

BROADWAS AND COTHERIDGE PARISH COUNCIL
MINUTES of the ORDINARY MEETING OF THE PARISH COUNCIL

Held on Monday 11th March 2019, at Broadwas Village Hall at 7.30pm

Present: Cllrs. Dale, Burrows, Downes, Plevy, Pearce and Guest,

In Attendance: Cllr. Chambers (Malvern Hills DC.) Cllr. Godwin (MHDC), Cllr. Grove. (WCC) 4 Members of the public.

1.Apologies: Cllr. Winkworth.

2.Declarations of personal or prejudicial interest and update Register of Interest Forms

Cllr. Pearce (non-pecuniary interest - Quote from RJC Landscaping) who uses the company in a private capacity.
Cllr. Pearce (non-pecuniary interest – Item 15. Broadwas Sports Association) who is on the committee.

3.Dispensation requests: None requested

Public Participation: See Appendix 1.

4. County and District Councillors reports:

Copy of County Councillor Grove's reports attached appended to these minutes.

Cllr. Chambers reported that there was just one more Executive Committee Meeting at MHDC before the Local Elections.

A Rough Sleepers Forum had taken place in February in the Priory in Malvern which had been a great success. Shelter and other national bodies were in attendance and there were representatives from all over the West Midlands. He commented that it appears that there are a lot of organisations doing a lot of work but that it was not always co-ordinated. Similarly, there was a lot of public funding being pursued but not always co-ordinated. A task and finish group will be set up to lead the way Worcestershire wide where best practice can be informed from it which can go further afield.

Route to the Hills in Great Malvern – Listed under the UK Visit Heritage Awards. A ceremony in London on the 26th March where it will be announced. The initiative is shortlisted.

MHDC and WDC joint initiative for Transformation of High Streets. The District Councils are taking seriously changes to our High Streets following trends for on-line for goods and services etc. The Councils are putting in a bid under the Government Initiative of Transformation of High Streets. The Councils are still keen to take this forward even if the bid for funding fails. This will of course depend on the new administration of the Council following the local elections. Town/City Centres have to be about shopping, recreation, leisure and residential to make it a success.

Cllr. Godwin added that under Planning Matters "T.P. O's", a Tree with a Preservation Order on it, if it falls down is still preserved and should not be cut up or disposed of without consent from the Planning Department. If a tree falls down that has a T.P.O. on it the owner has to apply for written permission for disposal.

Cllr. Godwin announced that at the local elections he would not be standing for Broadwas and Cotheridge Parish Council but that he would be standing for a nearer parish to where he lives at Lindridge. Cllr. Dale thanked Cllr. Godwin for all his work over the years and wished him well.

5. Minutes of the ordinary parish Council meeting held on February 11th, 2019: These were considered and Cllr. Guest Proposed that they be accepted as a true record. Seconded by Cllr. Downes. All in favour They were duly signed and dated as a true record by the Chairman.

6.Matters Arising: -

Cllr. Grove made an offer to the Parish Council under his Community Ambassador role with the Police for a team including the Road Safety Partnership, Members of Highway Maintenance WCC and the Police to have a walk around the villages to discuss speeding issues and traffic issues on the 5th March. They discussed issues within the parish. One initiative would be Roundels supported through his Divisional Fund. The white gates were also raised at the meeting and problems with the initial gates installed. Cllr. Grove reported that this is being looked into.

Berryfields Grit Bin: Cllr. Grove offered funding from his Divisional Fund to cover the cost of the grit bin. WCC Highways procedures are that if the grit bin is to be located on Highways land then an assessment must be undertaken. The Parish Council were asked to consider private land or Parish Council land to locate the bin. Item deferred to April Parish Council meeting.

Lower Teme and Martley FC requested to roll football pitch following the completion of the Walking Track and installation of Play Equipment. Quotes received and discussed in Treasurers Report on Item 16.

