

**MINUTES OF A MEETING OF DRAKES BROUGHTON AND WADBOROUGH WITH PIRTON PARISH COUNCIL HELD ON THURSDAY 7<sup>th</sup> MAY 2020 AT 7.30 PM VIRTUAL MEETING DUE TO COVID 19**

**PRESENT:** Cllr J Butterworth (Chairman/Pirton), Cllr A Crouchman (Wadborough), Cllr T Pell, Cllr R Bessant & Cllr L Wild (Drakes Broughton).

**IN ATTENDANCE:** Mrs N Nicholson (Clerk), & County Councillor R Adams & District Councillor M Ward.

**Apologies:** N/A

**PUBLIC:** N/A

**1) QUORUM ATTENDANCE**

The Chairman advised members that ongoing only a quorum attendance would be required at the virtual meetings that will be held during the current pandemic. Each village will be represented, Cllr Crouchman - Wadborough, Cllr Wild, Cllr Pell and Cllr Bessant -Drakes Broughton and Cllr Butterworth Pirton. All members had been consulted on this. In order to ensure that all Councillors continue to be consulted and can have input pre meeting notes and background information will be circulated before all meetings and had been prior to this meeting. Cllr Crouchman asked about nomination and election of The Chairman – The Clerk advised that the official advice from CALC was that the current Chairman remains in place until a full annual Parish Council meeting can be held, which would include all the normal legal compliances seen in May's meeting.

**2) COVID -19 MEASURES IMPLIMENTED**

Monthly meetings will be held virtually with the quorum 5 members.

Additional bank signatory paperwork has been received by the bank for Cllr Bessant however there was an error on Cllr Pell's paperwork and the bank require a new form to be completed. The clerk will liaise with Cllr Pell to get this completed prior to June's meeting.

The Clerk has received online access to view the Parish Council bank accounts remotely.

The Annual Parish Council meeting had been postponed.

The Annual Parish meetings have been cancelled.

The community schemes are running successfully throughout the Parishes.

Where there is a delay on an action as a consequence of the pandemic a list will be compiled and published in the minutes under "matters arising" so that they're not lost

**3) DECLARATIONS OF INTEREST**

N/A

**4) MINUTES**

The minutes of the Parish Council meeting of 2<sup>nd</sup> April 2020 were proposed by Cllr Pell, seconded by Cllr Crouchman, agreed by the quorum and signed by the Chairman as a true record of the meeting.

**5) MATTERS ARISING**

- Matters on hold until after lifting of Covid-19 lockdown: Rooftop progress update, Sanctuary Community Benefit meeting, Repair to Pirton Notice board, Review of Pavement by the school, local bus service.
- Memorandum of Understanding with Football Club – The football club have responded with a number of question/queries and suggestions. The review group (members include Cllr Butterworth, Cllr Besant, Cllr Wild and Cllr Pell) will now review the FC response in detail and formulate a PC response for the Members to consider.

**6) FINANCE**

The monthly reconciliation of cash and other monies received was undertaken for April by Cllr Butterworth.

It was proposed by Cllr Wild and seconded by Cllr Pell to authorise the following payments:

a) Mrs N Nicholson – Clerk salary – April	£481.39
b) Mr B Arrowsmith – Lengthsman –April	£220.00
c) Mr B Arrowsmith – Litter Clearing Playing fields –April	£33.00
d) Mr B Arrowsmith – Quarterly bus shelter cleansing	£30.00
e) E.on – Bulb replacement Col 19	£115.20
f) N Power – Street lighting quarterly electricity charges	£689.38
g) Smart Cut Ltd – Grass cutting March	£182.30
h) WDC – Clerk Pay slip administration – annual	£43.20
i) Came & Company – Annual insurance premium	£889.66

The Clerk advised Members that to include the new play park at a value of £190K would incur an addition £1000 per annum – Cllr Wild suggested sending the plan & Order to the brokers to advise how we should approach insuring the new play park and in light of the significant increase in insurance premium three quotes to insure the play park separately should be obtained. This payment item was excluded from payments this month.

