



Southam Parish Council



MINUTES (subject to agreement at the next Council meeting) of a meeting of the Parish Council held on 12th August 2025 at 7.30pm in the Village Hall.

Councillors Present: Cllrs J Calam, M Harris, K Fish, S Lennon (Chair) R Prince, P Sissons, R Torrington

Also Present: Clerk/RFO, 8 members of the public

353. To receive apologies

There were no apologies

354. To receive declarations of interest/requests for dispensation

There were no declarations or requests

355. To receive and agree the minutes of the meeting held on 8th July 2025.

The minutes were agreed by all councillors present at the meeting as a true record, subject to the following changes: 344 Hayfield Homes added comment on the B4632 speed limit and anticipated timeline for the application; 345 bulletpoint 5 Strategic Local Plan – amended wording; 348.1 War memorial amended wording and 348,6 Neighbourhood Watch additional paragraph.

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

Councillor Agg representing the County/Borough was not available to comment

- B4632 – TRO in layby to prevent overnight parking – **Clerk to request progress update on possibility of TRO following incident of an abandoned burnt out car which had caused damage to a fence**

357. Adjournment for public participation on items on the agenda **(if about another subject residents should write to the clerk** (clerk@southam-pc.gov.uk) 15 minutes

Cllr. Prince read out a thank you letter from Gordon Sullivan, recipient of the Civic Award.

The public raised matters which were not relevant to items on the agenda.

- Resident requested a review of the website which she felt was difficult to navigate and therefore not user friendly – She was asked to provide examples
- A resident had carried out his own survey of residents regarding possible changes to the speed limit in Southam Lane. He shared interim results and would continue to

follow up households he had not been able to speak to. – The resident was asked not to raise expectations

- A resident noted the CIL receipt in the audited accounts and asked if this had been allocated to a project – Subject to a consultation survey which had been drafted for approval
- A resident asked if Neighbourhood Watch updates could be circulated by email – circulated via Facebook on the last occasion
- A resident asked when emails would be circulated again – a system is being trialled

Cllr Sissons interjected with a suggested Plan B if the email trial was unsuccessful..

- A resident asked what was happening with the open sewer behind the Ellenborough as hardcore had appeared. – Cllr Sissons following up on this with Environmental Health
- A resident asked how many hours the clerk worked – 7 hours

358. Receive Parish Councillor reports

- Village Hall Committee – the VH Chairman will test current microphone equipment and investigate possible alternatives (share of cost might be requested)
- Footpaths – Cllr Sissons gave a report

ASM112 Mill Lane Prestbury. Stone on ground near stile fixed by Cotswold Wardens. (They will try to add upgrade to the stile to their worklist.)

ASM118 Entrance across the road from Ellenborough Park, bough of tree had fallen across the path before gate and some into the field. Reported to Ellenborough Park and cleared next day.

Other issues previously reported to GCC PROW still outstanding for response from them

- CCT – Cllr Harris/Torrington had attended a meeting which discussed the planning application for the new hotel complex – the CCT were supportive of the project
- Councillor Advocacy Scheme - No report
- Other external meetings – Cllr Lennon reported that he and Cllrs. Prince and Fish had attended the GAPTC AGM. GAPTC were unable to get acceptance of their Year End Accounts due to an unexplained deficit. Devolution was discussed with a presentation by a Somerset town council sharing their experience of the process. Although devolution had meant an increase in precept it had not met by any adverse reaction.
- Cllr Lennon had also attended a meeting with residents who discussed possible purchase of plots of land adjacent to their properties

359. Village Matters

1. GCC Community 20s and Safer Roads initiative – discuss desired changes – a list of possible changes had been circulated by the Clerk, **to be circulated again for comment**
2. Discuss Licence of Newlands Music Events and effects of late closure on residents and consider requesting a review of the licence – the closing time of 1pm was discussed and it was considered 11pm should be requested through a licence review
3. Discuss Cheltenham Borough Council Festival licence – Parish Council had responded to the licence consultation:

Locating the stage and speakers as far from residential properties as feasible.

