

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

Held on Monday 11<sup>th</sup> January 2021, via ZOOM 7.30pm

Present: Cllr. Burrows (newly elected Chairman) Cllrs. Dale, Cllr. Guest, Cllr. Brooks, Cllr. Worrall, Cllr. Pearce and Cllr. Cullen.

**In Attendance:** Cllr. Walton MHDC District Councillor. 3 Members of the public.

**1. Nominations to appoint a new Chairman-**

Cllr. Dale, the outgoing Chairman, opened the meeting and welcomed everyone. Cllr. Dale called for nominations for Chairman. Cllr. Guest Nominated Cllr. Burrows as Chairman. Seconded by Cllr. Pearce. All in favour. The Clerk reported that an Acceptance of Office would be forwarded to Cllr. Burrows to sign and scan back by return.

**2. Apologies:** Apologies received from WCC Cllr. Grove

**3. Declarations of personal or prejudicial interest and update Register of Interest Forms.** Cllr. David Chambers declared an "Other Disclosable Interest in Item 10 Planning 19/00532, 1 Cotheridge Court, Cotheridge being the property owned by his daughter.

**4. 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.

**Public Participation: Please see Appendix 1**

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

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

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

A member of the public asked whether Jack Adams from MHDC has confirmed whether the SUDS are adequate for the Zourka Development. Had they been inspected by Development Control as there are concerns regarding elevation and run off. Cllr. Walton confirmed that Development Control had inspected and had confirmed that the SUDS were adequate. Cllr. Burrows observed that progress was being made on a number of fronts, though he noted that for some of the interested parties this did not feel to be the case. He hoped that the PC with the support of the District and County Councillors could ensure that there was clear communication about and at key points in the process, and that there was a need to manage the priorities in addressing the flooding (and associated nuisances) whilst also establishing what were the causes of the problem. Cllr Burrows thanked Cllr Walton and others for continuing to address this complex and worrying situation. Cllr. Walton noted these concerns.

Cllr. Chambers advised that the Worcestershire County Council elections (as well as elections for Police and Crime Commissioner which are administered at a District level, were up in the air and looking unlikely to take place in May 2021. They may be rescheduled for June or September 2021.

**Cllr. Grove Report WCC.**

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

**Noted.**

**Cllr Burrows asked all concerned whether they had any further questions or information to share. He noted that reports were circulated in advance and wanted to encourage constructive dialogue at the meetings between the different layers of elected members.**

**6. Minutes of the Parish Council meeting held on November 9<sup>th</sup>, 2020.**

These were considered and Cllr. Cullen Proposed that they be accepted as a true record. Seconded by Cllr. Brooks. They were duly signed and dated as a true record by the Chairman Cllr. Burrows and will be forwarded to the Clerk following the meeting.

**7. Matters Arising not covered on the agenda:**

**• A44 Flooding- Cllr. Brooks to update.**

**• Manhole cover on A44 very loose and rattling.** The Clerk called Severn Trent Water on 10<sup>th</sup> November to chase up the manhole cover replacement and was informed that the task had been cancelled by Severn Trent. No explanation given. They agreed to raise an urgent site visit to ascertain a plan of action. After several chaser emails, the Clerk received a response on 23<sup>rd</sup> December to say that Severn Trent were undertaking a site visit on 23<sup>rd</sup> December to affect a temporary repair to help with the noise in the short term. Severn Trent were recalled after the temporary repair was reported having no effect and revisited. Correspondence received on the 7<sup>th</sup>

January confirms that Severn Trent have realised that it will be a much larger job than they first envisaged and have advised that a further date will follow. The Clerk was asked to again chase Severn Trent as the temporary repair had made no difference. The Clerk agreed to follow this up.

- **A discussion took place regarding flooding on Church Lane Broadwas causing a large accumulation of water at the bottom of the lane.** Mud on the road in Church Lane and whose responsibility it was to get this sorted and damage to verges on Church Lane Broadwas. The Clerk reported that WCC Highways and Cllr. Walton had reported these issues after the last meeting. WCC Highways had visited and assured the Clerk that matters were being dealt with directly managed by WCC Highways. The Clerk was asked to chase this up.

