

MINUTES
of MEETING OF THE PARISH COUNCIL
held at 5 Russell Square, High Street, Broadway,
on Thursday, 14th December 2017, at 7.00 pm

PRESENT: Councillor B. M. Parmenter (Chairman), Councillors D. W. Folkes, G. J. Franks, Miss D. Hardiman, A. A. Holmes, G. O'Brien, N.D.A. Robinson, Mrs. R. Rogers, Mrs. S. Stephenson, Mrs. C.C.B. Wilson

Also in attendance: County & District Councillor Mrs. Eyre, District Councillor B. Thomas, Broadway Trust

(1) APOLOGIES FOR ABSENCE: Apologies were received and accepted from Councillors Dr. R. Clements, G. Lovc, F. L. Penny, West Mercia Police, Broadway Business Association

(2) DECLARATIONS OF INTEREST: None

(3) POLICE REPORT:

Neither PC Lewis nor PCSO Schoenrock were able to attend due to work commitments/leave, but have submitted the following report --

Since the last meeting the Police had received thirty-four calls from Broadway residents resulting in the following offences being recorded:-

One burglary of non-residential property (nothing stolen); one common assault (both parties work together); one alleged fraud. The remaining calls related to concerns for welfare, suspicious incidents, highway incidents and non-violent domestics. At the previous meeting two burglaries of dwellings were reported which were currently under investigation as they were linked to similar offences in neighbouring areas/counties. It was understood that half of reported crimes concerned internet fraud and residents were reminded that "bargains" on the internet may not be quite what they seemed. The Police advised residents to review their internet security and pay for any merchandise using a credit card to ensure some protection and redress in the eventuality of becoming a victim of fraud.

Both PC Lewis and PCSO Schoenrock wished to pass on their best wishes for the festive season to all members of the Parish Council.

There were no questions for the Police.

On behalf of the Rev. Ward, Priest in Charge of St. Michael's Church, the Clerk asked if the Parish Council would submit an application for a road closure for the two minutes' silence and the act of remembrance on 11th November next year, as it was understood that the Police cannot legally stop the traffic for this period of time without authorisation. It was hoped that due to it being the hundredth anniversary of the end of the First World War that such a road closure would be authorised nationally, but if this was not the case the Parish Council was in agreement that a road closure application should be submitted.

Concerns were raised that due to the retirement next year of both PC Lewis and PCSO Schoenrock as to whether Broadway would be fully policed, and the Clerk was instructed to write to the appropriate authority requesting that police presence would be still maintained in the village.

(4) PRESENTATION PROPOSED REDEVELOPMENT OF YOUTH CLUB:

Councillor Holmes gave a brief summary of the situation to date regarding the Youth Club building, reminding councillors that the Parish Council owns the land on which the Youth Club is situated and that the Youth Club has a twenty-five year lease on the building of which twelve years remain. The state of the building is deteriorating rapidly and is not really fit for purpose. A report from Mr. Adkish had been circulated to all councillors prior to the meeting outlining the proposed work required. Councillor Holmes then introduced Mr. Adkish, who summarised the report, adding that a recent survey of the building had highlighted further problems with the foundations. The main reason Mr. Adkish wished to help redevelop the building was to leave a legacy for the youth of the village and making the building available to other members of the community and also to allow his daughter to develop her dance studio who currently uses the building for classes. The estimated cost of the redevelopment is approximately seventy thousand pounds with the work taking about six months to complete. The Chairman thanked Mr. Adkish for his presentation and asked councillors for their thoughts/questions. It was asked if it would be cheaper to demolish the current building and construct a new one, to which Mr. Adkish replied that in the perfect world this would be the sensible thing to do, but the cost would be at least double the figure previously mentioned. Mr. Adkish was asked if he would be asking for a similar length of lease - i.e. twenty five years -- and in reply Mr. Adkish stated that if he was to invest monies in redeveloping the building he would expect a long term lease - i.e. ninety nine years to include conditions that the land cannot be sold for residential/commercial development, and that it remains as a building for use of the youth of the village. Mr. Adkish added that it was hoped that the building would eventually be self-funding- i.e. through letting fees etc. covering the running costs, although it may require some assistance with running costs in the first couple of years. Councillor Mrs. Eyre suggested that an alternative idea for funding the redevelopment would be to utilise New Homes Bonus monies, as more funding will become available as more development takes place in the village. The Parish Council could then redevelop the site/building and possibly involve local architects/designers in the project. Having fully discussed the project it was proposed by Councillor Robinson, seconded by Councillor Miss Hardiman, and unanimously agreed that the proposal to redevelop the Youth Club building be taken forward and a sub-committee be formed consisting of members of the Parish Council, the Youth Club and Mr. Adkish to consider the options available.

(5) MINUTES OF PARISH COUNCIL MEETING HELD ON 19:10:17:

Proposed by Councillor Miss Hardiman, seconded by Councillor Mrs. Stephenson, the Minutes of the Parish Council meeting held on 19th October 2017 were unanimously approved by those present, and duly signed and dated as a true record.

(6) BROADWAY COMMUNITY AWARD 2017:

The Clerk had circulated a list of nominations for this year's award to all councillors - Mr. Frank Benham, Mrs. Penny Valender and Mr. Mark Pickering - and after a vote was taken the Clerk announced that Mr. Frank Benham was the winner. The Clerk was instructed to invite Mr. Benham to the next Parish Council meeting when he would be presented with a cheque for £100 made payable to his nominated charity. His name would be added to the Community Award Board located in the Lifford Hall.

