

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

**Held on Monday 12<sup>th</sup> November 2018, at Broadwas Village Hall at 7.30pm**

**Present:** Cllrs. Dale, Burrows, Winkworth, Guest, Downes, Pearce,

**In Attendance:** District Councillor David Chambers and District Councillor Godwin, County Councillor Phil Grove and 14 members of the public.

**1.Apologies:** Cllr. Plevey.

**2.Declarations of personal or prejudicial interest and update Register of Interest Forms**

None

**3.Dispensation requests:** None requested

**Public Participation:** A local resident raised concerns over the container used by the football team at Berryfields. Issues raised were that it was being left unlocked and insecure, sometimes open it was noted that it contained very little equipment when it was seen. This maybe down to the fact that the youth team no longer use this field. The Storage Container has safety issues as youngsters tend to climb on it. The resident has said that the school have expressed an interest in purchasing the container if it is no longer required by the football team. The Parish Councillors commented that they were not aware that it was being left insecure. Action: Clerk to contact Joe Grange to ascertain why the container is being left insecure.

A local resident of many years raised the condition of the Public Footpath/Right of Way which crosses through Stone Farm and that it was very overgrown. Cllr. Dale agreed to investigate and instigate the necessary action required.

Stone Farm Caravans – there appears to be more caravans on this site than permission was granted for. The Parish Council agreed to check this out to see whether Planning Enforcement at MHDC need to get involved.

It was reported that Stoney Lane, Broadwas road surface was splitting. It was suggested that WCC “Report It” be the best place to notify WCC Highways.

It was also noted that there was still a lot of weeds on the footpaths around Broadwas despite the fact that they have been weed-sprayed by the Lengthsman. There are also a lot of leaves on the paths. Action: Clerk to check with the Lengthsman that the work has been undertaken as requested following the last meeting.

With regards to the item on the agenda for Safeguarding one of the parishioners asked that the Parish Council website give information details for contact for children and those experiencing domestic violence in need of help.

Cllr. Dale spoke to the public about the WCC Public Libraries review. He expressed the importance on preserving libraries for local communities and urged everyone that felt that they were important to them to complete the survey. The consultation was launched on 29 October 2018 and will run for over 90 days, taking into account Christmas and New Year, ending on 2 February 2019. Residents, stakeholders and staff will be invited to give their views and make suggestions on the future of library services in Worcestershire

based upon the recommendations in the Cabinet report. Local communities will be given an opportunity to comment on options for their local library and to put forward other ideas on library provision.

The consultation is aimed at all Worcestershire residents and approaches will be taken to encourage responses from residents who are not library customers and from groups who are less likely to respond.

#### **4. County and District Councillors reports:**

Copy of County Councillor Grove's reports attached appended to these minutes.

District Cllr. Chambers reported that Duncan Rudge of MHDC who was due to attend the meeting to deliver a talk on "Permission in Principle" (an alternative way of gaining planning permission for housing-led development). However, he was leading a large presentation at Newlands Parish in Malvern and would therefore attend our next available meeting to deliver this discussion.

10<sup>th</sup> October was the 3<sup>rd</sup> year for Local Democracy Day for MHDC and over 30 children took part throughout the day. The event was considered a great success engaging with schools and young people.

A flyer was passed around the public entitled "Protect Your Farm". The free marketplace event is taking place on Thursday 22 November 2018, between 4-7pm in the Lindon Suite at the Three Counties Showground (WR13 6NW). All members of the rural business and farming community are invited, where you will have the opportunity to ask any questions and receive advice on a number of issues, including **business and rural crime & property protection, wellbeing & farm safety, and economy & finance** from a number of key organisations.

Christmas waste collection dates have now been issued by MHDC.

Cllr. Dale asked a question on planning regarding redundant buildings and whether the Councils can compulsory purchase such buildings to restore and bring them back into use. Cllr. Chambers commented that in discussions with CEO from Wychavon District Council he was assured that a concerted effort is going to be made in the coming years to ensure that there is an impetus to address these issues.

