

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

Held on Monday March 8th, 2021, via ZOOM 7.30pm

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

In Attendance: Cllr. Walton and Cllr. Chambers, MHDC District Councillors. 3 Members of the public.

1. **Apologies:** Apologies received from; Cllr. Brooks; WCC Cllr. Grove.
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 declared.**
 - c) Councillors were asked to declare any **Other Disclosable Interests** in items on the agenda and their nature. Cllr. Burrows declared an "Other Disclosable Interest" in item 9- Planning (Application No 21/00212 and Application No 21/00213) as a neighbour to these properties.
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. **County and District Councillors reports:**

Cllr. Grove Report(s) WCC.

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

The chair asked those present whether they had any questions

There were no questions.

Cllr. Walton- District Council Report.

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

Cllr. Walton ran through the details of his report and updated Councillors on key issues and recent feedback received.

Cllr. Chambers reported that the number of small and medium sized business premises were being looked at by MHDC as we come out of lockdown as many businesses would be forced to downsize premises due to COVID and lockdown.

The chair asked those present whether they had any questions.

There were no questions.

The chair advised the meeting of the dates for local elections. It was agreed to contact the MHDC Elections Officer to advise re Village Hall refurbishment.

5. Minutes of the Parish Council meeting held on 8TH February 2021.

These were considered and Cllr. Dale Proposed that they be accepted as a true record. Seconded by Cllr. Cullen. 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.

6. Matters Arising not covered on the agenda:

- a. **Flooding on Church Lane Broadwas causing a large accumulation of water at the bottom of the lane. Cllr. Walton delivered a comprehensive report below.**

We have communication with SWLDP but have only managed initial conversations with Highways. In regard to South Worcestershire Land Drain Partnership (SWDLP) you will see from the report below that we have feedback from them which indicates no concern over the levels. There are differences but not within the realm of making a significant different. However, the site does suffer from a level of funneling which has contributed to the water on Church Lane.

The appropriate MHDC officer has advised that MHDC will be ensuring that the developers implement the landscaping scheme that has been approved in this specific location as a minimum(per Bat Barn and associated landscaping), and whilst not enforceable will be requesting that other measures are undertaken including increased planting and the installation of sacrificial stone

mattresses to help alleviate run-off. MHDC will seek to arrange a further site inspection in the next couple of weeks review and discuss this with the developer.

The second point is in regard to Highways:

MHDC has had an initial response from WCC Highways and are intending to speak to the Drainage Engineer as soon as possible with a view to sharing the issues that MHDC are aware of.

It was noted that it was seen as being important to push for the relevant agencies to provide responses and be involved in identifying a clear plan to address the short and longer term implications of the situation continue to push it through to a good conclusion for Church Lane residents

- b. Annual Play Area Inspections** – Inspection scheduled for March 21. **Noted.**
- c. Berryfields Car Park Barrier.** – The Clerk has made an insurance claim asking our insurer to reclaim from MHDC insurance. Insurance claim has been settled and we are awaiting Cllr. Guest to agree the work with the contractor. Insurance settlement less £100.00 excess has been paid to the PC and is being reclaimed from MHDC by AVIVA.
- d. Hilltop Bend A44 usage of private track.** (Cllr. Pearce (EA) and Cllr. Walton (MHDC) to update).
Cllr. Pearce spoke to the Environment Agency (EA) on the 22/02/21- Incident Report Team (0800 807060) and reported the issue with the unauthorised scrap yard, recorded as incident number 1894246. The EA could find no evidence on their system that the matter had been previously reported to them by MHDC. It was agreed to consider a fuller update at the next meeting.
- e. Lorries driving across the edges of Broad Green verges whilst undertaking extension work to a property.** (Feedback from Mr. Winkworth). This is an annual problem at this time of the year as it is up and down the lanes. There is one Natural England sign which says, “Site of Special Scientific Interest (SSSI), Wildflowers, No Horse Riding”. I don’t ever recall any mention of prosecution on a sign and there certainly has never been any sanction on anyone since it was first designated an SSSI probably 25 years ago. We did identify one contractor who created some damage a couple of years ago and they repaired it after they had finished. It does normally recover in the Spring but if it is serious and the perpetrator can be identified I think the only redress is to claim from them or against their vehicle insurance. WCC feedback “This road was recently inspected, and no safety issues found. Unfortunately, with the recent weather, the highway verges are prone to vehicle damage caused by overrunning, Ongoing monitoring of the verges will continue, and any safety issues will be addressed. It was agreed to keep this matter under review.
- f. South Worcestershire Playing Pitch & Outdoor Sports Strategy - Parish Council Survey- Completed and submitted.**

