUL Replacement of Existing Garage Byways Gravel Walk Southam– **Refused**

## 130. Date of the Next Meeting

14<sup>th</sup> November 2023



Southam Parish Council



Minutes (subject to agreement at the next Council meeting) of a Meeting of the Parish Council held on 14<sup>th</sup> November 2023 at 730pm in Southam Village Hall

Councillors Present: Steve Lennon, Rebecca Prince (Joint Chairs) Pam Sissons, Joseph Welsh, Marilyn Harris, Rob Torrington

Also Present: Clerk/RFO, 9 members of the public

131. To receive apologies

Apologies were accepted from Joyce Calam, apologies were also received from Cllr Gray/ Cllr Agg and Bill Motion of the Speedwatch team.

132. To receive declarations of interest/requests for dispensation

There were no declarations of interest or requests

133. To receive and agree the minutes of the 10<sup>th</sup> October 2023

The Minutes were proposed for acceptance by Cllr Prince, seconded by Cllr Welsh, all in favour

134. To receive & request reports from Borough/County Councillors on matters relevant to Southam

- Questions to TBC from previous meetings not answered in full but some progress made
- Borough Councillors report – November 2023 Southam

This month has been mainly taken up with casework on behalf of residents across the three parishes. This has been interesting. All three parishes have similarities as well as differences and offer different challenges. Obviously I cannot go into detail here.

Woodmancote – As requested a copy of the hydrosolutions report was sent to TBC planners.

Gotherington – We objected to Moat Farm planning application. We are following up a serious fall reported to us by a resident.

Southam – Following the last meeting Nigel emailed a list of questions to the planning department. Officers copied in included the Chief Exec. Director of Democratic Services and the Directors of Planning and Place. Relevant Councillors were also copied in.

The email was acknowledged quickly. A meeting resulted between Officers, members SPC and residents.

Other activities

Nigel attended a whole day Cotswolds National Landscape Board meeting. Apart from the normal business of the board there was a very interesting presentation given by “Big Chalk” a plan to enhance the role of our calcareous grasslands as receivers of migrating species (both fauna and flora) in the face of Climate Change. The afternoon session was to dig deep into Climate Change, in particular aspects as they will affect the Cotswolds AONB. We attended the Climate Change and Ecology Working Group (TBC)

Other Matters

TBC will be undertaking a “Housing condition Survey” between October and December 2023. This will assess the condition of all types of housing.

5 Year Land supply. A briefing to members was hosted by officers.

Commitment was made to meaningful engagement with the Garden Town refresh. The team have been working with Cratus.

Following the motion in May to extend the declaration of Climate Emergency to the whole Borough. The leader of the Council along with the Vice Leader wrote an open letter to Laurence Robertson MP. A favourable reply has been received.

The “in cab “ reporting system for UBICO waste trucks is to go live. This will improve efficiency and benefit residents with an improvement in the way missed collections are logged and handled.

An update on Junction 10 changes and West Cheltenham.

North west Cheltenham – an outline application has been submitted. Officers continue to work with the developers on transport and community infrastructure. Additional transport modelling is being undertaken additional work has been necessary to make sure the proposals align with the junction 10 development consent order proposal. Should Highways matters be resolved it is anticipated that the application will go to planning committee late 2023 / early 2024.

West Cheltenham strategic allocation outline planning application validated for land within the northwest part of the allocation in November 2022 for residential development of up to 1,100 dwellings , comprising a mixture of market and affordable homes. These could include retirement / extra care accommodation , a flexible mixed use area with a community hub, primary school, children’s nursery and sports pitches.

Consultation responses have been received. It is anticipated that a revised scheme will be submitted by the applicant in November 2023. This will be subject to re consultation.

- Actions outstanding from GCC – replacement Horse Sign New Road, repair to Southam Sign Southam Lane, restricted access to Gravel Walk, MVAS application – written request sent to Cllr Gray to speed up action

#### 135. Receive reports from Parish Councillors, Speed Watch Team, Neighbourhood Watch

- Traffic Data July, August, September – police have been monitoring traffic at the bottom of Ratcliff Lawns
- Crime Statistics – received on the evening of the meeting and made interesting reading, a PCSO to be invited to attend the next PC meeting

A report was given by Cllr Welsh “ I, as well as around 12 other parish and town councillors from various parishes in attended the first Councillor Advocacy Meeting in the Tewkesbury Borough Council Offices. The meeting was held by the OPCC (Office of the Police and Crime Commission). Chris Nelson, the commissioner was present as well as Annie White a volunteer and engagement officer from the OPCC, and Police Inspector Grant White from the neighbourhood policing team. These meetings will occur every 3 months.

