

**BROADWAY PARISH COUNCIL**  
**MINUTES**  
**of PARISH COUNCIL MEETING**  
**held at 5 Russell Square, High Street, Broadway,**  
**on Thursday, 20th October 2011, at 7.00 pm**

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PRESENT: Councillors D. W. Folkes (Chairman), Miss D. Hardiman, R. Haslam, L. D. Keane, Mrs. A. Locker, F. L. Penny, N. Robinson, Mrs. S. Stephenson, Mrs. J. M. Stock, J. Williams, Mrs. C. C. B. Wilson

Also present: Evesham Journal, Mr. J. Vincent / Broadway Trust

- (1) APOLOGIES FOR ABSENCE: County Councillor and District Councillor Mrs. Eyre, District Councillor B. M. Parmenter, West Mercia Police
- (2) DECLARATIONS OF INTEREST: None.
- (3) POLICE REPORT:

WPC Greenhouse sent apologies for non-attendance, but informed the Clerk that there were no major issues within the village at the present time, and that the investigations into recent burglaries were still ongoing. Councillor Penny asked if the Parish Council could be advised of the number of hours carried out by the Police within the Village, and the Clerk was instructed to contact the Police to ascertain these figures.

- (4) MINUTES OF MEETING OF PARISH COUNCIL HELD ON 25:08:11  
Proposed by Councillor Mrs. Wilson, seconded by Councillor Mrs. Stephenson, and carried unanimously, the Minutes of the Parish Council Meeting held on 25<sup>th</sup> August 2011 were approved as a true record, dated and signed.
- (5) BROADWAY COMMUNITY AWARD 2011

The winner this year was The Southern Family consisting of John, Traccy, Linda and Sue. Their annual Southern Nights Cabaret Show is a highlight of the year for many people in the village, and has been running for nine years raising over £30,000 in that time for mainly local charities. The original show was intended as a thank you to the local medical services for taking such great care of their terminally ill parents and to raise money for equipment for these organisations.

Other nominations were also received for Mrs. Joan Parfitt, Mrs. Sylvia Riley, Mr. Bill Nelson, Mrs. Penny Ingles and Mr. Roger Bailey.

The Chairman invited members of the Southern Family present to step forward to receive their cheque in the sum of £100.00 which they had decided to donate to Campden Home Nursing Trust. On behalf of the Parish Council, the Chairman thanked them for the worthy contribution they give to the village, and the councillors gave a round of applause

in appreciation. The family's name had been added to the plaque which hangs in the Lifford Hall.

(6) SOUTH WORCESTERSHIRE DEVELOPMENT PLAN FOR BROADWAY:

All councillors were advised of the recent roadshow event held at the Lifford Hall on 30<sup>th</sup> September regarding this plan, and details showing the proposed sites had been circulated to all councillors. After discussion the following points were raised :

- Over the past few years several developments had increased the number of properties within the village – Gordon Close/Russell Square (49), Shear House (12), Broadway Court (25), and Leedons Park (currently 69 new permanent home sites, but with plans for a total of 250) which had already increased the population quite substantially.
- The above developments had already placed increased pressure on the infrastructure of the village and any additional developments would, therefore, further increase this pressure. The doctors' surgery and the schools are particularly affected, as are the roads, drainage, and all other services.
- Questions were asked as to who would be living in these proposed developments? It was felt that some housing should be put aside for local people, both to stop them leaving the village and to enable those who had been forced to move elsewhere through lack of affordable housing to return. Due to the lack of any major employers in Broadway many people would be forced to travel to the larger cities/towns, in turn increasing the carbon footprint which the government is trying to reduce.
- Land which is currently agricultural should be kept as such and not built on, thus maintaining the 'village' aspect by keeping open spaces.
- Regarding specific sites -  
 Site 23/24 (Station Road) (a) is within a flood plain; (b) is on made-up land; (c) views across open fields would be obscured; (d) as the site is a significant distance from shops, schools, and doctors, transport would be required and would need the use of already overloaded car parks; and (e) additional flooding issues could be a problem since the land is lower than the road.  
 Site 23/22 (Kingsdale Court) is deemed unsuitable because of access issues as the route to it is already a busy residential development.  
 Sites 23/20, 23/21 and 23/23 (Leamington Road) are deemed to be more suitable as they are logical additions to existing developments and are nearer to both schools in the village. The Parish Council would recommend that access to Site 23/23 should only be from the Leamington Road, with the possible use of a roundabout, and access should not be permitted from the Sands Estate. This site would also give access to the A-44 without travelling through the village.

