**BROOME PARISH COUNCIL**

**Chairman – Mr Don Billington**

**Clerk – Mr Marcus J. Hart**

**Minutes of the Meeting of Broome Parish Council Held on Wednesday, 7th December, 2016 at Broome Village Hall**

**Present:-** Cllr Don Billington (DB) (Chairman), Cllr Michael Clark (MC), Cllr Sherida Breeden (SB), Cllr Warren Edwards (WE), Cllr Mark Billingham and Cllr Nicola Speakman (NS) (arrived at 8:13pm).

Also, present was Mr Marcus Hart (MJH) (clerk), and District Councillor Stephen Williams (SJW)

**1. Apologies:-**

District Councillor Ian Hardiman (IDH) conveyed his apologies.

**2. Declarations of Interest:-**

DB, SB and MC declared an interest (ODI) as they sit on the Village Hall Committee and MC an ODI in respect of the church as he sits on the PCC.

**3. Public Question Time:-**

None, but one member of the public, Nick Norton was present.

**4. Minutes of the Previous Meeting:-**

These were agreed as a true and accurate record and signed by the Chairman.

**5. Parish Council Vacancy/Co-option:-**

The clerk advised that we have had one application from Nick Norton, but he is not eligible to be co-opted at present as the qualification he will be relying on is being resident within the parish for the preceding 12 months and Nick is 7 days short of that as of today. He will be eligible for co-option at our February meeting and MJH advised that this is how we should proceed.

**6. Police Report:-**

None as no one attended and we had not received an apology.

**7. District Councillor’s Report:-**

SJW gave the following report on behalf of the Wyre Forest Rural councillor team:-

WFDC will soon have a Buskers Code. The main purpose of the new code is to stop obstruction and the disturbance caused by amplified entertainment. No busker should perform for longer than 1 hour in one spot and they must not be within 50 metres of another busker.

WFDC continues to maximise rental income by letting space at Wyre Forest House and is currently receiving over £200,000 annual external income from letting office space.

The new leisure centre continues to be a resounding success and is costing WFDC £500,000less per annum than when the Glades and Stourport leisure centres were in use.

**8. County Councillor’s Report:-**

None.

**9. Matters Arising:-**

DB raised the issue of the WFDC cameras to catch fly tippers and the PC discussed a site that they thought could benefit from the cameras and it was agreed that the PC should request that WFDC look at this location with a view to it being installed.

It was agreed that the ponding on Egg Lane was an ongoing issue. MB indicated that there had been no further progress. MB said that the issue was that a legal agreement was to be required with the landowner. DB agreed to speak with DH from WCC about this matter.

We have not heard when there will be any planning training by WFDC and it was agreed that MJH would ask WFDC if and when this will be. MJH will chase this again with John Baggott at WFDC.

DB raised the issue of Broome United Charities and indicated that Diana Pheysey had made contact with MJH to say that she was a Parish Council appointee and that her 4 yearly term expired in May 2016 and was requesting that the PC re-appoint her for a 4 year term. DB proposed this, MC seconded this and this was unanimously agreed.

DB said that MJ has reported that the stream in Broome Lane is silting up again and DB will speak to David Pheysey about this and get a quote.

DB confirmed that Broome Lane will be closed next week to deal with the drain issue in respect of the flooding of Broome Village Hall.

The litter bin has been installed.

**10. Community Speed watch/Speeding in Broome Lane Update:-**

There was a further discussion about this matter.

DB said this matter was really in two parts, firstly the usage of Broome Lane and then the speeding issue. MJH had previously asked DH to do a survey and DB has circulated the results.

DB suggested that the PC set up a sub-group to look at the data. DB suggested that WE be on the sub-committee. There was a discussion regarding this but after much deliberation and debate, it was felt that very little could be done about the usage of Broome Lane and that a sub-group would probably not be able to achieve anything.

SB raised the issue of the Broome Lane triangle and felt that it is very dangerous. There was a discussion about this and a suggestion of having a mirror installed. MJH advised that WCC highways would not permit this on highway land. It was questioned whether there could be more warning and it was agreed that MJH would speak to David Hunter at WCC about this and report back.

DB fed back on progress on the Community speedwatch matter and said that he had now met with Adnan Ali on site.

DB reported that for Health and Safety reasons you can’t stand on grass only on hard standing. Three potential locations have been identified, one outside Broome Farm, one in the lane near the entrance of One Hundred Acre Farm and the third on the triangle where the litter bin is installed.

DB reported that the Community Speedwatch team need to carry out their own speed assessment as they will only allow a scheme if it is within the permitted range of speeds. DB has passed on the WCC speed information, but nevertheless, they still need to do the test themselves. Hopeful that this will be done early in the new year. If we get to the next stage they will come out and train the group. This could be done at the village hall.

MC asked if we could put a fixed speed device by Broomhurst in Broome Lane and DB reminded everyone that this is somewhere where the VAS sign could go and we have had approval for this to go there.

**11. Lengthsman’s Update:-**

MJ was not present.

DB indicated that he had received three worksheets from MJ one for £132 and two for £176, totalling £484 which would need to be approved under the financial report.

DB has also received MJ’s litter picking invoice for the first 6 months in the sum of £143.

