



Southam Parish Council

MINUTES (subject to agreement at the next Council meeting) of a meeting of the Parish Council held on 9th December 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: 6 members of the public.

388. To receive apologies Apologies received from Cllr Cheryl Agg and Cllr Nigel Adcock

389. To receive declarations of interest/requests for dispensation

There were no declarations or requests.

390. To receive and agree the minutes of the meeting held on the 11th November 2025

The minutes were agreed by all councillors as a true record of the meeting.

391. Matters arising not dealt with on the agenda

Appointment of a new clerk - This has gone forward and the Council has arrangements in place with the duties of the clerk shared between the Councilors in the interim until a clerk is appointed. Cllr Lennon confirmed that the role is being advertised including an advert being placed in the Parish Magazine. The Council will undertake a further push with advertising the role in the new year.

National Grid - GCC PROW Officer has to date provided no information regarding dates or details of any PROW closures when work is on going.

Communications Policy – The Parish Council advised that the policy will be reviewed in the new year.

Licence Renewal Applications – Cllr Lennon advised that he will review the two existing licences which are in place for Cheltenham Tigers Rugby Club and once he has copies he will review them so that the Parish Council can make a decision as to whether it wishes to give a view on them,

392. To receive reports from the Parish Councillors, SpeedWatch and Neighbourhood Watch

Traffic Data – No Traffic analysis reports had been received since previous meeting.

Updates on Gloucestershire Constabulary findings and GCC Highways meeting (20/11/25)

Bill Motion advised that there was no data of particular concern from this traffic data.

Bill Motion raised an issue related to the MVAS sign he had erected on Old Road which is providing ghosting data and it appears to have issues with its settings which he will investigate and adjust.

Neighbourhood Watch – John Donovan had not provided any update since previous meeting.

Cleeve Common Trust – Cllrs Torrington and Harris advised that the next meeting of the Trust's Board is scheduled for the new year and they had nothing to report.

Councillor Advocacy – Cllr Calam advised that she has shared her email and is currently waiting for feedback.

Footpath Warden – Cllr Sissons advised that there are no new issues to reported the following outstanding issues:-

ASM 26 – Bridleway on Cleeve Hill. Landowner has cleared all the bramble, blackthorn and debris from the path to gain access to fallen tree and branch. This work is still to be completed.

ASM 45 – Path above Sunset Lane, tree has fallen on the stile into Nutterswood. No progress.

Updates:-

ASM 25 – Bentley Lane Bridleway – Met with GCC Public Rights of Way Officer on 26 November 2025 to pass on thanks for the improvement works undertaken by GCC. At present the path is open and clear. Asked for advice on the management of the Carex Pendula as the path will quickly become overgrown again unless this is actively managed. There are still a number of trees down on the bridleway further east and this will be referred to the landowner. Walkers have diverted the path to work around the issues.

Licence Review Applications – Cllr Lennon covered this under Agenda point 391.

Village Hall – Cllr Prince confirmed that the hall had not be decorated externally due to the scaffolding in place for the soffit repairs and confirmed that a number of new windows panes had been installed.

Village Hall Activities – Cllr Prince confirmed that the following activities had taken place:-

The Autumn Fayre on 22 November which was well attended and enjoyed by all.

The following week there was a Film Night – Typist Artist Pirate King.

The Christmas Light switch on had taken place on Sunday 7th December which had to be inside due to the scaffolding and the stage has been decorated with the reindeers that would usually be on the roof.

In January there will be: -

Quiz Night on Friday 9th January

Film Night on Friday 23rd January

Music Night on Friday 30th January featuring Duncan Ivory – R7D Jazz, Duncan will be playing with his fellow musician Dave.

Cllr Prince confirmed that the Village Hall will be open to village residents only on 31st December – New Year's Eve. Residents are welcome to bring their own food and drink as the kitchen facilities will not be available.

Website/Communications – Cllr Torrington confirmed that he has been issuing electronic notices and updates on website information regarding Neighbourhood Watch updates and information for Mature drivers. Bill Motion confirmed that he will send his traffic reports to Cllr Torrington for inclusion on the website.

Highways meeting 20 November 2025 update – discussed various issues with Jacob Cotterill at the meeting. He confirmed that every application for a 20 mile an hour speed limit would

require a separate fee and it would therefore not be affordable.

Jacob Cotterill confirmed that GCC highways are applying Dragon Teeth markings and speed limit signage to road surfaces on the B4632 as this is believed to be the best way forward to get drivers to modify their behaviour and reduce their speeds.

Recent Gloucestershire Constabulary traffic data findings identified that speeds were not massively over the limits in various locations.

A further meeting is to be arranged regarding issues related to crossing the road in the area of the bus stop.

Jacob Cotterill confirmed that in instances where hedges are blocking pedestrian routes Highways will write twice to householders and if they take no action GCC will arrange for works to be carried out and the householders recharged.

Jacob Cotterill confirmed that drains are maintained annually.