Chris White PCC, elected in May 2021, explained how the councillor advocacy scheme is a new initiative set up to improve communication between local councils, the police and the OPCC, whilst acting as a point of contact. Chris told us about his role as the PCC being to listen to the concerns of the public, interpret these concerns and then figure out the chief constables’ priorities, create a budget and hold him/her to account. Chris was also keen to let us know how he has recruited over 400 more police officers, PCSOs and police staff since his appointment. The government are planning to give Gloucestershire’s OPCC £1 million in 2024, which Chris is intending to use to combat anti-social behaviours. Chris also wants to use this money to recruit 30 PCSO’s, which is a 30% increase.

Chris said that he wants to use his position as PCC to tackle crime at its root, “nip it in the bud” was his choice of words. He wants to achieve this by having more PCSO’s engaging with the public, rather than ‘blue light’ response officers, which may cause confrontation. He also wants a human live chat function on Gloucestershire police’s website to aid people using the website.

Chris seems to have a keen focus on preventing crime from occurring through engagement with youth. He has set up a mini police cadets program for children from primary school age to learn life skills and develop good relationships with the police. He believes this will reduce anti-social behaviour in youths. He has also started education program for secondary schools, pushed by the incident at Tewkesbury secondary school, to educate teenagers about mental health.

Police Inspector Grant White who heads up Tewkesbury borough’s neighbourhood policing team spoke, explaining how he was planning on tackling long term problems with prolific anti-social behaviour and shoplifting offenders and has achieved a number of convictions and prison sentences. He claims to be highly proactive, working on intelligence from PCSO’s and partnership with social services. Insp. Grant says he is not where he wants to be and hopes his recruitment of new PCSO’s will help with this.

The main take away from this meeting is to try and get our local constable or PCSO to attend a parish council meeting, to talk about what they are doing in our community. Chris Nelson said that it would be his ‘gold standard’ for this to happen.”

- Cleeve Common Conservation Trust – meeting later this month
- Village Hall Committee – busy with bookings and many other activities over Christmas
- Footpaths – Cllr Sissons reported another fallen tree. GCC PROW are working with landowners to make improvements to stiles on the Noverton paths and permission to install a new gate from Queenswood.

#### 136. Planning Applications to be considered:

23/00757/FUL: Change of use of land to use as a residential caravan site for an extended gypsy/traveller family with two caravans, including up to 2 static caravans/mobile homes, together with retention of existing hardstanding and dayroom. Green Orchard, Kayte Lane, Southam – an Objection had been submitted and this was ratified by full Council at this meeting

23/00879/FUL Demolition of existing buildings, removal of the existing menage, and erection of 1 detached dwelling with associated operational works. Southam Riding School, Southam Road, Prestbury – No objection. Comment: This is change of use of an equestrian facility and whilst the proposed design looks sympathetic with its setting we would hope that this is the final design and not modified further following permission as seen in other applications in the parish. We would ask that the position of the photovoltaic panels is given further thought to prevent them being too evident. We also wonder whether permitted development rights might be removed to prevent future enlargement of the footprint without planning being applied for. Further landscaping should be included as extensive hedgerow has been removed over the years and there is a need to increase biodiversity here with swallows and other species in decline

23/00807/FUL Proposed construction of a new detached single storey 2- bedroom dwelling and construction of a detached single garage with access driveway and vehicular parking on land to rear of 118 Cheltenham Road, Bishops Cleeve No Objection 23/00962/TPO T.1 - Sycamore - tree showing signs of dieback, low vigour and multiple dead branches. Reduce in height back to main stem and retain at 8-10m. G.2 - Sycamore - Prune lower epicormic growth up to a height of 2m to achieve a clear stem to allow light into lower canopy floor. Land To The Rear Of Shandon, Noverton Avenue No Objection

137. Adjournment for Public Participation (Members of the Public are invited to speak to any item on the agenda. If the matter is on another topic they should write to [clerk@southamtoday.org.uk](mailto:clerk@southamtoday.org.uk))

A resident thanked the Council for the reports.

A resident queried the non-attendance of the County Councillor

### 138. Finance & Governance

#### 1. Agree the budget analysis to end of October and bank reconciliation

Proposer for agreement Cllr Torrington/Seconder Cllr Welsh/all in favour

#### 2. Agree any interim or outstanding payments

Proposer for agreement Cllr Sissons/Seconder Cllr Torrington/all in favour

#### 3. Receive notification of a CIL payment

The CIL payment of £617 due next month was noted

#### 4. Receive quotes for specialist planning advice

Quotes were circulated, Council decided to interview before appointment

#### 5. Review of the Action Plan 2023-24 for 2024-25 and discuss the Biodiversity Duty and agree to draw up a Policy Complying with the biodiversity duty - GOV.UK ([www.gov.uk](http://www.gov.uk))

A Biodiversity Policy circulated for adoption at the next meeting – councillors may submit changes to the clerk, Regarding the Action Plan this needed more work with the addition of Emergency response (Flood/Snow etc) and other changes suggested by Cllr Sissons

#### 6. Receive the draft budget for consideration – Noted B/F

7. Receive information on Community Right to Bid and decide whether there is suitable property to register and method of consultation – Information was circulated to Council

