

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

Held on Monday 10<sup>th</sup> February 2020, at Broadwas Village Hall at 7.30pm  
Present: Cllrs. Dale, Pearce, Brooks, Guest, Burrows,

**In Attendance:** Cllr. Chambers, Cllr. Walton (Malvern Hills DC.)

2 Members of the public. Acting Head Teacher from Broadwas Primary School Mrs. Smith with another teacher.

**1. Apologies:** Cllr. Cullen, Cllr. Worrall.

**No Apologies received:** Cllr. P Grove Worcestershire County Councillor.

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

**3. Dispensation requests: None requested**

**Public Participation:**

A member of the public asked the Parish Council for an update on the date that the Inspector would be visiting the site for Wolverley Homes (APP/J1860/W/19/3240345: Land at Church Lane, WR6 5NE). Councillors confirmed that this date had not been communicated to them. Cllr. Walton commented that he would chase this up and once the date was set, he would communicate that through to Cllr. Dale. The Parish Council agreed to communicate the news through to the community via the Parish Council website and via email to those who had expressed an interest at the January Parish Council meeting.

A member of the public reported the poor state of the footpaths in Broadwas Village. The foot way, adjacent to the Old Police House along towards Scatterbrook is particularly covered in rubbish and rotting vegetation, leaves etc which is very slippery.

The footpath from Berryfields car park to Church Lane is overgrown to half its original width, where it is almost impossible to walk two abreast, adult and child.

The hedge is hanging over and excessively wider than it has been for years. Needs cutting back hard and the cuttings will need clearing not left to vegetate on the verge. The marker posts need putting back up firmly and some need the red marker reflector plates replaced. The Clerk agreed to report these matters to the Lengthsman for action and notify WCC Highways regarding the red marker reflector plates Cllr. Brooks to supply the address of the farmer to the Clerk to get the hedge cut back.

**4. County and District Councillors reports:**

**Cllr. Walton- District Council Report.**

Full report available at <https://www.broadwas-cotheridge.com/parish-council>.

Cllr. Chambers reported that there was a Boundary Commission Review underway which will take effect at the elections in 2023. Malvern Hills DC currently has 38 Councillors and it is anticipated that this would reduce to 31 Councillors. This would be revisited.

Cllr. Walton and Cllr. Chambers agreed to look to see if there were any emergency arrangements collated by the MHDC or WCC in regard to fallen trees and other types of emergencies.

**Cllr. Grove Report WCC.**

Full report available at <https://www.broadwas-cotheridge.com/parish-council>.

**5. Minutes of the Annual Parish Council meeting held on January 13th, 2020.**

These were considered and Cllr. Burrows Proposed that they be accepted as a true record. Seconded by Cllr. Pearce. All in favour They were duly signed and dated as a true record by the Chairman, Cllr. Dale.

**6. Matters Arising:**

- Cllr. Pearce to report to the Church Council to look to put hardcore down on the triangular piece of land outside St Leonards Church, Cotheridge and report back to the Parish Council. Cllr. Pearce stated that yet there was nothing further to report.

- RJC Mole Management updated that four moles have been trapped and killed to date on Berryfields. Three further traps have been set and it is expected that there will be a total of around seven moles caught.
- Cllr. Dale reported that Laylocks Layby resurfacing has now started. He expressed his thanks to Cllr. Grove for his action on this matter.

#### 7. Correspondence:

- **24<sup>th</sup> Jan 2020- MHDC- Great British Spring Clean- In 2020** will run from 20 March to 13 April. **Noted.**
- **27/1/20- SWDP Review - Briefing for Parish and Town Councils-**Tuesday 31 March 2020, Guildhall, Worcester. Cllrs Dale and Pearce will be attending.
- **4/2/20- WCC – UK Youth Fund-** Noted.