**5. Minutes of the ordinary parish Council meeting held on October 8<sup>th</sup> 2018:** these were considered, Cllr. Dale Proposed and Cllr. Winkworth Seconded that they be approved. All in favour. They were duly signed as a true record and dated by the Chairman.

#### **6. Matters Arising: -**

A general problem with weeds at the back of the footpaths and in the road verges which needs addressing. *The Clerk spoke to the Lengthsman* who has the necessary Weed-spray licence and he dealt with the weed-spraying and cutting of verges as requested.

Hedges on Stoney Ley overgrown. *On the 9<sup>th</sup> October* the Clerk discussed this with the Lengthsman who said that the hedge on Stony Ley on left belonging to new build is one he cuts and is paid for jointly by the residents and the one on the right opposite he also cuts and the occupant pays him directly. He has assured us these will be trimmed this month.

**Berryfields Fireworks and Bonfire Event** Saturday 10<sup>th</sup> November. *Actioned by the Clerk on the 9<sup>th</sup> October.* Organisers assured the Parish Council that this was taken care of.

#### **7. Correspondence:**

Email – 11/10/18- Worcestershire County Council has set up a Bus Scrutiny Task Group. *'to investigate the current bus and community/alternative transport provision, including the availability of transport at crucial times of day to get to work, to school or college, to medical appointments and for shopping'*. The Task Group would like to hear the views of parish councils. If you would like to provide a written submission. **Councillors and the public were encouraged to give their views.**

Email- 29/10/18- Resident Little Green- Regarding difficulty in safely accessing the A44 towards Leominster when turning right from the Broadwas end of Butts Bank. The hedge on the Teme side of the A44 has grown so tall that it obscures all but high sided vehicles travelling from the direction of Worcester making it dangerous to turn right from Weston Hill. *Action: Cllr. Downes to contact the hedge owner to discuss.*

Email- PUBLIC NOTICE- Road Traffic Regulation Act 1984- (C2240 Broadgreen, Broadwas)(Temporary Closure) Order 2018 to close that part of C2240 Broadgreen, Broadwas from its junction with U62200 Broadgreen to its junction with C2066 Cobblers Corner in order to facilitate BT Openreach works by Grub Construction Ltd- Duration 6 days Commencing 3 December 2018. **Noted.**

Email 6<sup>th</sup> November – request for Dog Fouling Bin to be placed at a convenient position on the public footpath that runs behind Orchard Cottage, Broadgreen. *Action: Cllr. Winkworth to investigate and report back.*

Extending HLS agreement for another 4 years- emails 9/11/18 re Broad Green Common – Expression of Interest Form sent to extend the agreement. **The Clerk has completed the necessary forms to extend the agreement.**

## **8. Planning. – Report from Cllr. Pearce**

**Application No 18/01108:** Round Hill Cottage Little Green Broadwas – Proposed demolition of existing single storey extension and erection of new two storey extension and detached double garage. Response submitted raising no objections to proposed extension but expressing concern regarding the mass and height of the garage.

**Application No 18/01117:** Broad Oak Broadwas – Proposed first floor extension. Approved by MHDC.

**Application No 18/01282:** Upper Howsen Farm Cotheridge – Proposed demolition of existing farm buildings and use of site for 8 caravans/log cabins. It was agreed not to raise any objections to this applications but to request appropriate conditions in respect of landscaping, services etc.

**Application No 17/01090:** Field Ridge Bromyard Road Cotheridge (Appeal Ref APP/J1860/W/18/3199296) – Proposed erection of Light industrial/warehouse building. The appeal had been dismissed. Thanks were expressed to MHDC for their consistent stance in relation to this site.

**Application No 18/00184 (plus 16/00335 & 16/00353):** Little Lightwood Farm Cotheridge. Councillor Pearce said that just prior to the meeting, informal advice had been received from the Planning Officer at MHDC. The Planning officer's opinion was that on balance and subject to appropriate conditions all three applications should be approved. Councillor Pearce to circulate that advice to all Parish Councillors and then to agree a response with Councillor Dale.