8. Review Savings Account and decide on future investment – The Council agreed a 32 day notice account 2.60% variable with no minimum instead of the current deposit account at 1.90%

9. Receive quote for repairs to bins by the pylons – not yet received

139. Update on Actions from Previous Meeting • Noise Complaint to Cheltenham Environmental Health – They responded to say they attended recent events and do not consider the noise from the racecourse to be a problem and state that the stage/speakers are faced away from Southam towards the racecourse. TBC Environmental Health have not responded. Cllr. Adcock would ask if they might attend a future meeting of the parish council to hear from residents and in the meantime would pass on the emergency contact number to be added to the website

140. Receive a note of Planning Decisions by Tewkesbury Borough Council & Inspectorate:

Appeal Ref: APP/G1630/W/23/3319158 Manor Farm, Southam Lane, Southam, Cheltenham  
“retrospective application for a farm diversification proposal involving the retention of 5 no. containers which are occupied by local businesses.” Dismissed

23/00669/FUL Demolition of existing modern extensions and erection of double and single storey side and rear extensions as approved under appeal decision APP/G1630/D/21/3277456 (application ref 19/00883/FUL), and addition of lower ground floor extension Sunset Lane Permit

Appeal A Ref: APP/G1630/H/22/3299606 Cheltenham Tigers Rugby Club, Newlands Park Sports and Social Venue, Southam Lane, Southam, Cheltenham GL52 3PE ‘Two free standing digital advertising and information screen signs (internal LED lighting) for Cheltenham Rugby Club each measuring 6m X 3m for the display of static poster advertisements to replace the existing signage and generate revenue for the rugby club and sports and social venue’. Dismissed

Appeal B Ref: APP/G1630/H/22/3307139 Cheltenham Tigers Rugby Club, Newlands Park Sports and Social Venue, Southam Lane, Southam, Cheltenham GL52 3PE ‘Freestanding digital advertising and information screen sign (internal LED lighting) for Cheltenham Rugby Club measuring 6m X 3m to replace the existing signage’. Dismissed

141. Date of the Next Meeting 12th December 2023



Southam Parish Council



**M I N U T E S** (subject to agreement at the next Council meeting) of a Meeting of the Parish Council held on Tuesday 12<sup>th</sup> December 2023 at 7.30pm in Southam Village Hall.

Councillors Present : Steve Lennon, Rebecca Prince (Joint Chairs) Pam Sissons, Joseph Welsh, Marilyn Harris, Rob Torrington, Joyce Calam

Also Present: Clerk/RFO, 9 members of the public

142. To receive apologies

Apologies had been received from Borough and County Councillors. All Parish Councillors present.

143. To receive declarations of interest/requests for dispensation

There were no declarations or requests

144. To receive and agree the minutes of the 14<sup>th</sup> November 2023

**The Minutes were proposed for agreement by Cllr Lennon/seconded Cllr Walsh, all in favour**

145. To receive & request reports from Borough/County Councillors on matters relevant to Southam

- Actions outstanding from GCC – replacement Horse Sign New Rd, repair to Southam Sign Southam Lane, restricted access to Gravel Walk, MVAS application – written request sent to Cllr Gray to speed up action
- A Borough Councillor report was available via Facebook

146. Receive reports from Parish Councillors, Speed Watch Team, Neighbourhood Watch

- Traffic data October to December – Bill Motion reported that Southam Lane saw 2500 cars per day, approx. 700 of these over 36mph, 1 at 75mph and 1800 cars per day, approx. 500 over 36mph on New Road. Police also attended with radar in Southam Lane.
- Crime Statistics – October to December – stats were provided to councillors and will be copied to the public at the January meeting.
- Councillor Advocacy Scheme – Cllr Welsh reported the PCSO came to the village with the police vehicle and spoke to a number of residents and will attend the January meeting.



- Village Hall – very busy with events so keep a close eye on the noticeboard/website
- Cleeve Common Trust – Cllrs Torrington and Harris attended a meeting which largely addressed the budget and investments. A new Head Warden and Ranger have been appointed. There was discussion regarding a commemoration of the bomber crash with an event planned for the 26<sup>th</sup> August.
- Footpaths – Cllr Sissons reported that Mushroom Farm footpaths not accessible due to work carried out on the site. Ley Lane stile has been upgraded.
- Joint Parishes meeting – Cllr Sissons attended this meeting which focused on sustainable transport and safer communities

147. Planning Applications to be considered:

APP/G1630/W/23/3323753 Application ref: 22/00692/FUL Cuckoo Farm, Southam Lane Councillors to submit any additional comments to the clerk.