Cllr. Winkworth raised issues regarding a large tree on the side of the A44 at Cotheridge that had been chopped down leaving a 5ft high stump in situ could be a potential danger to traffic. Cllr. Dale spoke to the owner of the tree who informed him that the tree is not on his land and is the property of WCC. This has been referred back to Cllr. Grove to progress.

7. Correspondence:

Email 14th Feb- Environmental Crime Advice leaflet and Public Space Protection Order leaflet. Noted and placed on Parish Council Website.

8. Planning. – Report from Cllr. Pearce

18/01282: Upper Howsen Farm Cotheridge – Proposed demolition of existing farm buildings and use of site for 8 caravans/log cabins. Response submitted on behalf of the Parish Council raising no objections subject to appropriate conditions regarding road access, landscaping, drainage etc and on assumption that the application is for log cabins and not caravans. County Highways have now confirmed that they have no objections taking into account revised access plan. No further news.

18/00184 (plus 16/00335 & 16/00353): Little Lightwood Farm Cotheridge – Three outstanding planning applications. Informal opinion received from Stuart Castle (MHDC Planning officer) regarding merits of the applications. The Parish Council's views have subsequently been reiterated to our District Councillors for them to consider when deciding whether the applications can be delegated to officers for decision or brought to the Planning Committee. No further news.

18/00223: Ivy Barn, Broadwas – Proposed installation of Velux Roof Light in Listed Building. Approved on appeal.

18/01798: Zourka Church Lane Broadwas – Demolition of existing bungalow and erection of five two-storey dwellings. Clarification of grounds for Judicial Review of appeal decision for previous application received. These related to the precise wording of the decision letter and therefore do not directly impact on the current application.

PARISH COUNCIL RESPONSE TO PLANNING- Broadwas & Cotheridge Parish Council discussed this application at its meetings on 11 February and 11 March 2019 and resolved to object to it for the reasons set out below. This site is not within or adjacent to the settlement boundary for Broadwas as set out in the South Worcestershire Development Plan (SWDP). It therefore falls within the definition of "open countryside" as set out in SWDP Policy 2. That Policy permits certain limited forms of development in open countryside but the construction of five stand-alone open market houses is not one of them. The Broadwas & Cotheridge Neighbourhood Development Plan, which is currently the subject of Regulation 16 consultation, supports the existing SWDP housing allocations and settlement boundary for Broadwas and therefore, assuming that that Neighbourhood Plan is adopted in due course, it will not change the designation of this site as being within open countryside. The Parish Council supported the District Council's opposition to the previous application for this site (17/00169). The fact that that application was approved at appeal does not set a precedent for the current application. In saying this, the Parish Council particularly notes that the original buildings on this site had a total floor area of circa 315 sq. m, the scheme approved at appeal has a total floor area of 557 sq. m and the current application a total floor area of 803 sq. m. It is therefore somewhat disingenuous for the applicants to imply that the latest proposals do not substantially increase the density of development when compared to the previously approved scheme. SWDP Policy 18 which deals with Replacement Dwellings in the Open Countryside states that replacement of an existing dwelling by a single replacement dwelling will be permitted when inter alia the replacement does not exceed the footprint of the original by more than 30%. The current proposal would reflect an increase of 255% and therefore makes a mockery of that Policy. In relation to the Appeal Inspector's observation that the site is "Previously Developed Land" (PDL) – commonly referred to as brownfield sites, the Parish Council understands that one of the exclusions from that definition is "land in built up areas such as residential gardens". Logic would therefore suggest that the subject site is either in "open countryside" as defined in the SWDP or, if it is in a "built up area" it does not fall within the definition of PDL. On either basis the current application should be refused. The heritage issues regarding this site have been well rehearsed in previous applications. The Parish Council's position remains that the Zourka site is an inherent part of the setting of the Grade II* St Mary Magdalene church and the other Grade II Listed Buildings in the immediate vicinity and any decisions regarding development of this site should reflect this fact. Finally, whilst Worcestershire County Council Highways Department have provided recommendations regarding visibility splays for access to Church Lane from the subject site, they have not addressed the issue of the limited visibility for vehicles leaving Church Lane and turning on to the A44 main road. The proposed

application, if approved, would substantially increase the amount of traffic needing to make this manoeuvre and the District Council is requested to refer this aspect back to the County Council for further consideration. For all these reasons, the Parish Council requests the District Council to stand firm in its opposition to substantial development of this site and therefore to refuse this application.

