

**BROADWAY PARISH COUNCIL****MINUTES****of PARISH COUNCIL MEETING**

*held at 5 Russell Square, High Street, Broadway,  
on Thursday, 22<sup>nd</sup> October 2009, at 7.00 p.m.*

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**Present:** District Councillor D. W. Folkes, Councillors T. L. Greig, R. Haslam, L. Keane, Mrs. A. Locker, F. L. Penny, N. Robinson, G. Shaw, Mrs. S. Stephenson, Mrs. J. M. Stock, J. Williams, Mrs. C. C. B. Wilson

**In Attendance:** WPC Greenhouse, West Mercia Police, Evesham Journal, Evesham Observer  
Mr. Toti and Mrs. Nell Gifford, Dr. Neil Townshend and Mr. Simon Williamson (Giffords Circus, Agenda Item 7)

- (1) **APOLOGIES FOR ABSENCE:**  
Apologies received and accepted from County Councillor Mrs. E. Eyre and Councillor C.E.G.Toys
- (2) **DECLARATIONS OF INTEREST:** None
- (3) **POLICE REPORT:**

WPC Greenhouse reported that the telephone early warning scheme had been updated and would be going out to all traders before the Christmas period. Also reported were two road traffic accidents in Cheltenham Road on the exit to Broadway, which she felt were due to wet road conditions after a long period of dry weather when there can be a build up of oil etc. She had requested the Police Traffic Manager and County Highways to look at the site, adding that there was an obligation for everyone to report all road accidents to the Police so that statistics can be updated to highlight such black spots. Also reported were two burglaries which had taken place at commercial properties in Station Road.

- (4) **MINUTES OF PARISH COUNCIL MEETING HELD ON 27:08:09:**

Proposed by Councillor Greig, seconded by Councillor Haslam, the Minutes of the Meeting held on 27<sup>th</sup> August 2009 were unanimously approved, and were duly signed and dated as a true record.

Councillor Mrs. Stephenson asked if the Clerk would write to Broadway Guides on behalf of Councillor Folkes and his Wife, Councillor Mrs. Stock, and herself, thanking them for a most enjoyable evening when they attended the Guides' 90<sup>th</sup> Birthday Celebrations.

## (5) BROADWAY COMMUNITY AWARD – presentation to winner:

A record number of nominations was received this year, and at a meeting of the Finance Working Group held on Tuesday, 13<sup>th</sup> October, a unanimous decision was reached that the Award should be presented to Mrs. Frieda Jelfs in recognition of her work for the community over the past forty years. The Chairman presented Mrs. Jelfs with a cheque for £100 which she donated to Campden Home Nursing, the charity of her choice. Her name was added to the winners' plaque which has been displayed in the Lifford Hall since the Award was set up in 2000. Mrs. Jelfs thanked the Parish Council saying how happy she was to receive the award.

## (6) BROADWAY ACTIVITY PARK – presentation of plaque:

At the last Parish Council meeting it was decided to make an award to the Broadway Activity Park Committee in recognition of its hard work and commitment, and the Chairman had great pleasure in presenting the plaque to John Hankinson (Chairman of the Committee), Gordon Paul, Pamela Street and Connie Wilson. Mr. John Hankinson thanked the Parish Council for the plaque, particularly thanking the Parish Council Chairman, David Folkes, for his personal support throughout the period of the project, and also the Committee who were the driving force behind the success of the project. He reported that the Park had now settled down and described it as a landscape sculpture with its high-tec timber, coloured metal and soft cushion safety surfaces. There were some additions to be made such as extra seating, bins, and some tree planting. Mr. Hankinson felt that the children of Broadway and the surrounding villages were very fortunate that the Parish Council had the foresight and courage to engage the Committee to undertake the development. The Chairman of the Parish Council then stated it was planned to hold a small ceremony at the Activity Park in the near future to position the plaque at a suitable site therein.

