

**MINUTES OF A MEETING OF DRAKES BROUGHTON AND WADBOROUGH WITH PIRTON PARISH COUNCIL HELD ON THURSDAY 4<sup>th</sup> JUNE 2020 AT 7.30 PM VIRTUAL MEETING DUE TO COVID 19**

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

**IN ATTENDANCE:** Mrs N Nicholson (Clerk),

**Apologies:** County Councillor R Adams & District Councillor M Ward

**PUBLIC:** N/A

**1) QUORUM ATTENDANCE**

The Chairman advised members that ongoing only a quorum attendance would be required at the virtual meetings that will be held during the current pandemic. The Chairman advised Members that the advice from CALC was that the six month nonattendance rule would still stand and that she and the clerk are looking into how the non-quorum Members could attend or navigate this so they do not lose their seats due to the pandemic. Each village is represented, Cllr Crouchman -Wadborough, Cllr Wild, Cllr Pell and Cllr Bessant -Drakes Broughton and Cllr Butterworth Pirton. In order to ensure that ALL Councillors continue to be consulted and can have input pre meeting notes have been circulated prior to this meeting. Cllr Crouchman raised her concerns regarding shielding Members feeling under pressure to meet due to the 6-month rule.

**2) COVID -19 MEASURES IMPLIMENTED**

Monthly meetings will be held virtually with the quorum members.

Additional bank signatory paperwork has been received by the bank for Cllr Bessant but not as yet confirmed. The Clerk will contact the bank. It was agreed to not progress the application for Cllr Pell as a signatory at this time.

The Annual Parish Council meeting had been postponed.

The Annual Parish meetings have been cancelled.

The community schemes are running successfully throughout the Parishes.

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

**3) DECLARATIONS OF INTEREST**

N/A

**4) MINUTES**

The minutes of the Parish Council meeting of 7<sup>th</sup> May 2020 were proposed by Cllr Bessant, seconded by Cllr Wild, agreed by the quorum and signed by the Chairman as a true record of the meeting.

**5) MATTERS ARISING**

- Matters on hold until after lifting of Covid-19 lockdown: Rooftop progress update, Sanctuary Community Benefit meeting, Repair to Pirton Notice board, Review of Pavement by the school, local bus service.
- Memorandum of Understanding with Football Club – The review group (members include Cllr Butterworth, Cllr Bessant, Cllr Wild, Cllr Roberts and Cllr Pell) have reviewed and responded to the FC.

**6) FINANCE**

- a) It was agreed the Clerk will email the May bank reconciliation to Cllr Pell to complete.
- b) It was agreed not to add Cllr Pell as a cheque signatory at this time.

- c) It had been agreed via email circulation to pay the increased insurance premium discussed at May's meeting to cover the new Play Park. The Clerk had reviewed other options and found the current long-term commitment to be the most cost effective. (Minute ref 6i May 2020)
- d) Members agreed to renew The SLCC membership at a cost of £109.00 – The Chairman advised that the SLCC had extended membership for free for an addition three month due to Covid-19.
- e) Following a review of section 1 of the Council's annual return for year ending 31 March 2020, it was agreed by all to authorise the Chairman and Clerk to sign section 1 of the Council's annual return for the year ending 31 March 2020.
- f) Following a review of Section 2 of the Council's Annual Return for the year ended 31<sup>st</sup> March 2020, it was agreed by all to authorise the Chairman and Clerk to sign Section 2 of the Council's Annual Return for year ending 31<sup>st</sup> March 2020.
- g) It was agreed that the Parish Council will continue to use the services of Mr D Pickering as internal auditor.
- h) Following a review of the draft accounts, it was agreed by all that the draft accounts should be signed by the Chairman and Clerk and adopted as the Council's annual accounts for the year ending 31 March 2020.
- i) It was agreed by members that 1<sup>st</sup> September 2020 would be the commencement date for the exercise of Public Rights

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

- |  |         |
|--|---------|
| a) Mrs N Nicholson – Clerk salary – May  | £481.39 |
| b) Mr B Arrowsmith – Lengthsman –May   | £220.00 |
| c) Mr B Arrowsmith – Litter Clearing Playing fields –May                               | £33.00  |
| d) Mr B Arrowsmith – Annual weed killer  | £50.00  |
| e) Mr L Wild – Playing field drainage investigation<br>Minute ref 7. May 2020          | £30.00  |
| f) SLCC – Annual Membership  | £109.00 |
| g) OPUS – Monthly electricity for street lighting (Direct Debit 10 <sup>th</sup> June) | TBC     |
- The Clerk advised she had not had notice of the exact amount but thought it would be approx. £230

Remittance –N/A

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

The Chairman advised that the PC was awaiting agreed actions from Elan Homes – The Chairman will continue to press Elan Homes for action

Cllr Bessant advised she had observed residents of the Elan Homes site gathering to discuss the ditches. The Chairman advised there had been correspondence regarding this, as the residents had wanted to fill the ditch to extend their gardens but had been specifically told by Elan Homes they could not; the ditch in question is the one the PC are awaiting clearing and is necessary for drainage.

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

Cllr Wild advised that Sutcliffe are progressing very well and were not far off completion, which will be in approximately 2 weeks. Members thanked Cllr Wild for his considerable effort in progressing the Park this far. Everyone agreed the new Play Park is looking really good.

Immediately after last meeting it was agreed via email circulation to make a minor amendment to the master plan regarding the safety surfacing at a small additional cost of £2107. This was proposed by Cllr Wild and seconded by Cllr Butterworth and agreed by all.

