

MINUTES OF A MEETING OF DRAKES BROUGHTON AND WADBOROUGH WITH PIRTON PARISH COUNCIL HELD ON THURSDAY 6th FEBRUARY 2025 AT 7.30 PM AT DRAKES BROUGHTON VILLAGE HALL

PRESENT: Cllr J Butterworth (Chair), Cllr Pell, Cllr Grisdale, Cllr Turner, Cllr Booker, Cllr Bessant, Cllr Skeys, Cllr A Clarke, Cllr Williams, Cllr Abercrombie & Cllr Roberts

IN ATTENDANCE: County Councillor Robinson, District Councillor Liz Turier, District Councillor Rob Adams and Mrs N Nicholson (Clerk)

PUBLIC: None

1) APOLOGIES:

None

2) DECLARATIONS OF INTEREST

None

Public Participation: N/A

Item 8 was moved to this juncture to allow Cllr Grisdale to retire early.

3) VACANCIES FOR MEMBERS

The Chair advised that there remained a vacancy for each ward. One vacancy for Drakes Broughton Ward and one vacancy for Wadborough Ward and one vacancy for Pirtton Ward. She urged members to talk to residents, more members would spread the responsibilities.

4) MINUTES

The minutes from the meeting held on 2nd January 2025 were proposed by Cllr Pell, seconded by Cllr Booker, agreed by all and signed by the Chair as a true record.

5) MATTERS ARISING

Nothing, not already tabled on the agenda.

6) FINANCE

Deposit Account – The Chair advised that the finance sub-group had reviewed where the Parish Council was holding its reserves and recommended moving £27,000 from the current account to the deposit account to earn interest, leaving a working reserve of circa £20,000 in the Community Current Account, these figures had been recommended by the clerk. Cllr Clarke questioned why not put more of the current account money into the deposit account to earn more interest. During discussions, it had been thought best to ensure that there was always enough money for services in the current account for that year with the reserves earning interest, thus avoiding risk of being over drawn and or pressure/risk for clerk if money urgently needed moving when for example on holiday or as only employed part-time.

It was proposed by Cllr Butterworth and seconded by Cllr Pell to make the transfer of £27,000 this month, this was agreed by all. It was discussed that the members doing the bank reconciliation were best placed alongside the clerk to recommend if money should be transferred and this could be formally proposed at the Parish Council meeting.

Finance Training – The Chair advised that the session was planned for Thursday 13th February in the evening, with Cllr Pell, Cllr Grisdale, Cllr Skeys and Cllr Clarke attending. The Chair suggested that a member from Wadborough should attend as neither of them had as yet.

S106 financial update - The Chair had circulated the up to date position and advised that although it looked a large sum when reviewed against the likely cost of the Open Space Phase 2 it was only just enough.

The Chair advised that she had approached WDC regarding some of the public open spaces in Drakes Broughton owned by WDC to see if purchase or lease would be possible and or permission to use the S106 to improve those areas, one good example is the Village Green opposite the shops. There was a discussion regarding the land ownership at Lewis Close that used to be a small play area many years ago.

Cllr Williams advised there was some land for sale behind Stonebow with very restricted access due to a footpath and could be worth looking at for purchase as a Community Space.

The monthly bank reconciliation for January had been completed and confirmed by Cllr Skeys via email.

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

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|--|---------------------|
| a) Mrs. N Nicholson – Clerk Salary January– S/O | £634.94 |
| Note HMRC quarterly employee deductions £73.00 | |
| b) Mr. B Arrowsmith – Lengthsman Services – January | £TBC (Worksheet not |
| received yet) | |
| c) Mrs N Nicholson – quarterly OPE | £8.55 |
| d) Mrs N Nicholson – quarterly Broadband | £60.00 |
| e) Smart Cut Ltd – Zip line repair and maintenance | £1526.04 |
| f) DB Villager annual grant | £100.00 |
| g) Central wire – kissing gate | £609.60 |
| Payment would be raised on receipt of formal invoice – note that this is S106 money. | |

SSE – Streetlighting monthly electricity, still on hold due to the issue with the wrong billing title. Current approx. outstanding balance is circa £2000.00.

