

MINUTES
of PARISH COUNCIL MEETING
held at 5 Russell Square, High Street, Broadway
on Thursday, 15th August 2019, at 7.00 pm

PRESENT: Councillor B. M. Parmenter (Chairman), Councillors D. W. Folkes, G. J. Franks, Miss D. Hardiman, F. Hartley, A.A.L.Holmes, G.G.Love, Mrs. F.E.A.Phillips, District Councillor N.D.A.Robinson (Vice-Chairman), Mrs. R. Rogers, Dr. L. Wilks

Also in Attendance: West Mercia Police, Broadway Business Association

ABSENT: Councillor F. L. Penny

- (1) **APOLOGIES FOR ABSENCE:** Apologies were received and accepted from County and District Councillor Mrs. E. Eyre, Councillor A. P. Riley, Broadway Trust
- (2) **Declarations of Interest:**
- (a) **Register of Interests:** Councillors are reminded of the need to update their register of interests
 - (b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature
 - (c) To declare any Other Disclosable Interests in items on the agenda and their nature

Councillors who have declared a Disclosable Pecuniary Interest or an Other Disclosable Interest which falls within the terms of paragraph 12(4)(b) of the code of conduct must leave the room for the relevant items.

Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

(3) **POLICE REPORT:**

PC Tinsley reported that since the last meeting the following crimes had been recorded ... three burglary dwellings, two anti-social behaviours, six vehicle crimes, three criminal damages, five thefts, and an incident earlier this month at Budgens Store. As a result of this incident PC Tinsley had written and delivered a letter to all businesses in the High Street offering advice on security etc. in order to reduce the risk of further incidents.

PC Tinsley then introduced Mr. Mick Simpson, the newly appointed Rural and Business Crime Officer for South Worcestershire, who explained his plan to make Broadway a safer place in which to live and work. This would be achieved by concentrating on resolving issues/concerns specifically within the village, making it a model which could then be used for other villages/areas. Over the period of the next six months Mr. Simpson would arrange to meet various organisations/groups suggesting solutions to help prevent crime, and better protect both residents and businesses including crime prevention schemes, a review of the CCTV cameras, improvement of lighting, Neighbourhood Watch, Smartwater, speeding etc., but would be looking for help and commitment from the Parish Council, Business Association, residents and business owners alike. The chairman thanked the police for its report

and also its commitment in helping to reduce crime in the village, and looked forward to the Parish Council working with Mr. Simpson on this new and exciting project for the village.

(4) MINUTES OF PARISH COUNCIL MEETING HELD ON 20:06:19

Proposed by Councillor Mrs. Rogers, seconded by Councillor A.A.L.Holmes, the minutes of the meeting held on 20th June 2019 were unanimously approved by those present, and duly signed and dated as a true record.

(5) COUNTY AND DISTRICT COUNCILLORS' REPORTS:

A copy of both reports had been circulated to all councillors, and a copy of each report would be included with these minutes when they are published.

Councillor Mrs. Fyre was unable to attend the meeting, but her report highlighted the following matters –

County Issues – (a) Utility companies had been handed fines totalling £800,000 over the past year for poor and/or delayed works; (b) the Blue Badge parking permit scheme had been extended to those with 'invisible' disabilities, such as dementia and anxiety disorders; (c) a review had been launched into Blue Badge fraud with over twelve hundred people facing legal action for misuse.

Local Issues included - (a) a community request for an off-road area for use of cycles/scooters, etc. Councillor Dr. Wilks reported that members of the Parish Council had met a local resident, who was leading the campaign, to find a location and funding for such an area. It was agreed that the activity park was not a suitable location. It was suggested that the campaign group undertake an evidence gathering survey to fully understand the demand and assess the need for such a project, and this was currently in progress; (b) the interim 'A' board policy would be shared with the Parish Council and residents in early September, and a full enforcement policy was being drawn up; (c) crossings in Station Road and Leamington Road; (d) resurfacing works; (e) motorcyclists on Fish Hill, and (f) several other local matters (details of which are in the full report).

A number of councillors were concerned and frustrated that due to Councillor Mrs. Fyre's absence, many of the issues contained within the report were not fully explained nor quantified. It had been previously agreed that a regular meeting must be arranged to discuss all the matters raised within her report to establish meanings and actions required, but due to Councillor Mrs. Eyre currently on annual leave, together with other commitments, a meeting would now be arranged on her return. The Clerk also reminded councillors of the need to respond to the Worcestershire Passenger Transport Strategy (deadline for response was needed by 13th September) and the Worcestershire Minerals Local Plan (deadline for response needed by 30th September) both of which required to be discussed with Councillors Mrs Eyre and Robinson.

Also contained within the report was reference to (a) the track which runs alongside the Spitfire development on Leamington Road, and (b) Section 106 monies, both of which had raised concerns with local residents.