**Appeal against Enforcement Action:** Elgar Coaches site, Lower Lightwood Farm Cotheridge – Various breaches including extension to building and use of former landscaped area for vehicle parking. The

Planning Inquiry is to be held at The Council House, Malvern on 05.12.2018 starting at 10.00 a.m. Councillor Pearce indicated that he intended to go the Inquiry.

**Revision of South Worcestershire Development Plan:** Councillor Pearce stated that, together with Councillor Dale, he had attended the Briefing Event for Town and Parish Councils. Councillor Dale had also attended one of the Public Briefings. Councillor Pearce said that the Briefing included clarification of the current position regarding the Village Facilities & Rural Transport Study. He had been assured that no decisions had yet been reached regarding the classification of settlements (including Broadwas) under the revised SWDP. The results of the survey had, however, demonstrated that many villages had suffered reduced services and public transport since 2011 when the previous survey had been carried out. This might mean that the definition of each Category of Settlement would change but also raised questions as to the sustainability of further development in rural areas.

**9. New Website:** Cllr. Dale reported that to date the website was going well. He reported that he would complete getting the website established and would then recruit a volunteer to maintain the website thereafter.

**10. Village Hall Extension update:** Cllr. Winkworth has chased up the contractor who originally gave a quote. This still stands although the contractor is currently awaiting surgery and therefore cannot complete any work at present. The Clerk to speak to a further contractor who has visited the site with a view to providing a quotation. Cllr. Plevy to provide further contacts to obtain further quotes.

**11. NDP Update: NDP Update:** The NDP Regulation 14 period has now ended. There were 87 pages of responses. The Working Group would report back to the Parish Council in January once these responses have been analysed and the NDP amended as appropriate. It is also hoped to agree at that meeting to submit the NDP to MHDC for Regulation 16 consultation. Data Orchard who had been providing consultancy advice to the Parish Council had advised that they were ceasing to offer this service with effect from 31 October 2018. It was agreed to use the service of Peter Yates, a planning consultant who had previously acted as a sub-consultant to Data Orchard. Mr Yates charges a lower hourly rate than Data Orchard but this partly reflects the fact that, whilst he provides advice in good faith, he does not carry professional indemnity insurance.

**12. S106 update: Funding for new track and equipment for Berryfields Playing Field:** Cllr. Dale reported that the Section 106 agreement was now signed and that funding has now been received for an All-Weather Track, Children's Go Wild Jungle Gym by the fence and Outside Gym equipment for Adults. Cllr. Plevy will co-ordinate this project and plans will move forward in the near future.

**13. Safeguarding in the Community:** Update delivered by Cllr. Burrows- As suggested at the last meeting Cllr. Burrows has made contact with the respective safeguarding partnerships, who have provided a tool kit and also a contact with the CEO of Young Solutions who may provide further advice. Once this is complete a draft policy will be made available for the January meeting. Cllr. Dale enquired whether this will include contacts for the website as raised by a member of the public. Cllr. Burrows said it would and that he would forward an interim entry for the website. His hope is that the policy would be proportionate and easy to follow.

**14. Update Reports:**

a) **Treasurer's Report:** copy circulated and attached to these minutes. **Noted.**

b) **Clerk's report:** copy circulated and attached to these minutes. **Noted.**

c) **PLO report** copy circulated and attached to these minutes. **Noted.**

**15. Councillors' Reports and Items for Future Agenda:** None

**17. Date of next meeting: January 14<sup>th</sup> 2019 at Broadwas Village Hall at 7.30pm**

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

#### **4. Cllr. Grove – WCC Report.**

OPEN FOR BUSINESS. - Work on the new Worcestershire Parkway Railway Station is progressing well with external steelworks and glazing nearly finished. We have just released a 'fly through' drone footage video that shows the very first look inside the building. Here is the link to the video:

<https://youtu.be/I9fm4ThJ2GE>

Later this month, work starts to install the 3 platforms. Following installation of the platforms, work will then concentrate early on paving the car park and the landscaping and planting around the site.

