

MINUTES OF A MEETING OF DRAKES BROUGHTON AND WADBOROUGH WITH PIRTON PARISH COUNCIL HELD ON THURSDAY 2nd APRIL 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), & County Councillor R Adams.

Apologies: District Councillor M Ward.

PUBLIC: N/A

1) QUORUM ATTENDANCE

The Chairman advised members that only a quorum attendance would be required at the virtual meetings that will be held during the current pandemic. Each village will be represented, Cllr Crouchman - Wadborough, Cllr Wild, Cllr Pell and Cllr Bessant -Drakes Broughton and Cllr Butterworth Pirton. All members had been consulted on this. In order to ensure that all Councillors continue to be consulted and can have input pre meeting notes and background information will be circulated before all meetings

2) COVID -19 MEASURES IMPLIMENTED

Monthly meetings will be held virtually with the quorum 5 members.

Additional bank signatory paperwork is being completed to add Cllr Pell and Cllr Bessant as additional cheque signatories.

The Clerk has applied for online access to view the Parish Council bank accounts remotely

The Annual Parish Council meeting had been postponed.

The Annual Parish meetings have been cancelled.

Tasks normally undertaken by the Lengthsman have been suspended by WCC

A Drakes Broughton Community Group has been set up by Mrs C Wilcox. Leaflets have been delivered to 700 plus homes in Drakes Broughton and arrangements have been made so that telephone orders can be made with the shop will local volunteers providing delivery to the vulnerable. The Old Oak is offering a takeaway service.

Leaflets have been delivered to all houses in Pirton & Wadborough providing contact details for people who need some help. Both Villages now have a community WhatsApp groups to connect people so that they can offer support to one another

The Parish Council will continue to liaise with WDC, WCC and others to ensure that everyone has someone/somewhere to turn to for support in these difficult and challenging times

3) DECLARATIONS OF INTEREST

N/A

4) MINUTES

The minutes of the Parish Council meeting of 5th March 2020 were proposed by Cllr Crouchman, seconded by Cllr Wild, agreed by the quorum and signed by the Chairman as a true record of the meeting.

5) MATTERS ARISING

- Rooftop progress update

On Hold as a result of Covid-19.

- Agenda for & Promotion of Parish Meetings

The Chairman advised that further to CALC advice both Parish meetings have been cancelled and The Annual Parish Council meeting has been postponed. A monthly quorum meeting will be held virtually until the face to face meetings can be resumed. The Chairman will remain in office until the full annual Parish Council meeting can be held.

- Storm Damage update

Cllr Wild advised that the resident adjacent to the playing field has removed the fallen tree and made safe the remaining trees as requested. However, some damage has been done to the playing field surface. The Chairman asked the Clerk to ask that the damage is put right.

Cllr Turner has reviewed the notice board in Pirton and has advised he can repair it with some assistance. Therefore, it will be repaired after Covid-19 measures are relaxed.

- Drainage on Playing field

Cllr Wild advised that he and the lengthsman have ascertained that the drainage issue at the playing fields is not the drainage of the field itself but from damage further downstream. It transpires that the outflow has been blocked by the landowner. Cllr Wild has concerns over the legality of the outflow. The Chairman and the Clerk advised that it is The WDC Land Drainage inspectors' remit and advised Cllr Wild to notify him and gain his advice and assistance.

- Pavement by the school

County Councillor Adams will arrange a site visit with WCC B Barnes and Cllr Pell as soon as Covid-19 measures are relaxed.

6) ELECTRICITY CONTRACT – STREET LIGHTS

The Chairman advised that the Clerk has obtained three prices from three electricity companies and the best price was a 24-month contract with Opus. This will require a move from quarterly invoices and cheque payments to payment by monthly direct debit, This payment will be tabled for authorisation via the agenda each month. Cllr Butterworth proposed the Parish council take the contract with Opus this was seconded by Cllr Pell and agreed by the quorum.

7) FINANCE

The monthly reconciliation of cash and other monies received was undertaken for March by Cllr Butterworth.

The Chairman advised members that the lengthsman, litter clearing and bus shelters contracts were due for renewal. The Clerk advised that despite the current Covid-19 suspension of lengthsman services WCC had sent the paperwork and had advised they can reimburse the PC for the suspension time. The Chairman proposed that we pay the lengthsman normally and encourage him to make up the hours once the measures are lifted. The Chairman suggested renewing the bus shelter and litter clearing contracts but not the play park sweeping – the play park was closed and due to be demolished. Cllr Bessant proposed the three contracts be renewed, this was seconded by Cllr Pell and agreed by the quorum.

The Chairman advised members that the Clerk's annual pay increment will be a minimum of 2% - The Unions are still negotiating the final figure but it was suggested that the 2% increase is paid now and a further amount paid after the announcement of the amount of the final award in the autumn. Cllr Butterworth proposed this, Cllr Crouchman seconded, and it was agreed by the quorum.

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

a) 17/03/2020 Mr L Wild- Planning application fee reimbursement	£142.00
b) Mrs N Nicholson – Clerk salary – March	£471.96
c) Mr B Arrowsmith – Lengthsman –March	£220.00
d) Mr B Arrowsmith – Litter Clearing Playing fields –March	£33.00
e) Mr B Arrowsmith – Play park sweep	£60.00

Remittance – WCC – Lengthsman Payment £181.88

8pm – short recess to clap NHS staff.