As in previous years the winner will be the Parish Council's nomination for this year's District Council's Diamond Jubilee Community Recognition Award.

(7) COUNTY AND DISTRICT COUNCILLORS' REPORTS:

Councillors Mrs. Eyre's and Thomas' reports have been circulated to all councillors. The Chairman asked both councillors to give a brief summary of their reports.

Councillor Mrs. Eyre reported that (a) the County Council had launched a new academy for social workers in Worcestershire. The Social Work Academy will be for those who work with both children and adults and will provide a one-stop shop for new and experienced social workers to access training and develop their careers; (b) nearly all businesses and homes in Worcestershire will have access to cable broadband internet by the end of 2018 with the vast majority having access to 24 Mb per second speed. Councillor Mrs. Eyre asked that if councillors were aware of any broadband concerns/issues with either businesses or residential to contact her via the Clerk; (c) local issues - Childswickham Road will be closed for one day to fit a monitoring system/censor inside the sewer to advise when water pressures rise to dangerous levels, so that Severn Trent Water can attend the site as required to hopefully avert the accidents previously seen at the site. Councillor Mrs. Stephenson raised concerns that the closure of the road would take place at the same time as the closure of Pennylands Bank, and, therefore, there would be no through road to Broadway, and suggested that signage needed to be installed at the Hinton crossroad junction to notify traffic of the situation. Councillor Mrs. Eyre noted this and would organise the appropriate signs accordingly. Leamington Road ditch clearance had been undertaken by the developer on one side of the road and the County Council will be requested to undertake work on the opposite side. The Local Shopfront Guidelines had not been accepted by the District Council as there should only be one accepted general policy and, therefore, there cannot be different policies for different people. Councillor Mrs. Eyre stated that there should be only one A-Board per business, which should only be sited on private land and be removed after close of business each day, and would be progressing this matter accordingly; (d) GWR Station Road Closure to Repair Bridge: Councillor Mrs. Eyre had submitted a summary report regarding the road closure/bridge repairs, which included reference to new signage with yellow backing either side of the bridge, better lighting, directional and parking signage for the station (there will be no need for disabled parking signage as only 4 spaces will be allocated) and additional yellow lines on Evesham Road. The Clerk summarised recent action undertaken regarding the proposed road closure/bridge repairs - the Parish Council had received a copy of the road closure application submitted by GWR which contained a signed declaration stating that GWR had consulted and discussed this closure with those likely to be affected. This was not the case as neither the owners of Station Garage Petrol Station nor Broadway MOT Auto Services had been contacted and the Clerk reported this concern to County Council Legal Services who had issued the road closure notice. The Parish Council had also not been fully consulted either, but this matter had now been resolved as GWR understood that Councillor Mrs. Eyre was a member of the Parish Council and all communications had been sent to her. This matter had now been cleared up and the Clerk was now forwarded a copy of any communication direct. The Clerk had contacted the County Council and was informed that it had concerns regarding a full road closure and requested an inspection of the bridge to ascertain the full extent of the damage, and if a full road closure was required. The Clerk had spoken to Graham Burgess, Economy and Infrastructure Directorate at the County Council who viewed the report/photographs from the inspection and confirmed that there does appear to be substantial damage following the recent strike and that the only safe course of action was to fully close the road to undertake the necessary emergency repairs to the bridge. He had been informed that on the damaged track nothing over twelve tonnes should cross the bridge. The Parish Council found it disappointing that the suggested protective measures to ensure that the bridge was not damaged so severely had not been undertaken or prioritised by GWR and understand that the 'beam' system suggested for the Station Road Bridge would cost between £80,000 and £100,000 and that this

scheme would stop the bridge being hit directly. This may, however, involve repair work to the beam or even a partial road closure if it was badly damaged, but not for as lengthy a time. The Clerk added that GWR is a charity and questioned whether continually repairing the bridge and not taking the necessary and recommended steps to prevent future damage to the bridge was making best and proper use of the charity's monies. Councillor Robinson was very annoyed by the way that GWR had acted over the road closure, by not prioritising the preventative measures to stop any future damage to the bridge, and its lack of communication with the Parish Council, and proposed, seconded by Councillor Mrs. Wilson, and unanimously supported, that the Parish Council be opposed to the road closure, write a strongly worded letter to GWR raising all the issues/concerns discussed particularly the prioritisation of the installation of the protective beam, and invite a representative from GWR to regularly attend Parish Council meetings to give a report/updates. A copy of this letter also to be sent to the County Council asking that when a road closure is requested it should be the County Council's responsibility to ensure that all affected parties be consulted. The Chairman thanked all councillors for their input into this very important discussion.

There being no further questions/comments for Councillor Mrs. Eyre, the Chairman thanked her for the report and asked District Councillor Thomas to give a brief summary of his report as follows – (a) the District Council is in the process of introducing a new online claim form for Housing Benefit and Council Tax support; (b) following the budget announcement of changes to the Universal Credit programme, the roll out date has been changed to November 2018 rather than July 2018; (c) the self-build and custom housebuilding register is now up and running, which has resulted in 168 expressions of interest, 5 of which relate to Broadway; (d) the toilets at Church Close car park and the Activity Park and Milestone Ground car park have received awards from the British Toilet Association; and (e) nominations are being sought for various categories for the Community Recognition Awards 2017, the closing date is 2nd February. There being no further questions/comments for Councillor Thomas, the Chairman thanked him for his report.