j) Mrs N Nicholson – Quarterly OPE Phone Line	£60.00
k) Mrs N Nicholson – Quarterly OPE	£39.79

Remittance – WCC – Lengthsman Payment £220.00  
WDC 1<sup>st</sup> Payment Precept & Grant £11,931.00

#### 7) DRAINAGE ON PLAYING FIELD – Progress update

Cllr Wild advised Members that following extensive investigations including jet washing and sending a camera down the drain, the blockage appears to be within the Elan Homes site. WDC are unable to support the PC further and a site meeting has been arranged with Cllr Butterworth, Cllr Wild and Elan Homes on 13<sup>th</sup> May. Cllr Butterworth advised a £30 payment for would be made next month for breakfast for the jet wash and camera work team as a goodwill gesture – for services given.

#### 8) OPEN SPACE – PROGRESS UPDATE (Cllr Wild)

Cllr Wild advised that Sutcliffe had made slow progress over the first 3 weeks of work due to Covid-19 lockdown and difficulties obtaining materials. Cllr Wild advised there had been lots of praise for the development. There had however been a complaint from a resident on Walcot Lane – this had been fully responded to and the open and transparent application explained. Cllr Wild advised that signage would be required, a disclaimer as a minimum and it was noted that the ‘no dog walking’ signage was very faded. –As there are several newer tidier signs in the flood alleviation shed and it was proposed that the Lengthsman replace the old no dog walking signage with this. Cllr Butterworth advised that the PC should be thinking about how we mark the ‘Grand opening’ for the Play park and invited members to submit proposals to the Clerk.

8pm – Short recess to clap NHS staff and Key workers.

#### 9) VILLAGE HALL REFURBISH AND DEVELOPMENT – UPDATE (Cllr Butterworth)

Planning permission has now been granted and funding for the work is now agreed. A virtual meeting is planned for 13<sup>th</sup> May to provide the opportunity to agree the next steps to move forward with both the building work and ensuring the right processes are in place to manage and run the hall after the refurbishment. It is planned that there will be a tender process to select the right partner to refurbish the hall. The refurbishment is a huge project and if it is to happen then more willing hands are needed. The Chairman encouraged members to encourage people to get involved.

County Councillor Adams said that VHC could be eligible for the small business grants which is being awarded to small businesses where there is a loss of income during the lock down period. The Clerk will provide Vic Allison’s contact details to Tina Pell and Alison Cornelius (Chair and Treasurer VHC) so they can investigate this opportunity

Most of the planned fund-raising activity during the lockdown has been cancelled however the 100 club is still running and the first draw has taken place – there was one winner from Drakes Broughton and one from Wadborough.

**10) AREA OUTSIDE THE SHOPS DRAKES BROUGHTON**

The Clerk explained there had been some confusion over ownership and this had now been mostly clarified. The letter to the shop owners can now be sent. County Councillor Adams suggested Trevor Clerk the Community Liaison Officer maybe able to help facilitate discussions.

**11) TRAFFIC ISSUES**

Cllr Bessant had downloaded the current data which shows that that the speed limit is being observed. This information had been circulated prior to the meeting.

Cllr Bessant asked County Councillor Adams if the legal team had progressed the legal issue. Cllr Adams apologised that he had no further update on this.

**12) STREETLIGHTS**

The Clerk advised that the new OPUS electricity contract had taken effect and that the insurance claim for the damaged column is being pursued. Work to progress the needed remedial work and upgrades is on hold until the contact at E.on is available; he is furloughed until June. There hasn't been an update on the WCC adoption query, presumably due to lockdown but The Clerk will chase this up.

**13) SWDPR**

The Chairman advised Members that despite Covid-19 the time scales and progress of the SWDPR remain unaltered; she urged Members to pay attention the mailings that come are circulated on this topic and comment where appropriate.

County Councillor Adams has put forward a request for the Wychavon led SWDPR liaison group to meet virtually in the near future. He advised that meetings regarding the policies were still taking place.