## 8. Correspondence

- 29/11/20- WCC Temporary Road Closure- Junction with U64615 Broadwas to Junction with C2066 Cobblers Corner from 13<sup>th</sup> Jan to 19<sup>th</sup> Feb 2021 from 7.30am to 5.30pm. for carriageway patching. **Noted.**
- 3/12/20- WCC- Notice of Road Closure Broadgreen- from its junction with C2066 Cobblers Corner to its junction with C2240 Weston Hill for 5 days commencing 14 December 2020. **Noted.**
- 23/12/20- SWDP- South Worcestershire Development Plan Review - Parish and Town Council Newsletter December 2020. **Noted.**

## 9. Finance:

### a) Treasurers Report (Payments and Receipts up to 11<sup>th</sup> January 2021)

Payee	Description	TOTAL
C Hirst	Clerk Salary Nov 20	£338.33
HMRC	Tax Deductions Nov 20	£84.60
C Hirst	Clerk expenses to 14th December 2020	£20.40
Wyre Piddle PC	Shared stationery	£60.89
RJC Landscaping	Berryfields Nov	£149.70
RJC Landscaping	Berryfields play area	£87.00
C Hirst	Clerk Salary Dec 20	£338.33
HMRC	Tax Deductions Dec 20	£84.60
Broadwas Village Hall Man. Committee	2nd Stage Payment extension project GRANT	£10,000.00
C Hirst	Clerk expenses to 11th Jan 2021	£20.40
ICO	Membership for GDPR	£35.00
RJC Landscaping	Berryfields Dec COVID	£48.00
RJC Landscaping	Mole catching Berryfields to date	£66.00
Adrian Bullock	November Lengthsman	£261.00
<b>TOTALS</b>		<b>£11,594.25</b>

Cash at Bank at Jan 7th 21		
Treasurers Account		£45,342.40
Treasurer's Account Berryfields		£10,267.42
	<b>TOTAL</b>	<b>£55,609.82</b>
<b><u>Receipts:</u></b>		
Rural Payments Agency	Broadgreen	£ 237.35
	<b>Total Receipts not previously reported</b>	<b>£237.35</b>

**Cllr. Pearce Proposed and Cllr. Guest Seconded that all payments be approved. All in favour.**

**b) The Budget Report prepared on the 4<sup>th</sup> January was circulated to Councillors for information prior to the meeting and uploaded to the Parish Council website. Noted.**

**c) Bank Reconciliation as of 4th January 2021.** The bank reconciliation was reviewed by Cllr. Guest as reconciled. **Noted.**

**d) Budget and Precept setting for 2021/22.**

**The Parish Council budget papers were circulated in advance of the meeting for discussion and feedback. The Chairman asked Cllr. Guest to speak on the Budget Paper and Precept. Cllr. Guest had sent a report prior to the meeting which he talked through.**

Cllr. Guest explained that the level of precept has been increased for many years now to build up funds for the Village Hall project.

The challenge is to reduce precept to get to our desired position of a balance budget.

Cllr. Guest Proposed that the PC reduce the 2021/22 Precept from (2020/21) £20,800 to (2021/22) £18,200.

- i) Cllr. Pearce Proposed that the Budget prepared by the Clerk be approved. Seconded by Cllr. Dale. All in favour.**
- ii) Cllr. Guest proposed that the Parish Council reduce the 2021/22 Precept from (2020/21) £20,800 to (2021/22) £18,200. Cllr. Cullen Seconded. Councillors voted 4 in favour, 2 against and 1 abstained. The proposal was carried. The reduction in Precept to £18,200 would mean that Council Tax Band D would reduce by 13.55% overall due to changes in the Council Tax Base figure from £70.20 per year 2020/21 to £60.69 per year for 2021/22 which was confirmed by the Clerk later in the meeting once the budget and precept had been approved and the Clerk had fed the information into the Precept Calculator Spreadsheet supplied by MHDC.**
- e) The Clerk has joined the Society for Local Council Clerks (SLCC) which will give all her Parish Councils additional advice, support guidance etc. The cost to each Parish Council per month will be £3.62 and the Parish Council considered whether they would approve the contribution for this. Cllr. Guest Proposed and Cllr. Worrall Seconded that the Parish Council approves to pay £3.62 per month towards the overall cost of SLCC Membership. All in favour.**