23/01025/FUL Change of use of agricultural land to a dog walking area (sui generis) Haymes Farm, New Road, Southam

No objection but comment on the management of the public footpaths, query demolition of existing buildings and ongoing site activity

Planning Enforcement Notice - Alleged erection of unauthorised fencing Pear Tree Cottage Spring Lane Cleeve Hill - Noted

148. **Adjournment for Public Participation (Members of the Public are invited to speak to any item on the agenda. If the matter is on another topic they should write to [clerk@southamtoday.org.uk](mailto:clerk@southamtoday.org.uk))**

Re: Kayte Lane - Residents expressed concern about the delay in Court Action by Tewkesbury Borough Council. – Cllr Sissons following up on questions raised

Re: Budget - Suggestions were made about reducing the number of newsletters. Distributors needed for Noverton. Some residents felt social media and website information not accessible. Suggestions were made about reducing grasscutting to lower costs and increase biodiversity. Some residents felt that the village was already untidy.

149. Finance & Governance

1. Agree the budget analysis to end of November and bank reconciliation

**Expenditure £11225 Income £14120 and Bank Reconciliation at £5013.02 proposed for agreement Cllr Lennon, seconded Cllr Torrington, all in favour**

2. Agree any interim or outstanding payments **The following payments were proposed Cllr Welsh, seconded by Cllr Harris and agreed:**

	43.6
	<hr/>
	1297.56
HMRC PAYE	170.84
Washington Printing (Newsletter)	168
Southam Village Hall	75
Chelt. Rugby Club (Donation to heating system)	250
Administration	380.12
Gotherington Gdn Serv - Grasscutting Sep-Nov	210
Office Expenses	
	<hr/>

2. Consider a quotation for repair to 2 bins Cleeve Common Rd - £275 – **Proposed for agreement Cllr.**

**Lennon, seconded Cllr Torrington, all in favour**

3. Agree changes to the Action Plan - deferred to next meeting
4. Council to adopt the National Pay agreement in the Sector which means an increase to the Clerk's salary of £1925 pro rata backdated to 1<sup>st</sup> April 23 (£1 per hour) – **Proposed for adoption Cllr**

**Harris/seconded Cllr Welsh all in favour**

5. Consider any amendments to the draft budget for 24-25, receive the tax base rate and fix the Precept – **The Council to look into cutting costs where possible before the next meeting**

7. Adopt the drafted Biodiversity Policy – **Proposed for adoption Cllr Harris, seconded Cllr.**

**Sissons, all in favour**

8. Update on Savings Account – having looked into the terms and conditions the RFO advised that the 32 day notice account was not suitable for the Council. This was noted.

150. Receive a note of Planning Decisions by Tewkesbury Borough Council & Inspectorate:

23/00757/FUL Change of use of land to use as a residential caravan site for an extended gypsy/traveller family with two caravans, including up to 2 static caravans/mobile homes, together with retention of existing hardstanding and dayroom. Green Orchard Kayte Lane Refused

23/00561/FUL Change of use from a car park to a car sales. Newlands Park Southam Lane Refused

151. Date of the Next Meeting

9<sup>th</sup> January 2024



Southam Parish Council



MINUTES (subject to agreement at the next Council meeting) of a Meeting of the Parish Council held on Tuesday 9<sup>th</sup> January 2024 at 7.30pm in Southam Village Hall.

Councillors Present: Steve Lennon, Rebecca Prince (Joint Chairs) Pam Sissons, Marilyn Harris, Rob Torrington, Joyce Calam

Also Present: County Councillor David Gray, Borough Councillor Nigel Adcock, Clerk/RFO, 12 members of the public

152. To receive apologies

Apologies were received from Cllr Welsh

153. To receive declarations of interest/requests for dispensation

There were no declarations of interest or requests

154. To receive and agree the minutes of the 12 December 2023

The Minutes were proposed for agreement by Cllr Torrington, seconded by Cllr Calam, all in favour

- .....
155. To meet Southam PCSO and discuss Southam concerns

PCSO Farah Devji-Large attended to address any concerns. Crime stats for previous months were circulated. Farah commented that the level of crime was not unusual.

Crime in previous months:

It was noted that between 1/06/23 and 6/09/23 there were 12 violent crimes, 1 burglary, 6 thefts, 5 criminal damage and between 01/11/23 and 01/12/23 there was 1 assault, 2 burglaries, 1 theft, 2 other incidents

Residents expressed concern about cars obstructing the pavement in Southam Lane, and Old Road

156. To receive & request reports from Borough/County Councillors on matters relevant to Southam

Written questions were sent to Cllr Gray as follows:

MVAS - having been assured that GCC are keen to control speeds on our roads there appears to be some back tracking on the provision of these signs with the setting of new criteria. We have explained to the officer involved that we already have 4 posts in place and therefore we would like an answer on whether we qualify for a new sign.

Horse Sign - New Road - this was agreed by the Area Manager but has not transpired - and so the post stands there empty for at least 5 years. It seems that GCC are reluctant to replace preexisting signs and are allowing 30mph road signs and road markings to fade and become obsolete. This is not acceptable and we expect better service and better attention to safety - can this be articulated to those in power and a response to the next meeting?

