

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

Held on Monday November 8th, 2021, via zoom 7.30pm

Present: Cllr. Burrows (Chair), Cllr. Cullen, Cllr. Pearce, Cllr. Usman, Cllr. Guest, + 2 vacancies.

**In Attendance:** Cllr. Walton, MHDC District Councillor. WCC County Councillor Scott Richardson-Brown (for part of the meeting). 2 Members of the public.

1. **Apologies:** Cllr. Worrall, Cllr. Longley, MHDC Cllr. David Chambers.
2. **Declarations of personal or prejudicial interest and update Register of Interest Forms.**
  - a) **Register of Interests:** Councillors are reminded of the need to update their register of interests. **Noted.**
  - b) Councillors were asked to declare any **Disclosable Pecuniary Interests** in items on the agenda and their nature. **None.**
  - c) Councillors were asked to declare any **Other Disclosable Interests** in items on the agenda and their nature. **Cllr. Pearce Item 6f uses the Current Grounds Maintenance Contractor in a private capacity and Item 9 Planning- 21/02/012 Is a neighbour of that property.**
3. **To Consider Written Requests from Councillors for the Council to Grant a Dispensation (S33 of the Localism Act 2011) – written requests to be with the Clerk at least 4 days in advance.** None received.
4. **Minutes of the Informal Parish Council meeting held on 11<sup>th</sup> October 2021.**

These were considered and agreed that they were a true record. As it was an informal meeting the Minutes were not approved in the normal way.
5. **County and District Councillors reports:**

Cllr. Richardson-Brown; WCC Report.

**No general update. Matters arising covers more specific matters.**

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

As always, the latest Covid Updates can be found at:

<https://www.worcestershire.gov.uk/COVIDdashboard>

This shows Malvern Hills as often the lowest rate in the County but, as everywhere, there are big increases on the Spring/ Summer months so important that everyone plays their part and continues to stay safe. Our figures do go up and down and over the past few days we've been the lowest but then we've seen other areas fall below us as well. As I write the County as a whole is a little over the UK average on UK rate, but again this is not usually the case, and the 7-day rate does jump and fall from day to day.

I've also attached Vic's update which we ask for and summarises some of the other activities of the District Council.

Over the last month the District Council has taken part in a planning peer review at which I submitted evidence. This is in order to ensure that our planning department is working as best as it can, and we expect the report over the coming months. It met with over 100 individuals. There was also involvement from Broadwas Parish Council, and I believe there will be some positive things come from this report when it's published – which I believe is a couple of months away.

We had a Northern Area Planning Committee this Wednesday which covered the combined reserved matters reports for 21/00709/RM, 21/00712/RM, 21/00912/RM for the West of Worcester development. Those reports covered the initial 3 plots of building land on this SWDP development and cover 950 houses, the green infrastructure, and the economic land, as well as drainage and road infrastructure. To agree layouts. It was passed. We have been told that the spine road through the development will be 6.7m wide throughout meaning less traffic on existing surrounding roads, such as Crown East Lane and there will be a spur from the new roundabout that is the entrance to the development for a potential further extension to the ring road.

This development will further go towards our 5 YHLS.

One interesting visit I was involved in was a visit to Stocks Farm in Suckley. The newspaper report can be found at : <https://www.malverngazette.co.uk/news/19676205.hundreds-tons-fruit-going-waste-farm-labour-shortage-continues/>

But due to shortages with staff (something many areas are struggling with) local fruit and vegetable farms are struggling to pick leading to concerns over shortages. 100 tonnes of unpicked apples in their orchards alone. On the Boundary Commission review, which is looking at the current ward boundaries for District Councillors - the initial consultation has now closed, and the draft recommendations of the Boundary Commission will be published in January 2022. This will be subject to further consultation. It's expected that given the increase in housing in

both Lower Broadheath and Rushwick that mine and David's ward could be affected by this in some way. It is aimed to come into effect prior to the next local elections in 2023.

