**BROOME PARISH COUNCIL**

**Chairman – Mr Don Billington**

**Clerk – Mr Marcus J. Hart**

**Minutes of the Meeting of Broome Parish Council Held on Tuesday, 31st January, 2017 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. (MB)

Also, present was Mr Marcus Hart (MJH) (clerk), and District Councillor Ian Hardiman (IDH).

**1. Apologies:-**

Cllr Nicola Speakman (NS). District Councillor Stephen Williams (SJW) also conveyed his apologies.

**2. Declarations of Interest:-**

DB, MC and SB declared an ODI in respect of Broome Village Hall. MC also declared an ODI in respect of St Peter’s Church. Both of these items would be discussed in agenda item 15 in respect of the budget setting.

**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. The chairman thanked everyone for making this new meeting date and formally noted here the change in date from 1st February, to 31st January, due to a double booking of the village hall.

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

The clerk advised that we have had one application from Nick Norton. It was unanimously agreed that Nick be co-opted onto the Parish Council. He duly swore the declaration of office.

**6. Police Report:-**

None as no one was able to attend. PC Andy Wallace had apologised for this.

**7. District Councillor’s Report:-**

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

WFDC would be freezing its element of council tax for 2017/2018.

WFDC would be retaining a £50,000 Localism Fund for Parish Councils and Community Groups to bid into.

WFDC would be retaining the £33,000 Community Leadership Fund, £1,000 per councillor.

WFDC would be making a capital investment into its Green Street depot to ensure ongoing service sustainability.

WFDC is making a £3m Heritage Lottery bid for the redevelopment and enhancement of Brinton Park in Kidderminster. This requires match funding of 10% by WFDC and partners.

WFDC have allocated £25,000 to draw up a master plan for SOS riverside.

The Kidderminster Town Centre public realm work is nearly done.

The demolition of the former Glades Leisure Centre is nearly demolished. WFDC are looking to procure a developer for parcel 1 which is now called Lion Fields. The Cabinet’s intention is to market the site for a cinema and leisure hub and soft market testing has already drawn up strong interest from developers.

DB asked a question regarding the doctor’s surgery and it was confirmed by IDH that two practices had moved from the health centre to the new surgery on the former Cheshire printer’s site and the old health centre would also be redeveloped.

**8. County Councillor’s Report:-**

None as County Councillor Clee was not present.

**9. Matters Arising:-**

DB raised the issue of the WFDC cameras to catch fly tippers and asked if the location previously discussed could go on the WFDC’s list. MJH confirmed that if there were instances of fly tipping it would but of late, the problem had just been general litter.

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 would be required with the landowner. DB agreed to speak with DH from WCC about this matter and that this is therefore ongoing.

Regarding planning training, MJH updated the PC. John Baggott is prepared to come out to individual parish councils and give planning training. MJH said that Rushock PC would quite like to pair with Broome. Broome PC agreed and that they would host at Broome Village Hall and that DB would get a few dates and we could take it from there.

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 has spoken to DP and he would do it again, pretty much at the same cost. MJH to speak to DH to see if he would fund this and ask if they need a formal quotation. It was £876 last time.

MJH fed back on what DH said at the site visit he held recently to discuss the gateways but also the triangle. DH said that it was highway land and you could take some of this away but all you would be doing is making the turning less sharp and easier for motorists to turn left into the village and this would speed up traffic. It would also be removing valuable amenity land by the bin and bench. Everyone agreed to leave the status quo.

DB reported that he has not yet progressed the phone box issue and this is ongoing.

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

There was a further discussion about this matter. DB said we were still awaiting to hear from the Safer Roads Partnership and how their tests had gone. MJH will chase Adnan Ali.

**11. Lengthsman’s Update:-**

MJ was not present.

DB has asked MJ to get his worksheets up to date and has also asked for his last litter picking invoice.

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

SB reported that there were pretty bad potholes out of the village towards Thicknall Lane. There is also a tree root across the road. MJH will report this to DH.

SB also reported dead branches in the tree by the litter bin. It was agreed MJH would ask WFDC’s arboricultural officer to look at this and advise.

**13. Planning:-**

The planning schedule was duly circulated. As applications had just come in and there was a cross over, it was agreed to keep the same planning sub-committee until the next meeting, namely DB, WE and MC.

**14. Clerk’s Salary:-**

DB apologised for sending out a late consultation document. DB stated that if all PC’s are happy about this then there need be no further discussion but if so MJH would need to leave the room.

DB reported that MJH had requested that the PC consider an adjustment to the 16-17 salary and DB confirmed that he and MB would look at this and have now done so. DB stated that he and MB have come up with a proposal to be paid in December 2017, which is an increase of £363, on the 16-17 salary paid in recognition of what the actual hours now are, namely156, at a rate of scp 25. DB has redone this budget with this figure in.

DB stated that for 2017-2018 MJH would be paid for 3 hours per week, totalling 156 per annum, starting at scale point 27, which is £12.56 per hour.

MC proposed and SB seconded and this was unanimously agreed.

**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.

There was one payment for approval:-

£20 invoice from print serve for annual salary pay slip

DB presented the draft budget and apologised for the late circulation of it. DB said that he was slightly uncomfortable with the proposed increase in council tax levy.

MB said that the PC was starting from a very low base and Broome’s is the lowest in Wyre Forest and that it was easily defendable. There was a general discussion about this. It was proposed that the precept would increase to £3,000 from £2,656, an increase of 12.9%.Because our council tax base has reduced from 197 to 192, the council tax increase would be 14.9%. This would make a band D, £15.63 per annum, an increase of £2.15 per annum.

MB proposed and MC seconded and the budget, together with the precept and council tax levy was unanimously approved.

**16. Meetings attended:-**

DB had not attended any since the last meeting. The next Wyre Forest Area/CALC meeting is scheduled for 16th March at 6:30pm at WFH and the next Parish Chairman’s meeting is on 16thFebruary at WFH.,

**17. Footpaths Officer:-**

WE had now held a meeting with Patrick White, a countryside officer at WCC. He said that WE was suitable and he would be attending a training day on 8th February.

**18. Correspondence:-**

The schedule was duly circulated and noted.

**19. Councillor’s Reports:-**

SB stated that she was on a fundraising subcommittee to raise extra money for the village hall. On15th July in the afternoon at Broome village hall there would be cream teas, stalls and entertainment. SB asked for the PC to get behind it. SB stated that they would be applying for a road closure order for the lane. The PC thought the event was a good idea.

**20. 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. DB said he hoped it will get together between now and the May meeting.

**21. Parish Localism Fund:-**

MJH reported that we should receive £750 from WFDC.

MJH reported back on the site visit that he held with David Hunter. MJH said that on the left hand side of Broome Lane as you enter from the A450 we could only fit a ½ metre wide gateway, but on the opposite side 1metre. Through the village the gateways could go by the existing village sign and again ½ metre width this time either side was all that could be fitted. It was felt this may be a bit small. DB asked if we could have another site visit with DH. MJH said that he would try and facilitate.

**22. Chairmanship of PC**

DB stated that he had been chairman for some 12 years and was giving advance notice that he did not wish to carry on as chairman, post May.

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

The following dates were agreed for 2017:-

Wednesday, 3rd May

Wednesday, 6th September

Wednesday 6th December

Meeting closed at 8:50pm.

Signed…………………………………………(Chairman)

Dated…………………………………………..