Deer Signs - we are told GCC dont provide these and yet accidents and damage to cars are caused by drivers being unaware of deer in certain areas

Southam sign - Southam Lane - has been taken away but not replaced?

Gravel Walk - a problem with access by emergency vehicles has been reported twice but no response from GCC

Grasscutting - we pay £390 per cut with at least 5 cuts per year. GCC refund £540. The verges belong to GCC therefore we feel they should at least contribute to 2 cuts at £780 otherwise we may be unable to undertake this maintenance.

Hedgerow overhanging the highway - GCC do not seem to deal with this problem - one example is the hedge overhanging the corner of Noverton Lane where it meets the B4632 which obscures sight of the corner.

Flooding on the highway - could be resolved in some places if GCC did some ditching along their verges. Why dont they do this?

Cllr Gray reported that the county council budget was out for consultation/ Javelin Park is generating healthy energy profits and by products were in use for construction. The Council will receive more funding for road resurfacing. Bishops Cleeve leg of the cycleway will be prioritised due to the road needing strengthening.

Cllr Adcock reported that Bishops Cleeve features in crime stats quite a lot. He has attended Ubico Business Planning seminar and Garden Town meetings. Is working on a project with the Ellenborough Park to plant 720 whips to create new hedgerow.

Q. Can trees now be planted at Noverton? A. will send details of scheme

Q. Parish Council still waiting since 1<sup>st</sup> November for answers to questions raised to Chris Ashman

Q. Could Kayte Lane traveller site fortnightly updates be reinstated?

157. Receive reports from Parish Councillors

- Village Hall – no committee meeting took place, the trees in the grounds due for felling
- Footpaths – A fencing panel blocking the stile at Kayte Lane has been reported, also investigated complaint about the footpath by Pigeon House
- Cheltenham Racecourse Councillor Event – 20<sup>th</sup> Jan
- Cllr Prince/Lennon had met with a resident who was willing to assist with an Neighbourhood Development Plan

.....

158. Planning Applications to be considered:

23/00999/TPO T.2 within group - reduce crown by 2.5-3m and shape Land To The Rear Of Shandon Noverton Avenue – **No Objection**

23/00957/FUL Erection of two semi-detached dwellings and construction of new access. Church Gate Southam Lane – **Objection due to over density and unsafe access, loss of trees and detriment to historic buildings**

Tewkesbury, Cheltenham & Gloucester Strategic and Local Plan consultation – councillors to make their own responses

159. **Adjournment for Public Participation (Members of the Public are invited to speak to any item on the agenda. If the matter is on another topic they should write to [clerk@southamtoday.org.uk](mailto:clerk@southamtoday.org.uk))**

Residents expressed concerns about traffic speeds through the village and lack of care by the County Council. Plenty of data available to back up their views.  
The kissing gate by the church is difficult for wheelchair users – can it be changed?  
Passage on the footpath to the church hindered by a collapsing fence  
Why was there so much water on Southam Lane – is it due to blocked drains?  
Re: application Church Gate – there are a wide variety of tree species which are valuable habitat and the housing presented as encouraging young families to the village would not necessarily be affordable

160. Finance & Governance

1. Agree the budget analysis to end of December and bank reconciliation  
Expenditure to date £12479 Income £14660 noted Bank balance agreed at £4299.06
2. Agree any interim or outstanding payments

<b>Payments Due January</b>	Total	Net	Vat
Office Expenses - december	43.6	43.6	0
Office Expenses - January	43.6	43.6	0
Meeting Expenses - December	7.49	7.49	0
PATA Payroll fees to Dec 24	134.2	134.2	0
Administration	595.86	595.86	0
HMRC PAYE	95.2	95.2	0
	<u>919.95</u>	<u>919.95</u>	<u>0</u>

3. Agree changes to the Action Plan – The Action Plan as amended was agreed for adoption by Cllr Sissons, seconded by Cllr Prince, all in favour
4. Consider any amendments to the draft budget for 24-25, receive the tax base rate and resolve the Precept – **The Council agreed cutting some items from the budget and to also use the CIL receipt against current maintenance costs therefore the precept requirement was reduced as far as possible to £13810 which meant a £2.37 increase per annum on a band D property – RESOLVED by unanimous vote**

161. Receive a note of Planning Decisions by Tewkesbury Borough Council & Inspectorate:

23/00962/TPO T.1 - Sycamore. G.2 - Sycamore Land To The Rear Of Shandon Noverton Avenue - consent

162. Matters of Information

1. Cheltenham Borough Council proposing to sell Idsall Close carpark
  2. Tewkesbury Borough Council will be taking over maintenance of the public areas at Noverton View
- All other updates are available on our website [www.southamtoday.org.uk](http://www.southamtoday.org.uk)

163. Date of the Next Meeting

13<sup>th</sup> February 2024



Southam Parish Council



MINUTES (subject to agreement at the next Council meeting) of a Meeting of the Parish Council held on Tuesday 13<sup>th</sup> February 2024 at 7.30pm in Southam Village Hall.