Finally, as reported in Vic's report, and timely for COP26, we have allocated £250,000 to the Destination Zero Fund to support the delivery of environmental actions in our Destination Zero plan.

£100k Destination Zero Crowdfunding pot to support environmental, community-led projects.

- £75k to fund additional officer resource to support the delivery of biodiversity/habitat. improvement and carbon sequestration projects
- £15k to implement biodiversity projects
- £25k for Wildflower Verge Management across the district on council-owned land
- £35k for initiatives encouraging low carbon travel using sustainable transport.

Vic's Round Up from MHDC can be found on the Parish Council website.

[https://b17872d1-2239-40eb-8225-](https://b17872d1-2239-40eb-8225-1aef556523af.filesusr.com/ugd/a2d19a_60471b599e5b4bbd9642ea023be1ead9.pdf)

[1aef556523af.filesusr.com/ugd/a2d19a\\_60471b599e5b4bbd9642ea023be1ead9.pdf](https://b17872d1-2239-40eb-8225-1aef556523af.filesusr.com/ugd/a2d19a_60471b599e5b4bbd9642ea023be1ead9.pdf)

## **Cllr Walton took questions on the NA Planning committee and boundary changes**

### **6. Matters Arising not covered on the agenda:**

**a) Re arranged dates for Dementia Friendly Community meeting and "Meet your Neighbour/parish plan.**  
Cllr Burrows indicated it would be sensible to make decisions once the Parish Council resumes live face to face meetings in January.

**b) Update on registering the Parish Assets with the Land Registry.**

Councillor Pearce has chased the solicitors but has been advised that there is a considerable backlog of applications at the Land Registry".

**c) Update on discussions with Royal Mail on Post Box next to Bus Shelter**

Update from Royal Mail CEO- "On return of my annual leave I have made further enquiries regarding the replacement of the Post Box in Broadwas and have been informed they are awaiting the Utility searches which are due around 16 November". Cllr Burrows noted the continued response from Royal Mail, and that the PC continued to receive correspondence from parishioners on this matter.

**d) Update re Track, Gladwish Field, A44/Church Lane drainage/ repairs to surface irregularities (A44 Broadwas)**

**The Track** - MHDC enforcement officer has advised Cllr Walton that MHDC are contacting the Environment Agency and that a meeting will take place shortly, MHDC are also aware of the landowners' details and are to be encouraged to make contact as the responsibility for clearance and compliance with the enforcement notice rests with them and their tenants. MHDC have not yet indicated their intentions re prosecution or other steps in the face of any further non-compliance. A number of points were raised by councillors as to how critical the stance of the EA may be in achieving progress and or resolution on this matter. It was agreed that it would be important for the PC to be made aware of the outcome of any meeting between MHDC and the EA, as it would be of concern if further drift and delay occurred. Cllr. Burrows asked Cllr. Walton to update the PC on the outcome of the planned meeting.

**Gladwish Field** - No further potential infringements had been reported since the last meeting. The MHDC officer has advised that a draft of the letter it was intending to send to "landowners" would be shared shortly with the PC for comment.

**A44/Church Lane drainage** - Cllr Burrows has contacted the farmer responsible for some of the ditching. This was positive conversation and Cllr Burrows is now liaising with Cllr Walton as to next steps to identify solutions in order to enable other agreed works (WCC) to be as effective as possible. Cllrs Walton and Burrows will meet with the farmer on an informal basis. It was noted that some works were in hand and efforts would be made to clarify what these were. WCC Cllr. Richardson Brown agreed to find out what is going on.

**A44 Broadwas surface irregularities resulting in noise disturbance** - Matter reported to WCC who have affected some repairs but on inspection it transpired that standard of these in fact exacerbated the problem, other areas causing a problem appears not to have been addressed yet. WCC Cllr Richardson Brown has agreed to take up with the relevant WCC manager to establish whether further works are intended.