MJ had reported to DB that the stream in Broome Lane was silting up. There was a brief discussion about this. The last time this was done was in March 2013 at a cost of £876 and WCC paid. This had been touched upon in matters arising.

MB raised the issue of whether we have enough salt supplies for the winter. DB reported that MJ says we are ok.

**12.** **Councillors** **Complaints:-**

None.

**13. Planning:-**

The planning schedule was duly circulated and noted. It was agreed that DB, WE and MC would make up the planning sub-committee until the next meeting.

**14. Finance:-**

The financial spreadsheet was duly circulated, together with the bank statements. It was agreed that the bank statements balanced and agreed with the spreadsheet.

The following were approved for payment:-

MJ lengthsman £484

MJ litter picking £143

Broome Village Hall £250

St Peter’s Church £250

Clerk’s Salary £873.60

HMRC – PAYE £582.40

**15. Clerk’s Salary:-**

 DB reported that MJH had emailed DB back at the time of the annual meeting in May, regarding his payment level and in particular that 2 hours was insufficient time per week to properly fulfil the role and that in reality the role was more than the 2 hours per week.

DB stated that we really need to revisit this matter and suggested that it was not fair to discuss this with MJH present or practical for the whole committee to look at and proposed a small sub-committee. DB stated that he had already briefly discussed this matter with MB before the meeting as he and MB had formed a sub committee to review the Clerk’s salary the last time the matter was reviewed. DB proposed that the PC do the same again if everyone was happy with this arrangement. DB suggested that he and MB be on the sub-committee with a view to meeting and coming up with a proposal for the February meeting and get this into the budget for 2017-2018. DB said that they would also need to meet with MJH after Christmas to discuss the matter. Everyone was in favour of this proposal.

**16. Meetings attended:-**

DB read out his report and stated that he had attended one meeting since the last meeting, the Wyre Forest CALC meeting.

DB stated that there was an update on the parish support grant and a presentation from Paul Allen, from WFDC’s Countryside Service on biodiversity in the district.

The next joint meeting is 16th March. DB stated that there doesn’t appear to be a CALC meeting in December.

As discussed, DB held a meeting with Adnan Ali in the village re: Community speedwatch.

The Parish Chairman meeting on 12th October was postponed due to insufficient agenda items.

DB attended the new leisure centre opening and reported that the Emergency Planning meeting had been deferred.

**17. Footpaths Officer:-**

WE said that there was nothing much to report at this stage. He had not had any communication from WCC’s Countryside Service and MJH undertook to notify them in order that he was on the relevant mailing lists.

There was a general discussion about styles and the type preferred. The PC reminded itself that we still had a sum of money in the budget which Cllr. Clee had provided and we must consider how to spend this money appropriately.

**18. CALC subscription:-**

MJH reported that there was an article in the CALC weekly bulletin on 10th November, consulting on the proposals for the 2017-2018, CALC and NALC fees. Next year will be the third year of a five year programme of subscription increases which the Executive have previously decided to stabilize the Association’s finances. The Executive proposal is to charge 52.6 pence per elector, capped at an electorate of 1,306 and for NALC to charge 6.73 pence per elector.

It was unanimously agreed to support the increases and felt that CALC and NALC represented excellent value for money and for the modest amount we paid, we clearly benefitted. MJH would write to CALC and let them know our views.

**19. BT Phone Box Consultation:-**

MJH reported that we had received a letter from John Baggott at WFDC regarding a BT phone box consultation that they were undertaking regarding the removal of underutilised phone boxes in the District. There was a brief discussion about this but as none of the phone boxes were in the parish of Broome it was felt that we need not reply.

Whilst talking about phone boxes, however, the one in Broome village which is now a library was discussed and it was agreed that this was now starting to look tatty and needed repainting and DB was to look into obtaining quotes for this work to be done.

**20. Correspondence:-**

The schedule was duly circulated and noted.

**21. Councillor’s Reports:-**

None.

**22. Emergency Plan:-**

This is still ongoing and DB/MB/WE are still to meet and it was agreed that this should remain on the agenda. DB will circulate a sample that we have to the subcommittee.

**23. Parish Localism Fund:-**

MJH reported that we should not miss the opportunity to apply for a Localism grant from WFDC. There was a general discussion about this and MJH advised the PC that Wolverely and Cookley PC had made a successful application for village gateways and that Rushock PC had recently done the same. MJH refreed to the example in Clatercutt Lane and the fact that it may also help with reducing the speed of traffic and suggested that it might be a good idea to have village gateways and a Welcome to Broome sign along Broome Lane as you enter the village from the main road and one just past Broome Farm as you enter the village coming from the Clent direction.

Consideration could be given to having planters or flowers by the gateways. It was agreed that this was a good idea and that MJH should approach David Hunter for a meeting to discuss potential locations and then submit an application.

There was a general discussion about other ideas including a disabled car park space on the village hall car park, but it was felt this was something that the village hall committee should address and would not fit the Localism fund criteria.

**21. Date of Next Meetings**:-

The following dates were agreed for 2017:-

Wednesday, 1st February

Wednesday, 3rd May

Wednesday, 6th September

Wednesday 6th December

Meeting closed at 9:07pm.

Signed…………………………………………(Chairman)

Dated…………………………………………..