The Clerk was instructed to forward a copy of these points to the South Worcestershire Plan development team by the end of the public consultation on 18<sup>th</sup> November.

## (7) COUNTY AND DISTRICT COUNCILLORS' REPORTS:

Councillor Mrs. Eyre's report had been circulated to all members of the Council and is available for reading in the Parish Council office. Matters highlighted included the introduction of a new national non-emergency telephone number of 101 for contacting local police, Badsey Brook Community Scheme, Buses, Highways and Car Parking.

## (8) CLERK'S REPORT AND CORRESPONDENCE:

Drainage works in the High Street had now commenced and an update received from Highways was as follows –

"During Week 1 we had our catman on site to locate all known underground services and from this we dug trial holes to locate them and plot their depths. Week 2 we commenced excavating Phase 1 within the carpark and experienced a lot of hand excavation in and around the underground services. During this operation it was discovered that two foul sewer outlets going to the foul main were crossing within the line of the drainage pipe and had to be altered in level to allow the drainage pipe to continue. Levels were taken on the foul sewer outfall pipes and there was adequate falls to alter them. After dealing with the foul sewer we proceeded across the footway and into the carriageway which is the section where a 45 degree bend can be seen on the working drawing. All surface materials such as granite setts and footway slabs were taken up and stored for re-use. Whilst crossing into the carriageway outside the Swan Hotel to the point where the second 45 degree bend is shown we came across a 6 inch pipe which is not shown on the service drawings, and after further investigation with Severn Trent it was identified as a live water main which was in line with the top 50mm of the proposed drainpipe. Further discussions took place between Ringway and County Council staff as to the best way to overcome this problem and it was decided to construct a manhole and this is what will happen. All reinstatements of verges, putting back granite setts, relaying footway slabs, and the reinstatement of car park and carriageway surfacing to the centre of the road has been completed. We are currently excavating the second half of the High Street and into the Green, and this should be finished by mid next week."

The Clerk, together with the assistance of County Councillor Mrs. Eyre, had continued in an attempt to repair the wall next to the Library, and had been advised that the County Council intended, in the absence of any confirmed details of ownership, to use their powers in order to abate a nuisance caused by the fallen wall and make the necessary repairs. They had no intention of accepting responsibility for any future repair of the remaining sections of this wall or, indeed, to repair this section again in future. Local contractors had been instructed to carry out these works, and the Clerk will be kept informed of progress.

The Clerk was instructed to investigate the possibility of an additional postbox outside Budgens. A reply had now been received from Royal Mail but, unfortunately, it did not see any need for additional facilities within the village.

It had been two years since the portable appliances within the Parish office had been tested, and the Clerk contacted Birmingham PAT Testing who conducted the last test and who are agreeable to carry out the test at the same cost as previously. The cost of £60 is shared equally with Signpost. The Clerk was instructed to make the necessary arrangements.

The Royal Airforces Association had sent a letter of thanks regarding their street collection in Broadway on the 10<sup>th</sup> September which raised a total of £511.12 for the Wings Appeal.

The County Council had forwarded a copy of a road closure notice regarding part of Collin Lane from its junction with the A44 Broadway Bypass to the Gloucestershire County boundary to facilitate carriageway resurfacing works which was expected to be operative for two weeks commencing 31<sup>st</sup> October.

The Clerk had completed the District Council's Village Facilities Survey, the aim of which was to assess the existing provision of social and community facilities within the area. It also included a section on broadband accessibility.

Reservation of the Village Green had been requested by Broadway Show Society for their 2012 Horticultural and Craft Show to be held on 8<sup>th</sup> September.

A letter had been received from Mr. Robert Speight, Pershore Town Crier, offering his services to Broadway and suggesting that this could be an added attraction to several events in the village. The fees were £45.00 per hour/£85 half day. After discussion, it was decided this was not a viable proposition.

The Boundary Commission for England advised of the 2013 Review of Parliamentary Constituencies in England. Details of the Review were on their website [www.independent.gov.uk/boundarycommissionforengland](http://www.independent.gov.uk/boundarycommissionforengland) and the twelve week consultation period was until the 5<sup>th</sup> December.