Remittance: WCC Lengthsman reimburse Dec £329.00
National Grid – Wayleave £72.44

8.) PLAYPARK and PLAYING FIELD

Cllr Clarke advised the hexeboards had been installed at the mound slide and the Zip Line service and repair was completed.

The ROSPA safety inspection would take place in March and actions /advisories can be reviewed again then.

9.) OPEN SPACE PHASE 2 – Cllr Booker

Cllr Booker advised that the next Open Space meeting was arranged for end February and the kissing gate had been received was awaiting installation.

Cllr Booker advised it was likely the Open Space Group would use the services of One Ltd to take the master plan forwards. The next stage was installation prioritisation looking like most popular items were the MUGA and the running track/path.

10.) NEIGHBOURHOOD PLAN UPDATE

Cllr Grisdale advised that all the policies had now been updated he advised these had been reviewed by Kirkwells once, he was now awaiting final review from Kirkwells to sign off.

Cllr Grisdale advised that a traffic management policy was now included.

Cllr Grisdale showed members a flyer that was to be going into the March edition of the Villager – effectively a trailer of what is planned to initiate public interest ahead of the consultation. The Plan was to advertise the date for consultation then in April's Villager.

There was a discussion around waiting for SWDPR to align with or risk further work after that was ratified. Discussions surrounding housing allocations and whether the existing applications already determined can be used as housing allocation in the new Neighbourhood Plan required investigation and clarification.

Cllr Grisdale advised that Wadborough was not being represented and a representative from that ward should be sought.

Cllr Grisdale will seek guidance from Kirkwells and Cllr Butterworth will approach A Ford at WDC to get clarification about the timing of adoption of the revised plan, to see if it can happen before the revised SWDP is adopted.

11.) ROAD SAFETY – Speed watch & VAS

Cllr Bessant advised that the Community Speed Watch had run one session and one was planned but she was struggling with a dwindling number of volunteers. She had advertised on facebook and had nobody come forward, the Chair suggested advising the need for more volunteers via the Villager report saying that if no volunteers came forward the scheme would likely have to be disbanded.

It was noted that the VAS in Wadborough was not working, likely due to location and the VAS poles were urgently required from WCC.

12.) REPRESENTATIVES REPORTS

County Councillor Robinson - Report circulated prior to meeting.

Items of note: enhanced bus service, the x50 would now run every half an hour and to Evesham on Sundays – Cllr Pell was compiling a full update to be included in the Villager.

WCC was looking at reducing household food waste.

ROIP, Right of way improvement plan consultation was live, Cllr Robinson encouraged people to have their say.

Cllr Robinson advised that Worcestershire were not in the first selection of Councils becoming Unitary and that the elections were going ahead in May.

District Councillor Reports

District Councillor Adams – Drew attention to the Parish & Town event 6-8pm on Thursday 6th March – it was noted that this clashed with the Parish Council meeting but it was thought that some members would attend for the topics such as Neighbourhood Planning.

Cllr Adams had circulated the new year's honours nomination link.

Cllr Turier also drew attention to the Parish Event.

Other reports as necessary:

Cllr Roberts advised that residents of Wadborough would like an additional litter bin – The clerk asked for the suggested location to be sent to her and she would liaise with WDC to get it site assessed. If it can be post mounted, the cost of bin would be £175, plus install and annual empty and cleanse costs.

Cllr Pell advised that the new litter bin at Lewis Close had not been installed yet – The Clerk would follow up with WDC

Cllr Pell advised that the Community Buses would continue until June when it was thought the WCC 'on demand' service would take over. It was noted that the Community Bus can be used from Stoulton and updated information would be included in the bus updated she was preparing for the Villager.

Cllr Pell advised on the up and coming DBVH events including a Barn Dance!

