

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

Held on Monday 11<sup>th</sup> May 2020, via ZOOM 7.30pm

Present: Cllrs. Dale – (Chair), Pearce, Guest, Brooks, Burrows, Worrall, and Cullen.

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

**1. Apologies:** None

**2. Declarations of personal or prejudicial interest and update Register of Interest Forms.** Cllr. Pearce declared a Disclosable non-pecuniary interest in Minute 5 Cotheridge Church as a Church Warden.

Public Participation: **Please see Appendix 1**

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

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

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

**Cllr. Grove Report WCC.**

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

Cllr. Pearce reported that recent pot-hole repairs undertaken at Broad Green were of a poor quality. The Clerk agreed to report this to WCC County Councillor. Phil Grove for him to investigate.

**4. Minutes of the Parish Council meeting held on 20<sup>th</sup> April 2020.**

These were considered and Cllr. Brooks Proposed that they be accepted as a true record. Seconded by Cllr. Pearce. All in favour They were duly signed and dated as a true record by the Chairman Cllr. Dale.

**5. Matters Arising:**

- **Cotheridge Church hardcore on area of land next to the church for parking.** *Email back from Hannah Davies on 19<sup>th</sup> March stating that they would not agree with this being changed as a verge and would be more likely to support Verge Masters being installed to protect the verge.* Councillors discussed the possibility of using hardcore to infill at the entrance of the field which would save having to use the verge. Cllr. Dale and Cllr. Pearce to investigate the costs involved.

**6. Correspondence**

**South Worcestershire Development Plan Review - Parish and Town Council Newsletter April 2020 Noted.**  
**28/4/20- WCC-** Applications for an Independent Lay Member of the West Mercia Police and Crime Panel are invited from members of the public. Closing date: 5pm on Monday 18 May 2020. **Cllr. Chambers commented that this position would be an interesting opportunity if anyone would like to apply.**  
**Noted.**

**7. Planning.**

**Cllr. Pearce produced a comprehensive Planning update report which can be found on the Parish Council website link:**[https://b17872d1-2239-40eb-8225-1aef556523af.filesusr.com/ugd/a2d19a\\_14bee4340bab4197abcf4d71653dc79f.pdf](https://b17872d1-2239-40eb-8225-1aef556523af.filesusr.com/ugd/a2d19a_14bee4340bab4197abcf4d71653dc79f.pdf)

**17/00169:** Zourka Church Lane Broadwas – erection of 3 dwellings. Construction proceeding on site. Response from MHDC Planning Department regarding plot boundaries circulated to all Councillors. After prolonged discussion, focusing on the decision and process regarding recent permitted changes to the consent agreed by the Planning Inspector at the appeal. The Parish Council agreed to seek formal advice from Louise Morton of Quadrant Planning, to inform any further decisions. Proposed by Cllr. Pearce seconded by Cllr. Worrall Agreed by five votes to one with one abstention.

**19/00583:** Church Lane Broadwas – erection of 13 affordable dwellings. Application refused by MHDC. Appeal submitted. Planning Inspectorate proposing to proceed by way of expanded written representations. Parish Council

had written requesting that the appeal be held in abeyance until such time as a hearing can take place but this had been rejected by the Inspector. Inspector to issue his questions “in the next few days”.

**19/00532:** 1 Cotheridge Court Cotheridge – Conversion of outbuildings into ancillary living accommodation. The Parish Council has supported this application. No change.

**19/00957:** Stone Farm Broadwas – Conversion of former barn to dwelling. Response submitted indicating that the Parish Council has no objections to this application. No change.

**19/01812:** Ivy House Farm Broadwas – Replacement of windows in Listed Building. The Parish Council resolved to make no comments regarding this application. No change.

**19/01832:** Tack Farm Broadwas – Erection of outdoor arena. Parish Council has submitted comments regarding vehicular access and drainage and in support of neighbours’ concerns regarding loudspeakers, flood lights and hours of use. (Note – New vehicular access understood to be subject of separate planning application currently being verified by MHDC.) The Clerk was requested to notify MHDC that there is no evidence of site notices being displayed.