Copies of both these reports in full will be included with the minutes of this meeting, when approved, on the website.

(8) CLERK'S REPORT AND CORRESPONDENCE:

Dates for Parish Council meetings for 2018 had been circulated to all councillors and other interested parties.

A revised copy of the 2017/2018 Electoral Roll had been issued by the District Council and available for inspection in the Parish Office.

A list of councillors' addresses and contact details had been circulated to all councillors.

As agreed within the 2017/2018 budget the annual donations had been made:

Broadway Communications Group	500.00
Wychavon Citizens' Advice Bureau	500.00
Evesham Volunteer Centre	1,000.00
Broadway Tourist Information	500.00
Signpost	1,000.00
Broadway Parochial Church Council (Contribution to maintenance of the graveyard)	2,000.00

The latest issue of the Badsey Brook Flood Risk Management Scheme, Friends of Broadway Station, and the Barn Close Surgery Patient Participation Group newsletters had been circulated to all councillors. Additional copies were available in the Parish Office.

PKF Littlejohn LLP have been appointed the external auditor for Worcestershire for the five year period commencing with the financial year 2017/18. Authorities with neither

income nor expenditure exceeding £200,000 would be subject to a basic limited assurance audit review and a maximum fee within this bracket of £400.00.

The Chairman, Clerk and Mrs. Joan Parfitt, together with several representatives from Broadway teams who took part in this year's Parish Games, attended the presentation evening for the 2017 Wychavon Parish Games held at Bretforton Sports Club on Thursday, 23rd November. Broadway came second overall out of twenty-five parishes, with Bretforton being the overall winners. Broadway was presented with its trophy for overall second place by Councillor Mrs. Eyre, Chairman of Wychavon District Council. Broadway won the Bowls and Crib competitions, and were runners-up in the ladies darts and skittles competitions. The Parish Council was thanked for its sponsorship of the crib tournament, and the Chairman of the Parish Council, Mr. Barrie Parmenter, presented the trophies to Broadway as the winners, and to the runners-up, Hill and Moor. Mrs. Joan Parfitt was agreeable to continue in the role of Parish Games organiser for Broadway and hoped to make an all-out effort to challenge Bretforton for top spot next year. The Clerk was instructed to write a letter of thanks to Mrs. Parfitt and accept her offer to continue as Parish Games organiser. It was also agreed that the Parish Council would continue to sponsor the crib competition.

Worcestershire Regulatory Services had granted Vale of Evesham Community First Responders a street collection permit for Saturday, 21st July 2018, in Broadway. An application had also been received from Pershore & District Fund Raising for Arthritis UK for a street collection permit in Broadway on either Fridays 10th or 17th August, and as both of these dates fell outside its policy, permission was required from the Parish Council. This was unanimously agreed and the Clerk would notify the Regulatory Services accordingly.

Work on the new pedestrian crossing facility outside St. Mary's RC Primary School in Leamington Road was scheduled to commence on 11th January and was estimated to take approximately three days.

Concerns were raised at the last Parish Council meeting regarding the state of the wall of a property on the Station Road/Cheltenham Road corner. The Clerk contacted the owner who confirmed that the trees next to the wall would be pollarded following which the wall would be repaired and root barriers added. This work was scheduled to take place in February and was expected to take between two and three weeks to complete.

Work had commenced on the Sheldon Avenue site next to the Youth Club, and following a site visit with the Rooftop Housing Group Programme Delivery Manager, the Clerk and Councillor Holmes, it was agreed that the contractors would replace the existing boundary fence with a two meter high close-board fence with feather-edge on both sides, to prevent anyone climbing in or out, and also replace the broken post and reinstate all the floodlighting along the replacement fencing.

At the last meeting the Clerk reported it was not possible to install a mirror at the entrance to Leedons Park, and it was then suggested that a 'concealed entrance' sign could be installed as an alternative. The Clerk forwarded this request to the County Council Highways Department, who replied that such signs were also not prescribed for use by the Department for Transport and that a junction warning sign had recently been installed warning of potential turning manoeuvres ahead.

Three benches had been broken/damaged - one in the Millennium Garden and two in the High Street. Two of the benches were in need of minor repair and the Clerk had authorised this work to be undertaken, but the third bench in the High Street (which was old and possibly in need of replacement) was unfortunately beyond repair, and the Clerk had asked for the bench to be removed for health and safety reasons. Subsequently, a letter, together with signatures of support, had been received from the Tourist Information Centre requesting the possibility of a suitable memorial for the late Mrs. Dottie Friedli in the village, and had suggested a bench within the Millennium Garden which Dottie used to look after until she was unable to do so.

The TIC had agreed to make available a donation of £200 towards the cost and had indicated that further donations from other sources could be forthcoming. After discussion it was unanimously agreed to support this proposal (Councillor Mrs. Stephenson declared an interest as she is a volunteer at the Tourist Information Centre and, therefore, was unable to take part in the vote) and the Clerk would contact the Tourist Information Centre accordingly to organise the purchase and installation.

