

## Broadwas & Cotheridge Parish Council

Minutes of the extraordinary council meeting held on June 13th 2022 at St Leonards Church Cotheridge at 7.30pm

In attendance Cllrs R Burrows, J Guest, M Cullen, M Longley, D Usman, V Clark

Present: S Hart Locum Clerk, 9 members of the public, District Councillor D Walton

1. **Apologies:** Apologies were received for Cllr J Worrall no reason given.

County Councillor S Richardson Brown also sent apologies.

2. **Staffing**

- a) The clerk vacancy was **noted**.
- b) In view of the confidential nature of the business transacted the Council **resolved to exclude the press and public from the meeting** to discuss the following item on the Agenda.
- c) S Hart was **appointed** as temporary clerk for up to 3 months whilst a permanent clerk is recruited.

**End of confidential session.**

- d) To **approve** the clerk job description was **approved** with the following amendments.
- e) The clerk vacancy notice was **approved**.
- f) A delegation to the clerk to make the recruitment arrangements using the agreed job description and vacancy notice was **approved**.

3. **Acceptance of Office - Chair**

- a) The acceptance of office was signed by the chair and the clerk.

4. **Declarations of Interest**

I. Updates to register of interests. **There were none.**

II. Disclosable Pecuniary Interests in items on the agenda and their nature. **There were none.**

III. Other Disclosable Interests in items on the agenda and their nature. **There were none.**

*Councillors who have declared a Disclosable Pecuniary Interest, or any other Disclosable Interest which falls within the terms of Section 12 of the Code of Conduct, must leave the room for the relevant items unless a Dispensation has been requested/granted.*

*Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.*

5. **Dispensations** There were **none**.

6. **Minutes**

- a) The Minutes of the previous Meeting held on 9<sup>th</sup> May 2022 were **agreed** as a true record and signed by the chair.

7. **County and District Reports**

- a) The District Councillor Report was **noted** see Annex A.

**Public Question Time**

**The meeting adjourned for public participation.** See Annex B.

**The meeting reconvened.**

8. **Finance**

- a) The Receipts and Payments received up to the 23<sup>rd</sup> May 2022 were **noted**.
- b) The payments schedule was **approved**.
- c) The purchase of a Microsoft Office business account for clerk use was **approved**. (Clerk to research additional backup software for a future meeting).

## 9. Code of Conduct

- a) It was **agreed** to adopt the new Code of Conduct issued by Malvern Hills District Council. See Annex D

## 10. Planning

- a) The following responses were **agreed**:  
**M/22/00723/HP** Conversion of garage to accommodation

We ask planners to consider this application against the backdrop of previous recent applications to question the increase height of the proposal and point out there are overhanging trees which are not referred to in the application

Date for Consultation 07/07/22

### **M/22/00639/FUL** Construction of Live / work Unit

The proposed development is in open countryside, that no business case has been made and traffic regularly exceed speed limit along this section of road and ask highways to look at this. The Parish Council would also like to question that if the Authority was minded to grant PP for this application we would question the need for an additional entrance.

Date for Consultation 18/06/22

- b) The 'WORCESTERSHIRE MINERALS LOCAL PLAN: RECEIPT OF INSPECTORS' REPORT' was **noted**.

## 11. Meeting dates

- a) The meeting dates for the forthcoming year were **approved**. See Annex E
- b) It was **noted** that the council might consider alternative meeting venues. This will be a matter for a future agenda item.

## 12. There were no other matters to report or for future consideration.

13. It was **noted** that the date of the next meeting will be **Monday 11<sup>th</sup> July 2022 at Broadwas Village Hall.**

There being no further business to discuss the meeting closed at 8:50pm

## Annex A

### Broadwas and Cotheridge District Council Report – June

Much of May was focused for many areas on preparations for great Jubilee Celebrations and we saw a lot going on across the district. Of course, we saw the superb event at Rushwick Cricket Club. I'd definitely like to thank the Cricket Club and its committee for hosting such a great event and also for the support of the Parish Council and residents.

Of course, events in Ukraine continue to dominate the news but the great news is that residents across Malvern Hills continue to open their doors and offer support to people fleeing the conflict. As of the end of May we'd surpassed 100 sponsor addresses in the district, with an anticipated 250 guests. We've carried out 59 property inspections and Citizens Advice had welcomed 85 guests to the district on our behalf to collect their £200 welcome payment and talk through their immediate needs.

Obviously, the District Council has been involved in distributing a lot of financial support over the last two years and in particular in Covid support payments to businesses. Last month saw the payout of £150 to each home paying council tax as part of the Government's support for the current cost of living crisis.

Our Town Centre plans were approved at our last Exec meeting on the 24<sup>th</sup> May.

The town centre plans propose an extensive programme of projects that could help support the economic development and growth of five town centres over the next ten years. Town centres

benefitting from the plans are Great Malvern, Barnards Green, Malvern Link, Tenbury Wells and Upton upon Severn.

The plans were formed following a consultation which took place between September 2021 and January 2022, the consultation included direct engagement of stakeholders across all five towns, together with an online survey, capturing views of over 1500 businesses, residents and visitors. Other organisations across the district played a key role in its development, including town councils, local district and county council members, local businesses, community and voluntary organisations. Funding for individual projects will come from the Levelling Up Fund, Councils Economic Recovery Reserve, the UK Shared Prosperity Fund and will seek to lever in external contributions wherever possible.