Public Participation: Please see Appendix 1

7. Correspondence

- a) 17/2/21- Parishioner email regarding Berryfields Public Open Space and provision of additional play equipment for the park.** The Parishioner explained that discussions had taken place some 18 months ago regarding provision to Berryfields of play equipment and that a questionnaire had been completed by all the children at the school that identified Zip Wire as a piece of equipment that the youngsters would like installed. The chair has contacted the parishioner to thank her for her enquiry and explained that as the PC are currently looking at the plan for the future (unfortunately delayed due to Covid 19 pandemic), this will include the opportunity to look at suggestions as to whether or not Berryfields play equipment should be updated and or new facilities considered, along with any other priorities.
- b) 18/2/21- Openreach- notification of proposed new telegraph pole.** (Cllr. Pearce reported):
Openreach have committed to diverting all of our network away from High Voltage (HV) power. In order to shift the existing Copper cables and to allow fibre cabling in the future, they have identified a proposed new telegraph pole, planting position for the 3 properties of – The Lenches- Sunnyside Cottage, Primrose Cottage. Cllr. Pearce met a representative from BT Openreach at Broad Green on 24.02.2021. The immediate issue is that the overhead telephone lines to some of the houses on the North side of Broad Green is via a pole which is shared with a High Voltage Electricity Supply. Following a couple of fatalities involving BT engineers, such arrangements are no longer considered to be good practice and Western Power (who presumably own the pole) have requested BT to make alternative arrangements. BT are therefore proposing to erect their own pole to serve these properties. Two alternative locations for the pole were discussed but one would involve an overhead telephone wire across Broad Green itself and so hopefully the other location will be selected. I

reminded the BT representative that Broad Green is an SSSI although neither of the proposed locations for the pole is within the SSSI boundary.

- c) **26/2/21- SWDP- South Worcestershire Development Plan Review** - Parish and Town Council Newsletter February 2021. **Noted.**
- d) **1/3/21- SWDP-** South Worcestershire Development Plan Review Preferred Options Further Regulation 18 (III) Sustainability Appraisal Consultation, Monday 1 March to Monday 19 April 2021. **Noted.**

8. Finance:

a) Treasurers Report (Payments and Receipts up to 8th March 2021)

March 8th, 2021 Payments List

Payee	Description	TOTAL
C Hirst	Clerk Salary Feb 21	£338.33
HMRC	Tax Deductions Feb 21	£84.60
C Hirst	Clerk expenses to 8th March 21	£28.28
Wyre Pidde PC	Stationery	£22.68
RJC Landscaping	Covid report and mole catching	£84.00
Adrian Bullock	Lengthsman Word Jan 21	£162.00
TOTALS		£719.89

Total Cash at Bank at 5/3/21		
Treasurers Account		£45,626.96
Treasurer's Account Berryfields		£10,267.42
	TOTAL	£55,894.38
<u>Receipts:</u>		
	AVIVA Insurance Claim	1825.00
	Total Receipts not previously reported	£1,825.00

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

b) Bank Reconciliation as of 23rd February 2021. The bank reconciliation was reviewed by Cllr. Guest as reconciled. **Noted.**

c) Budget update Report at 25th February 2021. Noted.

The Chair asked those present whether they had any questions
There were no questions.

d) The Parish Council considered reviewing the PC Asset Register in readiness for the 2020/21 Annual Audit. Cllr. Dale Proposed and Cllr. Pearce Seconded that the asset register be accepted as a true reflection of the Parish Council assets in line with advice received from Worcestershire CALC. All in favour.