Councillors Present: Steve Lennon, Rebecca Prince (Joint Chairs) Pam Sissons, Marilyn Harris, Rob Torrington

Also Present: Clerk/RFO, County Councillor David Gray, Cllr. Richard Stanley (Leader of Tewkesbury Borough Council, 15 members of the public

164. To receive apologies

Apologies for absence received from Joyce Calam.

165. To receive declarations of interest/requests for dispensation

There were no declarations or requests

166. To receive and agree the minutes of the 9<sup>th</sup> January 2024

**The Minutes were proposed for agreement by Cllr Torrington, seconded by Cllr Prince, all in favour**

.....  
167. To receive & request reports from Borough/County Councillors on matters relevant to Southam

Following questions raised to Cllr Gray:

MVAS – Clerk has followed up with Community Speedwatch who have implied that if agreed by Area Manager we can collect a new sign

Horse Sign - New Road – location provided to Area Manager who will see whether there is funding in the budget

Deer Signs – GCC need data of how many accidents/deer killed and location

Southam Sign – GCC will try to install in the new financial year

Gravel Walk – safety inspection to be carried out

Grasscutting – Gloucestershire County Councils grass cutting policy is to provide one full cut per year and one additional cut to areas such as bends/junctions. With this in mind, Gloucestershire County council would not pay for two full cuts per year.

Hedgerow overhanging the corner of Noverton Lane – assessed and not considered to be a problem

Flooding on the highway - could be resolved in some places if GCC did some ditching along their verges. – GCC say this is the responsibility of the adjoining landowner

Cllr. Gray reported that the budget was now with the full Council for a decision and there were likely to be political changes. The budget suggests a 600million revenue budget.

Re: the cycleway information events are taking place. Hedging and trees removed along the Cheltenham Road will be replaced. There will be some traffic disruption but no full closures intended. The work necessary due to road slippage. Funding was from the Department of Transport "Active Travel".

Re: Traveller sites – these were the responsibility of the Borough Councils and should be dealt with through the Strategic Plan. He is urging the County Council to work with the Boroughs to find sites.

Q Is the destroyed verge opposite access to Byways the occupier's responsibility or GCC?

Q Can GCC review of Gravel Walk be escalated due to concern re access for emergency vehicles.

Cllr Richard Stanley explained that traveller sites were under-identified historically. This will be looked at by the Strategic Plan which comes into force in 2026.

Q. Why isn't there allocation alongside housing development sites and why wasn't a traveller site considered as part of the land given to Bromford for housing on the Old Gloucester Rd? A. There is a reluctance on the part of the developer to allow this land use

Q. Shouldn't this be a requirement of the Strategic plan, and shouldn't the need for sites be a current process A. The need for sites is a current process and the Borough has called for sites to be made available

On the subject of Kayte Lane – breach of existing injunction and cessation of residential use, the High Court has ruled that a decision will be made following the Planning Appeal process with a full hearing on the 3<sup>rd</sup> May or first date thereafter.

Enforcement action in parallel with the Appeal.

The facts presented were disputed by members of the public who queried how the two sites were being dealt with together when they are separate Appeals.

If enforcement action was timely why wasn't the unauthorised access closed off as in another recent enforcement case?

The Appeal notification was issued with the wrong reference number and dated 2022. Cllr Stanley to request a written report.

#### 168. Receive reports from Parish Councillors

- Village Hall – various events planned for March including the Gold Cup Cafe
- Footpaths (problems from last meeting reported to GCC -waiting for advice) – no progress since last meeting. Clerk asked to chase up Ellenborough Park re: trees fallen over the footpath
- Cheltenham Racecourse Councillor Event – 20<sup>th</sup> Jan – Cllrs. Prince and Sissons attended. Request made for parking restrictions in Ratcliff Lawns but these were unlikely to be granted. Most anti-social behaviour and traffic problems are suffered by Prestbury and Cheltenham but an Action Line has been established to deal with reports. The racecourse will be celebrating 100 years of the Gold Cup with a community funding pot of £100,000.
- Strategic Local Plan Event – 31<sup>st</sup> Jan – discuss Council response – Cllr Lennon suggested a meeting on the evening of the 22<sup>nd</sup> Feb to draw up a response

#### 169. Adjournment for Public Participation (Members of the Public are invited to speak to any item on the agenda. If the matter is on another topic they should write to [clerk@southamtoday.org.uk](mailto:clerk@southamtoday.org.uk))

A resident queried the date the SLP consultation ended – this was confirmed as 12<sup>th</sup> March.

A resident stated that the SLP consultation was like a referendum over the 3 boroughs with no shared goals. The documentation was inaccessible to some and very difficult to understand.

It was explained that comments could be sent in via email or exchanged at public consultation events or there was a form which could be downloaded for completion.