**20/00313:** Upper Howsen Farm Cotheridge – Development to facilitate change of use from agriculture to visitor accommodation. Parish Council responded indicating no comments. No change

**20/00332:** 2 Eversfield Cottages Stoney Ley Broadwas – Two storey extension and detached garage. The Parish Council resolved to make no comments regarding this application. No change.

**Revision to SWDP:** Joint representation with other parish councils submitted expressing concern regarding change in methodology for assessing Category 2 settlements. Latest response from Wychavon District Council (as lead local authority) circulated by separate email to all Councillors.

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

Report from Cllrs. Burrows, Cullen, and Dale.

An update report was produced by Cllr. Burrows which has been uploaded to the Parish Council website.

Cllr. Burrows circulated a comprehensive update report. At the meeting he explained that there were two main questions.

Should we continue?

If we do how could we drive up the numbers?

Cllr. Guest asked whether this is now worth pursuing? Cllr. Cullen suggested the Parish Council gives one more push.

Cllr. Cullen suggested a note through people’s doors or by word of mouth through phone calls

Action: Cllr. Burrows to put together an A5 advisory sheet that Councillors could use to generate interest.

Councillors Dale, Cullen, Worrall, and Brooks offered to spread the word and Cllr. Brooks offered to email this out to contacts he has. Cllr Burrows will also contact all those who have responded as some have come forward and offered to help.

#### **9. Grant request 2020/21 from Broadwas Sports Association.**

Broadwas Sports Association is applying for a grant of £1000 towards the cost of lawns maintenance during government COVID 19 restrictions. Councillors discussed where its members came from and whether the membership extended beyond the Parish. Councillors also noted that the overall grants budget for the year was only £1000 and that the Parish Council gives regular grants to other organisations which it was felt needed to be considered before giving the grant. It was noted that Lower Broadheath have just given a grant of £250 towards this same cause. Cllr. Burrows Proposed and Cllr. Cullen Seconded that a grant of £250 be approved All in favour.

#### **10. Progress Reports:**

##### **a) Treasurers Report (Payments and Receipts).**

**Cllr. Guest Proposed and Cllr. Pearce Seconded that all payments be approved including the payment for Broadwas Sports Association for £250.00. All in favour.**

<b>May 11th, 2020 Payments List</b>		
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Payee	Description	TOTAL
C Hirst	Clerk Salary Apr 20	£ 330.48
HMRC	Tax Deductions Apr 20	£ 82.40
C Hirst	Clerk expenses to May 11, 2020	£ 6.70
RJC Landscaping	Public Open Space inspections	£ 60.00
RJC Landscaping	Grass Cutting Berryfields	£ 194.00
RJC Landscaping	PLO April	£ 30.00
RJC Landscaping	Mow play area 5th May	£ 30.00
RJC Landscaping	Playing fields 5th May	£ 97.00
BHIB Councils Insurance	Parish Council Insurance	£ 338.44
Wyre Piddle Parish Council	Shared Black ink and box of paper	£ 10.82
<b>TOTALS</b>		<b>£ 1,179.84</b>
<b>Total Cash at Bank at 6 May 2020</b>		
Treasurers Account		15,162.78
N.S. & I		£ 39,178.37
Treasurer's Account Berryfields		£ 10,267.42
	<b>TOTAL</b>	<b>£ 64,608.57</b>
<b>Receipts:</b>		
MHDC	Precept Payment 1	£ 10,400.00
<b>Total Receipts not previously reported</b>		<b>£ 10,400.00</b>

#### **b) Budget Review at 26<sup>th</sup> April 2020.**

##### **PROPOSAL Cllr. Guest:**

Parish Council income is £23k

The P.C. could treat the £30k for village Hall and the £8k for broadband as exceptional expenditure and take from reserves and remove the £20k for Berryfields.