Visit [www.malvernhills.gov.uk/news-alerts/town-centre-improvement-plans-approved](http://www.malvernhills.gov.uk/news-alerts/town-centre-improvement-plans-approved) for more information.

Free support is also on offer for Malvern Hills employers looking to recruit and retain older workers. Help is available for up to 40 employers as part of the district councils' Upskilling Project, which has been given £283,000 from the Government's UK Community Renewal Fund.

Helen Astill, director of award-winning consultancy Cherington HR, is providing focused, one-to-one support for businesses looking to introduce age-friendly working practices.

Those who take advantage of the support on offer will be given a free resource pack, and access to a comprehensive online resource hub, to help them develop an action plan and start making positive changes in their workplace.

This resource pack includes guidance documents and policy templates covering topics such as diversity, flexible working and retirement.

Businesses will also be offered free one-to-one meetings, either in person or by video conference, depending on their commitments, to provide additional support in implementing age-friendly policies.

Morgan Motors were one of the first employers to receive Helen's support and have encouraged others to do the same.

Employers can book a free place by contacting Helen directly on 0330 175 6204 or [helen.astill@hrsolutions-uk.com](mailto:helen.astill@hrsolutions-uk.com).

Volunteering opportunities across the Malvern Hills District will be showcased with the return of the virtual volunteer fair.

The second virtual volunteer fair will be held between 9am to 4pm on Friday, 10 June 2022 and will showcase the many fantastic volunteering opportunities across the district throughout the day.

The fair will be held on our Facebook page: [www.facebook.com/MalvernHillsDC](https://www.facebook.com/MalvernHillsDC) where we will share vacancies available through the Malvern Hills District Volunteering Forum.

Organisations are also being encouraged to share their vacancies using the hashtag #MHDVolunteerFair.

Malvern Hills District Volunteering Forum is a network of over 30 local groups and charities who work with volunteers in the district. They come together twice a year to share updates, discuss issues and collaborate. Any organisations, groups or charities that work with volunteers in the district is welcome to join the forum.

The last virtual volunteer fair, earlier this year, saw more than 17 volunteering groups and charities post their opportunities, reaching over 11,000 people on Facebook with over 300 link clicks throughout the day.

Visit [www.facebook.com/MalvernHillsDC](https://www.facebook.com/MalvernHillsDC) to follow the Malvern Hills District Virtual Volunteer Fair.

Visit [www.malvernhills.gov.uk/volunteering](http://www.malvernhills.gov.uk/volunteering) to find out more about the Malvern Hills Volunteer Forum.

#### Parish conference

Our recent parish conference took place on 17 May, where all Town and Parish Councils in our district were invited to attend. Altogether 21 representatives from town and parish councils attended, along with five district councillors, and seven speakers.

The theme was Asset Based Community Development, with a focus on all that is strong in our communities.

We had a packed schedule which included speakers from the Good Neighbour Network, As One Community Engagement Foundation, Community Action and Freedom Leisure.

This was a really good event and I enjoyed visiting it – especially to look at some of the really good work being done in Welland.

The Community Car Club spoke about how their campaign to install satellite hubs of electric cars available to hire along with the ebike scheme.

Community First also joined us to talk about EV charger opportunities at village halls/community buildings.

In addition, we highlighted all the Community Services events and activities we have available. We also took the opportunity to share stories and examples of good practice.

Feedback from the event was positive, with a request to run more sessions to keep everyone up to date.

We intend to host another event in September, we will keep you updated.

I have sent some further information on this which may be useful.

The Boundary commission are yet to report but early indications are that there may need to be further work done on the report before it's published which may also lead to a delay – we will see.

Two weeks ago I held a Councillors surgery in Rushwick and saw over 40 people in 5 hours. I'm looking to do more of these events in the future.

## **Annex B**

### **Public participation**

- Engineers have put the poles in place to enable a broadband connection for the village hall.
- Disappointment was expressed at the reduction of grant (by the parish council) for the village hall's Platinum Jubilee event. The reasons provided by the council were not believed to be adequate due to the allowance the council has for section 137 funding. The clerk explained that section 137 funding is not just for grants – but for any activity of the council. The council can consider more clarity regarding grants and section 137 funding when they set the budget.
- Disappointment was expressed regarding the lack of councillor attendance at the village halls' Platinum Jubilee event. (The council noted the feedback as an item for future consideration).
- It was asked whether the council could pay the £200 shortfall for the village hall's Platinum Jubilee event. (The clerk explained that it would not be possible for the council to make such a decision at this meeting, it would need to be on a future agenda if requested. It would depend on the council's grant policy as to whether a retrospective grant would be allowed.)
- The council was made aware of concerns regarding recent activity on Gladwish owned land. The council were alerted to a covenant on the land preventing anything other than walking on it. District Cllr D Walton confirmed that the enforcement team were aware of the issues and took away some feedback that perhaps a sign could be put up.
- A request was made as to whether there was any progress at Hilltop Corner and the track. District Cllr D Walton confirmed that enforcement is in progress now that they have a contact for the enforcement.
- The council was informed that the replacement post box has now been installed.
- The council was made aware that the previous meeting minutes stated the location of the June meeting to be the village hall which confused people.
- The council was asked for an update regarding the new lengthsman and his work. The lengthsman was present and introduced himself to those present, sharing some pictures of recent work in the parish.
- The chair was asked if he had received an email regarding Broadgreen Lane. It was confirmed that this had been received but the council have not yet had the opportunity to discuss due to the recent lack of a clerk which has held progress up on some items.