The track running alongside the Spitfire development on Leamington Road -

A number of residents had contacted the Clerk regarding the closure of the trackway alongside the Spitfire Development in Leamington Road which was now gated and marked as a private road with no public right of way. Spitfire had confirmed that the right of way was only for use of Spitfire residents and the farmer whose land was accessed by this track. Councillor Mrs. Eyre had suggested that residents inform the Parish Council that they wish this path to be added to Broadway's definitive Map and Statement of Public Rights of Way. The Clerk had contacted the County Council Public Right of Way Team to obtain information as to how this could be implemented. The County Council had forwarded the Clerk the following

forms/requirements - (i) an Application for Modification form which must be completed and submitted; (ii) confirmation of ownership of the land and that all owner(s) are notified; (iii) a map clearly showing location, and (iv) user evidence obtained. It was proposed by Councillor Miss Hardiman, seconded by Councillor Robinson, and agreed with one abstention, that the Parish Council support those residents wishing to apply for this trackway to be included in Broadway's definitive Map and Statement of Public Rights of Way. The Clerk reminded all present that there are always two sides to this issue, and there may also be objections to this application. The County Council had a duty to examine all applications and would endeavour to examine an application as soon as possible, but in recent years legislative changes and the increasingly adversarial nature of many applications had meant that progress in resolving applications had been slow and remained likely to be so for the foreseeable future. It was also very difficult to predict how long an application would take to complete once work on it had started. If all interested parties were in agreement, an application could be processed in about eleven months, but if there were objections which subsequently resulted in a public inquiry, it could take up to three years and, in exceptional circumstances, even longer. The Clerk would begin the process by firstly completing the appropriate forms and establishing ownership and notifying the owner(s) accordingly.

In addition, local residents were also concerned about the future of the new play area established within the Spitfire development and the footpath (No.521) which runs behind the development. The Chairman confirmed that, having read the Section 106 agreement for the Spitfire Development, it did state the play area was open for public use. The Clerk would refer these matters to Councillor Mrs. Eyre, the District Council and the Footpath Officer respectively, and report back accordingly.

Section 106 Monies:

A resident had written to the Parish Council, a copy of which had been circulated to all councillors, regarding Section 106 monies in relation to the Spitfire Development in Leamington Road. The Clerk had contacted the District Council regarding Section 106 monies and was informed that the major part of the monies - i.e. anything relating to highways/education was the responsibility of the County Council and the rest of the monies was the responsibility of the District Council, of which some was allocated to projects put forward by the Parish Council. Parishes would be informed in early September of Section 106 contributions monies held for each area. The Clerk explained to councillors the need for the Parish Council to have a fuller understanding of how the process of Section 106 monies worked, what the monies could be spent on, and how these monies were obtained, and suggested that the Chairman, Vice-Chairman and Clerk, meet with the appropriate officers at the District Council to discuss this matter, and this was unanimously agreed by all councillors. The Parish Council needed to ascertain, for example, why it appears that the monies allocated for sports facilities appear to not include all the sports clubs in the village. Section 106 monies are allocated for the benefit of the village and the Parish Council needs to be in the forefront of the discussion-making process as to where these monies can be spent and not to lose out on such monies through not understanding the process. In addition, the Parish Council also need to discuss with the District Council the Community Infrastructure Levy funding and what these monies can be spent on.

District Councillor Robinson gave a brief summary of his report which highlighted the opening of the refurbished toilet block in the Church Close car park, news regarding licensing issues, and the welcome news that the District Council would be taking more effective actions on planning enforcement issues. The Chairman asked Councillor Robinson if he could investigate his concerns regarding the eight private parking spaces located outside the central car park. It appears that a number of visitors were obtaining a ticket from the private parking machine and then parking in the main car park, and subsequently then being fined for having

the wrong ticket. The chairman asked if the District Council could investigate this as visitors were clearly unaware of the situation and were being fined through no fault of their own.

There being no further comments the chairman thanked District Councillor Robinson for his report

(6) CLERK'S REPORT AND CORRESPONDENCE:

A complaint was received stating that there were agendas/minutes missing on the Parish Council website. The Clerk acknowledged receipt of the complaint and notified the complainant of the actions taken to correct this mistake. The Clerk met with the Chairman and Vice-Chairman, accepted full responsibility, and apologised for the items not being uploaded to the website. The items concerned had now been uploaded and a process put in place to ensure there would be no reoccurrence of the matter. A question was raised regarding the publishing of the agenda prior to a meeting, to which the Clerk replied that procedures stated there must be a minimum of three clear days' notice of a meeting which did not include the day the notice was issued, the day of the meeting, a Sunday, or bank holidays. The complainant also made the council aware that it was generally accepted it was good practice to make draft Minutes available for public inspection as soon as possible after a meeting, and suggested that the council should now, like a number of other councils, publish draft Minutes within a week following a council meeting. After discussion, it was proposed by Councillor Love, seconded by Councillor Holmes, and unanimously agreed, that it was the wish of the council to publish Minutes marked as DRAFT within fourteen working days of the meeting.