- e) To consider the costs associated with Legal Matters with Parkinson Wright Solicitors. Solicitor. *Minutes of 9/11/20 Item 15(a) agree to Stand Down financial Regulations **under Section 11.1 (ii) of the Financial Regulations covering “Specialist Services”**. Cllr. Dale Proposed and Cllr. Guest Seconded that a budget of no more than £1125 for Berryfields and £925 for the village hall be agreed to cover these costs and that any further costs would have to be returned to the Parish Council for a further decision. All in favour. The Chair asked the Clerk where historic records were stored and where they could be accessed. Many were boxed at the Clerk’s house and it was agreed that the PC review this with a view to getting archives sent to The Hive at Worcester where all PC archives are kept.
- f) To agree the quote for Berryfields Car Park Barrier with VACS Installations Ltd at £1950.00 + VAT. Cllr. Pearce Proposed and Cllr. Pearce Seconded that the quote be approved. Insurance settlement less £100.00 excess has been paid to the PC and is being reclaimed from MHDC by AVIVA.

9. Planning Report – Cllr. Pearce.

17/00169: Zourka Church Lane Broadwas – erection of 3 dwellings. Two new subsidiary applications received – see separate sheet for details.

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

20/00972: Tack Farm Broadwas – erection of new barn. Objection submitted by Parish Council as application linked to application number 19/01832 which has been refused by MHDC.

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. Application refused by MHDC, but decision appealed by applicant. Further written representations submitted by the Parish Council to the Planning Inspector.

20/01190: Little Lightwood Farm Lightwood Lane Cotheridge – Change of use of land from agriculture to caravan storage. This is an application to extend the existing caravan storage facility behind the bund at Little Lightwood Farm into the adjoining field to the South. **Refused by MHDC.**

Revision to SWDP: The Sustainability Appraisal for the SWDP Review has been published. Tucked away in Appendix G – Page 380 of 404!! – there is reference to “Land between Church lane and Broadwas Primary School” in which it is confirmed that this land has been rejected by MHDC for inclusion in the sites identified for future development. The reasons given are that it would have an adverse impact on the historic environment and that it is contrary to the Broadwas & Cotheridge Neighbourhood Development Plan. The revised SWDP is still subject to a formal public examination to which Wolverley Homes could make representations so we cannot take anything for granted but matters appear to be moving in the right direction.

Still no progress regarding our objection to Broadwas being a Category 2 settlement. A decision will be needed in due course as to whether to raise this matter at the public examination.

Application No 21/00212 This is a Non-Material Amendment (NMA) application in respect of Plots 2 and 3 at Zourka (the two new houses with timber cladding). The relevant changes are: -

- Insertion of an additional Velux type window (i.e., roof lights) in the West elevation of Plot 2 and the South elevation of Plot 3. These are the outward facing elevations, and the original drawings showed no roof lights in these locations. Arguably, therefore, there is impact on the existing adjoining properties including Broadwas Hall to the West which is a Listed Building.
- The garage for Plot 3 has been moved to the South to allow creation of a total of 8 additional parking spaces for Plots 2 & 3. The most significant issue appears to be whether the drainage for the development has been designed to cope with the additional hard surfaces and resultant faster run-off.

Application No 21/00213

This is a full application in respect of Plot 1 (the house nearest to the Junction of Church Lane with the A44) and relates to the changes for which a Non-Material Amendment application has been previously refused. The significant changes are: -

- Construction of a second floor (i.e., third storey) within the approved external envelope to create two additional bedrooms and a shower room. This is a substantial change from the plans approved by the Inspector at Appeal. On strict planning grounds, it may be difficult for MHDC Planning officers to recommend

refusal on a point of principle but, bearing in mind that MHDC rejected the original application, it could be considered that it would be inconsistent for them to approve this significant expansion to the development.

- Insertion of new windows in the North and South elevations at second floor level. Although the window in the North elevation is not large, it will overlook Stone Farm which is a Listed Building.
- Insertion of 4 Velux type windows in the west elevation of the roof. Unlike the roof lights in Plots 2 & 3, because a second floor has been constructed these windows will be at a level to allow occupants to see Stone Farm and also Plot 2. Viewed from Stone Farm, these windows are arguably quite intrusive.
- Insertion of a door and window in the north elevation of the ground floor single storey extension on the North side of the main structure. These do not appear to be controversial.
- Amendment to the design of the porch on the east elevation from brick to timber construction. Again, this does not appear to be controversial and is arguably more in keeping with the design of other existing properties within Broadwas.