19/00104: Royal Oak Broadwas – Installation of new children’s play equipment. Does not appear to be controversial. Recommendation that Parish Council sends “No comments” response.

9. New Website: Cllr. Dale reported that to date the website was going well. Councillor Dale asked for suggestions on what should be displayed on the site and how. The Clerk suggested that the Lengthsman Role be added to the website with a “Report It” facility to enable anyone in the parish to report work as they notice it. Councillors supported this idea. *Clerk to provide a description of the Lengthsman Role to include on the website.*

10. A. Village Hall Extension update: Cllr. Winkworth submitted his apologies to the meeting but updated to say that a third quote is still awaited. The contractor Cllr Winkworth mentioned at the last meeting and that he was chasing came back last Saturday and has intimated that he would not be available for best part of a year. Cllr. Winkworth has contacted another builder who is excellent and reliable and he will meet him at the village hall Saturday 16th March.

B. Village Hall Wi-Fi- Cllr. Burrows outlined that in order to get WIFI in the Village Hall we need to connect it to the real world. There are 2 options both of which involve the cost of installation: 1) Traditional Copper Wire (super-fast) via land line - This will, we know, require a pole or 2 etc; 2) Cutting Edge Fibre to the door Gigabyte scheme. The ongoing cost of a service is a separate but of course not unimportant element.

Cost of installation- Whether the Gigabyte scheme would cover the cost of option 1 and whether this scheme has a wider potential/community benefit re vouchers etc.

It is likely that given the Village Hall can be classed as a business, the Parish Council could attract the £2500 grant on the basis that we may not need but could benefit from the increased speed (this has an impact in the short term 12 months to a higher monthly sum but this is only binding for 12 months and there are more competitive offers ongoing).

It appears there is sufficient flexibility in the scheme to also consider a wider community approach i.e. establishing whether there is interest in a whole village approach (NB viability is not linked to 100% sign/take up but there is a breakeven figure dependant on location/numbers of premises etc - This can be worked out if we choose to proceed along the lines of a whole village approach. The other variable that can be influential is the number of businesses as this bulks up the final grant. (Possible Village hall/school/Pub?) We could also if we go down route 2 pull in other businesses.

Clearly attractiveness is an issue in attracting support and sign up and it seems that modelling a whole village proposal (with different levels of take up) helps establish total infrastructure cost and therefore any shortfall between grant and cost to those who take up.

Why would it be attractive? it seems that for many this is not obvious as they are quite happy with the “good speed” they get now from the Fibre to cabinet option, so it is helpful to be able to work through why Fibre to Premises is attractive and if there is a set up cost (which there may not be depending on overall scheme) who and at what level would people be prepared to pay + the fact that an 80 mbps service costs more on a monthly basis, but as indicated above this gap can be closed after 12 months and the scheme and the PC would need to play a role supporting this. Of course, some people already have FTP (incl. most of Broad Green) so in reality we are only talking about the main village. I guess the benefits are around future proofing and from our point of view being seen as a 21st century village, but clearly may not be the easiest of sells - though of course we are not atypical and Robert Stepniewski of WCC says that many villages have successfully signed up.

Robert is keen to work with the Parish Council in either approach and there is the possibility that the scheme may be upgraded (i.e. better £) all in all if we went down this road it takes 12 months. Cllr. Burrows and Cllr. Guest agreed to bring back further proposal and to place order for line subject to future advice from WCC.

Cllr Burrows suggested that once the VHMC were in a position to form a view of the cost of the proposals, that the original plans/proposals for preferred contractor/cost should be considered at a meeting of the Parish Council in order to be assured given the time since the decision was taken that the plans fully represent what is now needed.

Cllr Guest suggested that we could explore a different approach to commissioning and project managing the work.