The District Council had forwarded details of the Christmas commercial waste collection. Leaflets would be displayed nearer the time.

Funds for the bench in memory of Mrs. Jill Cross had been raised and a licence for its erection outside Bredon Court had been received from the County Council. The bench had been delivered and the family of Mrs. Cross had asked that the inscription should read "Jill Cross 1914 – 2011. She Cared." It was proposed that a litter bin for Station Road also be erected at the same site.

The replacement seat for the Millennium Garden had been delivered and will shortly be in position.

The Chairman attended the Summer Reading Challenge award ceremony at Broadway Library on Saturday, 1<sup>st</sup> October, and presented all the children attending the ceremony with certificates and medals.

A letter of thanks for the cheque of £250 had been received from Broadway Cricket Club in respect of the litter pick they carried out. Broadway United Youth Football Club would be carrying out a further litter pick on 22<sup>nd</sup> October and would be covering the area of the former council estate.

Two years ago the Parish Council agreed to purchase dog foul bags in an attempt to cut down the amount of dog fouling around the village. This had certainly helped to decrease the problem, but the supply of bags was now low. Although the bags are free, a donation of small change could be given if wished, and over £100 had been received. The Clerk was instructed to place a further order.

The Clerk had been instructed to contact Evesham Volunteer Centre inviting them to make a presentation of their Community Transport Scheme, and they had agreed to attend the December meeting. Details of their work had been forwarded to Leedons Park for their information.

As part of the Queen's Diamond Jubilee next year it was planned to light 2012 beacons throughout the country. Two types of beacon are being used – a traditional bonfire beacon and a church tower beacon. After discussion, it was felt that the most appropriate area would be a bonfire by Broadway Tower, and the Clerk was instructed to contact the owners.

Peek-a-Boo Toddlers' Group had unfortunately closed, and because the Parish Council gave them a grant of £300 towards play equipment last year, they had very kindly returned the unused amount of £200.

The Parish Council had been informed of audition dates for the forthcoming "W Factor" event, details of which are displayed in the Parish Council window, and Broadway Library had a number of forthcoming events which are also displayed.

Broadway Arts Festival and Evesham Volunteer Centre had requested a letter of support for funding applications from outside sources for which they were applying. It was unanimously agreed to support these requests, and the Clerk was instructed to put the matter in hand.

The Parish Council had been invited to visit the refurbished picnic area at the top of Fish Hill. The proposed date was Thursday, 17<sup>th</sup> November, and any councillors interested were asked to contact the Clerk.

(9) REPORTS OF VARIOUS COMMITTEES AND GROUPS:

**Broadway Visitor Management Group:** A meeting was held on 7<sup>th</sup> September at the Parish Office and the following points were discussed :-

**Signage:** the District Council is about to produce a general shop front guide which will help from an advisory point of view. It remains an aspiration to hold a joint event between the Trust and the Traders to highlight the issue and to link it to the economic benefits of other ways of using 'A' boards and other methods of marketing which may be more effective.

**Markets:** it was agreed to recommend to the Parish Council that Sketts continue as organisers of a small number of markets in Broadway. Sketts should be asked whether

it is appropriate to have hot food in certain locations, and to ensure that there is local produce available. All councillors were agreeable to this recommendation.

**Visitor Survey:** a survey was taking place throughout September/October and the report would be discussed on completion.

The next meeting of the Visitor Management Group would be held at the Parish Office on Wednesday, 7<sup>th</sup> December.

**Activity Park:** The Clerk reported that the latest quarterly operational inspection took place on the 4<sup>th</sup> October, following which the fault on the giant nest swing had now been resolved and was back in use. In the toddlers' area, the missing nameplate on the Home and Rescue unit had been replaced and a new longer bolt fitted through the handle of the Junior Spica. A need had been identified to re-turf the grassed areas around the Tunnel, the Climbing Wall, and the Slide, the cost of which was approximately £450 plus labour. The carpeted area underneath the toddlers' Swings requires raising at a cost of approximately £250, and the supply of Cushionfall needs replenishing with one pallet containing thirty bales costing £90 plus delivery. Councillor Mrs. Wilson drew attention to the fact that the areas underneath all of the seats were becoming worn, and suggested that slabs be laid. All these matters were proposed by Councillor Penny, seconded by Mrs. Wilson, and unanimously agreed.