Cllr Wild advised there had been a few problems with youths accessing the site and playing on the unfinished equipment. There had also been older youths on the Village hall roof and rubbish strewn about the area. Members agreed this was very disappointing and disrespectful. The Clerk advised that she had informed the police and Cllr Bessant suggested each incident be reported directly to 101. The Clerk advised that she thought this would get more action as the police cannot respond on second-hand information from her. A discussion around CCTV arose. It was agreed that the Clerk will produce Park Closed signage for the Car park and Play Park to be put up ASAP. The Play Park will have to remain closed after completion until

government guidance on the wider opening of play parks and may need further signage and to be taped off once Sutcliffe leave.

Cllr Wild advised that the signage all around the playing field and the new Play Parks needed review and renew. Cllr Wild will seek advice from WDC regarding wording and disclaimers and perhaps age group signage for the younger children's play park before getting prices from suppliers.

Members discussed the opening ceremony - unfortunately, this will be on hold until government advice on the opening of play parks in general. A discussion around the short notice of this and how the PC can prepare arose. Cllr Crouchman raised the possibility of the Park requiring sanitation. It was agreed that nothing could be decided until further Government guidance was issued.

Cllr Wild advised that future maintenance needed to be discussed and agreed, as there would be additional hand trimming and sweeping required. The Chairman and Cllr Wild arranged to meet to discuss this requirement.

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

The Chairman advised that the Chairman of the VHC had stepped down and that the Vice Chair Cllr Pell had taken over in the interim until there can be an AGM for the Hall and a new Chairman can be elected.

The work for refurbishment of the Village Hall will be going out to tender shortly; local businesses are coming forward wishing to tender for the work.

The VHC still needs willing and able volunteers from Drakes Broughton to help drive this project forward

The VHC has been awarded a Covid-19 business interruption grant of £10,000 from WDC.

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

The Chairman and the Clerk continue to consider the wording of a letter on this topic to the shop keepers. Cllr Wild advised he planned to compile a compliance report on the area in due course.

#### **11) POTENTIAL DOG WASTE CAMPAIGN FOR DRAKES BROUGHTON**

Moved to July agenda

#### **12) TRAFFIC ISSUES**

The Chairman drew attention to rather ludicrous repainting of the Pirton roundel for the third time in six months!

Cllr Bessant suggested it was time to relocate the new VAS to the School end of Stonebow Road, the details had been discussed via email prior to the meeting and the majority had agreed the location. The Clerk will make the arrangement with WCC Highways and the lengthsman. The Old VAS, currently not working, is to be moved to Pirton.

The legal issue holding up the progress of the community speed watch will take another 3-4 months to resolve, however communication and progress is at last being made!

The Clerk advised Members of continued parking complaints from the service layby.

Cllr Wild advised of speeding refuse trucks using Stonebow Road and Walcot Lane as short cut. The Clerk will notify Cllr Adams and Cllr Ward.

#### **13) STREETLIGHTS**

The Clerk advised that WCC had indicated they would not adopt the upgraded lights, but she is querying this as she had been lead to believe, sometime ago, that if the PC paid for the upgrade they would adopt them. The Clerk is still pursuing the damaged streetlight insurance claim. The safety repairs remain on hold as the E'on employee dealing with it is furloughed.

#### **14) SWDPR**

The Chairman drew members attention to the recently circulated report from Cllr Proctor-Nichols

#### **15) PERIODIC REVIEW & TASKS FOR LENGTHSMAN**

Cllr Wild has identified some trimming and jobs around the playing field –Cllr Wild will email detail to the Clerk.

#### **16) REPRESENTATIVES REPORTS**

##### **a) County Councillor**

N/A

##### **b) District Councillor**

N/A

##### **c) Other reports as necessary**

Cllr Crouchman raised issues from Wadborough:

1. Wadborough has seen a recent increase in dog mess problems - both unbagged & bags being left for others to dispose of.
- 2 There has been an increase in tipper lorries driving quite fast directly through the village rather than using their usual Abbotswood route. Issues are being monitored.
- 3 Planning application 20/00634. Wadborough asked for a comment to be sent from PC to support the objection to the Application made by Besford/Defford PC. This was agreed as per normal planning process. Cllr Crouchman also advised that Croome grounds (National Trust) will reopen from Monday. Entrance is by ticket only and must be booked in advance online.

Cllr Pell raised the query from Peopleton PC regarding support to fund and run a local bus service. Cllr Pell advised that no full decision had been made regarding rural bus services and that the Vale Transport Group was still hopeful of a service. Members agreed at this time no funds or resources could be made toward this enterprise.

#### **17) PLANNING**

- a) Comments made on planning applications to Wychavon: 20/00272/HP Thorndon, Windmill Lane, Worcester, WR7 4RP. First floor extension – No Objection  
20/00597/FUL The Timber Yard, Wadborough. Objection with detailed comments.
- b) Applications Approved. 20/00429/RM Land Adjacent, 15 Croome Close, Drakes Broughton. Application for reserved matters following outline planning permission 17/00885/OUT for a new 2 storey dwelling.
- c) Applications Refused: N/A
- d) Applications Awaiting comment: 20/00902/HP The White Barn, Brickyards lane, Drakes Broughton. Erection of detached garage and associated works including new driveway.
- e) Appeals: N/A

#### **18) CORRESPONDENCE**

- Resident regarding tree's at rear of playing field - resident wanted to purchase area at rear of playing field, responded negative as compulsory purchase restrictions apply.
- Resident regarding car for sale at service layby - Cllr Wild commented it was not illegal and cars had for many years been sold at this location.

- Resident Lewis Close re dog on front garden - civil action
- Annual Police report
- Resident regarding wildlife and Ecology at Sanctuary development – WDC planning department dealing with it.

**19) INFORMATION AND DATE OF NEXT MEETING**

Thursday 2<sup>nd</sup> July 2020 at 7.30pm – Monthly Parish Council Meeting - Video conference

Meeting Closed 9.20pm.