**e) Barrier update Berryfields.**

Cllr Burrows met with Headteacher of the school, it appears that post may have shifted resulting in top barrier not fitting. Cllr Guest has offered to locate his king size spanners to make adjustments, Cllr Cullen agreed to put him in contact with her husband who may be able to assist. Cllr Burrows is ordering some signage to ensure the barrier is compliant.

**f) Tendering exercise re Lengthsman and other maintenance contracts**

As agreed at the last meeting initial discussions have taken place and current documentation has been circulated. Cllr's Guest, Worrall and Burrows will produce updated documentation in order for the clerk to prepare for tendering exercise, it is also proposed to have a section on the new website for Lengthsman reporting.

**g) Improving amenities on Berryfields.**

Cllr Cullen has circulated information about Eco friendly WC's and there have been some discussions as to how we see the future use of the amenities. It is intended to bring a proposal including provisional costing and funding options for the January meeting. Cllr. Burrows suggested that Councillors put forward any proposals to the January meeting. Cllr. Guest suggested we looked at what objectives we would want to achieve before deciding any proposals or solutions. Cllr. Pearce reported that the land was given for the benefit of sport, general recreation, team games and activities. Cllr Cullen agreed to convene a working group to prepare some options and proposals.

**h) Parish Councillor and Footpath Warden vacancies-** The Clerk has emailed the WCC Footpath Service to ask what the current situation is regarding the Broadwas and Cotheridge Footpaths Officer Vacancy. A reply today suggests that no recruit has yet been found but suggests a way to promote the volunteer post. As yet no reply received. Posters have been put up on notice boards re councillor vacancies as well a social media post. New website will also advertise. Councillors agreed to talk to parishioners and encourage applications. Cllr. Burrows to make contact with WCC, Senior Public Rights of Way Officer, Jon White, to discuss.

**i) Connected Communities**

Cllrs Walton and Burrows led a brief discussion re the opportunities that this new development might offer the PC. Consultation period now. £500,000 has been earmarked for projects. Cllr. Tom Wells is the Portfolio Holder for this project. Cllr. Burrows hoped that councillors were now aware of the development and how it potentially fitted with how the PC may develop its offer and role. Cllr Burrows agreed to contact Cllr Wells.

**7. Correspondence –**

- 27/10/21- West Mercia Police- Autumn edition of South Worcestershire Rural Beat – **Noted.**
- 27/10/21- The Queens Green Canopy- Could this be a project that the school could be involved in and could anything be considered for Berryfields. Cllr Burrows agreed to contact J Dennis Headteacher.
- 1/11/21- MHDC Refuse and Recycling arrangements for Christmas. **Noted.**

**8. Finance:**

**a) Treasurers Report (Payments and Receipts up to November 8th, 2021)**

**November 2021 Payments List**

Payee	Description	TOTAL
C Hirst	Clerk Salary Oct21	£351.92
HMRC	Tax Deductions Oct21	£88.00
C Hirst	Expenses to Nov 8th	£26.50
Eric Dale	Website expenses	<b>£366.21</b>
RJC	PLO, mow play area repair exercise machine	<b>£27.00</b>
RJC	Berryfields GM	<b>£78.00</b>
<b>TOTALS</b>		<b>£832.63</b>

<b>Total Cash at Bank at Nov 5th 21</b>		
<b>Treasurers Account</b>		<b>£ 45,168.04</b>
<b>Treasurer's Account Berryfields</b>		<b>£10,267.42</b>
	<b>Clerk Expenses not left the account</b>	<b>-26.50</b>

	<b>TOTAL</b>	<b>£55,408.96</b>
<b>Receipts:</b>		
	<b>Total Receipts not previously reported</b>	<b>£0.00</b>

The Clerk reported that all the above payments had been approved under Clerk's delegated powers in discussion with Councillors. **Noted.**

**b) Bank Reconciliation as of 1<sup>st</sup> November 2021.** The bank reconciliation was reviewed by Cllr. Guest and the Internal Auditor as reconciled. **Noted.**