The mowing contract is now up for renewal and the Clerk asked councillors if the grass verges on the outskirts could be included within the contract. These would not need to be cut as regularly as the village green, but would make the approaches to the village look tidier. After discussion, it was agreed that these additional areas should be included in the contract/quotations.

The Clerk reported that no comments, either positive or negative, had been received regarding the article placed in the Broadway Newsletter in connection with the request to apply the £68,000 New Homes Bonus to the Flood Alleviation Scheme.

(9) REPORTS FROM VARIOUS GROUPS AND COMMITTEES:

Neighbourhood Plan:

Councillor Franks gave a brief update on progress to date, giving special praise to the hard work and commitment of the Steering Group and Mr. Neil Pearce, the specialist consultant, and confirming that the group was working to a project plan that will deliver the Neighbourhood Plan by 2019. Evidence has now been gathered from the village survey and the housing needs survey, which means that the group is starting to analyse and then formulate policies within the proposed plan. Mr. Joe Aspey, Chairman of Broadway Business Association, had now joined the Steering Group to specifically help with the business survey. Broadway Trust had updated the Village Design Statement and, again, policies were developing from this for the Neighbourhood Plan. The website (www.broadwayndp.co.uk) is now up and running and available to update the village on progress.

The Chairman thanked Councillor Franks for the report and also the Steering Group for its continuing work.

Business Association:

The Chairman, Mr. Joe Aspey, was unable to attend the meeting but had submitted a report which was read out by the Clerk, a copy of which is attached.

Visitor Management Group:

A meeting was held on Monday, 4th December, at the Parish Office when the following matters were discussed:

GWR – concerns were raised regarding the length of the proposed closure and the effect on businesses not only in Station Road, but the village in general. It was agreed that the Village Management Group should support the businesses by funding extra promotion, local publicity and social media etc. GWR would be contacted to ask if it would match this funding. It was also agreed that a representative from GWR be invited to all future VMG meetings.

Late Night Shopping – Mr. Joe Aspey gave an update and suggested a number of changes/ideas etc. for next year.

2018 Road Closures (gravels and surrounding areas) – it was agreed to fund the road closures for the Wartime in the Cotswolds (April 28th & 29th), Ferraris Event (May 6th), Horticultural Show/Broadway Food Festival (September 8th & 9th) and Late Night Shopping (November 30th & December 7th)

Filming Guidelines – a draft copy of the proposed guidelines was circulated and all suggested amendments/comments were requested.

Date of the next meeting - Monday, 5th March, at the Parish Office commencing at 10.00 am.

(10) PLANNING:

As agreed at the last meeting, a letter of objection regarding the proposed sale of 32 acres of Glebe Land adjacent to Evesham Road had been sent to the Church Commissioners via the Worcester Diocesan Office, and both the Broadway Parochial Church Council and Broadway Trust had also submitted letters of objection. The Clerk had spoken with the Worcester Diocesan Secretary, who confirmed receipt of the letters and stated that these would be included in the report submitted by the Diocese to the Church Commissioners who would discuss the matter at its next meeting in January or, if not, at its meeting in March. The Clerk would report back accordingly.

Planning Applications and Comments:**MEETING: 31:10:17**

Application W/17/02116/CLE

MS.G. HOUSTON
Land, West End Lane
Equestrian – application for Certificate of Lawfulness
(existing development)

The Parish Council raised no objections to this application but seek assurances that the mobile home currently located on the site does not become a permanent residence.

Application 17/01817/LB

FENWICK & FENWICK
69 High Street
Internal alterations to form 2 x retail units from 1 x existing retail unit.
Removal of external shop signage. Associated Ref: 17/01818/CL

The Parish Council raise no objections to this application

Application 17/01944/FUL

MS. R. PITT,
Sheldon Avenue Garages, Sheldon Avenue
Demolition of garage block and construction of 4 x houses implementation of approval W/15/01671/PN without compliance with Condition 3 (surface water), Condition 11 (bin storage) and Condition 10 (approved drawings)

The Parish council raise no objections to this application

Application 17/01736/HP

MR. & MRS. J. MOORE
Honey House, Springfield Lane
Proposed refurbishment, recladding, replacement of existing windows, two storey extensions and new independent car port

The Parish Council raise no objections to this application

Applications 17/02038/LB
and 17/02037/HP

MISS S. BROOKES
131 High Street
Construction of wooden garden pergola to form private seating area
(retrospective)

The Parish Council object to this application on the grounds that the proposal is not in keeping with the conservation area and is detrimental to the setting of a listed building.

Application 17/02139/ADV

MEETING: 20:11:17
Gloucestershire Warwickshire Steam Railway PLC
Bridge No1 Station Road
‘Low Bridge’ safety warning signs

The Parish Council raised no objections but would draw attention to the warning sign on the bridge stating the height as 14’0” whereas the approach signs to the bridge in various locations state 14’3” which would need to be addressed to avoid any confusion.

Application 17/02135/HP

MR. L. TANKARD, St. Michael’s Cottage, 19-21 Church Street
Internal alterations to reorganise master bedroom and kitchen/dining room,
and new french doors to rear elevation. (Associated Ref: 17/02136/LB)

The Parish Council raised no objections subject to no adverse changes to internal features.