Worcestershire Regulatory Service notified the Parish Council that the applicant had formally withdrawn the street trading application for a flower stall in the High Street having considered all the objections received.

The Clerk forwarded to the District Council a number of photographs of street signs in need of repair and possible replacement, and would report back accordingly.

Following recent concerns of the Parish Council, the District Council Engineering Manager asked if the Parish Council wished to arrange a meeting to discuss its concerns regarding the safety issues at the entrance and exit points to the new car park in Station Road. The Clerk would arrange a meeting as instructed.

The Head Teacher of Broadway First School, Dr. Tessa Browning, notified the Clerk that she was leaving her position at the end of the Summer term, and thanked the Parish Council for all its support during her period in office.

The tree of light on the village green was now in a very poor and dangerous state, and our tree consultant confirmed that its removal was a matter of urgency. The emergency committee, therefore, authorised the work. After discussion, it was agreed that a replacement tree be sought, and the Clerk was instructed to obtain quotations.

Nominations were now required for the 2019 Community Award which each year recognised the efforts of residents who do so much for the village without personal reward or benefit.

The forms for a change of signatory, agreed at the previous meeting, were submitted to Lloyds Bank and notification was received that the records had been updated.

The District Council notified all parishes that there would be a stage of the Tour of Britain cycle race taking place in Pershore on Thursday, 12th September. This meant that there would be a full road closure of a number of roads in and around Pershore for all vehicular traffic that day. Full details were available on the Wychavon website and from the Clerk.

A letter had been received from the trustees of the Lifford Memorial Hall in response to concerns raised by the Parish Council regarding the cost of hiring the facilities and advertisement of events, and a meeting would be arranged to discuss the matter with the trustees.

Broadway Arts Festival informed the Parish Council of its wish to enter Broadway into the Wychavon Village of Culture competition 2020. The competition would see the winning area awarded £5,000, with two runners-up each receiving £1,000 each, to deliver a programme of cultural activity during 2020. The programmes, which could include a mixture of visual arts, literature, music, theatre, heritage, sports and more, would need to reach a wide variety of audiences, lead to a lasting social impact and create a legacy for the area. The District Council was looking for high quality cultural programmes which were distinctive, ambitious, build on existing strengths, include partnerships with local organisations, and would contribute to the health and wellbeing of the area. To apply, areas needed to spell out their own vision and how they would use the prize money by submitting an Expression of Interest Form to the District Council by 18th September. The top three would then be selected by the Rural Matters Advisory Panel in early October. The chosen three then needed to submit a final bid by 24th October for the Executive Board to make a final decision before the winner was announced in January 2020. The Parish Council was unanimously supportive of this application, and the Clerk would e-mail the District Council to notify it of its formal support.

(7) REPORTS FROM VARIOUS COMMITTEES AND GROUPS:

Activity Park:

Following a recent meeting at the Activity Park between the Clerk and Mr. John Hankinson, a number of issues arose which required attention. The recent inspection report identified a number of pieces of equipment which were in need of replacement parts, which had been ordered and would be fitted shortly. Two new bins with lids had been purchased to replace two existing old bins. All of these items fall within the existing budget for the Activity Park.

The following issues had also been identified - (a) there had been some minor vandalism problems with the two paved entrance areas to the MUGA, where paving blocks had been loosened and removed. These need replacing, or new blocks installed, and concreting in at a cost of £580 + VAT; (b) the steps behind the climbing wall were in a poor state and needed replacing at a cost of £980 + VAT; (c) the area under the swings was in a poor state. The carpet needed to be removed, the stone surface levelled and compacted and a replacement surface of cushion-fall installed at a cost of £1650 + VAT; and (d) the wooden posts surrounding the space net needed removing (several were already missing), and the edging landscaped at a cost of £850 + VAT.

Items (a) and (b) were of immediate safety concern, and items (c) and (d) could be undertaken over the winter period. Councillors unanimously agreed that all of these works should be undertaken.

The Play Inspection Company, which undertakes the annual and quarterly inspection on behalf of the council, had submitted its schedule for the next twelve months and had retained its current pricings for these inspections (£120 for the annual inspection and £100 per quarterly inspection). Councillors unanimously agreed that this quotation be accepted, and the Clerk would contact the company accordingly.

Councillor Love added that the Parish Council was indebted to Mr. John Hankinson for all his work and commitment to the upkeep of the Activity Park over all the years the park had been operational, but that it may be prudent, due to Mr. Hankinson's age, that the Parish Council start thinking about someone else taking on this role. Councillor Love also questioned as to whether the District Council should be asked to make a contribution towards the upkeep of the park due to the number of visitors that it attracts from surrounding areas. The Clerk would look into both of these points and report back accordingly.

