

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

Held on Monday 9th September 2019, at Broadwas Village Hall at 7.30pm

Present: Cllrs. Dale, Guest, Brooks, Worrall.

In Attendance: Cllr. Chambers (Malvern Hills DC.) Cllr. Walton, Cllr. Grove. 1 Member of the public.

1. **Apologies:** Cllr's. Cullen, Pearce and Burrows.

2. **Declarations of personal or prejudicial interest and update Register of Interest Forms.** Cllr. Dale declared a non-pecuniary interest in item 8 Grant Funding for Cotheridge Arts Festival being on the committee.

3. **Dispensation requests:** None requested

Public Participation: A member of the public reported that the hedges next to the Post Box/Bus Stop on Main Rd Broadwas were overgrown. The Clerk agreed to report this to the Lengthsman. She further mentioned that she was very pleased with the outcome of the NDP Referendum turnout.

Affordable housing criteria was drawn to the attention of the Parish Council. Two houses particularly were in question.

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

Cllr. Walton- District Council Report.

Because of not meeting since the start of July it does seem a long time ago since my last report but I can see now that not a lot happens in August and so much of this report reflects things that happened in July, other than a couple of planning meetings and the up and coming SWDP revision which will be revealed in the coming months.

At the new administrations second full council meeting we passed a climate emergency.

Councillor John Raine, responsible for environmental services in the council, put forward the motion to move as quickly as possible towards a total net of zero carbon emissions across the district. It was supported by every councillor at the meeting, across all parties and independents.

We have now set the council's Environmental Policy Development Panel being tasked with drawing up a complete fully-costed plan to be approved before the end of March 2020.

The council will also set out a timetable to achieve the target by.

Alongside reducing carbon emissions generated by the council's own activities, the plan will also consider what can be done to support local businesses and inspire residents to go carbon neutral too. The officers and councillors will work with organisations such as Worcestershire County Council, the Midland Energy Hub and other councils across Worcestershire to develop the plan.

It's also important that we engage with Parish council and local organisations to ensure we fully embrace the emergency we've passed.

Councillors also agreed to urge the Government to better support the efforts of the local authorities with their environmental goals.

On planning we are waiting to hear the outcomes of the SWDP revision and what it may mean for different areas of the district. This should be available for you for early November, as expected.

Northern Area planning, in our August meeting, supported the officers recommendations to refuse requested S106 agreements to the NHS trust, for the new developments at Broadheath/ Crown East and the Kempsey. This was done on the basis of the timing of the application which was done a long time after agreement had been reached with developers over many S106 agreements and over agreement in regards to affordable house requirements, at 20% of the developments. Had we agreed then negotiations would have had to restart and so threatening our housing supply plan and ensuring that we would end up with more speculative housing development in the area. We would also have definitely lost the affordable housing in the development.

There is provision in the current development for a new GP at the Kempsey site and other provision for other public bodies including the police and local education. Agreeing to the request would have delayed the housing provision but ensured other, far less, development. We are working closely with the Trust and NHS England to ensure applications are working in as part of planning applications in the future and that as part of the revised SWDP the Trust are involved throughout the process.

Over summer we've launched a lot of initiatives, and continued initiatives of the previous administration to engage more young people in local politics. This includes the democracy days and electing a young person spokesperson.

Development of the 5 year plan held at Malvern Hills DC, and initiated by David, has been coming along. Initial priorities have been worked through between all parties in the administration and discussed with officers. These will go to public consultation, starting next week, and be part of an all members workshop with Portfolio holders hopefully signing them off before the end of this year.

We want to see continuity but an increased focus on community, the environment and addressing the skills shortage across the district.

As a panel member for economic development we'll also be reviewing the tourism policy and seeing what we can do for each of the districts economic centres as traditional retail continues to face a battle. We'll also be looking to support home workers and our many small businesses who make up 90% of business within the district. I know there are many in Broadwas and Cotheridge.