## (7) GIFFORDS CIRCUS/ARTS FESTIVAL:

The Giffords Circus licence application was discussed at the last Parish Council meeting after which comments were forwarded to the District Council. The licence had since been granted, but Giffords wished to receive approval from the Parish Council. It was acknowledged that the Parish Council had been put in a difficult position earlier in the year regarding the licence application, and Dr. Neil Townshend thanked the Parish Council for inviting Toti and Nell Gifford to the meeting to explain more fully their ideas and thoughts behind why they wished to bring the Circus to Broadway. All councillors were circulated with a booklet about the Circus and letters of recommendation from organisations where the Circus had previously visited, along with several letters of support from Broadway residents. Mrs. Gifford gave a brief history of the Circus and emphasised that their aim over the past ten years was to set up a miniature village green circus in the centre of each village they visit, and to raise the standard of UK circuses. They attract over 60,000 visitors each year, and now wish to bring their Circus to Broadway where the Hunt has offered them the use of the Hunt Field which they felt was a beautiful location in the centre of the village. The proposed dates would be as follows:

Arrive **Monday 14<sup>th</sup> June**, set up **Tuesday 15<sup>th</sup> June**, day off **Wednesday 16<sup>th</sup> June**, open **Thursday 17<sup>th</sup> June** with two shows at 5pm and 7.30pm, **Friday 18<sup>th</sup> June** with two shows at 5pm and 7.30 pm, **Saturday 19<sup>th</sup> June** with three shows at 11.00 am, 2.30pm and 7.30 pm, **Sunday 20<sup>th</sup> June** with three shows at 11.00 am, 2.30pm and 7.30 pm, with the last show on **Monday 21<sup>st</sup> June** at 4.00 pm. Mrs. Gifford confirmed that the later shows at 7.30 pm will finish between 9.30 and 10.00 pm. It was hoped that 4,000 visitors would attend over the week with each show seating 360. She also stated that they must have full attendance in order to meet their costs and, therefore, needed to be assured that they would be welcome in Broadway before agreeing to come.

It was pointed out that the Parish Council had not been opposed to the Circus but there were reservations about the site on the Hunt Field. Mrs. Gifford reiterated the policy of making use of village greens to site their Circus and would, therefore, not be interested in the use of any other site within the village. Concerns were raised about the entrance/exit to the field regarding damage to the grass verge, but Mr. Gifford stated that any damage caused to the field, including the entrance, would be made good. Mr. Simon Williamson, on behalf of Broadway Arts Festival, added that the proposed circus dates were at the same time as the Arts Festival, and the Festival committee very much saw the Circus as a tremendous advantage to the Festival project and to the village in general. The Circus would be involved with local children and schools by giving coaching lessons in circus skills, etc. and would add to all the additional events taking place throughout the fortnight of the Festival.

It was proposed by Councillor Haslam, seconded by Councillor Shaw, that the Circus should use the Hunt Field. There were two against the proposal with all others in favour, and the proposal was, therefore, carried.

(8) COUNTY AND DISTRICT COUNCILLORS' REPORTS:

A copy of County Councillor Mrs. Eyre's report had previously been circulated to all councillors. No further comments were made.

(9) CLERK'S REPORT AND CORRESPONDENCE:

Four reservations of the Green had been received for next year. Friends of St. Mary's RC Primary School / 22<sup>nd</sup> May, St. Michael and All Angels for Bank Holiday Monday / 31<sup>st</sup> May, Broadway Arts Festival / 11<sup>th</sup> to 20<sup>th</sup> June inclusive for various events during this period, and Broadway United Reformed Church / 26<sup>th</sup> June. All dates were available and public liability insurance certificates would be requested nearer the time of the events.

The Parish Council manages the lettings of the Greens on behalf of the Broadway Trust, and the usual protocol is to have a free week-end between each event to enable the grass to recover. This is the first year of the Arts Festival and, along with the organisations which annually book the Green at this time of year, it had caused some congestion. The Parish Council referred the situation to the Broadway Trust who stated they were happy for the Green to be used on consecutive week-ends over this period, but would like the option to review this in anticipation of the same situation recurring in two years' time when the Arts Festival was next due.

The Notice of Conclusion of Audit was displayed for the statutory fourteen days. No comments were received from the Public.

