



Southam Parish Council



MINUTES (subject to agreement at the next Council meeting) of the Annual General Meeting of the Parish Council held on the 13th May 2025 at 7.30pm in Southam Village Hall.

Councillors Present: Joyce Calam, Karen Fish, Marilyn Harris, Steve Lennon, Rob Torrington

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

308. To appoint a Council Chairman

Councillor Steve Lennon was appointed by unanimous vote and signed a declaration of acceptance

309. To appoint a Vice Chairman

Deferred

310. To receive apologies

Apologies were accepted from Cllr. Prince and Cllr. Sissons

311. To receive declarations of interest/requests for dispensation

There were no declarations or requests

312. To receive and agree the minutes of the Annual Parish Meeting held on 8th April

The minutes were agreed as a true record

Discuss progression of B4632 safety concerns in this financial year.

- Speed Monitoring had taken place and over the first 9 days the 85% record was 45mph in the 50mph zone
GCC have responded to enquiries re congestion during A435 works stating that traffic will be diverted down other A roads, they will consider other management if a problem arises
- It was generally accepted that GCC would not do anything unless a crisis was evident. It was hoped that they might revisit the timings of the traffic lights at GE to ensure a good flow.

313. To receive and agree the minutes of the Parish Council Meeting held on 8th April

The minutes were agreed as a true record

314. To make appointments:

The following appointments were agreed:

Staffing Committee – (3 members) **Cllrs. Torrington, Lennon, Prince**

Village Hall – (1 representative) **Cllr. Prince**

Councillor Advocacy Scheme – (1 representative) **Cllr Calam**

Footpath Warden – (1 member) **Cllr Sissons**

Internal Council Auditor – (1 member) **Cllr Fish**
Cleeve Conservation Trust (2 representatives) **Cllrs Torrington, Harris**

315. Receive and request reports from the County/Borough Councillors

Borough Councillors were absent due to TBC Mayor Making ceremony.

Councillor Adcock reported:

“At our 14 May meeting, we will formally appoint Cllr Kashan Pervaiz as Mayor and Cllr George Porter as Deputy Mayor, as agreed earlier in the year.

In December, the Government’s White Paper on Local Government Reorganisation (LGR) confirmed its intention to move two-tier areas like Gloucestershire to unitary authorities. In response, Tewkesbury Borough Council and others have submitted interim proposals, which must be followed up with full submissions in November.

While no consensus has yet been reached on the best structure, Tewkesbury’s preferred position is for a single county-wide unitary council. Decisions about the final proposals will depend significantly on the outcome of the County Council elections this May. The current expectation is for shadow authorities to form in 2027, with a full transfer of powers and services in April 2028.

This LGR process has led us to review the scope of the current Council Plan. Originally set to run to 2030, we are now focusing on what can be realistically delivered before 2028 and what should be set up for successful transfer to any future authority.

Meanwhile, work continues on the Strategic Local Plan, with a formal submission due in December 2026. Consultations will take place throughout the next year.

Despite a challenging financial environment and the loss of some central Government funding, we have managed to remain financially stable. Looking ahead, we’ll need to maintain a prudent approach to ensure a smooth and responsible transition into any new local authority model”.

Cllr Lennon is liaising with Cllr Agg regarding noise monitoring at Racecourse. Has also asked for information about any licensed events at Newlands and noise monitoring arrangements there.