#### 8. Planning. – Report from Cllr. Pearce

- **17/00169:** Zourka Church Lane Broadwas – erection of 3 dwellings. Construction proceeding on site. MHDC dealing with outstanding conditions. Parish Council has raised concerns regarding removal of pedestrian access on to A44 frontage and exclusion of part of the site from the proposed gardens in the latest layout plan.
- **19/00583:** Church Lane Broadwas – erection of 13 affordable dwellings. Application refused by MHDC. Appeal submitted and to be dealt with by way of written representations. Louise Morton of Quadrant Planning has submitted representations to the Inspector on behalf of the Parish Council.
- **19/00532:** 1 Cotheridge Court Cotheridge – Conversion of outbuildings into ancillary living accommodation. The Parish Council has supported this application.
- **19/00957:** Stone Farm Broadwas – Conversion of former barn to dwelling. Response submitted subsequent to July meeting indicating that the Parish Council has no objections to this application.
- **19/00887:** Elgar Coaches Lower Lightwood Lane Cotheridge – Demolition of existing dutch barn and construction of new coach depot. Comments submitted to MHDC.
- **19/01812:** Ivy house Farm Broadwas – Replacement of windows in Listed Building. The Parish Council resolved to make no comments regarding this application.
- **19/01863:** Broadwas Village Hall – Single storey extension. The Parish Council is the applicant so inappropriate to submit comments.
- **20/00030:** Ivy Barn Broadwas – Single storey extension to Listed Building. The Parish Council requested Malvern Hills District Council to ensure that the application meets the conservation requirements.
- **20/00039:** Teme Spinney Hill Top Cotheridge – Replacement of garage/store destroyed in fire. The Parish Council resolved to object to this application as it considers that further development in this sensitive location within open countryside is undesirable.

**Revision to SWDP:** Joint representation with other parish councils submitted expressing concern regarding change in methodology for assessing Category 2 settlements. Briefings at Guild Hall Worcester for Parish Councils on 31.03.2020. It was agreed that Councillors Dale and Pearce should be nominated to attend.

#### 9. Defibrillator Checks:

No update reported.

#### 10. Gigabyte/Fibre connection for Broadwas and Cotheridge project: Report from Cllr. Burrows.

##### Community Fibre Partnership (Fibre to premises/ Government funding scheme for rural communities).

Cllr. Burrows summarised his report. He commented that next actions would be to get the letter and forms printed for the Green Properties and get them delivered. Volunteers to help with this would be required.

Cllr. Burrows commented that the project should be completed by the end of the year all being well.

Actions: Cllr. Burrows to meet with Cllr. Dale to brief him. Advise Footprints for P.R. and look for volunteers.

Full report available at <https://www.broadwas-cotheridge.com/parish-council>.

## 11. Road Safety and Speed Initiatives.

Cllr. Dale reported that due to dangerous flooding on the bend by Laylocks on the A44 it may be worthwhile contacting the necessary agencies to try and get a co-ordinated solution. Cllr. Chambers suggested talking to Jack Adams of South Worcestershire Land Drainage Partnership (Enforcement) who is an authority on these matters. Action for Cllr. Dale to contact Jack Adams to ask for advice. Following the January Parish Council meeting Cllr. Dale had contacted Harriett Baldwin MP to ask for her support to help bring in the necessary Authorities to tackle these issues. Cllr. Dale reported that he had written to Harriett Baldwin MP and received an automatic response but no reply. He has recently chased this up with a further response but still not received a reply. Cllr. Chambers commented that he would be writing to Harriett Baldwin as a resident to voice his disappointment. Cllr. Dale expressed his disappointment at this outcome.

Cllr. Dale discussed the new installation of Roundels on the A44. Cllr. Pearce reported that he thought that they had been installed. Action: Cllr. Pearce to check and report back. It was noted that there had been 3 visits from the Road Safety Partnership over the last month.

## 12. Container on Berryfields.

The Parish Council were contacted to say that Broadwas Primary School are very keen to purchase a storage container, if available, as they are developing the area next to the playground. Acting Head Teacher Mrs Smith reported that the school had a 5m base available for a storage container. The Parish Council container is 6m. Councillors discussed that although the container was not currently being used, should a football team in the future take up residency then if the container is sold it would leave the Council having to purchase another one. Also, should the container be loaned and resited to the 5m base the school requested then there would be cost implications involved in repositioning the container in the future. Other uses for the container were also discussed such as storage for a forthcoming village sale and for storage whilst the village hall extension was being undertaken. For these reasons Cllr. Guest stated that he felt it was premature to consider selling the container. Cllr. Guest Proposed that the Parish Council keep the asset. Cllr. Brooks Seconded. All in favour. Mrs Smith thanked the Parish Council for taking time to investigate this and they would now explore other options.