It was agreed that Cllr Pearce would draft and circulate in light of the discussion the propose submissions from the Parish Council/

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

Report from Cllrs. Burrows. <https://www.broadwas-cotheridge.com/parish-council>

The Chair outlined his report and addendum circulated prior to the meeting and asked those present whether they had any questions. Cllr. Pearce asked that thanks be recorded for all Cllr. Burrows hard work on this project. Cllr. Burrows asked that thanks be recorded to all the volunteer help received in bringing the project together. He was hopeful that the Broadwas part of the scheme would be progressed once the details of the new government scheme were announced later this month.

11. Dementia Friendly Communities. – Cllr. Worrall update.

Cllr. Worrall circulated an email from alzheimers.org.uk who supported starting increasing understanding and awareness by joining a Dementia Friends Information Session or watching one of their videos. Cllr. Worrall had watched this video. Cllr. Worrall detailed that she would like to produce posters that would be circulated to noticeboards, churches, village hall, shops, garden centre and the pub.

Cllr. Worrall asked if all Councillors could watch the video before the next meeting

The Chair asked Cllr. Worrall to let Councillors know if there was anything she needed, and it was agreed to bring a resolution to a future meeting for the Parish Council to formally adopt a Dementia Friendly Community Plan. The chair thanked Cllr Worrall for all she was doing and for taking this forward.

12. The Grand Plan

Report from Cllrs. Burrows. <https://www.broadwas-cotheridge.com/parish-council>

The chair asked those present whether they had any questions. Councillors expressed a range of views as to whether or not there was a need for a plan (grand or otherwise), and it was agreed that the recommendations in the report should be taken forward. The Chair agreed to lead on this and noted the suggestions that any plan needed to be proportionate and useful for all concerned. The Chair agreed to bring further suggestions to the next meeting

13. Covid and Footpaths Officer Report.

RJC COVID report February 1st, 2021 is detailed on the website

<https://www.broadwas-cotheridge.com/parish-council> .

The Clerk reported that a request had been received to clean the bus shelter. RJC had raised concerns re COVID and cleansing with water. The Clerk was asked to get clarification from RJC. Cllr Cullen agreed to provide advice as and when required re risk assessment

Footpath Officer Report is displayed on the website

<https://www.broadwas-cotheridge.com/parish-council>

The chair thanked H Dale for the ongoing efforts to promote this important resource,

14. Village Hall Extension Project – Update Cllr. Brooks

The chair asked those present whether they had any questions.

Cllr. Guest asked if there was an update on completion dates. The Chair agreed to discuss this with Cllr. Winkworth and report back.

15. Resignation from Cllr. Brooks with affect from 31st March 2021. On the 14th February 2021 the Clerk and Chair received the written resignation from Cllr. Brooks with affect from 31st March 2021. The Chair and Councillors thanked Cllr. Brooks for all his hard work during his term as Parish Councillor and wished him every good wish

for the future. The Chair agreed to write to Cllr. Brooks to convey the Parish Council's thanks for his hard work and service.

16. **To consider adoption of the Broadwas and Cotheridge Parish Council Co-option Policy. The Chair asked all Councillors if they had read the policy.** Some Councillors had not read the policy and it was therefore deferred to the April meeting for adoption. It was agreed that all Councillors would read the policy with a view to considering formal adoption. The Chair advised that steps would be taken to promote the current 2 coopted vacancies and Cllr Dale offered to help promote this.

17. **Any Other Business** – None.

Date of next meeting:

Ordinary Parish Council Meeting on Monday 12th April 2021 at 7.30pm via zoom.

The Meeting closed at 21.37 pm

Signed Chairman..... Date 12th April 2021

APPENDIX 1- Public Participation.

A member of the public requested a form to fill in for the Fibre to premises broadband scheme She further reported that since the weather had improved motorbikes seemed to be again racing along the A44 through Broadwas. The Chair reported that steps were being taken now with Operation SNAP and that the Clerk had written to Operation Snap to request signage to go up in the Parish on the A44. Operation SNAP details are also on the PC website.

Another member of the public raised the issue of 40mph buffer zones at either end of the village as there are many in other villages around the MHDC area. Cllr. Walton reported that he had previously undertaken discussions with other District Councillors to try to ascertain which villages had these. He agreed to review this and take it forward to WCC after the WCC elections.

The chair thanked all concerned for the useful points and discussion and that the matters relating to speeding and road safety were likely to have clear objectives for the Parish Council in the future.