The first phase of the street light column painting in High Street and Snowhill Road had now been completed. The second and third phases will take place over the next two years. The Clerk reported to the County Council that the numbers of the columns had been painted over and had since received confirmation that the situation would be rectified. The Clerk reported that the numbers had now been replaced. An invoice for the painting was currently awaited and was budgeted for.

The Clerk requested all councillors to look around their area of the village and report back to the Clerk of any lights not working, or on all the time. If the reason for them being on was that trees were affecting the sensor, they were requested to contact the Clerk with the number of the column.

Two copy letters were received from Mr. A. Jones, District Engineering Consultancy Manager, regarding the Land Drainage Act 1991/Maintenance of Water Course, addressed to (a) Mr. Paul Gregory concerning land in High Street asking him to remove an obstruction to flow on his section of watercourse within twenty-eight days and to confirm that the work had been completed, and (b) Mr. D. Parker concerning land in Snowhill Road confirming that the requested work had been carried out and asking him to put in place a regular inspection of maintenance regime, particularly during the Autumn months.

Several councillors visited the CCTV Control Room at Pershore on 24<sup>th</sup> September. This was a highly interesting and informative evening for those who attended, and the Clerk had written to thank Sheena Jones and Nigel Jancy of the District Council for organising the visit. A copy of the Annual Report to March 2009, together with the first quarter report to the 30<sup>th</sup> June 2009, were available for anyone interested. Included were sample incidents in which the CCTV cameras had been involved.

The Royal Air Forces Association had written to thank the Parish Council for the opportunity to collect funds in Broadway, and reported that the street collection resulted in £401.72.

At the last meeting, the Clerk reported that he had written to the North Cotswold Hunt concerning the state of repair of the iron railings next to the Activity Park. Mr. Christopher Houghton replied that quotations were currently being obtained and the work would be implemented once a decision had been made.

On 14<sup>th</sup> September the County Council launched the fourth round of their grants for one year or one-off activities. Closing date for receipt of applications was Friday, 30<sup>th</sup> October. Further information was available from the Clerk.

As a result of the recent planning application to transfer the public toilets to the Activity Park, the District Legal and Support Services had informed the Parish Council

that its Title Deeds contained no specific right of access. It was obvious that it had been used in connection with layout, maintenance and provision for a significant period of time, and David Folkes signed a statutory declaration to this effect.

British Telecom had acknowledge the comments of the Parish Council regarding the kiosk in Smallbrook Road.

It had been brought to the attention of the Clerk that the portable appliances within the Parish Office had not been recently tested. Three quotations were obtained ranging from £40 to £50. It was proposed by Councillor Greig, seconded by Councillor Shaw, and carried unanimously that testing should be carried out.

District Environmental Services had advised that they were no longer able to supply dog foul bags to the Parish Council which had proved very popular with dog owners throughout the village. At the last meeting it was suggested that bag dispensers could be sited around the village as an alternative, and the Clerk had obtained a price for such a dispenser via the internet, at £11.99 each, with additional bags at £3.49 per 50. Councillor Williams stated it was very important that the Parish Council maintained this service because dog fouling was worsening and this system had helped to cut down the problem. After discussion, it was felt that visitors to the village should be made better aware of the service, but the dispenser idea would not work, and it was unanimously agreed that the Parish Council would purchase bags itself. The Clerk was instructed to place an order from the supplier and organise better signs, especially for visitors, advertising the availability of bags at the Parish Council office. Councillor Mrs. Stephenson suggested, if dog fouling continued to increase, that the Parish Council invite the District Dog Warden to a Parish Council meeting to discuss the matter.

The District Council had been advised of "Warmer Worcestershire" which was a countywide project aimed at reducing carbon emissions and helping residents to improve the energy efficiency of their homes. The project aimed to ensure that Worcestershire residents lived in warm well insulated homes, with the result they would be healthier, and would save money on heating bills in these difficult economic times, and also that carbon emissions from poorly insulated homes would be reduced. For more information about this schcme, and grants available, visit [www.warmerworcestershire.com](http://www.warmerworcestershire.com).

A letter received from Building Solutions Limited confirmed that the start date for the work on the water ingress at the Parish Office would commence on 11<sup>th</sup> November.