**c) Budget update Report on 27<sup>th</sup> October 2021.** The Chair asked those present whether they had any questions. There were no questions. The Clerk reported that we would be looking to produce a draft budget and set the 2022/23 precept at the November meeting. **Noted.**

**d) Budget for 2022/23 and proposed precept.** A budget 10year projection was circulated prior to the meeting and recommendation from Cllr. Guest to leave the precept at zero increase for 2022/23 £18,200 was proposed due to high reserves. This represented a decrease on Council Tax Band D from £61.05 in 2021/22 to £60.69 in 2022/23. The Chair asked councillors to undertake a symbolic vote (noting the informal status for the meeting) on the basis that this was a significant and important matter, councillors unaminously endorsed the proposal. The Clerk agreed using her delegated powers to approve the budget and precept prepared and agreed by Councillors and reported that it will be formally approved at January PC meeting. Cllr. Burrows reported that the Parish Council are doing their best to ensure that parishioners continue to benefit from the PC whilst taking a sensible long-term approach to help parishioners with inflationary pressures. Cllr Guest noted that as a result of this approach all parishioners had seen a 20+% reduction in the parish precept.

#### **9. Planning Report – Cllr. Pearce.**

**21/02012:** Weston Hill House Little Green Broadwas – First Floor Extension. Appears to be non-controversial. The Parish Council agreed to submit a “No comments” response.

**21/01924:** Taberness Broadwas – Two Storey Rear Extension. Substantial two-storey extension. The Parish Council agreed to request MHDC to seek clarification as to the vehicular access to the extended property.

**21/01187:** Old Willow Barn Broadwas – Erection of potting shed (retrospective). Planning consent required as within curtilage of a Listed Building. The Parish Council agreed to submit a “No comments” response.

**20/01993:** Sunnybank Little Green Broadwas – Erection of 2 storey extension & detached garage. The Parish Council agreed not to make any comments except to query the lack of neighbour consultation to date.

**21/00588:** 1 Eversfield Cottages Stoney Ley Broadwas – Erection of 2 storey extension with balcony above. The Parish Council agreed to make no comments regarding this application subject to clarification that no accommodation is to be provided at second floor level other than the balcony and associated access lobby. Application approved by MHDC.

**17/00169:** Zourka Church Lane Broadwas – Erection of 3 dwellings. Outstanding issues continue to be monitored through District Councillor Walton and County Councillor Richardson Brown.

**20/01303:** Tack Farm Broadwas – Erection of stables, kennels, barn, tourist accommodation plus relocation of dwelling and creation of lake. A range of concerns raised by Councillors and by members of the public. Response submitted to MHDC. The Parish Council agreed to write to the Planning officer reiterating its concerns regarding the vehicular access in the light of the Planning Inspector's decision on Application No 19/01832.

**19/01832:** Tack Farm Broadwas – Erection of Outdoor Riding Arena. Appeal submitted and being dealt with by way of written representations. The application was refused solely on the basis of an objection by WCC Highways Department regarding the vehicular access. The Parish Council has confirmed to the Planning Inspector its view that the existing vehicular access is unsuitable and has requested MHDC to include conditions relating to noise, lighting and hours of use in the schedule of conditions in the event that the appeal is allowed. The applicants have indicated that they will not hold events at the arena and therefore no public address system is required. Appeal granted by the Planning Inspector but subject to a condition that the arena should not be used for events or shows.

**19/00532:** 1 Cotheridge Court Cotheridge – Conversion of outbuildings into ancillary living accommodation. The Parish Council has supported this application.

**21/00510:** Redgables Court Lane Cotheridge – Two storey side extensions and alterations to external appearance. Appeal submitted under fast-track Householder Appeal Service. No opportunity for the Parish Council to make further representations although the Inspector will be given details of all representations made in respect of the original application. Note – No details of the appeal have appeared on the MHDC website.

**21/01512:** Upper Howsen Farm Cotheridge – Change of use of existing agricultural building to a single dwelling in lieu of existing consent for Class C1 visitor accommodation. The Parish Council has submitted a response objecting to the application as it is contrary to SWDP Policy 2 being in open countryside and not in a sustainable location.