8) OPEN SPACE – PROGRESS UPDATE (Cllr Wild)

Cllr Wild advised that Sutcliffe was still on track to start work on the new Play Park 20th April. Cllr Wild thought that progress maybe delayed due to the Covid-19 measures affecting suppliers and contractors. There was an amended drawing to circulate – small amendments to flower beds and path.

Cllr Wild asked if this could be laminated and placed on the notice boards. Cllr Pell agreed to laminate and put onto the Drakes Broughton notice board. WDC Planning notices had been delegated to the applicants during the Covid-19 measures and as such the PC needed to place the Village Hall planning notices up on Walcot Lane. Cllr Pell agreed to print laminate and put these notices up. The Chairman asked members to get word out for positive comments to back up the VHC application and add to the War-Pir Newsletter. Cllr Adams reassured the members than any large planning application would still be taken to planning committee.

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

The VHC was granted the full amount applied for and the New Homes bonus money was released by WDC on 18th March. The Chairman advised that a sum of £264,502 is now available to upgrade the Village Hall. All that remained is for the grant document to be signed. Cllr Tanfield and Cllr Butterworth have checked through the document thoroughly. The Chairman thanked Councillor Adams for supporting their bid.

10) AREA OUTSIDE THE SHOPS DRAKES BROUGHTON

Members asked the Clerk to write to the shop keeper and make them aware that the PC is looking onto how the area can be improved and ask for any ideas or suggestions they may have with a view to holding a meeting with them once the Covid-19 measures are lifted.

11) TRAFFIC ISSUES – COMMUNITY SPEEDWATCH INITIATIVE, ROUNDELS

Cllr Bessant advised that the traffic was still fast but there is much less of it currently. Cllr Bessant hadn't collected the data this month. The Chairman asked Cllr Bessant to still download the data if possible. Cllr Bessant asked County Councillor Adams if the legal team had progressed the legal issue. Cllr Adams was not aware.

12) STREETLIGHTS

The Clerk advised that the E'on contact regarding the street light upgrades had been furloughed until June. She has contacted the central office and is awaiting a reply. The Clerk advised that WCC B Barnes is looking into the adoption request. Progress on both maybe slow due to Covid-19 measures.

13) PLAYING FIELD USE REVIEW

The Chairman advised that the updated memorandum of understanding had been sent to the football club. The FC Club has yet to sign and return it.

14) SWDPR

The consultation meetings were now suspended due to Covid -19 measures.

15) REPRESENTATIVES REPORTS

a) County Councillor

Cllr Adams advised that WCC has a here to help page which links through to local community groups.

Cllr Adams advised that WDC had received the funding for the small business grants and this was now available to businesses to apply for. Cllr Adams advised applicants to ensure BACS details were on their application to speed up the payment process.

Cllr Adams advised that Parkway station was being well used from opening until Covid-19 measures came into place.

Cllr Adams had great pleasure in judging and announcing the lifetime community recognition award to Cllr Roy Small for 40 years of service to the community of Drakes Broughton.

Cllr Adams advised to expect contact from Peopleton Parish council regarding the possibility of funding a rural connection bus - there maybe financial assistance available.

b) Other reports as necessary

N/A

16) PERIODIC HIGHWAYS REPORT

The Chairman advised that Cllr Roberts had submitted the periodic highways report, but it was now all on hold as the lengthsman duties have been suspended.

17) PLANNING

- a) Comments made on planning applications to Wychavon: W/20/00441/Out land adjacent, 15 Croome close, Drakes Broughton. New build 2 storey, 3 bedroomed dwelling with integral garage to land adjacent 15 Croome close – (variation of condition 7 Ref: 17/00885/OUT) Recommend refusal.
- b) Applications Approved: W/20/00220/HP 8 Magnolia Close, Drakes Broughton. Ground floor extension to the front elevation of the house with lean to roof.
W/20/00049/LB Pool Cottage, Pirton. Proposed running repair works in connection with chimneys, rebuilt with appropriate materials.
W/20/0010/HP Dingley dell, 46 Stonebow road, Drakes Broughton. Extension of detached garage.
- c) Applications Refused: N/A
- d) Applications Awaiting comment: W/20/00257 Hyde Farm, Pinvin. Change of use of land for expansion of existing holiday accommodation site to include 15no. additional holiday lodges; glamping pitches; wildlife lakes and associated walk through; site office/reception building; and orchard planting.
- e) Appeals: N/A
- f) W/20/00533/FUL Drakes Broughton and Wadborough with Pirton Parish Council application – Extension to village hall and installation of new play apparatus and Drakes Broughton village hall and recreation ground.

18) CORRESPONDENCE

- Resident regarding Fallen tree
- Resident regarding hedge cuttings on playing field
- WDC Cancellation of Parish Games
- Peopleton Parish Council re Bus services
- Resident of Upton Snodsbury re Play park supplier.
- DB resident regarding road safety at Holly Blue Close junction
- Worcestershire CALC COVID – 19 advice
- WCC Postponement of Spring Conference
- Sanctuary Housing -Road names confirmation

19) INFORMATION AND DATE OF NEXT MEETING

Thursday 23rd May Drakes Broughton and Wadborough Parish meeting at Drakes Broughton Village Hall at 7.30pm **CANCELLED**

Thursday 7th May 2020 at 7.30pm at Drakes Broughton Village Hall – Monthly Parish Council Meeting - Video conference

Thursday 14th May Pirton Parish meeting St Peter Church Pirton **CANCELLED**

Meeting Closed 8.35pm.