Within Broadwas and Cotheridge I've had very little correspondence from residents over summer, since the housing development was refused, but we did litter pick at Cotheridge and have since discussed putting in bins at both laybys where the majority of litter was found. Any correspondence that has come in as usually referred to speeding through the village or concerns over the proposed dog breeding site where residents are still sharing concerns about the site. Enforcement are being kept upto speed with this.

I also met with local businesses across the North of the district to talk about Social Media and how to make the best use of it.

Finally, as councillors we receive a divisional fund of £500 to spend each year on a project. I have asked a few times via Facebook for suggestions but no one has come forward as yet. If anyone does know of any local projects who could benefit please let me know.

Report received.

Cllr. Chambers – District Council update.

In addition to Cllr. Walton's update Cllr. Chambers reported that at a recent planning meeting at MHDC a unanimous decision was made not to grant the NHS Acute Trust £7.3 million in Section 106 funding. This request had come forward at a very late stage when all other Section 106 Agreements were in place and to grant the NHS Acute Trust the £7.3 million would have meant that all agreements already in place would have been jeopardised including Affordable Housing on the development. It could have set back the development considerably and put the entire development at risk.

Report Received.

Cllr. Grove WCC Report.

The programme of improvement works for **The Shambles** in Worcester continues to progress well. Work to install the natural stone paving slabs on Church Street is complete and work is currently focused around the Trinity Street/Mealcheapen Street area. More information can be found at www.worcestershire.gov.uk/shambles

The public realm scheme in **Kidderminster** is also making good progress, with works currently focused around the Coventry Street area.

The consultation on the countywide **Passenger Transport Strategy** which started back in June has now had nearly 2000 responses. The closing date for responses is on 13th September. Go to <http://www.worcestershire.gov.uk/passengertransportstra>

With 22 days left until the launch of **Worcestershire Children First** (WCF) staff are working hard to ensure everything is in place for 1 October. The last of the office moves are taking place throughout September.

The company's Interim Business Plan sets out how WCF will deliver services for children, young people and families on behalf of WCC. It also sets out the company's vision and priorities over the next five years.

This year's GCSE and A-Level Results for students across Worcestershire have both seen improvements on last year's figures. Two thirds of Worcestershire's GCSE students (67%) achieved a standard pass in English and Maths. This is a 2% increase on the standard pass figures for the county last year. The county's A-Level students averaged 31.9 points (high grade C) across their best three A-levels compared to 31.5 in 2018.

A consultation on minerals extraction is running up to 30 September 2019 and is open to views now. All Worcestershire residents are invited to contribute their views on the **Minerals Local Plan** that will outline where quarries might be developed over the next 15 or more years. A representation form, and guidance note to assist in responding to this consultation are available at www.worcestershire.gov.uk/minerals

The congestion improvement scheme in the **Sidbury** area of Worcester is nearing completion. A huge amount of work has gone into this complex scheme over the past couple of months to replace the nearly 50-year old traffic light system and make enhancements to the road layout.

To allow for the completion of the major works, night-time road closures are currently in place and will run until Wednesday 5th September. Thereafter, there will still be a range of works to complete onsite, but these will be able to be carried out with only minor traffic restrictions.

Last month, Worcestershire resettled its 100th Syrian refugee in the county under the **Government's Syrian Resettlement Programme**. Since 2016 we have helped resettle 26 families, previously living in refugee camps or homes close to the border after fleeing the war in Syria. Amani is one of the refugees that has been offered a new start in Worcestershire. She has been speaking about her experiences. You can read the [Redditch Standard's coverage here](#).

Southern Link Road and various works on-going there. The link roads are supposed to be completed by the end of 2020. Still a further 16 months of disruptions.

Report received.

5. Minutes of the Annual Parish Council meeting held on July 8th, 2019: These were considered and Cllr. Guest Proposed that they be accepted as a true record. Seconded by Cllr. Brooks. All in favour They were duly signed and dated as a true record by the Chairman, Cllr. Dale.