11. NDP Update: NDP Update: Cllr. Dale reported that with the Regulation 16 consultation on the Broadwas & Cotheridge Neighbourhood Plan closing on 29th March, examination of the Plan could potentially commence as early as mid-April. A list of suitable Examiners was presented to the Broadwas and Cotheridge NDP recommended by MHDC and Wychavon DC. Broadwas and Cotheridge NDP have selected an order of preference with Chris Collison as their favoured option. David Clarke has contacted Chris Collison and he has confirmed that he is still available to examine the Broadwas & Cotheridge NDP.

Chris says he anticipates that he could start the examination in April, with production of a draft report in May/June, depending on the number and nature of the Regulation 16 representations.

12. S106 update: Funding for new track and equipment for Berryfields Playing Field: Cllr. Plevey reported that the Berryfields Playing Fields Walking Track, Mini Trail and Adult Outdoor Gym are all now complete. Consideration needs to be made now for insurance both for Public Liability and All Risks and accidental Damage. Discussions took place regarding whether a formal opening should take place. It was decided to promote the new Play equipment, Walking Track etc on the website and in the Footprints Newsletter. Cllr. Downes Proposed that we now seek to purchase a new noticeboard for Berryfields. Cllr. Dale Seconded. Cllr. Downes to obtain a quote for the new noticeboard.

13. Safeguarding in the Community: Cllr. Burrows produced a draft Safeguarding in the Community Policy to the Parish Council. To reflect the relationship between Parish Council and Playing Fields Cllr. Burrows agreed to amend for circulation.

14. Land Registry for Broad Green Common Land, Berryfields land and Sports Field and Broadwas Village Hall: Cllr. Winkworth gave a written update that as the matters were not urgent nothing further had been undertaken at this time.

15. Broadwas Sports Association request for grant for Pavilion repairs and Nora Parsons request for Grant Funding. Broadwas Sports Association outlined a project on the Cricket Pavilion. Nora Parsons Centre made a request for grant funding. Cllrs discussed the future basis for making grants and agreed that the reintroduction of a form would help demonstrate the case for and what the requested grant was to be used for. It was felt that discretionary and reoccurring requests were not necessarily in line with the Councils responsibilities in regard to financial probity. *The Clerk was asked to ascertain what the limit was for giving grants under Section 137 and email that out to Councillors. Once this has been established and funds permitting that a grant of £500 be considered for the Broadwas Sports Association and £300 for the Nora Parsons Centre. Cllr. Pearce to provide a copy of a grant application form for future use which Cllr. Guest will make editable and this will be added to the new Parish Council Website for future use.*

16. Update Reports:

a) Treasurer's Report: copy circulated to Councillors and attached to these Minutes.

b) A Bank Reconciliation to the 11/3/19 was circulated and approved at the meeting.

c) NALC Annual Salary Award for the Clerk to the Parish which takes effect from 1st April 2019. The new pay rates from 1st April 2019 and Spinal Column Point is 22 where the pay is due to increase from £10.95 per hour to £11.22 per hour. An increase of 27p per hour. This will represent an increase in annual salary from £4556.45 to £4667.52. This has been budgeted with the 2019/20 precept and budget. Cllr. Dale Proposed this be approved. Cllr. Guest Seconded. All in Favour.

d) Quotes were received from Simon Skeys and RJC Landscaping to roll the football pitch following completion of the Walking Track. The quote from Simon Skeys for £30 to roll the pitch was approved and the Clerk was asked to inform Simon Skeys to go ahead weather permitting asking him to take care not to damage the new track etc. Further quotes now to be obtained for the on-going grounds maintenance of Berryfields for 2019 season from RJC and Simon Skeys.

d) Clerk's report: copy circulated and attached to these Minutes.

e) **PLO report** copy circulated and attached to these minutes.

17. Councillors' Reports and Items for Future Agenda:

Cllr. Downes provided an update to Hill Top (B.A, A,) Cotheridge. All the rubbish tipped on the site has been removed and they have landscaped an area inside his gate adjacent to the area so that Birmingham Anglers Association members can access their car park. Cllrs. Thanked Cllr. Downes for his hard work.

