

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

Held on Monday April 11th, 2022, at 7.30pm at Broadwas Village Hall
Present: Cllr. Burrows (Chair), Cllr. Cullen, Cllr. Guest, Cllr. J. Worrall + 1 vacancy.
In Attendance: Cllr. Daniel Walton MHDC, Cllr Richardson-Brown (WCC).
There were 5 members of the public present

Minutes taken by Cllr. Cullen in the absence of the Clerk (Sickness absence, Covid)

1. **Apologies:**, Cllr. Longley, Cllr. Usman, Cllr. Clark, MHDC Cllr. David Chambers.
Absent:
2. **Declarations of personal or prejudicial interest and update Register of Interest Forms.** Noted.
 - 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. **Noted.**
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 Parish Council meeting held on 14th March 2022.**
Cllr. Worrall Proposed and Cllr. Guest Seconded that these were a true record. All in favour.
5. **County and District Councillors reports:**

No reports received.
Cllr. Walton had presented a report but not circulated to Councillors – Cllr. Burrows agreed to circulate once located.
DW explained that the District Council has had a change of leadership. re-selection of positions due in May.
Dog mess - new strategies to deal with this problem has been launched
Cllr. Walton further advised re proposed Ward boundary changes
6. **Matters Arising not covered on the agenda:**
 - a) **Parish Council Vacancies-** 2 vacancies, for Parish Councillors one has been formally posted re invitation and election, the other can now be taken up on a co-option basis.
 - b) **Replacement of Post Box next to bus shelter-** The CEO of Royal Mail has replied with details of where replacement will be put. Safer for staff and public as lay-by close by. No details of when it will be done as waiting for utilities check. It is understood that the new proposed location is on the green area in front of Taberness Close.
 - c) **Enforcement dates: Gladwish Field and The Track**

Gladwish - Nothing new on Gladwish. Track- Enforcement efforts continue and the landowner has now served notice on tenants which includes clearance of the site. If this is not complied with then it was understood that further legal escalation can occur.
7. **Correspondence –**
 - Displaced mirror at Stoney Lea. The PC is investigating what action it can take to sort it out.
 - Leigh and Bransford letter regarding planning consultation. Was noted and referred to the planning sub committee
8. **Finance:**
 - a) **To Consider the Receipts and Payments received up to the 14th April 2022; Cllr. Guest Proposed and Cllr Worrall Seconded that all payments be approved. All in favour.**

April 11th 2022 Payments List

Payee	Description	TOTAL	
DM Payroll Services	Audit 2021/22	110.00	2022 / 23
C Hirst	Clerk Salary March22	£438.48	2021/ 22
HMRC	Tax Deductions March 22	£109.60	2021/ 22
C Hirst	Expenses to April 11th 22	£31.74	2022 / 23
TOTALS		£579.82	

Total Cash at Bank at March 31st 22		
Treasurers Account		41,812.05
Treasurer's Account Berryfields		£10,267.42
	TOTAL	£52,079.47
Receipts:		
	Total Receipts not previously reported	£0.00

b) Lengthsman Contract tender exercise update

Appointment of Tim Hughes, starting shortly to be agreed by the Clerk aiming to do a regular number of hours bi-weekly with a review at 3 months, following the model used in Rushwick, where he is also the Lengthsman.

c) Quotes for Berryfields equipment update/maintenance re 2021 ROSPA report

The first quote received costing £324 which is within budget agreed at March PC meeting. This will be actioned by the Clerk as per the agreement at the last meeting.

d) Broad Green Signage.

Cllr. Clark dealing with this. Advice taken from Natural England. Costing when completed will be considered for action most likely at the next meeting.

e) To update Bank Mandate with resignation of Parish Councillor and appoint new signatories.

Cllr Burrows explained that it was necessary to have a number of authorisers/signatories to the accounts. The Clerk is an authorized signatory and sets up all payments. Cllr Burrows is an authorized signatory. Robert Pearce as retiring Councillor needs to be removed as signatory and replaced. Replacements were Proposed as Cllr. Cullen as Vice Chair, then Cllr. Guest and Cllr. Worrall offered to be the 4th signatory. Cllr. Guest proposed the motion to appoint the 3 new signatories. Seconded by Cllr. Worrall all in favour. Action Clerk will supply documentation.

f) Audited accounts & Annual Return for 2021/22: 31st March 2022 (Part 2)

(i) Consider Internal Auditor's Report & recommendations 2021/22

Cllr Burrows asked if there were any questions or comments. There were none . Cllr. Guest Proposed. Seconded by Cllr. Worrall. **All in favour.**

(ii) Proposal to consider Section 1: Annual Governance Statement 2021/22

Cllr Burrows asked if there were any questions or comments. There were none. Proposed Cllr. Cullen, seconded Cllr. Guest. **All in favour.**

(iii) Proposal to consider Section 2: Accounting Statements 2021/22

Accounts & Audit regulations 2015

Cllr Burrows asked if there were any questions or comments. There were none. *Proposed Cllr. Guest. Seconded Cllr. Worrall. all in favour*

(iv) To Consider approval the Annual Accounts for 2021/22 year ending 31st March 2022

Cllr Burrows asked if there were any questions or comments. There were none. Proposed Cllr. Guest. Seconded Cllr. Worrall. **All in favour.**

(v) To note the dates for the period for the **Exercise of Public Rights for 2022 to set as Monday 13 June – Friday 22 July 2022**

Noted

(vi) To Consider the Exemption Certificate for 2021/22 as an Authority whose income and expenditure are under £25,000.