6. Matters Arising: -

- The Clerk reported back to Parish Council that there would be no cost of emptying the two litterbins in the Parish which are not currently covered by MHDC. These are now being emptied by MHDC although there will be a bill from MHDC for the annual clean.
- WCC 5th July - The Worcestershire Passenger Transport Strategy. This was completed by Cllr. Dale.
- The Clerk to wrote to Mrs. Parkes to pass on that the Parish Council were very pleased with the School fete and its very well organised event. Mrs Parkes also requested permission to hold the Broadwas Village Bonfire

Party on Berryfields on the 9th November. Councillors felt there were no issues with the event last year and that under the same terms that permission be granted for the use of Berryfields for the event. This resolution was conveyed to Mrs. Parkes.

- **Planning Application 19/00583:** Church Lane Broadwas for the construction of 13 affordable dwellings. The Parish Council submitted their Objection prepared by Quadrant Planning on behalf of the Parish Council. The application has been subsequently refused.
- **Drone Flying.** Cllr. Dale reported having noticed drone flying activity at Berryfields and concerns were raised generally around drone flying, privacy and especially child protection issues using drones with cameras with the locality of Berryfields to Broadwas Primary School. The *Clerk wrote to Meesha Patel at MHDC to request advice and see if MHDC has a policy on this* which was subsequently circulated to Councillors. *Action: Cllr Dale to discuss this with Broadwas Primary School with regards to child protection issues.*
- Berryfields land acquisition. Cllr. Brooks to explore the 2nd land option further. See agenda item 15.

7. Correspondence:

- **29th July- WCC** - West Mercia Police have launched their 'On the Beat – South Worcestershire' newsletter and are looking to distribute to parish councils. It will be a quarterly newsletter and this is the first edition. *Action: Cllr. Dale to upload onto the Parish Council website.*
- **29th Aug – WCC** – Cllr. Grove circulated the Interactive roadworks link sent for information to the public and parish. *Action: Cllr. Dale to upload onto the Parish Council website.*
- **6th Sept- West Mercia PNN- Community Engagement-** asking for views on issues within the community and also requesting to discuss the initiatives they are currently promoting and how they might benefit Broadwas and Cotheridge. The email was requesting to meet up to discuss this in more detail. *Action: Clerk to reply asking if they would be interested in attending a Parish Council meeting to talk to the community with a brief question and answer session.*

8. Grant Funding Request from Cotheridge Arts Festival.

A grant funding request was received from Cotheridge Arts Festival for £250. Cllr. Guest Proposed that this be granted. Cllr. Worrall Seconded. All in favour. Cllr. Dale declared a non-pecuniary Interest in this item and left the meeting.

9. **Laybys near Laylocks** – Extensive litter found during a community litterpick attended by Cllr. Walton. Cllr. Walton reported that as the laybys seem to be used by overnight parking etc it was attracting a large amount of litter. It was decided to look at purchasing litterbins through Parish Council funding for MHDC to regularly empty. *Action: The Clerk to progress Litterbins in consultation with Cllr. Walton.*
10. **WCC Highways-** Cllr. Dale reported hedges near the 30mph signs/white gates were overgrown. *Action: Clerk to contact the Lengthsman to see if this can be cut back.*
11. **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. No change.

16/00335 & 16/00353: Little Lightwood Farm Cotheridge –Two retrospective applications for retention of the earth bund and open storage are still outstanding after three years. Parish Council have previously submitting observations. No change.

19/00164: Tack Farm (rear of Stone Farm) Broadwas – Retrospective change of use from equine stables to dog breeding unit. Response submitted by the Parish Council recommending refusal. Refused by MHDC.

19/00467: Round Hill Cottage Little Green Broadwas – Extension to house and new double garage. Parish Council responded stating no objections. Approved by MHDC.

19/00525: Laylocks Nurseries Cotheridge – Demolition and reconstructions of parts of Garden Centre. The Parish Council has raised no objections to this application. Approved by MHDC.

19/00583: Church Lane Broadwas – Construction of 13 affordable dwellings. Objection submitted by Quadrant Planning on behalf of the Parish Council. Refused by MHDC.

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. A detailed report outlining the rationale for Objecting to this application was circulated at the meeting and the Parish Council unanimously agreed to Object to this planning application on those grounds. *Action: Clerk to submit the Objection Statement to the Planning Portal on behalf of the Parish Council.*

12. **Defibrillator Checks:** Cllr. Burrows reported that checks continue. Contact has been made with new on line scheme, pending arrangement of a call to find out how and if we can actually manage to get on the system.