That would leave the P.C. £2,967 within budget but the increase you suggest would leave the P.C. with an overspend of £2k assuming we did not spend the contingency. It was agreed that the Parish Clerk would produce a monthly current spend/forecast, and that the position should be formally reviewed in 6 months time in line with planning for 2021/22

##### **Cllr. Guest Proposal:**

1. **Berryfields Development** budget to be withdrawn allowing the redistribution of £20k
2. **Legal** to be increased to £3,000 = an increase of £2,500 (in line with Roberts figure)
3. **Berryfields Playground fund** to be kept at £1,000
4. **Contingency** budget is to increase to absorb the residue = £2,000

This would balance books which would ensure that statutory requirements were met.

Cllr. Guest Proposed, Cllr. Pearce Seconded that the Budget Review detailed be approved. All in favour. The clerk agreed to forward the revised budget and produce a report each month on expenditure to date to budget.

##### **c) Parish Council Insurance Renewal.**

The Clerk reported that the Parish Council General Insurance was due for renewal on 1<sup>st</sup> June 2020. The renewal has come through from BHIB (2019 cost was £336.11) proposal for 2020 is £338.44.

2<sup>nd</sup> Quote received from Zurich Insurance for like for like at £553.18 for a 1-year commitment or £517.47 if we commit to a 3-year term. A 3<sup>rd</sup> quote from Came and Co "Pen" is for £351.00 per year in a 3-year term. Cllr. Guest Proposed and Cllr. Brooks Seconded that BHIB quote at £338.44 be approved for payment. All in favour.

**d) Bank Reconciliation at 27<sup>th</sup> April 2020.** The bank reconciliation was checked as reconciled and noted.

**e) RJC Update Report April 2020.** Noted and on the Parish Council website.

**f). Lengthsman Update –** The Clerk reported that notification had come from WCC Lengthsman Scheme to say that, subject to the Clerk submitting a COVID 19 Risk Assessment for approval that once approved the Lengthsman could recommence undertaking limited, specified duties. Some Councillors expressed disappointment at the way in which

WCC had handled this matter, and thanked the Clerk for her handling of this matter. This was actioned and the Lengthman recommenced work on April 27th. **Noted.**

**g).** To re-consider the dates for the period for the Exercise of Public Rights for 2019/20 (as a result of the PC being informed of inaccurate information) the dates from 15<sup>th</sup> June to 24<sup>th</sup> July 2020. Cllr. Burrows Proposed and Cllr. Brooks Seconded that these dates be approved.

**11. Date of next meetings: Ordinary Meeting Monday 8<sup>th</sup> June 2020 at 7.30pm via Zoom**

**The Public Meeting closed at 9.40 pm**

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

#### APPENDIX 1- Public Participation.

A member of the Public queried whether there was a timetable for the re-instatement of the Bat Barn on Zourka Site. Cllr. Guest suggested that re-instatement should be as soon as possible. Cllr. Pearce agreed to raise this issue with MHDC.

It was also raised whether the footpath had been re-instated to the A44 on the same site. Cllr. Pearce responded that the footpath had been reinstated but in a different location in that it will now exit on to the A44 further West than originally shown. A member of the public commented that this was now as a result of the re positioning less likely to be used and as a result Church Lane would become the preferred route.

There appears to be vehicles in the layby next to Hill Top Farm Cotheridge. Cllr. Dale agreed to take photos.

A member of the public again raised concerns about a person camping on the Gladwish Field Site. The resident raised concerns that the person on the site had travelled there under lockdown conditions, and that as there was no running water or sanitation on the site it posed a potential health and safety risk. It was further reported by Cllr. Brooks that the Police had recently attended the site and intervened following an altercation between the Sheep Farmer and the person camping there.

Cllr. Brooks reported that following a number of recent incidents and police intervention with the person on site, Aaron Black, Enforcement Officer for MHDC have attended with the police and are now aware and investigating as necessary.

Cllr. Pearce raised that there had been an increase in speeding on the A44 through Broadwas and requested that Cllr. Grove be asked to see whether Traffic Enforcement can undertake speed checks. Cllr Burrows noted that in the "grand plan" we are committed to a comprehensive review of road safety in the Parish. **Clerk to action this.**

Cllr. Burrows also reported that the VAS sign towards Worcester is not working. **The Clerk agreed to chase Sharon Downes.**