Cllr Burrows asked if there were any questions or comments. There were none. Proposed Cllr. Guest seconded Cllr. Guest. **All in favour.**

9 Planning Report – Cllr. Pearce.

New application, dog walking area. next to solar farm in Cotheridge. Deer fencing all around. Discussion regarding times of use. no lighting to be put in. No comment to be made.

New Planning sub-committee planning to be formed; Cllr. Guest. Cllr. Longley, Cllr. Burrows initially other Councillors welcome. Proposed Cllr. Cullen. Seconded Cllr. Worrall. All in favour.

10 Community Fibre Partnership Gigabyte/ Full Fibre Connection for Broadwas and Cotheridge project –

Activity in Cotheridge Church Lane where cables are being put in.

No further news on other schemes

11 Parish Council website - update on progress.

Cllr. Clark was not present to report. Cllr Burrows will follow up

12 Regular Parish Council Reports

Berryfields - usage of football pitches and other enquires/bookings - single enquiry pending re boot camp

Berryfields - update on options for improvement of amenities Cllr Cullen

Broad Green - Update re damage and Parish Council response/responsibilities Cllr Clark. Deferred to the next meeting

13 Parish Plans to celebrate the Queen's Platinum Jubilee (2nd to 5th June 2022).

Report from Cllr. Worrall - June 6th 11am-3pm, event organised, Village Hall, tree planting, bouncy castle, bar, food, coffee.

Discussion regarding PC making a contribution to the expenses. Cllr. Worrall advised to apply to the PC Cllr. Burrows advised that the PC had limited funds but would always consider grant applications, these were more likely to gain support if they could demonstrate other sources of funding.

Cllr. Walton suggested the MHDC would be able to contribute via Space Hive. Cllr. Burrows also offered to look for funds.

14 Any Other Business –

Cllr. Worrall- Dementia Friendly Cafe. Suggests best to leave until no masks worn. Cllr. Burrows and Cllr. Worrall to discuss future arrangements.

Date of next meeting will be Monday 9th May 2022 which will be the Annual Parish Meeting and AGM of the Parish Council to be held at Broadwas Village Hall. Details to be confirmed after discussion with Clerk.

Cllr Burrows advised that the June meeting would now be on the 6th of June and that it was intended to hold the July meeting at St Leonards Church, Cotheridge

The Meeting closed at 21:03pm

Signed Chairman..... Date 9th May 2022

APPENDIX 1 - PUBLIC QUESTION TIME

Travellers site- what actions are being taken by the PC to stop the development of the site with no permission granted yet ?

Cllr. Walton answer-Site has been visited, presently developments are following the planning application which makes it difficult to act pending determination of the application. However, all steps that have taken have been. It was noted

from points raised that there may be additional developments outside of the application and it was agreed that this would be followed up.

The applicants and or occupants of the site, are aware of the implications of proceeding before permission has been granted. They understand if permission is not granted then an enforcement can be undertaken.

Cllr. Walton explained if the permission is not granted that it would most likely go to appeal before enforcement is taken. The principle of following the process properly was explained to the meeting.

Cllr. Burrows further advised the meeting that the Parish Council was grateful for the information shared by residents and that the PC had acted quickly to ensure that this was shared, that appropriate advice was provided and in a number of instances sought assurance from both WCC and MHDC on a number of technical and legal concerns.

Comments from the public pointed out that in their view the plans were not being followed. There were further comments regarding the noise levels (mobile generators) and all concerned were made aware of where this should be reported (<https://www.worcsregs services.gov.uk/all-services/nuisance/noise/>)

A number of those present reported recent incidents arising from entry and exit to the site and noted the efforts being made by the occupants to ensure safe entry and exit. It was noted that this confirmed how unsafe this was. Several narrow misses reported by several members of the public. Cllr. Walton noted that.

Cllr Guest- noted in response to a question, the obligation of protecting wildlife ,if applicable this can be reported independently of the planning assessment.

Cllr. Guest shared with the meeting concerns re the initial quality of the WCC Highways response (which the PC had quickly highlighted) and that the subsequent response created delay this meant that MHDC couldn't complete planning conditions within 8 weeks. This is likely to have given cause for the applicants/occupiers to move on to the site. Cllr. Guest further noted that the content of this second submission could be considered to be unusual if not inadequate, thus compounding delay. Cllr. Burrows took note of this and agreed to discuss further with the PC and pursue the matter, as he had already done at an earlier stage.

Cllr Burrows- Summarised and thanked all for their contributions, He understood and thought it was important to acknowledge how difficult it was for people to a) understand the process and b) accept that the system seems to favour people who choose not to follow the rules. The PC remained concerned to help all concerned to share information, understand and work within and in the interests of the process, and to support and hold those who hold the power and responsibility to act to the highest standards.