**Revision to SWDP** No further progress regarding the classification of Broadwas as a Category 2 Settlement but correspondence circulated by the Parish Clerk indicating that the timetable for the Revision to the SWDP has been delayed (again). In the light of a successful planning appeal at Rushwick when the Inspector implied that no 5 year land supply exists in MHDC area, a “blame culture” appears to have been created with articles in the local press from MHDC Council Leaders and Harriet Baldwin disputing whether the fault lies with Central or Local Government.

**Neighbourhood Development Plan:** The Parish Council received two grants towards the cost of preparing the Neighbourhood Development Plan in 2018 – 19. The second grant was for £4,110.00 against which the total expenditure was £4,082.62. The Parish Council has now received a request to refund the outstanding balance of £27.37 and requested the Clerk to proceed accordingly.

**10. Community Fibre Partnership Gigabyte/ Full Fibre Connection for Broadwas and Cotheridge project –** (Cllr. Burrows) Work is now progressing on the Little Green and Cotheridge/Church Lane projects. WCC have yet to confirm new scheme details for the 2 Broadwas schemes. A number of enquiries from parishioners have been received and responded to.

**11. Parish Council website - update on progress.**

Parish Council website - update on progress. **Agreement** has been reached to transfer current domain and address to the new site and new content is gradually being uploaded (Update on CFP - new links - Planning section - Local Places of worship and introduction - Pending items include Dementia scheme - village hall - Sports Association - Primary School - Berryfields - Footpath details - some gaps/corrections in contact details and pictures and other site amendments - Projected go live is end of November.

**12. Regular Parish Council Reports**

**A Berryfields** - usage report –

1 football booking and one family get together - ROSPA remedial work in process but yet to commence - awaiting confirmation of when hedge trimming will be completed.

**B Broad Green** -

Nothing to Report.

**13. Village Hall update and Extension Project.** Report by The Chair of Broadwas Village Hall Management Committee - G. Winkworth.

Life at the Village Hall is now almost back to normal following the building extension work and Covid 19 lockdown. A number of activities have resumed including LINC Lunch, Yoga, Table Tennis, and the Sewing Group. The committee is preparing to make Short Mat Bowls available during the Winter and are busy now making plans for the Christmas Fare on the 27<sup>th</sup> November. A social event is also planned for the 17<sup>th</sup> December when we will welcome back GRviii Men in Harmony. Further details are available at [www.Broadwas-Cotheridge.com](http://www.Broadwas-Cotheridge.com)

**14. Any Other Business –**

Cllr. Pearce has received a request for the oak tree on Little Green to be trimmed for trimming. Cllr. Pearce to ask RJC and Adrian Bullock to be asked to give a price and quotation.

Cllr. Usman asked about a plaque or information panel regarding the history of Berryfields.,

**Date of next meeting:**

**Ordinary Parish Council Meeting on Monday 10<sup>th</sup> January 2022 at 7.30pm**

**The Meeting closed at 21:10pm**

Signed Chairman..... Date 10<sup>th</sup> January 2022

## **APPENDIX 1 - PUBLIC QUESTIONS**

A member of the public reported that roadworks down by the Church. Will this impact on the Remembrance Service this coming Sunday? It was thought not. Cllr. Pearce suggested that liaise later in the week.

Berryfields matting on the playing fields – Is the matting being reviewed? ROSPA are recommending upgrading the matting. Cllr. Burrows to check the ROSPA report.

Lengthsman requests, are they from the PC or from a pro-active point of view? Cllr. Burrows suggested a pro-active approach. Lengthsman contract is under review.

Parish Assets- who owns the green space between A44 and Taberness Close and could this be registered along with other land registrations being undertaken? Cllr. Pearce to make further enquiries and to come back to next Parish Council meeting.

Legal rights across The Sling – all parties have been notified of the Parish Council's position- The Parish Council have advised them that they are retaining their legal right of access and are not surrendering that right.