Application 17/02039/HP

MR. & MRS. PRYER, 33 Averill Close
Extension and alterations to existing bungalow including conversion of
roof space to habitable accommodation Oak and slate porch

The Parish Council raised no objections to this application

- Application 17/02165/LB **MR. R. DUDLEY**, 6 The Green
Oak and slate porch
The Parish Council raised no objections to this application
- Application 17/02103/FUL **FARNCOMBE ESTATE HOLDING LIMITED**
Farncombe Estate, Farncombe Road
Retrospective application for estate road from upper car park to lower car park alongside Farncombe Offices, and proposed new estate road from lower car park to Barnyard
The Parish Council raised no objections but are aggrieved that this is yet again another retrospective application.
- Application 17/02248/ADV **MRS. J. PERRY**, 69 High Street
2 x hardwood advertising boards, hand painted
The Parish Council raised strong objections as the proposed signs are non-compliant with the District Council's Shop Front Guide. Attention is also drawn to the applicant's application form under (a) Section 5 – no communications has been made with community groups; (b) Section 8 – temporary signage is already in place, and (c) Section 11 – applicant has indicated the signs would not be illuminated when, in fact, floodlighting is already being used to illuminate the temporary signs.

Wychavon Approvals:

- 17/01519/HP **MR. D. LYON**, The Old Bakery, Cheltenham Road
Single storey rear extension to form dining area off kitchen and fill in existing open porch to front
- 17/01763/HP and
17/01764/LB **MR. & MRS. L. TAE**, Abbots Grange, 5 Church Street
Change of use of garage to ancillary residential accommodation
- 17/01541/HP **MRS. R. OTTIGNON**, Meadow Cottage, Morris Road
Various works – new windows and french doors. Demolition of single storey WC. Replacement conservatory
- 17/00130/HP **MR. & MRS. A. FLINT**, Rosewood, Station Road
Construction of two storey side extension, porch and internal alterations
- 17/01709/LUL **BT PAYPHONES**, paved area off the Green
Installation of kiosk providing ATM service
- 17/011797/LB **MR. S. BADGER**, Cruck Cottage, 39 Bury End, Snowhill Road
Retrospective application to replace decayed and rotten timbers on existing on-shut conservatory
- Withdrawals:**
- 17/01332/FUL **MR. A. ELMAGDOUB**, Hallam, Fvesham Road
Demolition of existing property and erection of new dwelling
Withdrawn 26:10:17
- 17/01818/CU and
17/01817/LB **FENWICK AND FENWICK**, 69 High Street
Internal alterations to form 2 x retail units from 1 x existing retail unit.
Removal of external shop signage
Withdrawn

(11) SCHEDULE OF PAYMENTS/RECEIPTS: from 01:10:17 to 30:11:17

<i>Payments:</i>	verified by the Clerk together with two nominated signatories	<i>net of VAT</i>
Wychavon District Council / refuse collection bin		118.35
Worcestershire County Council / pension contribution		529.61
Unicom / telephone, internet		72.14
Unicom / office electricity		83.51
K. Beasley / clerk's salary September		1,274.95
G. A. Tomkins / assistant clerk's salary		589.40
HM Revenue and Customs / P.A.Y.E.		1,204.92
P. Valender / planters		66.00
Colwyn Thomas / activity park maintenance		280.00
Grassroots Garden Services / activity park maintenance		56.00
EBC Group (UK) Ltd. / photocopier charges		23.89
Smart Cut Ltd. / mowing contract		334.06
Royal British Legion / remembrance wreath		16.50
Worcestershire County Council / neighbourhood plan		515.00

Play Inspection Co. / quarterly activity park	100.00
Avon Planning Services / neighbourhood plan	375.00
Tower Trophies / bench maintenance	100.33
A. T. Woods / tree maintenance	115.00
K. Beasley / clerk's salary October	1,275.15
G. A Tomkins / assistant clerk's salary October	523.55
Wychavon District Council / refuse collection bin	105.20
Worcestershire County Council / pension contribution	529.61
P.D.Long Electrical Contractor / donation re Christmas lights	280.00
Cotswold Business Supplies / activity park maintenance	449.00
Smart Cut Ltd. / mowing contract	334.00
Grassroots Garden Services / activity park maintenance	84.00
P.D.Long Electrical Contractor / donation re Christmas lights	1,682.50
Water Plus / office water	31.43
Maurice Parkinson Contract Services / lengthsman scheme	90.00
Maurice Parkinson Contract Services / general maintenance	785.00
R.J.Agricultural Services / millennium garden	100.00
K. Beasley / clerk's salary November	1,275.15
G. A. Tomkins / assistant clerk's salary November	523.55
F-on / village green electricity	66.74

Receipts:

Lloyds Bank / gross interest	4.22
Signpost / contribution to office water	44.22
Groundwork UK / grant re Neighbourhood Plan	7,475.00
Signpost / contribution to office electricity	32.18
Signpost / contribution re PAT testing	74.72
Cash / donations re dog foul bags	25.00
Lloyds Bank / gross interest	5.36
J. Sewell / donation re bench	450.00
Wychavon District Council / Christmas lights grant	500.00
C.Chan re Valender / donation re bench	450.00

(12) COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDA

Councillor Mrs. Stephenson reported that the Parish Council was represented by herself, the Clerk and Councillor Holmes and his wife at the quiz on Friday 8th December at the Lifford Hall, in aid of Barn Close Surgery Patient Participation Group which was raising funds for a Doppler machine for the surgery. Although the team did not win, a good time was enjoyed by all. The Chairman thanked all the team members for their participation.