Broadway Business Association:

Mr. Joe Aspey, chairman of the Business Association, gave a brief update and highlighted the following matters – since the last meeting the Village Car Show had taken place and had been very successful with only positive feedback received. It was hoped to run the car show again in 2021, which meant it would alternate with the Arts Festival every other year. The next event would be the Broadway Food Festival on Sunday, 15th September, with the Horticultural Show the previous day. Preparations were already in place for the two late night shopping events on Friday, 29th November, and Friday, 6th December. It had been agreed that there would be fewer commercial stalls this year with more focus on entertainment for children. Mr. Aspey raised a question regarding the village Christmas tree, which caused one or two issues last year, and added that there were new regulations in place regarding the Christmas tree lighting which would increase time and cost. Concerns were also raised regarding the sustainability issue of cutting down a tree for such use. There was, therefore, a question as to whether the village Christmas tree was necessary, and after discussion, it was agreed that the Parish Council was in support of not having a Christmas tree this year. If the traders (who had not yet been consulted) were in favour, however, it should be brought back for further discussion as it was the Parish Council which paid for the tree and its installation etc., with possibly a smaller tree as another option.

There being no further questions or comments, the chairman thanked Mr. Aspey for his report.

Broadway Youth Club:

The Parish Council had previously agreed that the Youth Club building in Leamington Road was in need of redevelopment, and in order to fund this proposed to submit an application to the Community Legacy Grant Scheme. The first stage of the process was to submit an Expression of Interest form, which Councillor Holmes and the Clerk had completed, but before submitting (deadline for submission was 23rd August) wished to ensure that councillors were agreeable to the wording within the application. The Clerk went through the application form with councillors, who were unanimously agreeable to its submission.

Neighbourhood Plan:

Councillor Franks reported that since the exhibition in June which, as previously reported, was a great success, the Steering Group was now working hard on the first draft for the Neighbourhood Plan and incorporating the views, comments and feedback from residents and businesses received during and after the exhibition. It was also planned to repeat the exhibition, hopefully at the Youth Club, to ensure everyone in the village had an opportunity to see all the plans etc. There was also a stand at St. Mary's Primary RC School sports day event, which was well received, and Councillor Franks added that it was interesting to get the views of not only the parents, but also of the children. In addition, it was planned to have further engagement with both schools in the near future. The draft plan was currently being reviewed by the project's consultant, Mr. Neil Pearce, and once the review was complete and amended as necessary, it would be sent to the District Council for its review. When all this work had been completed the plan would be presented to the Parish Council for its approval prior to the District/Public Consultations.

Both Councillor Holmes and Mrs. Phillips emphasised the importance of this proposed redevelopment for the youth of the village, especially the teenagers, and thanked the Parish Council for its support to this application. Councillor Holmes added that this project would not only be of benefit for the youth, but for the use of the whole community.

The chairman thanked Councillor Franks for the update and thanked the Steering Group and the consultants, Avon Planning Services Limited, for all their continued hard work and commitment.

Parish Council Newsletter:

As agreed at the last meeting a group had been formed to produce a proposed format for a Parish Council Newsletter

It was initially proposed to produce a two sided A4 sheet in colour, with the front page consisting of a brief description of the Parish Council, names/photos of Councillors, contact details for Clerk / office opening hours / email address / website, contact details for District Council/County Council/Police, details of how to report items to County Council such as street lights/pot hole repairs, etc., and dates for Parish Council meetings for 2019. On the back page there would be items/updates on Neighbourhood Plan / Youth Club / Library.

Councillors were agreeable to the above and also gave agreement for an initial budget of £250 to cover costs of design/printing/distribution.

(8) PLANNING:

As instructed, the Clerk had contacted the District Planning Department regarding the notification of applications to neighbouring properties, particularly those on the opposite side of the road. In response, the planning department stated that it consults those properties which adjoin the red line site boundary indicated on the location plan with the application, and the Case Officer, after completing a site visit, can then decide whether any further neighbour notifications are required.

Further to the recent public exhibition of the Lygon Arms Hotel re-development proposals, a meeting was held on Monday, 22nd July, at the Parish office, attended by members of the Parish Council and representatives from Gordon Close, Springfield Lane and other interested parties, to discuss the proposal. A copy of comments and recommendations from the meeting had been circulated to all councillors and those in attendance. The Clerk had been instructed to arrange a meeting with JPPC, chartered town planners, which represents the Lygon Arms, to discuss the concerns and recommendations. JPPC had responded suggesting a meeting be scheduled for the week commencing 2nd September, and confirmation of the date and time of the meeting would be circulated to all concerned accordingly. It was also suggested that a Highways report be produced for Back Lane, which would consider the impact any additional traffic would have on the operation of the lane. A quotation for this was obtained from BWB Consulting Ltd. of £2,450, excluding disbursements and VAT, a copy of which had been circulated to all councillors. Councillor Holmes asked Councillor Love if, in his opinion, this was a good and fair quotation. In response Councillor Love stated that JPPC, who had undertaken a previous survey (on behalf of Broadway Trust) about ten years ago, had now been asked to undertake a study of the capacity of Back Lane as it stands at the moment, in particular the two 'bottleneck' situations, and then to advise the Parish Council of the status of the lane regarding vehicular and pedestrian safety and highway standards. Councillor Holmes asked if this was a competitive quotation, or should another quotation be obtained, and Councillor Love replied that, in his opinion, this was a competitive quotation, and added that BWB Consulting had the benefit of undertaking the previous report and could use previously obtained information within that report, hence reducing the overall costs within the quotation submitted. After discussion, it was proposed by Councillor Miss Hardiman, seconded by Councillor Mrs. Rogers, and unanimously agreed, to accept the quotation, and the Clerk was instructed to contact BWB Consulting Limited accordingly.