The District Monitoring Office, Ian Marshall, had written to all Parish Councils regarding Standards complaints against councillors. There was a requirement for Clerks to be kept informed of complaints as they progressed, and the Standards Board was recommending that Parish Councils adopt procedures to cover the situation when a notification was received from the Monitoring Officer regarding a complaint against a Parish councillor. All Parish Councils were asked to formally adopt the following procedure:

“Suggested procedure when Parish Clerk notified of a Standards complaint –

- The Clerk informs the Chairman of the complaint unless the Chairman is the accused Councillor, in which case the Vice Chairman be informed instead.
- The matter NOT to be included on the agenda for Parish Council meetings or disclosed to other Councillors unless the matter is already, or the Clerk is aware it is about to be, in the public domain.
- If a matter is, or is known by the Clerk to be about to be, in the public domain (in particular by being in the press), even though an investigation has not been initiated or concluded, the Clerk, in consultation with the Chairman (or Vice-Chairman if the Chairman is the accused Councillor) decide whether or not the matter should be referred to, in closed session, at a Parish Council meeting.
- If the matter is eventually in the public domain following an investigation and/or hearing, all Parish Councillors be informed of the situation.
- The Clerk co-operates with the Monitoring Officer (or investigating Officer appointed in a particular case) regarding any request for the provision of copies of Parish Council documents or other relevant information.
- If the Clerk is intending to depart from any of these procedures, the Monitoring officer will first be consulted."

All councillors were in favour of the above procedure.

Mr. Thomas Vaughan reported that the Frank Witton Village Plan outside Croft Villa had deteriorated over the years, and had looked into the costs of its repair. An estimate had now been received from picture restorers George Jack and Co. of Keil Close of £2,000 to £2,500 plus VAT which may increase on closer inspection of the Plan, plus an additional cost for repairing the frame. Mr. Peter Riley, a member of the public present, reported that the Traders' Association owned the Plan and it was, therefore, agreed that the matter be referred to them. The Clerk would inform Mr. Vaughan regarding the ownership and that the Parish Council, therefore, could not authorise repairs. Councillor Robinson stated that the other two maps of the village at the Central and the Shear House car parks were being replaced with up-to-date versions.

The Clerk and all councillors had been invited by CALC to the second Parish Conference to be held on 16th November from 7.00 to 9.00 pm in the council chamber at County Hall. Parish and Town Councils were an essential part of local government and played an important role in engaging with people and showing community leadership through the work of their councillors. CALC hoped that these conferences would provide an arena for meaningful interaction on issues and topics which matter to Parish and Town Councils, and would welcome any suggestions for workshops or ideas for further content. Councillors were asked to inform the Clerk if they wished to attend.

A letter was received from an elderly gentleman from Chipping Campden who informed the Clerk of a very pleasant afternoon he had spent in Broadway but wished to

bring attention to the lack of a seat, plus the very uneven cobblestones, at the bus stop near Small Talk. The Chairman said that these comments had been noted by the Council, and it was agreed that when a further seat was donated to the village it should be placed at or near to the bus stop. The Clerk was asked to write to the gentleman concerned to advise him of the Parish Council's comments.

The County Council had forwarded details of their Communities Greenspace Project Support pack which explained how it was able to help with existing or new environmental projects by providing training, risk assessments, and tools, to enable local people to become involved in local projects. Anyone interested, or who knows of anyone planning such a project, should contact the Clerk for further details.

The dates for regular meetings of the Parish Council next year as laid down in Standing Orders were circulated to all councillors. All meetings are on Thursdays, commencing at 7.00 pm prompt.

January 21st  
 March 25<sup>th</sup> (followed by Annual Parish Meeting at 8.00 pm)  
 May 27<sup>th</sup> (Annual General Meeting)  
 June 24<sup>th</sup>  
 August 26th  
 October 21st  
 December 16th

Generally, the meetings take place on the fourth Thursday in the month, but there are exceptions, usually in May and December. Additional meetings may, of course, be called at any time at the discretion of the Chairman.