316. Receive Parish Councillor reports

- War Memorial – discuss ongoing maintenance – Cllr Sissons has proposed meeting with the residents who have kindly maintained the flowers beds over the years and Council would take forward the suggestion of a civic award at its next meeting
- Festival Meeting Racecourse – Cllr Prince will report on this

317. Adjournment for public participation on items on the agenda (if about another subject residents should write to the clerk (clerk@southam-pc.gov.uk))

A resident offered to assist with noise monitoring from their garden

318. Planning Consultations

25/00204/FUL NHS Gloucestershire ICB. Extension and division of the existing dwelling to create 2 no. residential apartments for assisted living and 1no.residential apartment for supporting staff including facilities, conversion of the existing double garage to an activity room, new parking and associated landscaping. Bon Idee Kayte Lane (in neighbouring parish)

No objection

319. Planning Decisions by TBC/Others

25/00139/FUL Remodelling of existing dwelling to include single and two storey rear front and rear extensions, new dormers replacement doors and windows, replacement roof covering – Garden Vale - Permit

24/01050/FUL Alterations and Improvements to Existing Access Point for Agricultural Purposes Southam Lane – Permit

25/00160/FUL Section 73 application for the Variation of conditions 2(Approved Drawings), 5 (Ecological Enhancement Plan), 6 (Tree Protection), 7 (PEA), 10 (Access, Parking and Turning), 11 (Drainage) and removal of condition 14 (Glazed Link) of planning permission 23/00879/FUL to refer to amended plans and design alterations – De la Bere stables - Permit

320. Devolution – GAPTC survey

Discuss and formulate a response to survey about devolution – the survey was discussed and a response agreed

321. GRCC

1. Discuss whether to engage in a meeting with GRCC as requested by them – members were not available at the time proposed and needed more information about the proposed housing types

2. Discuss inviting GRCC to future Council meeting re NDP – deferred as no interest at this time

322. Finance & Governance

1. To receive the Internal Auditors Report on the 24/25 accounts – received and noted that there were no issues raised

2. To agree the Annual Governance Statement 24/25 – **the Council unanimously agreed the Governance Statement**

3. To agree the Accounting Statements 24/25 – **the Council unanimously agreed the Accounting Statements**

4. To agree the explanation of variances 24/25 – **the Council unanimously agreed the explanation**

5. To approve payments in May

Administration	419.66
HMRC	120.92
Parish Online - new website	300
Office Expenses	51.3

M Prince - plants Southam planter	18.74
J Calam - plants Noverton planter	82.55
	<u>993.17</u>

It was noted that the editor of the newsletter requested colour printing of the next edition which would cost slightly more than normal. This was anticipated as being within budget.

6. To approve the April bank reconciliation and April budget report

The current account bank balance was checked and verified by Cllr Torrington at £15646. The clerk advised a £1000 transfer had been necessary due to the late payment of the precept by TBC.

The budget report was agreed.

7. To review the Bank mandate signatories – Cllr. Lennon and Prince and Clerk to remain as signatories

8. Receive draft Financial Regulations 2025 for adoption – **The draft was adopted**

9. Receive draft Standing Orders 2025 for adoption – **The draft was adopted**

10. Confirm all other policies are up to date – **All other policies were up to date**

11. To check everyone accessing email and website – discuss additional charge to manage domain. £25 per annum – the old website was not redirected to the new website. **Clerk to discuss with domain provider and if not resolved the Council agreed to pay the extra fee to Parish Online to resolve.** Three councillors were having difficulty in accessing their emails and were given the support line details.

12. Agree purchase of office mobile – **the Council agreed to purchase either on contract or outright purchase £160 whichever was best value.**

13. Agree change to grass cutting contract – **the previous contractor has given up this type of work and it was agreed to appoint Gotherington Garden Services for this year at £125 per monthly cut.**

323. Village Walkabout

Discuss cost of suggested replacement dog bin for Cleeve Hill (CIL expenditure) £430 – this is the bin at the top of Rising Sun Lane and is not on the PC's asset register as belonging to them.

Resolved by the clerk – Cleeve Conservation Trust are replacing this bin

Agree to address grit bin replacements in the Autumn. **Agreed - This will link up with GCC's programme of assessment**

All other issues identified as GCC – reported to them

324. Parish Survey 2025

Agree questionnaire – deferred as councillors are to consider any editions and the method of distribution and collection of results.

325. Date of Next Meeting

10th June 2025