**f) Annual Play Area Inspections.** An email has been received from ROSPA offering reduced rates for the Annual Play Area Inspections. The cost to the PC will be £144.00 + VAT. Cllr. Cullen Proposed and Cllr. Pearce Seconded that ROSPA costs be approved. All in favour. (NB it was subsequently agreed that Cllr Dale would explore with the school the possibility of a shared arrangement for this)

g) The Chairman apologised that he had belatedly suggested that the budget should make provision for replacement of the above equipment should this ever be needed. It was agreed that for 2021/22 there was sufficient scope to respond, should that be necessary and that alongside the agreed work on developing the "Grand Plan" and taking into account the emerging impact of Covid, there would be opportunities to forward plan for this in 2022/23.

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

A Planning Report prepared by Cllr. Pearce had been circulated prior to the meeting.

[https://b17872d1-2239-40eb-8225-1aef556523af.filesusr.com/ugd/a2d19a\\_65208a13745c46abb2c2278d175728c7.pdf](https://b17872d1-2239-40eb-8225-1aef556523af.filesusr.com/ugd/a2d19a_65208a13745c46abb2c2278d175728c7.pdf)

The Parish Council noted the written report submitted by Cllr. Pearce.

**20/01111:** Ridgeacre Farm Broadwas – Development of live/work unit. Objection submitted by Parish Council as proposal relates to green field site with poor vehicular accessibility. Appeal submitted. All written representations to be made to the inspector by 03.02.2021. *Action: Cllr. Pearce agreed to prepare a response to forward to the Clerk for submission.*

#### 11. **Outcome of meeting with representatives of MHDC on 15.10.2020 – Link to website for this report**

[https://b17872d1-2239-40eb-8225-1aef556523af.filesusr.com/ugd/a2d19a\\_ebe96ad76d524a579160315c78dd6365.pdf](https://b17872d1-2239-40eb-8225-1aef556523af.filesusr.com/ugd/a2d19a_ebe96ad76d524a579160315c78dd6365.pdf)

The Chairman noted earlier points raised and suggested that this item was best considered in the light of ongoing developments and a review of the Grand Plan. He assured Councillors that achieving further progress on the motion passed that resulted in this ongoing work remained important. Councillors decided to defer this item to a future meeting.

#### 12. **Gigabyte/Fibre connection for Broadwas and Cotheridge project:**

Report from Cllrs. Burrows. [https://b17872d1-2239-40eb-8225-](https://b17872d1-2239-40eb-8225-1aef556523af.filesusr.com/ugd/a2d19a_8400a1617c2143a786e1968f11d0765b.pdf)

[1aef556523af.filesusr.com/ugd/a2d19a\\_8400a1617c2143a786e1968f11d0765b.pdf](https://b17872d1-2239-40eb-8225-1aef556523af.filesusr.com/ugd/a2d19a_8400a1617c2143a786e1968f11d0765b.pdf)

In light of the current lockdown, plans to visit each residence/business that had not signed up in Broadwas village had been put on hold, however it was intended to look at alternatives as it remains a priority to see if this part of the project can be made viable.

#### 13. **Hilltop Bend A44 usage of private track. Cllr. Brooks update.**

Aaron Black will continue to try to contact the landowner even though he has had no success to date as it is ultimately the Landowner's responsibility to ensure that matters are resolved, even if the activities are taking place on the land without their permission. Aaron reported that he had discussed the matter again today with Paul Clement and the Head of Planning Services Duncan Rudge. In addition to MHDC continuing their investigation Duncan will be contacting the Environment Agency shortly in relation to the pollution concerns and Worcestershire County Council to see if the matter can be more appropriately addressed through their powers as a potential waste transfer operation.

The Chairman suggested this be further discussed at the next meeting and to discuss via email in the interim. Cllr. Pearce offered to speak to the Environment Agency should this be required. The Chairman hoped that these discussions would result in the current impasse being resolved, as the health and safety/environmental concerns about the use of the site were clearly significant, and that continued delay was likely to represent a serious risk.

#### 14. **Dementia Friendly Communities.** – Cllr. Burrows thanked all those that came forward with help and information and reported that a report would follow at the February PC meeting.