CHILDREN AND FAMILIES.- A Cabinet paper is set to be published next week on proposals to widen the scope of services and responsibility transferring into **Worcestershire Children First**.

The rationale behind proposing a wider scope is to strengthen the focus on improving outcomes for children and young people as Worcestershire Children First will have a single focus on children and young people. With a broader scope, this focus will cover the full range of services for children and young people thus supporting a more inclusive and integrated approach. The proposals will be considered by the Council's Cabinet on 15 November.

Ofsted inspectors have found further evidence of improvement in our children social care services. In a letter published by Ofsted, inspectors describe how the quality of support offered to children in care has improved. Inspectors also report how social work practice has got better and that legal processes and care proceedings are being used effectively.

HEALTH AND WELLBEING- The Council is supporting the NHS' **'Keep Antibiotics Working'** campaign.

Antibiotics are essential to treat serious bacterial infections but they are frequently being used to treat illnesses, such as coughs, earache and sore throats that can get better by themselves. Taking antibiotics encourages harmful bacteria that live inside you to become resistant. That means that antibiotics may not work when you really need them.

For further information on antibiotic resistance visit: [nhs.uk/antibiotics](https://nhs.uk/antibiotics)

The celebrations around adult social care at 70 are continuing. In November the Council is partnering with Worcestershire Association of Carers to host a birthday party and to thank carers for the contribution that they make.

THE ENVIROMENT- The Council's road gritting teams are back in action. Crews have officially been on standby since 15<sup>th</sup> October. In preparation for the colder months, our six highways depots have been fully stocked with more than 14,000 tonnes of rock salt ready to be spread on the county's roads.

The Council's technologically advanced fleet of 30 gritting vehicles all have GPS tracking devices and are equipped with brine sprayers to ensure that the salt sprayed on the county's roads is used to maximum efficiency.

Our highways Twitter account **@WorcsTravel** is now in **#GritterTwitter** mode and gives daily updates on our gritting plans.

Flood risk management in the county has received a £500,000 funding investment from the Government.

Worcestershire is one of 26 Catchment Scale projects in England to be funded by a recent £15m DEFRA allocation for Natural Flood Management (NFM) projects. The project in Worcestershire will focus on three core areas: **Dowles Brook** in the Wyre Forest, **Barbourne Brook** in Worcester City and a cluster of **River Avon** tributaries which includes the **Badsey Brook**, **Merry Brook** and the **River Isbourne**.

WCC NEWS- The Council has recently announced a Voluntary Redundancy Scheme to make in-year savings to help meet the current financial challenges. All Council staff are entitled to apply although there are a number of exempt roles. Where approved, staff will leave the Council before March 31, 2019.

The Council's **Skills and Investment team** has been awarded £1.4 million from European Structural and Investment Funds to promote apprenticeships in Worcestershire.

For more information visit the [Worcestershire Apprenticeships website](#).

#### **14A. Treasurer's Report.**

##### **Nov 12th 2018 Payments List**

<b>Payee</b>	<b>Description</b>	<b>TOTAL</b>	<b>Payment</b>	
RJC Landscaping	Mow grass bank 24th Sept/8th Oct	54.00	<b>PAID BACS</b>	
HMRC	Tax Deductions Oct	76.00	<b>Cheque 1184</b>	
Carole Hirst	Clerk Salary Oct	303.71	<b>cheque 1183</b>	<b>TOTAL</b>
Carole Hirst	Clerk Expenses from Oct 8th to Nov 12th	59.90	<b>cheque 1183</b>	<b>£ 363.61</b>
Keith Brooks	work carried out 10th June 2018 (initially paid July 18- cheque lost by Lloyds Bank who recredited B&CPC )	150.00	<b>Cheque 1182</b>	
Wyre Piddle Parish Council	Laserjet ink shared with 4 other councils	23.25	<b>cheque 1185</b>	
RJC Landscaping	Mow grass bank November	54.00	<b>PAID</b>	
Mr. E. Dale	Printing for NDP	66.80	<b>1186</b>	<b>TOTAL</b>
Mr. E. Dale	Phone expenses to deal with Lloyds Bank	35.00	<b>1186</b>	<b>£ 101.80</b>
R.B.L. Poppy Appeal	Wreath for remembrance	18.00	<b>1188</b>	