PARISH COUNCIL COMMENTS:**MEETING: 24:06:19**

Application 19/01177/FUL **MR. W. WILLIAMS**, 68 High Street
Construction of link passageway between South Place, 68 High Street, and
Leamington Road

The Parish Council raised no objections to this proposal

Application 19/01279/HP **MS. J. RAINEY**, October House, Meadow Orchard
Erection of single storey extension

The Parish Council raised no objections to this proposal

Application 19/01362/FUL **MR. & MRS. P. READING**
Cowley House, 7 Church Street
Demolition of existing garage and construction of one new dwelling along with
all associated works. Variation of Condition 2 of 18/02423/FUL

The Parish Council raised no objections to this proposal

MEETING: 29-07:19

Application 19/01492/HP **MR. and MRS. RUSHMORE**, Hunters Court, High Street
New boundary wall between Hunters Court and Hunters Lodge

The Parish Council raised no objections to this application

Application 19/01561/HP **MR. R. STUBBERFIELD**, 18 Millet Way
Erection of log cabin in rear garden for recreational and garden
equipment storage purposes. The cabin exceeds the maximum
height for permitted development within 2m from the boundary.

The Parish Council defer making comments on this proposal since the application states that the cabin exceeds the maximum height but there is no height measurement actually shown on the plans. Please let the Parish Council have a revised copy of the plans clearly showing the height measurement.

Application 19/01597/FUL **MR. T. HARTLAND**, Hill Farm, Bibsworth Lane
Mcnage/horse exercise area 20 x 40m all weather surface (retrospective)

The Parish Council raised no objections to this application

MEETING: 15:07:19

Application 19/01204/LB **MR. and MRS. RUSHMORE**, Hunters Court, High Street
Demolition of rear extension and replacement with new kitchen extension, alteration
and extension to form new bedroom and bathroom at first floor, replacement of flat roof over external store with pitched roof,
replacement of flat roof to North facing bay window with pitched roof, internal alterations to form WC, boot room, utility and
pantry, en-suite bathrooms. Repair works, boundary wall revisions, garden works.

The Parish Council raised no objections to this application

Application 19/01369/FUL **TRINITY HOUSE PAINTINGS**, 35 High Street
Assoc. Ref: 19/01370/LB
Single storey extension to framing room with new mono pitched roof,
including an egress door to 1985 single storey extension.

The Parish Council raised no objections to this application, but would like to see the construction statement regarding consideration for the neighbouring properties due to the proximity of the work being undertaken.

Application 19/01351/FUL **MR. WHEELER**, Springfield Farm House, Springfield Lane
Replacement two storey dwelling on existing footprint and erection
of garage

The Parish Council would like to defer its decision as during discussions with the developer, who was present at the meeting, more information and evidence was required in respect of SWDP 18 A2 (it can be demonstrated that the accommodation needs cannot be met through the alteration, extension and/or refurbishment of the existing dwelling) and A3 (the replacement is not disproportionately larger than the existing dwelling and will not exceed the size of the original footprint by more than thirty per cent.). It was felt there should be a review of the overall architectural and character of the proposed building, with consideration being given to the character and design of the original buildings along Springfield Lane, as it is within the Conservation Area. Reference should also be made to the Village Design Statement and Area Conservation Appraisal.

Application 19/01396/FUL **MR. R. THOMPSON**
Stoneyroyd, Station Road
Demolition of existing Dwelling and redevelopment of site with three detached dwellings plus shared access drive and other associated works – as approved under planning permission 18/02567/FUL to reword Conditions 8, 6 and 13 to facilitate compliance in lieu of commencement on site and allow drawing number change in relation to Plot 3
The Parish Council raised no objections to this application.