13. Gigabyte/Fibre connection for Broadwas and Cotheridge project:

A letter and form for all parishioners now finalised + on-line response form now operational and 14 responses received.

Evaluation of the most effective way of reaching all parishioners and businesses now complete. The preferred option is to mail-shot (this would also create capacity for future parish wide communications, however not as easy as it sounds. Daniel is kindly making enquiries with MHDC to find out how they do this. Plan B would be the creation of our own database but this would involve some further work through for example Ordnance Survey who have a tool/service to do this. Plan C would be the tried and tested method of getting us all to distribute, however this can raise questions as to whether we in fact reach all premises (domestic and business). Hopefully this will be resolved shortly.

Once resolved we would aim to complete within 4 weeks and then we would need to crunch the data in conjunction with WCC and BT Open-reach, this would establish a working calculation based on provisional sign up of how cost would or would not be covered by available grant/BT Open-reach funding.

Some work has been carried out by WCC re some properties in the parish (some overlap with other parishes) re a costing which is favourable, but also illustrates the challenge of trying to get a whole parish approach.

An article was submitted for the new Footprints edition by the August deadline and we are exploring with them inclusion of letter/form for next edition (this reaches c 500 premises).

14. **NDP Update:** Cllr. Guest reported that the Referendum to place on the 1st August where 84.4% of voters were in favour of a yes to “Do you want MHDC to use the Neighbourhood Plan for Broadwas and Cotheridge to help it decide planning applications in the neighbourhood area”. Cllr. Guest thanked all those within the Parishes that voted. This will be followed by the NDP being ratified at Full Council at MHDC on 24th September. Cllr. Guest Proposed that the Neighbourhood Development Working Group be disbanded and reformed in around 3.5 years time. Cllr. Dale Seconded that Proposal and all were in favour.

15. Berryfields Playing Fields. Cllr. Brooks emailed an update and letter sent to Mr. Nott regarding land adjacent to Berryfields Playing Field. Mr. Nott is quite willing to re-open talks if/when the Parish Council decide to progress matters further.

Councillors were emailed copies of two letters which were sent to farmer Mr M. Nott and land-owner Mr D. Lane.

16. Broadwas Village Hall Extension update.- Cllr. Brooks.

Cllr. Brooks now sits on the V/hall committee chaired by Geoff Winkworth. Cllr. Brooks attended their meeting on 7th August and so am updated on all their current activities, aims, and objectives. The crucial one for the Parish Council is the matter of speeding up the planned Hall extension to enable the necessary Grant Funding applications to be made asap.

As planning consent was approved in May 2016 the ensuing 3 years 4 months delay in obtaining x3 builders quotations, then seeking grant funding has been woefully unfortunate. However, Cllr Brooks was pleased to report that following a meeting by Geoff and himself with our preferred builder (Mr Carl Gibbs) yesterday (8th Sept) things are hopefully now starting to move quite quickly and we hope to have appointed an architect and finalised total estimated costs by the end of this month.

Interestingly, as part of the building extension work the Halls historically long electrical problem of an inadequate (100 amp) total supply will hopefully be corrected by the installation of an 'Air Source' heating system, thus providing the much needed electrical power to both heat the hall during winter and to provide adequate power for use in the kitchen etc.

Obviously, the current need to submit funding requests is extremely important and the Village Hall Management Committee are currently exploring same with D.E.F.R.A grants and also Lottery grants.

Equally important will be the Parish Councils donation (partially funded by S106 money) as things stand at the moment the likely total cost could be as much as £75k for the Hall extension and a further £10k to £12k for Air Source heating.

17. A Grand Plan. A first draft of a Grand Plan for the future of Broadwas and Cotheridge was circulated to Councillors prior to the meeting for comment. All Councillors agreed that it was a great start. Cllr. Dale Proposed that the Plan be deferred to the next Parish Council meeting in October and requested that all Councillors come forward with ideas and suggestions for the Grand Plan and how this would develop and/or be managed. Cllr. Guest Seconded this Proposal. All in favour.