P. Parkes	PLO, x 5 months, 3 bus shelter cleanse, mow play area x 5, empty bins 1 July to 11 Nov	£ 360.00	<b>1187</b>
<b>TOTALS</b>		<b>1,200.66</b>	
<b>GREEN REPRESENTS PAID</b>			

### Receipts

		£
15/10/2018	MHDC S106	31,802.50
02/11/2018	WCC (Lengthsman)	195.00
24/10/2018	Lloyds Bank -	115.00
24/10/2018	Lloyds Bank -	115.00
<b>TOTAL Receipts</b>		<b>£ 32,227.50</b>

<b>Cash at the Bank</b>	<b>12/11/2018</b>	<b>£ 98,783.61</b>
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It was further reported by Cllr. Pearce that Data Orchard, the Consultants advising and supporting Broadwas and Cotheridge Parish Council through the NHDP process have withdrawn from advising Parish Council's on NHDP's. Peter Yates who is working with Data Orchard has agreed to continue the work of Data Orchard independently. Cllr. Pearce to investigate whether it is permissible within the grant guidelines for NHDP for Broadwas and Cotheridge Parish Council to allocate the work to Peter Yates as Data Orchard were specified within the funding agreement.

1. Cllr. Downes Proposed and Cllr. Burrows Seconded that Peter Yates continue the work of Data Orchard subject to the funding agreement guidelines permitting this. All in favour.
2. Note that provision of £2000 to £4000 for 2019/20 be made to support NHDP should it be required.
3. The Clerk prepare and circulate a draft budget for 2019/20 to assist in budget setting at the next meeting in January 2019.

#### **14B. Clerk's report November 2018**

Clerk reported that she had now received the returned Public Land Officer Contract for 2018/19.

Ongoing issues with Lloyds Bank. Despite returning the forms to Lloyd Bank in person where they were checked to ensure they were completed correctly and subsequent text from them to say that all changes had been made, when the online banking was not working I spent a considerable time with Lloyds Bank on the phone only to find out that they required more signatures (even though this was all checked in branch and they had sent a text to say the account changes were now active). More forms have been sent to fill in where additional signatures are required and we are still waiting.

Prepared Receipts and Payments to 22<sup>nd</sup> October 2018 with Pie Charts for discussion at November Meeting along with 2018/19 Budget with pie charts. Prepared a bank reconciliation for November meeting.

#### **14C. Public Land Officer's Report.**

##### **BERRYFIELDS**

The see-saw roundabout piece of play equipment has lost three bolts which have sheared off, this has made it dangerous to use and has been taped off temporarily. Replacement bolts are being obtained to repair and get it back into use as soon as possible.

A pot hole has appeared in the lower carpark area which needs back filling with stone to repair. This will be done within the next week.

#### **Berryfields inspected on 11<sup>th</sup> November 2018 by Peter Parkes**

##### **Broad Green**

Used/full dog foul bags have been found in several locations on Broad Green. Councillors discussed this and recommended that: *Action: Cllr. Winkworth to keep an eye of the dog foul issues.*

The corner of Broad Green (adjacent to Broad Green Cottage) is still being cut up by vehicles. Councillors discussed this and decided that: *Action: Clerk to draft a letter to WCC Highways asking for their advice on this matter.*

#### **Broad Green inspected on 11<sup>th</sup> November 2018 by Peter Parkes**