Wychavon Approvals:

Application 19/00908/FUL **MASCOLI PROPERTIES**, Cotswold Design Centre, Kennel Lane
Redevelopment of Cotswold Design Centre consisting of single 1.5 storey new build detached retail unit along with existing industrial/commercial build with associated storage containers, prefabricated buildings and trailers to be partially demolished as drawing 16.30.0054-PLG shows as approved under planning permission 18/00932 but without compliance with Condition 2 (to amend list of approved plans)

Application 19/01069/HP **MR. A. STOCK**, Gaydon, Collets Fields
Single storey extension to provide dining room

Application 19/00473/HP **MR. L. HICKS**, 5 Sandcroft Avenue
Proposed two storey side extension

Application 19/01279/HP **MS J. RAINEY**, October House, Meadow Orchard
Direction of single storey extension

Application 19/01177/FUL **MR. W. WILLIAMS**, South Place, 68 High Street
Construction of a link passageway between South Place, 68 High Street, and 1 Leamington Road

(9) SCHEDULE OF PAYMENTS/RECEIPTS: from 01:06:19 to 31:07:19

Cash / office supplies	4.00
Cash / milk-coffee-sugar	16.91
Cash / postage	47.41
Worcestershire County Council / pension contribution	561.32
Unicom / telephone / internet	96.78
Unicom / office electricity	217.56
Maurice Parkinson Contracts/ lengthsman scheme	98.00
Maurine Parkinson / mowing contract	375.00
Maurice Parkinson / general maintenance	70.00
As Time Goes By / village clock maintenance	680.00
Grassroots Garden Services / activity park maintenance	72.00
Paper Station / stationery	41.04
Cash / Chairman's annual expenses	100.00
Ilmington 20:20 / neighbourhood plan	20.00
Play Inspection Company / quarterly activity park inspection	100.00
K. Beasley / clerk's salary – June	1,356.44
G. A. Tomkins / assistant clerk's salary – July	408.40
HM Revenue and Customs / PAYE	1,152.20
Orchard Furniture / two new benches	700.00
Maurice Parkinson Contracts / lengthsman scheme	332.00
Maurice Parkinson Contracts/ mowing contract	750.00
Colwyn Thomas / activity park maintenance	260.78
Avon Planning Services / neighbourhood plan	2,145.00
EBC Group (UK) Limited / photocopier charges	40.97
Water Plus / office water	33.74
Cotswold Business Supplies / activity park maintenance	7.45
Avon Planning Services / neighbourhood plan	1,560.00
Abbey Forestry / tree maintenance	3,055.00

Wychavon District Council / commercial refuse collection	370.50
Worcestershire County Council / pension contribution	561.32
Unicom / telephone / internet	85.42
Unicom / office electricity	66.03
Wychavon District Council / Visitor Management grant	2,500.00
Nigel Smith / Neighbourhood Plan	259.00
Wychavon District Council / Parish Games entry fees	69.00
Cotswold Security Group / office security contract	89.00
Broadway Youth Club / general maintenance	37.26
Grassroots Garden Services / activity park maintenance	84.00
Broadway United Reform Church / grant re youth activities	500.00
Broadway United Reform Church / grant re Broadway Pilots	500.00
Jifford Memorial Hall / grant re sound system	1,500.00
Broadway Bowling Club / grant re refurbishment	1,000.00
Nomad Community Bus / grant	750.00
Leafield Environmental / activity park maintenance	313.38
K. Beasley / clerk's salary – July	1,356.44
G. A. Tomkins / assistant clerk's salary – July	442.00
Receipts:	
Lloyds Bank / gross interest	4.20
Cash / Fair rent	27.50
Lloyds Bank / gross interest	3.41
Worcestershire County Council / lengthsman scheme	430.00
Signpost / contribution to office electricity	208.50
Signpost / contribution to office water	52.12
Broadway Traders' Association /Christmas lights grant	5,000.00
Worcestershire County Council / lengthsman scheme	430.00

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

Councillor Mrs. Rogers asked when the clock in the High Street would be working, and in reply the Clerk reported that the replacement parts had been fitted, and confirmed that the electrician would be undertaking the work to connect the electricity supply the week commencing 2nd September. Councillor Mrs. Rogers also reported that the hedgerow and vegetation along Cheltenham Road had still not been cut back and was obstructing the view of speed limit signs. The Clerk replied that he had spoken to Mr. Kieran Hemstock of County Council Highways, to remind him of his promise some time ago that this work would be undertaken, and was assured that this would now be put in hand. Councillor Mrs. Rogers reported that PCSO Sessarego, following a request from the Clerk, had monitored the speed of vehicles along the Cheltenham Road, who was very surprised at the excessive speeds at which some vehicles were travelling, and would undertake measures, which in her opinion, would rectify matters.

Councillor Franks reported that the parking problems on the Sands Estate were getting worse, and in response the Clerk reported that a resident had recently called at the parish office stating that cars were now also parking in Averill Close. The Clerk had contacted Mr. Kieran Hemstock regarding this major concern, who had previously investigated the site and found no safety issues, but, with the new information passed on by the Clerk and increased number of vehicles, had promised to revisit the area to re-assess the situation and would report back accordingly. The resident had also raised the point that due to cars continually parking along the road from 8.30 am to 5.30 pm the road was not being swept by the road-sweeper and was

becoming very untidy. The Clerk had contacted the District Council to ask if the contractors could adjust the time of the road-sweeping accordingly, and it was confirmed that this would be actioned. Councillor Franks also raised residents' concerns regarding the continued speeding along Station Road and also safety concerns regarding the new car park opposite the Station. The Clerk replied that both these issues were being investigated, and the speeding along Station Road would hopefully form part of the police initiative discussed early with Mr. Simpson. The issues regarding the car park were currently being investigated by the District Council as part of a safety audit, and a meeting was being arranged at which the Parish Council could raise its concerns with the appropriate officers.