(10) REPORTS – VARIOUS GROUPS AND COMMITTEES:

**Broadway Visitor Management Group:** A copy of the draft Minutes of the meeting held on 16:09:09 was circulated to all councillors. Councillor Robinson referred to Item 3 regarding the 'no ball games' sign on the village green. It was confirmed that this was not enforceable but the Parish council agreed that the sign was there as a deterrent to stop possible accidents caused by balls being kicked out into the road. The next meeting will be held on 02:11:09.

**P.A.C.T / Speed Activated Signs:** Councillor Greig reported that at the PACT meeting held on 15:09:09 only two items were raised from Broadway's quarterly survey (a) a one-off anti-social incident in Morris Road (flowerpots overturned in front garden) and (b) speeding in Station Road. The Police reported that regular enforcement was carried out throughout the period. The next PACT meeting will be held on 19<sup>th</sup> January 2010 at the Parish Council office commencing at 7.00 pm. Councillor Greig also reported that a Speed Activated Sign meeting was held on 07:10:09 when representatives from Broadway, Badsey/Alderton, Childswickham and Wickhamford, met to further discuss the proposed purchase of the said sign to be shared by the four parishes. The sign will cost £2,625 plus VAT, and posts will cost £250 for one or £300 for two. Each parish

will be responsible for insuring the sign while it is in their area which will be for one month per quarter. When the sign is purchased a training session will be organised for the lengthsman of each Parish on installing the sign on the post. Each lengthsman will then be responsible for the moving of the sign each month and maintaining/charging of the batteries. Each Parish was asked for suggested positioning of their posts and it was agreed that Broadway's posts should be sited in Cheltenham Road and Leamington Road. This information will now be forwarded to Dave Clee who is the County Safety Roads Manager for a final decision.

**Recreation Ground Committee:** Councillor Mrs. Wilson reported on the meeting held on 20:10:09, when a review of the first six months of the Activity Park took place. Excellent feedback had been received and the first quarterly operational inspection had taken place. A copy of this report is held in the Parish office. Trees will be planted over the Christmas period and additional seating and bins would be provided. It was agreed that over the winter period only one toilet unit would be required which will be cleaned twice a week rather than once. The Clerk will contact B & W Hire to organise the removal of one of the units and request the additional cleaning, and it is hoped that news will be received shortly regarding the new toilet block. The Clerk gave an update on the financial position of the Activity Park Account and Maintenance Account both of which were on budget.

**Finance Working Group:** At a meeting held on 13:10:09 the accounts for the first six months of the financial year were reviewed. Regarding income, it was noted that the interest received was very low due to the current financial situation, and the Clerk was asked to investigate alternative accounts / investments and report back with recommendations. Regarding expenditure, since the Parish Council required an intermediate audit in 2008/09, the audit fee was higher than budgeted for. There were no other issues. The Committee then discussed the Parish Council's reserve funds when it was agreed to put aside funds for future projects such as the Arts Festival and the new railway link, and also for organisations within the village to apply for donations for suitable projects. The Clerk reported that three quotations had been obtained for the required repairs to the wall at the front of the Millennium Garden and after discussion it was proposed by Councillor Shaw, seconded by Councillor Williams, and carried unanimously, to accept the quotation from Graham Pike. The Clerk also reported that the grass cutting contract was due for renewal at the end of the current season. Enquiries were being made regarding the possibility of the Parish taking over the cutting of the verges to the edges of the village subject to the County Council giving a grant to cover costs. The Group recommended that when quotations were requested for the existing areas an additional quotation be obtained for cutting the verges.

(11) APPROVAL OF BUDGET 2010/2011: It was proposed by Councillor Shaw, seconded by Councillor Greig, and carried unanimously, that the budget for 2010/2011 be approved, and that there would again be no increase in the precept set at £86,000.



## (12) PLANNING:

**Parish Council comments:****MEETING: 07:09:09**

Application W/09/01872/PN

**DIOCESAN SCHOOLS COMMISSION**

St. Mary's RC Primary School, Leamington Road

Extension to form new classrooms, to remove mobile and extend staff room.