Councillor Mrs. Stephenson asked if there was any update following the request for a post box in Russell Square. The Clerk replied that a letter had been sent to Royal Mail, but as yet no reply had been received and it was, therefore, suggested that another letter be sent.

Councillor Holmes raised concerns regarding the narrowness and the overhanging trees/bushes etc. of the footpath/pavement along Church Street/Snowhill Road. The Clerk would contact the lengthsman and arrange for the necessary work to be undertaken.

Councillor Franks again raised concerns regarding the parking on the Sands Estate particularly during the recent late night shopping events. Councillor Mrs. Eyre replied that such parking was an ongoing problem but, unfortunately, it was not illegal to park in such areas and the problem could become worse with yellow lines being installed along Evesham Road and extended in Lifford Gardens because of parking concerns when GWR opened at Easter,

and suggested that residents could put up polite signage asking car owners not to park in front of their properties.

Councillor O'Brien reported that the footpath along the Cheltenham Road beyond the West End turning was blocked by a fallen tree and that the hedgerow along West End was in need of pruning back. The Clerk replied that the lengthsman would be asked to attend to both these issues. Concerns were also raised regarding the general poor state of the West End road, but it was felt that it was not worth any maintenance work being undertaken until the Flood Alleviation work was completed. Both Councillors O'Brien and Mrs. Rogers raised concerns regarding the poor state of the post box in Cheltenham Road. The Clerk would contact the appropriate authority to attempt to resolve this issue and report back accordingly. Councillor O'Brien also asked if the grassed area in Back Lane, just beyond the corner, could be made into a footpath as pedestrians were forced to walk on the road. Councillor Mrs. Eyre understood that this was not County Council Highway land but would investigate and report back accordingly.

There being no further questions/comments from councillors the Chairman closed the meeting at 8.50 pm and opened the PUBLIC INFORMATION SESSION:

Mr. Tate asked who would be responsible for cleaning the newly installed white gates at the entrances to the village and the Clerk replied that the Parish Council was responsible and the lengthsman would be asked to undertake this task as and when required. Mr. Tate was pleased to see that the District Council had undertaken the clearing of the footpaths in the High Street after the recent snowfall, but was dismayed at the inefficient methods used to spread the salt and asked if some form of spreader could be purchased. District Councillor Thomas replied that he would take this matter up with the department responsible at the District Council. The Chairman thanked Mr. Tate for his comments.

The Chairman finally closed the meeting at 8.55 pm

*Date /Time Next Meeting: 18th January 2018
at 7.00 pm*

Broadway Business Association Report – December 2017

Thank you and my apologies for missing this week's meeting. It is my intention to attend in future and I have diaried all dates for 2018. Here are updates from BBA and the Broadway Station bus link group.

BBA's most recent activities have been the two Christmas Late Night Shopping evenings and provision of the Christmas lights.

Both late nights went well helped by fine weather and such feedback that we received from visitors was all positive. Apart from organising entertainers and exhibitors on the nights, our principal concern was to manage the car parks safely and effectively and to ensure that the village was tidy and litter-free the next morning. This was achieved with the help of 12 volunteers on each night. That said, parking remains a concern because visiting cars far exceeded the capacity of our car parks which included overspill parking in Kennel Lane and the football club car park. I have been told that visitors made extensive use of Morris Road and Upper High Street (other roads too no doubt) and, whilst parking there may be legal, I think we need to consider the extent to which the success of the evenings is at the inconvenience of Broadway's residents. I will propose to our committee that we reign back on publicity next year as many people who come already know the dates from year to year or hear of them through their friends and acquaintances. There is a limit to the number of people Broadway can safely and comfortably accommodate and I think we have reached that. I would be glad to know whether you received any complaints or indeed compliments and to hear the general views of Councillors about the evenings.

As regards the lights, I think there is little doubt that they were a fine spectacle, a costly one too for BBA, but a great credit to Peter Reading without whom they would not have been achieved within our financial means. We have recently discussed my concerns about the future of the lights both within BBA and with the PC and those concerns remain. Peter is willing to carry on managing them (and would do so, I believe, if they came under the auspices of the PC) but we need a new electrician due to the retirement of Peter Long and his cherry-picker vehicle. We need an understudy for Peter Reading too if we are to ensure continuity. My greatest concern is that something unfortunate might arise in the run-up to Christmas which prevented us from achieving the lights because the disappointment would be considerable. We will be discussing this at our next BBA committee meeting in January and will advise you the outcome.

The impending road closure due to GWSR's bridge works is of considerable concern to BBA members and, assuming it goes ahead, we are planning a campaign on social media to broadcast the fact that Broadway is very much open for business. We are also commissioning a banner to go on the top roundabout to inform visitors how best to access the village. That said, I gather the PC is looking at plans to resist the road closure which, if successful, would be a much better outcome. BBA enjoys an interesting relationship with GWSR, one which is positive as regards the coming of the railway and the planned organisation of the Wartime in the Cotswolds event, but also negative as regards the road closure.