Councillor Hartley raised concerns in the increase of vandalism at the Activity Park where he had seen evidence of damage to trees/tables etc. caused by individuals starting fires, and had now noticed that similar damage was being caused outside the fenced off area in the surrounding wooded areas and fields. The Clerk responded by stating that the police had been asked to undertake additional patrols and were monitoring the activities of known individuals.

Councillor Love reported that following the recent heavy rainfall sand and gravel had been deposited on the road and on the path to St. Eadburgha's Church from Coneygree Lane. The Clerk replied that he had arranged a meeting with a District Council Land Drainage Engineer, who initially was of the opinion that it was caused by surface water but would consult with colleagues who would have a better understanding of the area concerned and would report back accordingly. Councillor Love also reported that since the resurfacing work in Leamington Road some of the road markings and yellow lines had not yet been reinstated and vehicles were causing traffic congestion by parking along the road. The Clerk would report this matter to Highways. Councillor Love, supported by Councillor Hartley, reported that two street lights in the upper part of the High Street, one at the Swan car park and one in Snowhill Road now have blue LED lights. The Clerk would investigate this matter and report back accordingly. Councillor Love asked if there was a decision that needed to be made between meetings if councillors could be forwarded the relevant paperwork and ask for their opinions, and that the Emergency Committee could then authorise the necessary action. The Clerk replied that this was the purpose of the Emergency Committee and would ensure that any such matters were dealt with in this manner if it was appropriate or time critical. All councillors were in agreement.

Councillor Mrs. Phillips raised the concerns of several residents as to whether the CCTV cameras were working. In response, the Clerk clarified that this was one of the issues discussed earlier by Mr. Simpson during the police report and was part of the plan to improve safety and reduce crime in the village. Councillor Mrs. Phillips also asked if the dog bin situated in the Colletts Gardens/Kingsdale Court area could be replaced by a waste bin. The Clerk would investigate this matter and report back accordingly. Councillor Mrs. Phillips also reported that a number of drains were blocked around the avenues and the Clerk replied that this matter needed reporting to the County Council via its website, under 'Report It'. It would be more effective, however, if as many individuals as possible reported the issue rather than the Parish Council making a one off report.

The Chairman closed the meeting at 9.10 pm and opened the PUBLIC INFORMATION SESSION:

Mr. & Mrs. Simpkin, residents of Lifford Gardens, attended the meeting to raise an issue regarding the poor and dangerous state of the pavements in Lifford Gardens. Mrs. Simpkins reported that apart from minor repairs to some sections of the pavement, to her knowledge no resurfacing of the pavements had been undertaken since the properties were built in the 1960's. This matter had been reported to both the County and District Council which replied there was no funding available this year or even next year to undertake the necessary

remedial work. The Parish Council suggested that the residents should send photographs to the County Council Highways highlighting the poor state of the pavements and reporting the incidents of residents tripping and /or falling over. It was felt that the County Council has a duty of care to undertake repairs in such circumstances once it had been notified of the situation. The Clerk asked if the photographs could also be forwarded to the parish office when the matter could be reported to Highways on behalf of the residents.

Mrs. Williamson reported that the roadside speed signs at the end of West End near to its junction with Snowhill Road are obstructed by trees and vegetation, and are in need of clearing. The Clerk would report this matter to Highways.

As there were no further matter raised by the public the Chairman finally closed the meeting at 9.15 pm

*Date /Time Next Meeting:
Annual Meeting of the Parish Council, 17th October, at 7.00 pm*

**Broadway Parish Meeting August 2019:
REPORT Cllr ELIZABETH EYRE COUNTY & DISTRICT COUNCILLOR**

COUNTY COUNCIL

Fines handed to utility companies

This year utility companies overall have paid £800,000 for poor repair work and delays in Worcestershire.

The Blue Badge parking permit scheme is extended to those with "invisible" disabilities

New guidance has been issued by the DfT allowing for conditions such as dementia, anxiety disorders etc. Local Authorities will determine who does and does not qualify. Already there are around 2.35 million Blue Badge holders in the UK. In parallel the DfT is launching a review into Blue Badge fraud, after the Local Government Association (LGA) estimated that theft of the parking permits rose by 45 per cent in 2018, a six-fold increase since 2013. More than 1,200 people faced legal action for Blue Badge misuse in 2017/18. "People can help our Council win the fight against Blue Badge fraud, by tipping us off about people they suspect are illegally using a badge, bearing in mind this new eligibility and that people's need for a badge might not be obvious."

LOCAL ISSUES

Community request for cycle track /skate park?

Parish Councillors task and finish group are investigating. If appropriate understand a business case will be prepared for the Finance committee (latest Sept.) I am available to discuss funding for a proposed project if required.