18. Gladwish Land Sales Site-

A report was presented to the District and Parish Councillors regarding excerpts from the Gladwish Land Sales Site.

The District Councillors were asked to consider this information supplied.

19. Proposal for four pairs of 30mph road marking Roundels. This item has been deferred to the next Parish Council meeting in October.

20. Progress Reports:

a) Treasurer's Report: copy circulated to Councillors and attached to these Minutes. All payments were Proposed by Cllr. Guest and Seconded by Cllr. Brooks to be approved. All in favour. See Appendix below.

A Bank Reconciliation to the 8/9/19 was circulated and approved at the meeting. Cllr. Guest Proposed that it be accepted as a true record. Seconded by Cllr. Worrall. All in favour.

b) Clerk's Report.

- The Clerk dealt with the Broad Green payments and finishing off works to RJC.
- Progressed all Matters Arising.
- The Clerk received notification from PKF regarding External Audit and the Parish Council got a clean report. No matters arising.
- Public Land Officer work – Clerk liaised with MHDC who are responsible for emptying all our litterbins. Have sent them the locations so that they can now carry on the emptying of the 3 bins. – RJC have been asked to incorporate the PLO Reports within their existing work schedule on a monthly basis along with cleaning of bus shelter. All agreed to start from September 1st.

- Clerk dealt with re-enrolment to Pension Regulator and declaration as required under legislation.

c) Public Land Officer's Report to 31st July 2019. Circulated prior to the meeting and appended to the Minutes below.

21. Councillors' Reports and Items for Future Agenda: None.

22. Date of next meeting: October 14th, 2019 at Broadwas Village Hall at 7.30pm

Meeting closed at 9:25pm

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

20A. Treasurer's Report.

Sept 9th 2019 Payments List

| Payee | Description | TOTAL |
|------------------------------|--|-----------------|
| C Hirst | Clerk Salary July 19 | 311.16 |
| HMRC | Tax Deductions July 19 | 77.80 |
| MHDC | Election Costs | 72.00 |
| E Dale | Referendum banner and website costs | £ 272.04 |
| Wyre Piddle pc | shared HP ink costs BLACK | £ 10.40 |
| C Hirst | Clerk Salary Aug 19 | 311.16 |
| HMRC | Tax Deductions Aug 19 | 77.80 |
| RJC Landscaping | July | 305.00 |
| RJC Landscaping | Aug | 268.00 |
| Colin Hemming | Broad Green | 150.00 |
| Eric Dale | expenses for purchase of Path Warden Equipment | £ 208.35 |
| AKP Farm and Garden Services | PLO to 31st July | £ 161.25 |
| C Hirst | Clerk Expenses to 9th Sept | £ 51.25 |
| Adrian Bullock | Lengthsman Aug | £ 288.00 |
| Wyre Piddle pc | shared HP ink costs YELLOW | £ 10.26 |
| PKF Littlejohn | Annual Review and Governance | £ 360.00 |
| TOTALS | | 2,934.47 |

Total Cash at the Bank at 10th Sep.

| | |
|---------------------------------|--------------------|
| Treasurers Account | £ 15,006.72 |
| Treasurer's Account Berryfields | £ 10,267.42 |
| N.S. & I | £ 38,867.43 |
| TOTAL | £ 64,141.57 |

Receipts:

| | |
|---|------------------------|
| WCC Lengthsman Scheme | £ 227.00 |
| Rural Payments Agency | £ 237.35 |
| Total Receipts not previously reported | <u>£ 464.35</u> |

20c. Public Land Officer's Report.

BERRYFIELDS

Equipment was checked. Caps still not replaced on new equipment at bottom of Berryfields.

Track walked.

Small amount of rubbish collected and disposed of.

No further matters to report.

Berryfields inspected on Wednesday 31st July 2019

BROAD GREEN

Broad Green was being prepared for the annual cut of hay baling.

No further matters to report.

Broad Green inspected on Wednesday 31st July 2019