The working group (which includes some BBA members but is not a BBA sub-committee) is still exploring options to bus rail visitors from Broadway Station to the centre of the village. This is proving a difficult nut to crack because various bus operators have expressed interest but also concern about the financial viability of providing a service and no-one so far is willing to offer a service. We have considered organising this ourselves but don't think it would be viable, the cost would be too great and beyond the means of the business beneficiaries within Broadway to fund it. The news that Broadway Station is to have its own café instead of a shop would be an added factor. We have received suggestions that we should operate a road train from the station but have dismissed this completely; the cost would be huge and our group thinks it would be quite contrary to Broadway's ethos. We continue to explore options and welcome helpful views if Councillors have any to offer. We have no ownership of this subject and would be happy to step aside if someone else thinks they could achieve more. I had intended to ask the PC to state their stance on this subject but, in the light of the intended road closure, I think I can anticipate the response. Do say if I am wrong.

Our next BBA committee meeting is on 23rd January.

Councillor Liz Eyre Broadway COUNTY and District COUNCIL REPORT December 2017

Key focus

Worcestershire County Council has launched **The Social Work Academy** – a new academy for social workers in Worcestershire. The Social Work Academy will be for those who work with both children and adults in the County and will be a one-stop-shop for new recruits as well as experienced social workers to access training and to develop their careers. It will really focus our approach on our social work development, supports social work education, career progression and learning and development opportunities. Worcestershire County Council employs around 350 social workers who work together to improve the lives of children and young people in the county and support the county's most vulnerable adults. We want Worcestershire's social workers to be the best that they can be to provide excellent services to children, families and to the vulnerable adults who need their support. Supporting and retaining our workforce is extremely important to us. The Social Work Academy will bring together, in one place, all of the excellent training and professional development that we are already doing.

Broadband – Has Worcestershire got it right" for Broadway? Steve Henderson, operations director of BT Open Reach in the Midlands gave a very upbeat report on how increasing internet speeds in the county is going. He praised the way the local authority has worked with BT. Nearly all the homes and businesses in Worcestershire will have access to cable broadband internet by the end of 2018, and the vast majority of those will be able to access speeds of 24 Megabits per second. The second contract the BT Open reach have with the County Council will be completed by the end of next year and will include properties added to this contract due to £4 million being saved during the first contract phase of the work. Mobile is poor in Broadway. After upgrading and contracting for the new service I wonder how Broadway residents are finding Broadband speeds.

WDC

Our housing company has bought its first land – to provide additional car parking at Honeybourne.

As WDC goes into its budget it is in a good financial position compared to most councils. It has already initiated some really innovative projects: Evesham Waitrose, Evesham Community Hospital, Vale Park, the New Construction Company, dispersing to communities the New Homes Bonus.

Local issues

Drains cover Childswickham Road: monitoring system / sensor is being fitted to inside sewer to advise when water pressure dangerous. The road will be closed for 3 hrs 18/12. suspect set up and closure maybe marginally bit more. It is a closure I am told.

Severn Trent update required re 2 year capital modelling & planning re sewer flooding. I have not had time to catch up on this project but will for January.

Badsey Brook Scheme: attending an update session with MP in January.

White Gates – look good.

GWR and Bridge damage

- Road closure 2nd Jan 4-6 weeks. No we do not consult with residents and business – CC, PC, Services – buses – agree needs policy changing.
- GWR fundraising and investigating system to address future hits.WIP
- Yellow backing to 4 signs either side of bridge been ordered WIP.
- New Chevrons for bridge with planning.
- Additional backing to sign on bridge and better lighting being discussed with GWR engineers.WIP
- Small tea room on station.
- 4 disabled spaces so no signage. (8 volunteer spaces) I coach drop off and turn. Coach drivers given refreshment voucher for Toddington 2018. Expect hospitality for races not until 2019.
- Website will outline parking WIP
- Other signage to Station and parking being designed – clerk has plan WIP.
- GWR meeting with garage owners next week and proposing some methods of support WIP.
- Additional yellow lines Evesham Road and other being consulted and investigated WIP.
- Station Road potholes asking not be done when bridge closed - WIP.
- Pedestrian signs and addition to car park maps will be needed- WIP
- Signs re actual station will be needed – WIP
- To look at A449 bridge signing – bridge hit very often.

Seat needed near where R4 bus stops: corner off **Sandcroft/ Sheldon Avenue** - outstanding

Parking for the chemist requested - outstanding

Pennylands bank – drainage problems –a spring being addressed.

Leamington Road ditch clearance – one side done by developer. I am still requesting WCC follow up on other side.

Cheltenham Road speeding changes – not accepted.

Gravels – 1450 sq. feet have been measured. To make affordable not pavement slabs, kerbing stone, car bays – not Lyon area. Either plane to 30ml if ok to do so or new surface – brown material as before but better quality. Replace bollards for better ones. Cost 100-150 – **pressing for a date**

Parking posts on private land enforcement IN/17/00221 Jane Phelps 565409

Orchids and mowing! In part resolved - officers meeting with BNHS in Spring.

Above **turning circle**: parish to clear footway, following this trees to be cut back, then street sweeper to be requested.