INTERIM A-Board Policy (including bicycles)

The Interim policy for A-boards will be shared with the Village Management Group and the Parish Council and residents who have requested a copy on or just before 2nd September. A full enforcement policy, a mechanism to manage/remove A boards in inappropriate locations (for example where footway widths are reduced below an acceptable amount) is being drawn up.

Pavement furniture:

The policy is clear: the Bakehouse's application has been approved, and the gravels are shared space: cars, buggies and pedestrians.

Crossing on Station Road and Leamington Road

- o a controlled crossing was part of the medical centre conditions.
- o Leamington Road, I have asked officer to follow up with the Head teachers of both schools, in September, to ascertain which is the preferred location. I wonder if there should be wider consultation?

Resurfacing part of the Sands and Leamington Road: feedback please?

Bikers on Fish Hill

- radar being used to capture speed.
- Police campaign has been stepped up.
- ASB – looking to put signage in the area to educate the bikers about behavioural expectations.
- WCC highways made changes to road markings on the downward route before Leamington Road in April.
- India exploring the development of a community speed watch scheme.

- PCSOs are being trained in pro-laser in order that they can monitor the speed.
- a Special Constable who is often out carrying out speed checks will add coverage to Fish Hill.
- Following up on the recent accidents near Buckle Street. Independently I have asked that the visibility crossing from Campden side to Quarry side is improved by vegetation cut back on RHS.

Other

- **Escape Lane** still needs refurbishment
- **West End Lane from Cheltenham Road to West End View Farm** needs review as to issues.
- **Recycling**- I have funded a bin near the deli for plastic bottle recycling. Design approval by the council awaited.
- **Gully Lower Green outside Russell House** checking to see if tree reduction has been carried out following 4 week work orders.
- **Pike Cottage water** on road requested action by Severn Trent
- **Morris Road** requests for yellow lines 9-6pm. Communicate again season ticket price about £1 a day +65 and employees.
- **High Street bollards** at URC - dropped kerb not for motor vehicles.
- **Trees Kingsdale Court** – not a rooftops issue. Discussing with landscape officer as stump removal needed
- **S016 for cricket club** awaiting business case for WDC.
- **S106 for Football club** still to follow up.
- **Licence for street vending - withdrawn.**
- **New / Replacement Water Main Sandcroft Avenue any feedback issues?**
- **Peasebook** Gas outlet and grass cutting – area to be defined and made clear.
- **July 2nd - Snowhill Road – Complaint Footpath & Speeding - Waterloo Bridge to Parsonage Cottages**
 - **FOOTWAYS:** Visit 4th July – PC requested to side out. Visit from lengthman – liaison officer training allows siding out - this is within his scope of work.
 - Clerk requested to find the address of the owner of the adjacent field and write to request the riparian owner manage his hedges in future years.
 - Hedge – serious cut back requested by lengthman. Liaison Officer feels this may need help with hedge from Parish Gang.
 - **WATER ON THE ROAD:** One gully is totally blocked. Requested complainant and all Cllrs report (14) I have reported **725127** Liaison Officer changed as he noted gully needs moving to maximise water collection.
 - **MISSING ROUNDELS:** ordered the two missing 30mph roundels through report it - reference numbers 725162 and 725165.
 - **SPEEDING:** asked police PC Tinsley to do speed enforcement.
- **Spitfire**
 - **private resident's pathway:** Parish Council following up residents requests re addition to Broadway definitive ROW map.
 - **Play equipment** – in community orchard rear of Spitfire.
 - **Use of Cycleway monies £41k** – investigating to bring proposal to PC and residents.
- **Additional footway near Smallbrook road – requested costing**

Report from District Councillor Nigel Robinson – August 2019

At the beginning of July, Wychavon District Council had completed the refurbishment of the public toilets in Church Close car park at a cost of just over £90,000. These were opened by the Chairman of Wychavon District Council, Councillor Frances Smith on 4th July. This facility has been very well received and includes additional provision for disabled adults and babies.

Another application for a street trading licence has been received from an ice cream van operator for the whole of Wychavon. I have lodged an objection in respect of certain roads in Broadway. However, I noticed last weekend that an ice cream van was operating in the hunt field. Also, I am very pleased to report that the application for a street trading licence from a flower seller has been withdrawn.

Many of you will be aware of the concern expressed by the locking of gates along the farm track along the northern edge of Highworth. This is probably a Worcestershire County Council highways issue but Broadway Parish Council will need to discuss this because of its apparent use by a number of residents over many years.

Wychavon District Council will taking more effective action on planning enforcement issues. I have recently been notified of issues regarding security cameras in The Swan car park, a satellite dish on a house overlooking the village green and a house extension in the high street. I have not yet been notified of the outcome. A long-term problem with car parking in front of the United Reformed Church is also being addressed but this a County Council highways issue.

Every now and again I am provided with some statistics. Unemployment in Broadway, Childswickham and Wickhamford is 25 persons which represents a rate of 0.8%.