Cllr. Winkworth communicated that Broadwas and Cotheridge Parish Council have been successful in obtaining a Natural England Award for Broad Green. The Clerk was asked to write to the contractors who undertook the work to thank them for their services.

18. Date of next meeting: April 8th, 2019 at Broadwas Village Hall at 7.30pm

Meeting closed at 9.50pm

Signed Chairman..... date.....

APPENDIX 1 - Public Participation.

A member of the public commented that since she reported the state of the footpaths within the parish that the Lengthsman had done a great job in re-instating them, weed spraying and chopping them back. She thanked the Parish Council and Lengthsman for sorting this out.

A mention was also given for the help that County Cllr. Phil Grove gives in supporting initiatives within the Parish. On behalf of the local community she wished a note of thanks be Minuted for his continued support and hard work.

A general discussion took place about litter especially on the A44 where it seemed that drivers were throwing litter from vehicles. A suggestion was made for a sign saying, "Thank you for taking your litter home". The clerk to ascertain details of this for the April Parish Council meeting. Discussions about joining force with MHDC for their "Great British Spring Clean" took place and the Clerk offered to forward more details about the joint initiative to the Chairman for information. A note on the website thanking local volunteers who helped to keep the Parish litter tidy was suggested. Cllr. Dale to action this.

4. Cllr. Grove – WCC Report.

Economic Development. - The Worcestershire 5G consortium, led by the County Council and Worcestershire LEP, just launched the first-ever British **5G** factory trials at the Worcester Bosch factory. The switch on, which took place at Worcester Bosch, allows the UK to strive firmly ahead of its European peers in the race for 5G, and through the collaboration of partners, Worcestershire will be at the heart of the technological advance. These trials mark the start of Britain's historic journey to reap the benefits of 'Industry 4.0' and will see smart factories being created.

The most encouraging news was £55 million pound from Government for the completion of the Duelling of the Southern Link road.

Many of you will be aware work as already commenced, to improve the link to the M5 with 5600 houses, the completion of the duelling by 2021 will ease peak time traffic.

Children and Families- Worcestershire is updating its Graduated Response guidance to support children and young people with special educational needs and disabilities (**SEND**). Parents, carers and professionals working with children and young people with SEND have been encouraged to help shape the Worcestershire SEND Graduated Response guidance. The Graduated Response document is intended to be used as a tool for schools and settings and those partner agencies working with them. It is also intended to be an information source for parents, carers and young people to inform and guide in relation to the education of children and young people with SEND.

Many of you will be aware that 4855 members of the public signed up to the stem Cell at Worcestershire Pitmaston Primary school last weekend. Any arm of volunteers helped locals to complete test and fill out registration forms in a bid to find a tissue match for Oscar Saxelby –lee.

Oscar who is five as a rare type of cancer was diagnosed on 28th December, has been given 3 months to live and is in desperate need of a stem transplant. We all I'm sure wish him well.

Adult social care- Assistive technology devices like Alexa are being used by Worcestershire County Council to enable people to live as independently as possible. Assistive technology refers to devices or systems that support a person to maintain or improve their independence, safety and wellbeing. As part of the plan to tackle pressures within adult social care, we are one of the few councils in the country investing in this type of technology. Investment in assistive technology averages just £7 per week, saving the council around £90 a week compared to home care. Where the technology prevents residential care, the saving rises to £140 a week. Worcestershire County Council has been working with partners Worcestershire Telecare to pilot a range of different technology as part of a person's care package.

Environment- Since the introduction of the 25p tariff on disposable cups at County Hall, the café is saving approximately 1,600 cups every month. End to end the unused coffee cups would be as high as the Burj Khalifa, The Shard and the Eiffel Tower combined. The Servest cafe stopped providing plastic packaging for all food and drink made on the County Hall campus in spring 2018, replacing the packaging and disposable cups with compostable plant-based products. Staff and visitors are increasingly opting to use their own re-useable cup or using a ceramic coffee cup when sitting in the café, helping reduce our waste further.