A resident also volunteered a litter clear up of Southam Lane but was advised that the public cannot undertake work on the highway.

.....

#### 170. Finance & Governance

1. To agree the payments for February – Payments were agreed as follows:

Office Expenses February	53.79	53.79	0
--------------------------	-------	-------	---

Namesco (email accounts)	158.27	131.89	26.38
Washington Printing (newsletter)	150	150	0
HMRC (PAYE)	148.8	148.8	0
Administration	404.46	404.46	0
	<u>915.32</u>	<u>888.94</u>	<u>26.38</u>

Interim payment of the MVAS maintenance contract in the sum of £677.40 was also agreed.

2. Agree the budget analysis to end of January and bank reconciliation

**Expenditure to end of Jan £14069.28 and Income £14673.54 was within budget. The bank reconciled at £2722.53 as at 31 Jan.**

3. Review charges for newsletter and distribution – Charges were not discussed. Noverton residents would be asked to confirm whether they wanted to continue to receive newsletters. Arrangements for a drop off point at the Rising Sun had been made for Cleeve Hill residents otherwise they would be asked to pay for postage.
4. Participation in Councillor training courses – there was no interest in current courses
5. Review risk management schedule and receive condition report of council property – there were no changes to the risk management schedule. The clerk had inspected the bus shelter and war memorial and recommended that quotes are obtained in 24-25 for renewal of the war memorial lettering.
6. Appoint an independent internal auditor – **GAPTC were appointed as auditors for the 23-24 accounts by unanimous vote.**

171. Planning Applications to be considered:

23/01187/FUL Proposed extensions and detached garage. Cockbury Lodge, Cockbury Court – **application not very detailed, objections noted from the public, concern that the proposed garage, on higher land, would be more evident and therefore should reflect the Cotswold stone and roofing of the materials of the current buildings that are in keeping with the setting, rather than the painted render used on a previous less visible addition.**

23/01179/FUL Retention of boundary fencing (retrospective), proposed first floor rear extension, removal of conservatory and erection of rear single storey lean-to extension and erection of front porch. Pear Tree Cottage Spring Lane – **concern that gable end close to neighbouring listed property**

24/00054/HEG: Removal of Hedgerow H9, H11 and H14 as part of site clearance to facilitate new cycleway and footway. Replant with native species rich hedgerow on new highway boundary line. Land Off Cheltenham Road, Cheltenham Road, Bishops Cleeve – **concern about the whole scheme**

Appeal 23/00049/DECISI Green Orchard to be by "Informal Hearing". Appeal 24/00003/DECISI larger Traveller site to be by "Public Enquiry".

Discuss Council response and method of response – **further quotes to be obtained for legal representation**

172. Receive a note of Planning Decisions by Tewkesbury Borough Council & Inspectorate:

Appeal Ref: APP/G1630/W/23/3322288 Mountross, Cleeve Hill, Southam, Cheltenham GL52 3QE – Self build property - Dismissed

23/00521/FUL Proposed front and rear extensions and alterations. 1 Queenwood Grove Prestbury Cheltenham - Permit

173. Matters of Information

SLP consultation is open for comment until 12<sup>th</sup> March

174. Date of the Next Meeting

12<sup>th</sup> March 2024



Southam Parish Council



MINUTES (subject to agreement at the next Council meeting) Of a Meeting of the Parish Council held on Tuesday 12<sup>th</sup> March 2024 at 7.30pm in Southam Village Hall.

Councillors Present: Rebecca Prince (Joint Chairs) Pam Sissons, Marilyn Harris, Rob Torrington, Joyce Calam

Also Present: Clerk/RFO, Borough Councillor Adcock, 9 members of the public The meeting was recorded via a mobile device.

175. To receive apologies

**Apologies were accepted from Cllr Lennon**

176. To receive declarations of interest/requests for dispensation

**Declarations of interest declared in 182.3 Cllr. Prince & Cllr Harris, and in 181.7 Cllr Torrington**

177. To receive and agree the minutes of the 13<sup>th</sup> February 2024

**The Minutes were proposed by Cllr Harris as a true record, seconded by Cllr Sissons, all in favour**

.....  
178. To receive & request reports from Borough/County Councillors on matters relevant to Southam Cllr

Adcock reported:

Committees and Working Groups attended

Flood Risk Management Group  
Garden Community Forum  
Full Council  
Ubico Seminar  
Oversight and scrutiny Finance seminar.  
Licensing Sub Committee  
Biodiversity Net Gain training

Enforcement

- Two cases for Southam discussed with Will C. One regarding a car dealership operation is being investigated.

Kayte Lane Comms ( cut and paste from Comms email).

High Court

As the Council's applications\* to the Court are going to be defended, the Judge, at the hearing, set out the directions (steps) the parties need to take in preparation for the full hearing of the claim that will take place later this year. This includes the exchange of witness evidence. The case will be listed for a full hearing on the first available date after 3 May 2024. Once this date has been fixed, the Council will provide further details.