The Parish Council state that the footprint plan of the extension is incorrect as it does not correspond to the building drawings and ask the District Council if this could be corrected and also to nominate a date and time for a site visit. The plans indicate lowering of the floor in Classroom 2 by one metre, but it is felt that this may cause flooding problems in the future, especially foul water.

**MEETING: 21:09:09**

Application W/09/01932/PN

**J RIGG CONSTRUCTION LIMITED**

Pry Lane

Extension and improvement of present facility to have print room, additional store and separate staff WC and shower room. Provision of two workshops.

The Parish Council raised no objections to this proposal.

Application W/09/02057/LB

**MR. & MRS. ENTICKNAP**

149 High Street

Internal alterations and external alterations comprising replacement doors in south and east (courtyard) elevations and relocated window inserted into south gable over kitchen.

The Parish Council raised no objections to this application.

Application W/09/02141/PP

**MR. S. NORRINGTON**

63 Morris Road

Two-storey extension to terraced house

The Parish Council raised no objections to this proposal

**MEETING: 19:10:09**

Application W/09/02287/PP

**MR. R. TILLITSON**

9 Sandcroft Avenue

Erection of small workshop to rear of existing detached garage. Extend existing garage roof to form porch to front of garage.

The Parish Council raised no objections to this proposal

Application W/09/02191/PN

**MR. B. MITCHELL**

27 Colletts Garden

Conservatory to new ground floor maisonette

The Parish Council raised no objections to this proposal

Application W/09/02148/CU

**C. JOHNS & L. ROPER**

Pennylands B &amp; B, Evesham Road

Use of land for the siting of mobile home (log cabin) to provide tourist accommodation. Demolition of existing stables and goat shed.

The Parish Council saw no justification for this development when applicant was refused re Application W/06/01894/OU – erection of bungalow and garage. This matter was refused by Wychavon District Council, went to appeal (start date 30:03:07) and dismissed 17:07:07.

***Wychavon Approvals:***

Application W/09/01871/PP

Mr. B. Sharp, Quiet Place, Lifford Gardens

Single storey bedroom extension to existing detached bungalow

Application W/09/01758/PP

Mr. &amp; Mrs. Kandasamy, Flat 1, The Retreat, Leamington Road

Proposed insertion of roof lights to rear elevation to facilitate attic conversion

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|---------------------------|--|
| Application W/09/01818/PP | Dr. J. Fyles, Bredon View, Evesham Road<br>Installation of retaining wall to create level driveway with bin store. Creation of new level garden area and formation of new vehicular access |
| Application W/09/01684/PP | Mr. & Mrs. Hughes, 20 Orchard Avenue<br>Conservatory to rear of property   |
| Application W/09/01593/AA | AAH plc, 22 High Street<br>Two non-illuminated applied vinyl letters   |
| Application W/09/01603/CU | Mr. S. W. Wong, Middle Hill House, Middle Hill<br>Conversion of Pump House to residential accommodation as an annexe   |
| Application W/09/01628/LB | Mr. R. Haslam, Luggershill, Springfield Lane<br>New French door in rear elevation and replacement windows either side.<br>Lowering of floor in hall under half landing to give headroom    |
| Application W/0901872/PN  | Diocesan Schools Commission, St. Mary's RC Primary School, Leamington Rd<br>Extensions to form new classrooms to remove mobile and extend staff room                                       |

**Wychavon Refusal:**

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| Application W/09/01381/PP | Mr. M. Campanella, Calla, 1a The Sands<br>Retrospective permission for replacement gate and posts like for like unlocked |
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**Planning Appeal:**

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|---------------------------|--|
| Application W/09/00427/PN | Mr. C. Holmes, Rookery Farm, Middle Hill<br>Erection of proven 15kw wind turbine on 15m tower<br>Appeal Start Date: 02:09:09 |
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**Appeal Decision:**

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|---------------------------|--|
| Application W/08/03125/PP | Mr. A. Salt, 120 High Street<br>Rebuilding of stone boundary wall<br>Appeal ALLOWED 02:10:09 |
|---------------------------|--|

The Chairman of the Planning Committee, Councillor Greig, reported that he had written to the District Planning Department regarding a planning application for St. Mary's RC Primary School, W/09/01872/PN. The comments passed to the District Council regarding the footprint plan and a request for a site visit were not acknowledged and their comments have been sought.