#### 15. **RJC COVID report Jan 2021 is detailed on the website. Cllr's noted the reports**

#### 16. **Village Hall Extension Project – Update** Cllr. Brooks

Following the Xmas/New Year shutdowns, work is again progressing normally. The VHMC have just taken delivery of the new roofing joists and have decided to provide heavy duty carpet tiles floor covering in the new meeting room, and a grey heavy duty painted floor finish in the storage areas. Cllr Brooks reported that so far Covid related circumstances had not had a significant impact on progress and that further details were available on the Parish website.

#### 17. **Any Other Business**

- The Clerk reported that appointment of Vice Chairman would be on the February agenda. The Chairman asked all concerned to give some thought to the role (which was a mandatory requirement), in terms of what we want from it and to encourage all to consider whether this was a role they would like to take up.

Cllr. Pearce indicated that the current arrangements for signatories re the Bank accounts needed updating. The Chair indicated this would be looked at and would be brought back to the next meeting for approval.

- Cllr. Guest asked for an update on the barrier to Berryfields Car Park. Cllr. Dale agreed to obtain the update. He noted that the delay was as a result of the need for the matter to be addressed through insurance. A number of Councillors expressed concern that the delay increased vulnerability of the site.

**Date of next meeting:**

**Ordinary Parish Council Meeting on Monday 8<sup>th</sup> February 2021 at 7.30pm via zoom.**

**The Open Meeting closed at 9.40 pm**

Signed Chairman..... Date 8<sup>th</sup> February 2021

#### **APPENDIX 1- Public Participation.**

A Parishioner updated the meeting that the police had been undertaking speed enforcement through Broadwas over the past few weeks.

The Parishioner also updated the PC on Public Footpaths and Way Markers that she had been undertaking an inspection of and would provide a comprehensive list to both the Parish Council and Broadwas and Cotheridge Footpaths Officer to report/progress. She further reported stiles with difficult access for certain size dogs with some having planks or wire preventing access. She further reported that certain gates were being chained and locked. The Chairman formally thanked the parishioner and others who support the importance of public footpaths and rights of way, and looked forward to the Parish Council receiving the completed audit, and noted that there may be a need to take further action, and that he was sure that any such action would be a priority for the Parish Council.

#### **A Parishioner living next to the Zourka Site Broadwas raised the following:**

1. Who undertakes the Building Control Function within MHDC District? Cllr. Chambers reported that Worcester Regulatory Services are used by MHDC however, Cllr. Guest further commented that Building Control is now a service where Developers can employ a specialist of their own away from MHDC/Worcester Regulatory Services, but they must be an approved specialist.
2. How many Parish Councillors have visited the Zourka Site over the past few weeks to see the state of the site? 4 Parish Councillors had been to see the state of the site.
3. Has everything been signed off on the site? Cllr. Walton reported that it had not.
4. The new Bat Barn had not had the guttering put back or soakaways put in causing flooding and consequently surrounding properties were suffering. Cllr. Walton agreed that this was an issue.

#### **A further Parishioner neighbouring Zourka Site Broadwas asked:**

1. whether the Developer had applied for Plot 1 for planning permission for the 1<sup>st</sup> floor. Cllr. Walton reported that it had not.
2. How aware are the Parish Council with WCC Highways on Drainage on Church Lane and that drainage on Church Lane was a disgrace?
3. Is there a written record on the issues regarding planning that are a matter of public record that can be obtained? The Parishioner commented that he had tried previously to obtain records unsuccessfully. Cllr. Walton reported that Aaron Black, Planning Enforcement should have written records and Cllr. Guest further commented that depending on who carries out Building Control for the Developer then if this is independent of MHDC/Worcester Regulatory Services then an independent Building Control Services may not be keeping MHDC informed.

The Chairman thanked the parishioners concerned for their contribution to the meeting and the interest this represents. He appreciated that in respect of Zourka there were a number of interrelated issues and concerns and hoped that the Parish Council would continue to work with all concerned to achieve progress on specifics and the wider learning opportunities. He noted that the Parish Council remained bound by the motion it had passed in 2019 which was intended to bring people together on the basis of supporting learning and ensuring that the way things are done reflect the highest standards.