**14) DRAKES BROUGHTON SEWERS**

The Chairman drew attention to the recent circulated update from Dr R Swann of Seven Trent. She is pleased to see some progress after so many years of lobbying. She asked the Clerk to follow up with D Griffiths to see if he has any further points to raise.

**15) LENGTHSMAN SCHEME UPDATE**

Following advice from WCC and CALC the Clerk and the Lengthsman have completed the required risk assessment and the Lengthsman has now been allowed to return to duties as designated by the Lengthsman Scheme management.

**16) REPRESENTATIVES REPORTS**

**a) County Councillor**

Cllr Adams advised that there will be a VE day toast at 3pm tomorrow and other various VE day tributes. WCC are starting to review how the lockdown is working and he is hopeful that the household waste sites will open to the public next week.

Covid-19 measures have meant that most of the rough sleepers (those that agreed) have been found temporary accommodations, but ensuring they are housed longer term will be challenging. Domestic abuse is a big concern and Cllr Adams advised Members to be vigilant.

WCC Highways are still doing some visits and essential works.

**b) District Councillor Ward**

Cllr Ward advised he has an allocation of money to help community groups providing support to those in need during these challenging times. He confirmed that he is already liaising with Mrs Wilcox with regard to the DB community support group.

**c) Other reports as necessary**

Cllr Wild suggested that “Dog waste” should be an agenda item for the next meeting He has seen a scheme whereby dog walking community members sign up to a code of conduct and – communities have reported improvements in behaviour after implementation.

Cllr Pell reported a large pothole near the electricity substation on Walcot Lane –she will notify Cllr Roberts who is primary contact for highways issues.

Cllr Crouchman asked regarding cyclic verge cutting as visibility is getting impaired on the highways – County Councillor Adams advised he thought this would be running as usual.

Cllr Besant wanted to make particular thanks to Cllr Turner in his role as footpath warden for supplying many residents with a footpath booklet allowing a wider variety of walks in Drakes Broughton.

## **17) PLANNING**

- a) Comments made on planning applications to Wychavon: W/20/00597/FUL The Timber Yard, Crabbe Lane, Wadborough. Erection of 1 no live/work unit following demolition of existing buildings. Queries sent need response before comment.  
W/20/00588/CLPU The Old Coal Yard, Stoulton. Application for a lawful development certificate for a proposed front porch – comments made regarding lack of demolition.  
W/20/00257 Hyde Farm, Pinvin. Change of use of land for expansion of existing holiday accommodation site to include 15no. additional holiday lodges; glamping pitches; wildlife lakes and associated walk through; site office/reception building; and orchard planting. Recommend refusal.
- b) Applications Approved: W/20/00533/FUL Drakes Broughton and Wadborough with Pirton Parish Council application – Extension to village hall and installation of new play apparatus and Drakes Broughton village hall and recreation ground.  
W/20/00299/HP Rose Cottage, Abbotswood Road, Wadborough. Conservatory to rear elevation.
- c) Applications Refused: N/A
- d) Applications Awaiting comment: N/A
- e) WITHDRAWN W/20/00441/Out land adjacent, 15 Croome close, Drakes Broughton. New build 2 storey, 3 bedroomed dwelling with integral garage to land adjacent 15 Croome close.

## **1. CORRESPONDENCE**

- WCC postponement of mineral plan
- WCC Highways re Holy Blue junction – request for give way markings.
- SWDPR Briefing notes
- WCC service layby parking restriction.
- Contact us form – re Wadborough bench
- WDC Planning update
- West Mercia – Fly tipping
- Resident re street rangers
- WDC Corona virus update
- Resident re tree planting – later withdrawn
- Resident re ditch at Elan Homes

## **18) INFORMATION AND DATE OF NEXT MEETING**

Thursday 4<sup>th</sup> June 2020 at 7.30pm – Monthly Parish Council Meeting - Video conference

Meeting Closed 8.40pm.