(13) SCHEDULE OF PAYMENTS: Between 11:08:09 and 15:10:09 net of VAT

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| Unicom / telephone + internet                          | 53.23    |
| Wychavon Sports / Wychavon Parish Games                | 59.00    |
| Doug. Eyre Designs / signage                           | 75.00    |
| Cartridge World / ink cartridges                       | 22.60    |
| Clement Keys / annual external audit                   | 1,050.00 |
| K. Beasley / Clerk's net salary / August               | 1,125.96 |
| G. A. Tomkins / Assistant Clerk's net salary / August  | 560.78   |
| Jack Harris Gardening / Activity Park maintenance      | 80.00    |
| E-solutions / photocopier charge                       | 26.73    |
| B & W Hire Limited / Activity Park hire of toilets     | 102.53   |
| Cotswold Building Supplies / Activity Park maintenance | 47.87    |

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|---|----------|
| GBD (Evesham) Limited / mowing                            | 598.76   |
| C. Thomas / Activity Park maintenance                     | 175.00   |
| Vale Press Ltd. / stationery                              | 11.00    |
| Wychavon District Council / business rates                | 67.00    |
| Worcestershire County Council / K. Beasley / pension      | 343.38   |
| Unicom / telephone + internet                             | 52.58    |
| Royal British Legion / wreath                             | 16.50    |
| Fire Service Appliance / fire maintenance                 | 40.57    |
| Broadway Florist / bouquet (Lesley Auden)                 | 31.40    |
| K. Beasley / Clerk's net salary / September               | 1,125.96 |
| G. A. Tomkins / Asst/ Clerk's net salary / September      | 602.68   |
| HM Revenue & Customs / PAYE                               | 1,351.70 |
| Various stationery  | 17.98    |
| Post office / postage                                     | 51.43    |
| A. Townsend / window cleaning                             | 5.00     |
| Various / milk, coffee, sugar                             | 12.44    |
| Jack Harris Gardening / Activity Park maintenance         | 65.00    |
| Neil Stanbra / Activity Park maintenance                  | 420.00   |
| GBD (Evesham) Limited / mowing                            | 598.76   |
| B & W Hire Limited / Activity Park hire of toilets        | 136.80   |
| K. Beasley / office supplies                              | 25.35    |
| C. Thomas / Activity Park maintenance                     | 122.50   |
| Severn Trent Water / water charge                         | 52.95    |
| St. Michael's and All Angels / annual donation            | 525.00   |
| Wychavon Citizen Advice Bureau / annual donation          | 200.00   |
| Tourist Information Citizen / annual donation             | 500.00   |
| Vale of Evesham Volunteers / annual donation              | 300.00   |
| Signpost / annual donation                                | 200.00   |
| Evesham and Pershore Neighbourhood Watch / annul donation | 200.00   |
| North Cotswolds Volunteers / annual donation              | 100.00   |
| Broadway United Football Club / annul donation            | 200.00   |
| Lifford Hall / annual donation                            | 200.00   |

All payments were verified by the Clerk together with two nominated signatories.

(14) COUNCILLOR'S REPORTS AND ITEMS FOR FUTURE AGENDA:

Councillor Robinson reported that the alleyway between Priory Gallery and Cotswold Trading in the High Street required clearing. The Clerk would contact the appropriate authority / owner.

Councillor Mrs. Stock stated her concerns regarding the neglected state of several footpaths and adjacent fields within the village. The Clerk had previously reported this to both County and District Councils, but will contact both authorities again.

Councillor Shaw voiced his concerns regarding the number of coaches ignoring allocated dropping-off points and causing congestion up and down the High Street. The Clerk would raise this matter at the next Visitor Management meeting.

The Chairman closed the meeting at 8.25 pm. and opened the Public Session :-

- (15) PUBLIC INFORMATION SESSION: No matters raised.

The Chairman finally closed the meeting at 8.25 p.m.

*Date and Time of Next Meeting:  
Thursday, 10<sup>th</sup> December 2009, at 7.00 p.m.*