The use of intermediate speakers across the field to reduce noise levels at the source/stage (as used for Wychwood).

The event organisers noise management plan, including monitoring noise levels within limits and reasonable timings to be set by Licensing/CBC Environmental Protection Team.

The plan for liaison (public reports) with CBC EPT and TBC EH Team during the event, to enable corrective action to be taken to mitigate nuisance

A closing time of no later than 11pm

360. Planning Matters

Consultations:

A25/00515/FUL The installation of a 1.8m diameter dish onto the existing tower at 20m Radio Mast Site, Cleeve Hill **No Objection**

25/00524/FUL The construction of a double car port. Rowan House , Southam Lane, Southam **No Objection**

25/00495/FUL Installation of an Aluminium Victorian Greenhouse with porch sitting on a dwarf wall. Queenwood House , Queenwood Grove, Prestbury – **No Objection**

25/00529/FUL DESCRIPTION: Proposed erection of a single storey extension and dormer enlargement for an existing dwelling. Darrel Ley , Lye Lane, Cleeve Hill – **No Objection**

25/00535/FUL Removal/variation of condition 2, planning permission 07/00912/FUL for the removal of holiday let condition. 3 Cockbury Court, Winchcombe, Cheltenham – **No Objection**

Discuss opinions on the proposed Prestbury Parkland development – Councillors shared general concerns about the impact on the landscape/environmental status and creep of development but no consensus of opinion was expressed. There was doubt whether the affordable homes would fulfil need identified by GRCC.

Cllr Sissons reported the Planning Inspectorate had not yet issued a decision notice on the land east of Kayte Lane. An update on Green Orchard application for an extended dayroom was shared and it is waiting for conditions on 24/00106/CONDIS to be met before consideration.

Cllr Sissons proposed that the Council chases TBC on a regular basis for decisions on outstanding applications. B/F

Decision Notices:

None

361. Finance & Governance

1. To agree payments in July / August – The payments were agreed as follows:

John Lewis - gift card for Civic Award	100	100	0
Administration	419.66	419.66	0
MJ & RA Prince - plants for planter	12.46	12.46	0
Washington Printing (newsletter May)	200	200	0
Office Expenses	55.8	55.8	0

J Preece (grasscutting verges)	456	380	76
Service charges bank	4.25	4.25	0
	<u>1248.17</u>	<u>1172.17</u>	<u>76</u>

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HMRC PAYE (month 3)	121.12	121.12	0
Admin	419.46	419.46	0
PKF Littlejohn (Audit Fees)	252	210	42
Washington Printing	130	130	0
HMRC PAYE (month 4)	120.92	120.92	0

- To approve the July bank reconciliation and July budget report

The Current Account balance was £13882.94 and totals of expenditure to end of July £4599.59/income £15345 were noted

- Grit bin replacements request – a replacement grit bin has been requested in School Lane
- Receive the External Auditor report and note closure of audit – **the External Auditor issued a compliance report with no issues noted, a closure of audit notice was published.**
- Note NALC pay award of 56p per hour to be applied to Clerk’s pay/Parish Council pay review not yet done – **Council agreed the increase, Staffing Committee to consider any other changes**
- To agree to a Communications Policy being drafted - **The Council agreed to consider a draft policy**

362. Parish Survey 2025

Agree cost of publication (£70) and appoint volunteers to distribute.

Collection of the survey would be achieved via the village hall letterbox/Cllr Torrington home address. Cllr Sissons stated that the cost of publishing would be wasted on the current format of the survey. She had various changes she wanted to propose. The clerk reminded the Council that they had had the survey to consider for over 2 months, she would draw up a distribution list. B/F

363. Date of Next Meeting

14th October 2025 – (discussion on B4632 with Glos Constabulary)