The Clerk gave an update regarding the toilets stating that the water and electricity work had been completed in Keytes Lane, but the sewerage pipes were still to be completed. The contractors have met with the District planners to view the sample brick panel and tiles which have been approved subject to formal confirmation from the Conservation Officer. The contractors stated that it was hoped that groundworks and foundations would commence at the end of October.

(10) PLANNING:

*Parish Council comments:*

MEETING: 05:09:11

- Application W/11/01781/PP      **MRS. M. HUGHES**, Killybrack, Bibsworth Lane  
Enlargement and upgrade of conservatory doors to outside  
The Parish Council raised no objections to this application
- Application W/11/01590/PP      **MRS. HORTON**, 5 Walnut Close  
Proposed chimney flue extension  
The Parish Council raised no objections to this application
- Application w/11/01861/PP      **MR. A. BROWN**, Hillside Lodge, Fish Hill  
Variation of Condition 8 of Planning Permission W/02/00336 in order that  
apartment can be used as self-catering holiday accommodation  
The Parish Council raised no objections to this application

MEETING: 26:09:11

- Application W/11/01917/PN      **BRITISH TELECOM**, Telephone Exchange, Lower Green  
Removal of sections of glazing on SE and NW elevations and replace with  
aluminium weather louver  
The Parish Council raised no objections to this application

Application w/11/01988/LB **MR. & MRS. BAKER**, Broadway Court, Snowhill Road  
New opening for window to courtyard wall as previously approved under W/07/02502  
The Parish Council raised no objections to this application

Application W/11/01697/CU **MR. A. GRANGER**, Cotswold Design Centre, Kennel Lane  
Additional use as Auction House currently (and will continue to be) used as office, workshop, retail sales, storage, etc.  
The Parish Council raised no objections to the additional use as Auction House, **although noted that it had already been in use prior to the consideration of the Parish Council.** Concerns were raised, however, over the increased volume and size of vehicles accessing the site on Sale days as the lane was narrow with several businesses along it.

**MEETING: 10:10:11**

Application W/11/02072/PP **MR. BENN**, Russett End, 22 Leamington Road  
Single storey rear extension  
The Parish Council raised no objections to this application

Application W/11/02039/PP **MR. A. BOFFEY**, Renwick Lodge, Springfield Lane  
Erection of single storey side extension  
The Parish Council raised no objections to this application

Applications W/11/01976/PN **BROADWAY HOTEL (Cotswold Inns and Hotels Limited)**  
and W/11/01977/LB Alterations to approved plans and additional kitchen area  
The Parish Council raised no objections to this application

***Wychavon Approvals:***

Application W/11/01479/PP **Mr. M. Hopkins**, 15 Smallbrook Road  
Erection of single storey rear extension, two storey side extension and dormer window to front

Application W/11/01781/PP **Mrs. M. Hughes**, Killybrack, Bibsworth Lane  
Enlargement and upgrade of conservatory doors to outside

Application W/11/01590/PP **Mrs. Horton**, 5 Walnut Close  
Proposed chimney flue extension

Application W/11/01709/PP **Mr. B. Parmenter**, 8 Lifford Gardens  
Proposed rear extension to form orangery and internal alterations

Application W/11/01861/PP **Mr. A. Brown**, Hillside Lodge, Fish Hill  
Variation of Condition 8 of permission W/02/00336 in order that apartment can be used as self-catering holiday accommodation

Application W/11/01917/PN **British Telecom**, Telephone Exchange, Lower Green  
Removal of sections of glazing on SE and NW elevations. Replace with aluminium weather louvre

***Notification of Planning Appeal:***

Application W/11/00656/PN **Mr. A. Barker**, The Vineyard, Leamington Road  
New bungalow to plot at rear of the Vineyard with existing vehicle access  
**Appeal start date: 22:09:11**

***Appeal Decision:***

Application W/11/00633/ET **Mr. J. Mould**, Cascade, Cotswold House, 21 The Green  
Application for extension of time on permission W/07/02810/PN for extension of existing building to create additional retail unit  
**Appeal allowed 13:09:11**

Application W/10/02931/PN **Mr. J. Mould**, 21 The Green  
land at rear of Cotswold House, 21 The Green  
**Appeal dismissed 13:09:11**