Cllr Booker had attended the CALC procurement session and suggested the PC join the Framework Network – free to join, essentially a database of approved suppliers for goods and services, members agreed, Cllr Booker would send info to the clerk and circulate the course slides to all members to see.

13.)DBWPPC WEBSITE

The Chair explained that there was a strong likelihood that the WCC hosted MyParishPages that was used by DBWPPC as their website to comply with required displaying of agenda, minutes and finances etc, would be closed and that the Parish Council would need to source their own website. The Chair asked if anyone would like to take the lead on this project.

Cllr Clarke and Cllr Bessant agreed to work with the clerk. The clerk advised that there were bespoke companies offering the hosting service to Parish Councils and she already used 2 for her other Councils. It was noted that cheaper and free hosting was a trickier option due to a lot of accessibility legislation surrounding Parish Council websites.

14.)RESPONSIBILITIES REVIEW

The areas that each member was responsible for was reviewed and an updated list would be circulated.

15.)ASSET REGISTER

The Chair advised that there was a need to review the asset register that had been circulated, each item historically had a member as the custodian but since members had left and new members joined the custodian need reallocation and the state of the current assets needs reviewing and updating and any actions outstanding needed addressing. There were queries and discussions about why old actions hadn't been undertaken and what the process of getting the repairs and remedial work done was discussed, it was thought to be addressed on a local basis with contractors being enlisted if necessary but the items just need review and custodians identified this stage.

16.)HIGHWAYS MATTERS & tasks for lengthsman

Cllr Pell advised that the 40mph sign was obscured by trees when entering the village on the B4084 from Pershore, Cllr Pell would report this on WCC hub.

17.)VILLAGER SUBMISSION

The Clerk and the Chair would prepare the submission for March edition.

18.) PLANNING

- SWDP – update, The submission from the Joint Parishes Committee had been circulated to all members, it was thought to be a good summary of the salient issues.
The SWDPR hearings were scheduled in the Guildhall in early March.
 - Report back from Planning Committee re W/24/01829/FUL Planning application for 12 dwellings Walcot Lane.
The Chair advised that despite gallant efforts and presentation from herself on behalf of the PC and residents the application had been approved – mainly due to the lack of land supply and the DBWPPC Neighbourhood Plan being deemed out of date. Since the approval, a letter had been sent from the Parish Council to Juliuff Homes asking that the residents' concerns and suggested adjustments to land drain routes and that the street front houses be single storey be considered.
 - Worcester Parkway new settlement employment area – The Chair advised a letter had been received from the Cratus Group advising that the employment land between Parkway and the M5 (Left driving from Parkway to M5) was to be put forward for employment development ahead of any residential plans – details of the public consultation can be found on Whittington Parish Council website.
- a) Comments made on planning applications to Wychavon: W/24/02540/LB and associated ref 02539/HP Chevington House, Chevington Lane, Drake Broughton. Barn conversion to form ancillary accommodation, the members chose to make no comment.
- b) Applications Approved: W/24/01959/TDCS Alley Garen, Brickyard Lane, Drake Broughton varied of condition 4.
W/23/01681/FUL Thornleigh Nurseries, Stonebow Road, Drakes Broughton. 53 dwellings.
- c) Applications Refused: N/A
- d) Appeals: APP/H1840/W/24/3354870 HT Marshal & Son Joinery. GRANTED
Fresh Fields, Stonebow Road, Drakes Broughton, 25 Dwellings. GRANTED

The Chair advised she had a tracking document as did Cllr Williams and there were now 151 houses with permissions to be built in and around Drakes Broughton, it was noted that the 45 houses applied for by C Rodway on the Worcester Road had not been determined by WDC as yet.

19.) CORRESPONDENCE

- Resident re sewerage in garden behind Stonebow, near the Thornleigh development site.
- WCC Budget engagement meeting.

INFORMATION AND DATE OF NEXT MEETING:

Parish Council Monthly meeting **Thursday 6th March 2025 at Drakes Broughton Village Hall**. The meeting will start at 7.30pm

Meeting closed: 10pm