Only remaining issue from the meeting related to Gravel Walk and the residents are being engaged with.

Full details can be found in report of meeting (20/11/25) which is available on Website.

Recently damaged bollard to land surrounding War Memorial - Cllr Sissons confirmed that this has been reported and inspected and requires re-concreting into place.

Ownership and maintenance of restricted Byway 73 had been referred to GCC Highways as landowner on Spring Lane, Cleeve Hill has reported issues with the retaining wall.

GCC have confirmed the repairs to section of footpath opposite Gravel Pit Lane to Laxton Meadow is back on schedule to be completed this financial year (end January 2026).

Parish and Town Council Seminar 27 November 2025 – Cllr Prince and Cllr Sissons attended the seminar and Cllr Prince reported back that it was very informative, Reported that there are three options being considered a single unitary authority, two authorities spitting Gloucestershire East and West and a third option which is a doughnut format with Gloucester as one authority surrounded by the rest of Gloucestershire as a second authority. The three options have been submitted and the Government will make decision on option the one to be implemented July/August 2026..

The headline from the presentation is that which ever option is selected they will all result in increased Council Tax for Southam residents as Tewkesbury Borough Council currently has one of the lowest Council Tax rates in the Country.

393. To receive and request reports from the County/Borough Councillors

Received prior to the meeting are appended to the minutes.

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

There were no comments made by the public.

395. Planning Matters

Consultations

23/00957/FUL – Erection of two semi-detached dwellings and construction of new access - Church Gate Southam Lane Southam Cheltenham Gloucestershire GL52 3NY – (Deadline 3 December 2025) Comments already submitted due to deadline. Ratification of a previous decision - Object.

Decision Notices

23/00728/FUL - Single-storey side extension to existing garage - Whiteshill Mill Lane Prestbury Cheltenham Gloucestershire GL52 3NF – Permit

25/00790/PDAD - Prior Approval (Class Q) Agricultural Barn Conversion to provide 4 x Residential Dwellings - Cuckoo Farm Southam Lane Southam Cheltenham Gloucestershire GL52 3PE – Prior Approval Refused

Planning Updates

25/00714/FUL – Erection of 20 residential dwellings with detailed access, appearance, landscaping, layout and scale and other associated works – Land Rear of Dormans Mill Lane Prestbury Gloucestershire.

Cllr Lennon confirmed that a detailed objection was submitted to TBC Planning Department on 23 November 2025 lead by Cllr Sissons. Main elements of objection being impact on landscape character, sustainable development, impact on Heritage Assets, contrary to national policy and local plan, mix of properties proposed not suitable for local need. Parish Council is still awaiting information regarding local land supply figures up to March 2025. Identified concerns regarding potential for future development and fact that Developer proposed in public webinar to commute the remainder of land to Parish Council for public open space into perpetuity and this was not referred to in their Planning Application.

Cllr Sissons has also been in communication with Anj Patel at TBC re Section 106 and advice on securing the public open space. Cllr Sissons confirmed that she and Cllr Fish had met with Anj Patel and Adrian Clements from TBC regarding the section 106 notice, showing them the location of site, highways and pedestrian access issues and distance from neighbouring play facilities via proposed pedestrian access.

396. Finance & Governance

1. To approve the November bank reconciliations - The Current Account balance at the end of November was £9,641.71. Approved.
2. To approve December Cashbook. The December payments were approved as follows.

	Total	Net	VAT
John Preece & Sons Grasscutting <i>(scope to be confirmed)</i>	£456.00	£380.00	£76.00
MJ & RA Prince - Pockets/ Toner x2	£87.14	£72.62	£14.52
Washington Printing - Newsletter	£165.00	£165.00	£0.00
Bank Charges	£4.25	£4.25	£0.00
Rememberence Day wreath <i>(No reference use email trail)</i>	£30.00	£30.00	£0.00
K Fish – Noticeboard key <i>(asumes £4.20 is gross including VAT)</i>	£4.20	£3.50	£0.70
Village Hall - Rental	£72.00	£72.00	£0.00
Total	£818.59	£727.37	£91.22

Grasscutting contract had been reviewed and grass would be cut.

1. To approve November Cashbook and approve payments in December – approved.
2. To approved November Bank reconciliation – approved.
3. To approve November budget report – approved.
4. Receive draft budget for 26-27 – Cllr Prince confirmed still awaiting feedback from some contractors. Will circulate over the next few weeks ready for next meeting.
5. To appoint an independent internal auditor for the 25-26 accounts – Cllr Prince confirmed clarifying with GAPTC whether we need both internal and external audits.

397. Parish and CIL Survey

1. Agree cost of publication – Quotes received prior to the meeting. Cllr Torrington to obtain a further quotation.
2. Agree date of distribution and deadline for completion – agreed to leave this until January 2026 to encourage a better response.

398. Date of Next Meeting

13th January 2026 at 7.30pm.