***Wychavon Approvals:***

Application W/11/01108/PP	Mrs. E. Dewey, 2 Wells Gardens Erection of single storey rear extension and alterations
Application W/11/00983/PP	Mr. M. Davies, Pear Tree Cottage, Springfield Lane Minor alterations to approved plan for garage W/10/02162/PP
Application W/11/01207/PP	Mrs. P. Watts, Austin House, Church Street Erection of greenhouse
Application W/11/01176/PN	Mr. K. Agg, 58 Bretforton Road, Badsey Construction of septic tank and 1.6m fencing around with related drainage

## (11) SCHEDULE OF PAYMENTS &amp; RECEIPTS from 18:08:11 to 10:10:11

**Payments:** verified by the Clerk together with two nominated signatories

	<i>net of VAT</i>
Worcestershire County Council / pension re Clerk	385.86
Unicom / telephone, internet	53.15
K. Beasley / Clerk's salary – August	1,157.00
G. A. Tomkins / Asst. Clerk's salary – August	585.65
B & W Hire Limited / activity park toilet hire	264.00
Severn Trent Water / office water	41.35
J. Hankinson / Activity Park maintenance	60.00
E-on / village green electricity	12.83
Grassroots Garden Services / Activity Park maintenance	10.00
G.B.D. (Evesham) Limited / mowing	794.95
Daybreak Cleaning & Maintenance / Activity Park maintenance	396.00
Unicom / telephone, internet	53.13
Proludic / Activity Park maintenance	169.94
Emmanuel Products Limited / replacement bench in Millennium Garden	208.34
K. Beasley / Clerk's salary – September	1,156.80
G. A. Tomkins / Asst. Clerk's salary – September	607.55
HM Revenue & Customs / PAYE	1,266.66
B & W Hire Limited / Activity Park toilet hire	330.00
Grassroots Garden Services / activity park maintenance	30.00
Milk and Coffee	15.70
Postage	28.33
Office supplies	5.63
GBD (Evesham) Limited / mowing	874.95
Cotswold Business Supplies / general maintenance	3.96
Royal British Legion / remembrance wreath	16.50

**Receipts:**

Rooftop Housing Group / sponsorship of activity park toilets	117.00
Signpost / contribution to office water	20.67
Signpost / contribution to office electricity	34.08



Wychavon District Council / second payment re precept	43,000.00
Rooftop Housing Group / Sponsorship of activity park toilets	117.00
Worcestershire County Council / lengthsman scheme	230.00
Academy Films Limited / filming in Broadway	100.00

(12) COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDA:

Councillor Mrs. Stephenson again raised concerns of parking along Station Road, specifically the danger of exiting from any property due to blocked vision by the number of parked vehicles. This view was supported by many other councillors. Although this matter has been raised previously, it was agreed that the Clerk should contact Highways expressing the Council's view that something should be done before an accident occurs.

Councillor Mrs. Wilson expressed her pleasure that schoolchildren from both Broadway Schools had planted spring bulbs in Broad Close.

Councillor Robinson asked if free parking could be made available for the parents of the Broadway Youth teams during week-end matches. The Clerk was asked to contact the District Council and will report back accordingly.

Councillor Mrs. Hardiman requested that notices advertising local events should be removed as soon as the event has been completed. The Clerk was instructed to pass on these comments to the next Visitor Management meeting.

The Chairman closed the meeting at 8.00 pm and opened the  
PUBLIC INFORMATION SESSION

It was agreed at the last meeting to co-opt two more members on to the Parish Council in order to bring the number of councillors up to its full quota of 13, and copies of the c.v's of the two prospective members had been circulated to all councillors. A vote was taken after discussion when it was unanimously agreed to co-opt Dr. Rachel Clements and Mrs. Rosalind Rogers on to the Parish Council. Their Declarations of Acceptance of Office were then signed, and they were requested to complete their Register of Interest forms for return within the statutory twenty-eight days.

Mr. Vincent, representing Broadway Trust, stated that the Trust would be sending its own response to the South Worcestershire Development Plan, but he wished to point out that in the view of the Trust there was a need for a strategic housing market assessment to be completed in order to show housing requirements for the village. The Clerk would follow this matter up.

Mrs. Dottie Friedli suggested that when the Parish Council forwarded its response to the South Worcestershire Development Plan it should back up its views with researched facts on specific issues. The Parish Council agreed and instructed the Clerk to make the necessary investigations.

The Chairman finally closed the meeting at 8.15 pm and advised the date and time of the next meeting would be *Thursday, 15<sup>th</sup> December 2011, at 7.00 pm*