\* The Council's applications to the Court are in respect of a breach of the existing injunction, for the injunction to be updated (in particular in terms of those who are named on the injunction) and for there to be an Order from



the Court requiring those persons on the site to cease residential use of the site and/or permitting others to use the site for residential use within 21 days from the date of the Order.

### Planning Appeals

As you'll be aware from the previous update, planning appeals have been received against the Council's recent decisions to refuse planning permission at both sites.

The appeal in respect of Green Orchard is now proceeding by way of a hearing to take place on 30 April 2024. Formal notice of this appeal will be sent to nearby residents and those residents who objected to the planning application next week. Please note that some people may have received inaccurate appeal notification letters which were sent in error. These are to be corrected next week.

The appeal in respect of Land East of Kayte Lane remains lodged and is yet to be 'started' by the Planning Inspectorate. Interested parties will be notified about this appeal in the same manner as Green Orchard as soon as we are able to.

### 179. Receive reports from Parish Councillors

- Village Hall – Cllr Prince reported the VHMC very busy with events including Gold Cup Café, Easter Egg Hunt and Film Night
- Footpaths – Cllr Sissons reported - Footpath at Kayte Lane completely blocked and reported to PROW, Ellenborough diverting walkers away from track but have not yet cleared fallen tree – both matters being progressed
- Strategic Local Plan – Cllr Prince reported a full response has been sent from the Parish Council
- Councillor Advocacy Scheme – Cllr Welsh reported that Police have issued a new leaflet with useful information

### 180. Adjournment for Public Participation (Members of the Public are invited to speak to any item on the agenda. If the matter is on another topic they should write to [clerk@southamtoday.org.uk](mailto:clerk@southamtoday.org.uk))

A resident asked whether the Council were going to have representation at the Appeal Hearings.  
A resident enquired about tree felling in Kayte Lane

.....

### 181. Finance & Governance

1. To agree the payments for March – Cllr Welsh proposed, Cllr Torrington seconded **Payments were approved as follows:**

Payments due March	Total	Net	Vat
R Prince (Postage)	6	6	0
Office Expenses March	46.3	46.3	0
HMRC	101.2	101.2	0
Administration	<u>404.46</u>	<u>404.46</u>	<u>0</u>
	<u>557.96</u>	<u>557.96</u>	<u>0</u>

2. Agree the budget analysis to end of February and bank reconciliation

**Total Spend to date £14984.60 Income £14673.54 noted with the Bank reconciled at £1807.21**

3. Newsletter – feedback re distribution – final delivery around Noverton in March

4. Consider costs of planning representation and agree to proceed with appointment (donations have been requested from members of the public but the Council must decide how it can proceed within the confines of the budget)

**Cllr Prince proposed that the Council earmarks reserve of £3800 in place of reserve for MVAS for the purpose of a professionally written planning objection to the larger traveller site, seconded by Cllr Sissons, all in favour.**

**Cllr Sissons further proposed that the Council seeks donations in an effort to raise funds for in person representation, seconded by Cllr Prince all in favour.**

**Cllr Prince proposed that responsibility for choosing suitable representation would be delegated to Cllr Lennon and Cllr Sissons who were in the process of procurement. Seconded Cllr Harris, all in favour**

5. Agree draft Biodiversity Action Plan for consultation at the APM – **The draft plan was agreed**

6. GAPTC AGM 20<sup>th</sup> July, Call for Motions -member councils are asked to put forward motions to be debated at the upcoming AGM by 12<sup>th</sup> May – Clerk to circulate some wording for consideration 7.

Grasscutting contracts for 24-25 – consider quotes received to date – 2 quotes were received. **Cllr Prince proposed acceptance of the quote which included strimming of Gravel Walk £880 per annum, seconded by Cllr Welsh majority in favour (Cllr. Torrington abstained)**

8. Receive delivery of new MVAS

#### 182. Planning Applications to be considered

1. Confirm details of Objection re: Green Orchard Appeal – the detailed objection was approved

2. Anticipated Appeal on Kayte Lane Traveller site (11 pitches) – noted that the Council will object

3. 24/00117/FUL - Maple Cottage 3 Gravel Walk Southam Cheltenham – Cllr Harris was invited to explain any changes as there had been a delay in TBC loading the correct plans to the portal. There were no changes and **Cllr Sissons proposed No Objection, seconded by Cllr Welsh, majority in favour (Cllr Prince & Cllr Harris abstained)**

#### 183. Receive a note of Planning Decisions by Tewkesbury Borough Council & Inspectorate:

23/00879/FUL Demolition of existing buildings, removal of the existing menage, and erection of 1 detached dwelling with associated operational works. Southam Riding School - Permit

#### 184. Matters of Information

1. Possible rough sleeping in bus shelter reported

#### 185. Date of the Next Meeting

9<sup>th</sup> April 2024 Annual Parish Meeting 7pm followed by Ordinary meeting at 8.15pm