As part of the final phase of the flood alleviation works in Upton-Upon-Severn, a series of night closures on the A1404 will be taking place later this month.

The closures will take place from 8pm to 6am from Monday 18 March to Thursday 21 March. A diversion route will be in place for vehicles which takes them over Carrington Bridge, Worcester. Pedestrians and dismounted cyclists will be able to use a temporary footway which has been built next to the current highway, and this will also have lighting. These works will move the project closer to overall completion before the Upton festival season.

Finances- The Council budget for 2019/20 has now been approved. It will see millions of pounds spent on tackling congestion, improving town centres and upgrading railway stations across the county. A total of £2.5million will now be invested into town centre improvements in Evesham, Redditch, Stourport and Worcester. The Council's programme to relieve congestion will be extended with an additional £5m to be spent over the next three years in Bromsgrove and Evesham town centres, Kidderminster and on the A38 near Upton. Other capital investments include £4m to build a new footbridge across the River Severn in north Worcester and to refurbish Sabrina Bridge in the city to support walking and cycling. An additional £5m is to be invested into the upgrading of railway stations and funding extra parking.

16A. Treasurer's Report.

Mar 11th, 2019 Payments List

Payee	Description	TOTAL	Payment
HMRC	Tax Deductions Feb 19	76.00	BACS
Carole Hirst	Clerk Salary Feb 19	303.71	BACS
Carole Hirst	Expenses from Feb 12th to Mar 11th	76.19	BACS
DM Payroll Services	2018/19 Internal Audit	£ 110.00	App. Quote
Three Counties Landscapes	Walking track surfacing	£ 25,138.20	bacs
Footprints	Annual Grant payment	£ 250.00	BACS
P. Parkes	PLO work Dec, Jan, Feb, Mar	£ 223.75	
Play Quest	Supply and Install mini trail	£ 13,024.80	BACS
Broadwas Sports Association	Section 137 Grant	£500	BACS
Nora Parsons Day Care Centre	Section 137 Grant	£300	BACS
TOTALS		£ 40,002.65	

Total Cash at Bank		£ 94,700.55
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See item 15 on the agenda – Grants to Nora Parsons Day Centre and Broadwas Sports Association approved and paid.

16B. Clerk’s report March 2019

- The Clerk is now receiving all correspondence and has access to online banking at Lloyds Bank. The Clerk would like to set up an arrangement where Authorisation is ready by the following day after each Parish Council meeting to ensure payments are made in a timely fashion. Cllr. Dale agreed to ensure this happened.
- The Clerk has now attended a CALC Clerks briefing for the forthcoming local elections and the MHDC briefing. All Nomination Papers and briefing packs have been collected for Councillors and circulated at the meeting.
- The Clerk is preparing for 2018/19 year/end and trying to get all documents ready for internal audit.

16C. Public Land Officer’s Report.

BERRYFIELDS- Since the February report the track improvement has now concluded and new play/sports equipment installed. A broken wooden rail which has been removed from the fencing.

On the afternoon of 3rd March while emptying the bins, as I do weekly on Berryfields, I have to report that the football team/players had been on field and had left a terrible mess. The smaller goal posts had been removed from their fixed position and left down across the track (both sides), corner posts had been left up on the field and both the field and carpark were strewn with both litter and tape. One of the families from Berryfields Close was not impressed with the mess that had been left by the team and took it upon themselves to pick the mess from the field, while I cleared the carpark. There is a danger by leaving the heavy goal posts laid out (particularly across the new track!) School children are now making the most of drier, lighter afternoons playing on Berryfields after school and it would only take a couple of them to try and move or lift the posts and hurt themselves.

The tensile bolts required to repair the rota/bounce roundabout (as reported in February report) have finally arrived with them and this item of play equipment will be repaired and completed this week.

Berryfields inspected on 10th March 2019 by Peter Parkes

BROAD GREEN- No new matters to report.

Broad Green inspected on 10th March 2019 by Peter Parkes