High street potholes – outstanding

Motor Bikes on Fish Hill – report to police

Bottom of Pennylands – stop sign and re white lining requested

Footway 17/18 – officers reviewing my list

Dropping kerbs just above Sandscroft – older people and school children to cross

New pedestrian crossing facility outside St Mary's School in Leamington Rd, Broadway funded from my highways budget scheduled for delivery 11th January 2018. It is estimated that the works will take approx. 3 days to complete. Checking no road closure.

Considerable work around **GTC Medium Pressure gas pipeline**, and also a Wales and West High Pressure gas pipeline connected with new development and the avenues.

Traffic Mirrors and concealed entrance signs There are many historic road mirrors at various locations. However, the current policy in accordance with DfT guidance is not to install road mirrors except in exceptional circumstances and not in 30mph areas. Mirrors are non-prescribed traffic signs that require Department for Transport authorisation. This is because national experience has shown that mirrors are problematic and their installation can lead to increased injury collision rates! The problems associated with mirrors include; reversed image, difficulty in judging approach speeds, vandalism and reflected headlight problems. They are also adversely affected by mist, rain, frost and dew etc. The DfT will consider applications, from Highway Authorities, where visibility is virtually nil, there is no scope for improvement by the removal of hedges or fences etc. and speeds are high (not within 30mph speed limits). Road mirrors off the public highway are the responsibility of the landowner.

'Concealed entrance' or similar are not prescribed for use by the DfT. WCC recently provided a junction warning sign from the Pennylands Bank side, this is the standard type of sign to warn of potential turning manoeuvres ahead. From the other direction there was good forward visibility to the junction, so a sign was not provided on this approach

Meeting 13th Dec VMG/KH/CB

Suspect it would be handy to all have sight of WCC A board policy, pavement café arrangements and shop front policy that Wychavon support – would it be better to wait until after Xmas when these documents will be available?

Broadway report – December 2017
District Councillor Bradley Thomas

New online benefits applications

Wychavon are in the process of introducing a new online claim form for Housing Benefit and Council Tax support, which means customers can apply online for help with their rent and Council Tax.

This will make applications for benefits easier for residents and enable customers to get their payments more quickly. It's being brought in as part of the national shift towards claiming for benefits online, including the further roll out of Universal Credit.

The contact centres will continue to provide support to customers who do not have access to online facilities or who need assistance to make a claim.

Additional computers will be provided in our centres for people to make claims and staff will provide face-to-face help. People can also use computers at libraries across South Worcestershire.

It is felt that this change will make a significant improvement to customer experience as well as increasing efficiency and brings this service in line with other online facilities.

Universal Credit Update

Wychavon received a letter Neil Couling, the Director General of the Universal Credit Programme.

He confirmed that following the announcement regarding Universal Credit in the Chancellor's budget speech, that there will be a number of changes that have implications for the roll-out plan.

The letter confirms that due to these changes, the Universal Credit Full Service for Wychavon (Evesham JCP) will now be from November 2018, rather than July 2018.

Self-build and Custom Housebuilding registers

On Wychavon's website, you will find that the self-build and custom housebuilding registers are up and running – <http://www.wychavon.gov.uk/self-build-register>. The registers are there to help identify the level of demand for self/custom housebuilding plots in Wychavon, and will help inform the development of planning and housing policy.

The terms 'self-build' and 'custom build' are used to describe situations where individuals or groups are involved in creating their own home. The amount of personal involvement will vary. Self-build projects are where an individual directly organises and commissions the design and construction of their new home. Custom build homes are where a developer co-ordinates the whole process for the person/people involved.

The Government now wants Local Planning Authorities to be more proactive in delivering self-build plots. Wychavon has written to those with non-implemented planning permissions for residential development asking them whether they would be interested in selling-off self-build plots. To date no-one has responded positively.

In total there are 168 expressions of interest from individuals/groups wishing to complete self build, 29 are for anywhere within the Wychavon district and 139 are for specific, named parishes – with a total of 73 parishes named in all. Broadway has five (5) expressions of interest.

Bradley Thomas – October 2017

Broadway report – December 2017
District Councillor Bradley Thomas

Fly tipping successes

Not directly in Broadway, but to highlight that fly tipping is taken seriously, Wychavon has had two recent prosecution successes for fly-tipping in the district. One of which was 46 bags of building waste dumped near Droitwich resulting in a £1000 fine plus costs of £535.

The other case saw 24 bags of waste dumped at locations near Bredon and Overbury. The prosecution resulted in a £1000 fine plus £970 costs.

Toilet awards

The British Toilet Association awards have seen Broadway public toilets given awards which recognise a range of factors which together make them safe, clean and hygienic.

- Platinum – Church Close, Broadway & Broadway Activity Park
- Gold – Milestone Ground Car Park, Broadway

Community recognition awards

once again looking for the community heroes of 2017 for our annual Community Recognition Awards.

Open to the whole community, the awards give those who have volunteered, coached or helped others in the district a chance to gain well deserved recognition for their efforts in helping to make Wychavon a better place to live and work.

Our Community Development team is looking for inspirational stories from people of all ages who have helped to improve their neighbourhood, club, society or community.

The categories for 2017 are:

Young Volunteer award	Community Project award
Volunteer award	Community Group award
Arts Recognition award	Enabling Healthy Lives award
Sporting Hero award	Lifetime Achievement award

Nomination forms can be found at – www.wychavon.gov.uk/recognitionaward and nominations must be in by 2nd February 2018.

Bradley Thomas – October 2017