## 13. Grand Plan.

Cllr. Dale prepared a Draft Grand Plan which was circulated prior to the meeting.  
Available at <https://www.broadwas-cotheridge.com/parish-council>.

Environment.

Cllr. Walton forwarded a report by MHDC "Destination Zero" (creating a greener, more sustainable Malvern Hills district.

Full report available at <https://www.broadwas-cotheridge.com/parish-council>.

**14. Elected Member Code of Conduct- Proposed adoption as Parish Council Policy.** Councillors considered the Code of Conduct Policy and Cllr. Pearce Proposed and Cllr. Brooks Seconded that this be adopted. All in favour.

## 15. Progress Reports:

a) **Treasurer's Report:** copy circulated to Councillors and attached to these Minutes. All payments were Proposed by Cllr. Burrows and Seconded by Cllr. Pearce to be approved. All in favour.

The Clerk reported that RJC had submitted a quote for £150 for clearing the rabbits using Ferrets on Berryfields. Cllr. Guest Proposed and Cllr. Brooks Seconded that the quote be approved. The Clerk agreed to notify RJC.

RJC further reported that Berryfields requires an early grass cut at the standard rate in order that the Grounds Maintenance do not become problematical in March. Cllr. Guest Proposed and Cllr. Brooks Seconded that this be approved.

Requests for grants have been received from Nora Parsons Day Centre and Footprints Magazine. Cllr. Burrows requested that these two organisations fill in the Parish Councils Grants Request Form. Cllr. Burrows Proposed that subject to both organisations filling in the Grants Request Form that Nora Parsons Day Centre be granted £250 and Footprints Magazine £250. Seconded by Cllr. Pearce.

Cllr. Burrows further Proposed that future requests for payments under £500 should be a delegated decision of the Chairman and reported to the next Parish Council meeting. Seconded by Cllr. Pearce. All in favour.

A Bank Reconciliation to the 10/02/20 was circulated and approved at the meeting. Cllr. Burrows Proposed that it be accepted as a true record. Seconded by Cllr. Pearce. All in favour.

**b) RJC Report  
JANUARY 2020.**

*Berryfields*

Small amount of wear on base noted on Single Spring Bouncer in play area.

*Broadgreen*

Nothing to report

**16. Councillors' Reports and Items for Future Agenda.**

Cllr. Guest suggested that a Community Walk could be created for the summer with differing routes and distances. Clerk to put on the March agenda.

Cllr. Brooks reported that Mr. Winkworth had reported to him that the edge Broad Green (corner) was being damaged by vehicles cutting the corner. The Clerk agreed to raise this again with WCC Highways asking for an update on the report made in December 2019 and write to Cllr. Grove to see whether he could move this to get a solution.

**17. Date of next meeting: March 9th, 2020 at Broadwas Village Hall at 7.30pm**

**The Public Meeting closed at 9pm**

A further item was then discussed under "Exempt Items" and due to the confidential nature of this item it was decided that this item not be Minuted.

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

15A. Treasurer's Report.

<b>February 10th, 2020 Payments List</b>		
<b>Payee</b>	<b>Description</b>	<b>TOTAL</b>
C Hirst	Clerk Salary Jan 20	£ 311.16
HMRC	Tax Deductions Jan 20	£ 77.80
C Hirst	Clerk expenses to Feb 10th 2020	£ 33.25
RJC Landscaping	PLO Oct to Dec + bench repair	£ 115.00
Keith Brooks	Reimbursement meeting refreshments	£ 20.00
RJC Landscaping	Clean bus shelters	£ 20.00
Quadrant Town Planning	Consultant planning advice	£2,240.40
RJC Landscaping	PLO Jan 2020	£ 126.00
Wyre Piddle PC	Shared ink costs	£ 42.63
RJC Landscaping	Clear fallen tree	£ 50.00
<b>TOTALS</b>		<b>£3,036.24</b>
<b>Purchase Order Approval</b>		<b>NONE</b>
<b>Total Cash at Bank at 2nd Feb 2020</b>		
Treasurers Account		£18,527.22
Treasurer's Account Berryfields		£10,267.42
N.S. & I		£38,867.43
	<b>TOTAL</b>	<b>£67,662.07</b>

<b>Receipts:</b>		
	<b>Total Receipts not previously reported</b>	£ -