

# MINUTES OF A MEETING OF DRAKES BROUGHTON AND WADBOROUGH WITH PIRTON PARISH COUNCIL HELD ON THURSDAY 4<sup>th</sup> NOVEMBER 2021 AT 7.30 PM AT ST BARNABAS FIRST & MIDDLE SCHOOL

**PRESENT:** Cllr J Butterworth (Chair), Cllr T Pell, Cllr A Tanfield, Cllr R Small, Cllr R Bessant, Cllr R Turner, Cllr J Murphy, Cllr J Yeo & Cllr R Roberts

**IN ATTENDANCE:** County Councillor L Robinson, District Councillor M Ward and Mrs N Nicholson (Clerk)

**PUBLIC:** N/A

1) **APOLOGIES:** Cllr Crouchman, Cllr Quinton, Cllr Boniface & Cllr Williams

2) **DECLARATIONS OF INTEREST**

None

3) **MEMBER VACANCY DRAKES BROUGHTON**

Cllr Mark Griffiths has tendered his resignation which leaves a vacancy for a representative for Drakes Broughton Ward. Mark is a valued member of the team and will be missed. The Clerk confirmed that the vacancy can be filled by co-option and undertook to ensure that the vacancy is advertised.

4) **MINUTES**

The minutes of the meeting held on 7<sup>th</sup> October 2021 were proposed by Cllr Pell, seconded by Cllr Murphy, agreed by all and signed by the Chair as a true record.

5) **MATTERS ARISING**

Pirton Bench – The Clerk has signed the WCC bench licence and is now awaiting an instillation date from WCC Parish Gang.

Vibrant Village Event – Cllr Pell attended and has circulated the slides to Members.

6) **FINANCE**

- a) CIL return. The Chair reported that the CIL annual return has been submitted for 2021 showing a zero spend.
- b) Draft Budget 2022/23. The Chair advised that the first draft of the precept budget proposal is due for review at December's meeting. Members are asked to notify the Chair or Clerk if they have any exceptional or larger items that they would like to be included in the budget for next year. Cllr Tanfield suggested money be allocated towards improvements at Pirton recreation ground.
- c) Internal Auditor. The Chair reminded Members that the Council required an internal auditor. The auditor is required to be competent and independent and traditionally has been a local resident. Cllr Yeo and Cllr Murphy had a resident in mind and would report back if the person was interested.
- d) Risk Assessment. The Chair advised that the annual risk assessment was required, and she would go through it with the Clerk & Vice Chair and present it at December's meeting for review and sign off.
- e) The monthly bank reconciliation was undertaken for October by Cllr Tanfield.

It was proposed by Cllr Small and seconded by Cllr Turner to authorise the following payments:

a) Mrs. N Nicholson – Clerk Salary –October	£488.45
b) Mr. B Arrowsmith – Lengths man Services – October	£220.00
c) Mr. B Arrowsmith – Play Park grounds maintenance – October	£242.00
d) OPUS Energy Ltd – Monthly streetlight electricity	£10.40
e) OPUS Energy Ltd – Monthly Streetlight electricity	£167.93
f) Wychavon District Council – Bin moves at DB Playing Field	£147.39
(Cllr Roberts advised the Council that the dog waste bin at the entrance to the Village Hall car park is blocking visibility on exiting the Village Hall car park on to Walcot Lane and the Clerk was asked to contact WDC to arrange an adjustment).	
g) Smart Cut Ltd – Grass cutting – October (incl Hedge Cutting)	£602.80

(Cllr Small advised that there had been a great deal of clippings left behind in the car park and the Clerk was asked to advise the contractor to remedy prior to releasing payment).

h) Worcester Container Hire – Monthly Hire for VH equipment (Legacy Grant)	£82.27
i) Paul Richardson -3 <sup>rd</sup> Stage Payment VH Building work (Legacy Grant)	£26,766.98
j) Mrs N Nicholson – quarterly contribution towards clerk phone line	£60.00
k) Mrs N Nicholson – Clerk OPE including printer ink	£78.61

Remittance: WDC 2<sup>nd</sup> Tranche CLG Payment £88, 000.00  
WDC 1<sup>st</sup> payment of NHB for Drakes Broughton Village Hall £30,000.00  
WCC Lengthsman reclaim September £220.00

## **7) DRAKES BROUGHTON PLAYING FIELD ISSUES UPDATE**

a) Flooding on the Playing Field – land drains from playing field to Brickyard Lane  
The Chair advised further to last month's reports Elan Homes had now back filled the ditch and piped it. WDC have said that this work was completed without the necessary permissions and an enforcement case has been opened; Elan will be asked to remove the recently installed pipework. The Parish Council have yet to receive any official information about the work that has been done or any report from the sub scan survey that was to be completed. District Councillor Ward would follow this up with WDC.

### b) Football Club Storage

The Chair advised Members that the football clubs storage container had been re-sited on private land until it can be safely moved to the agreed location at the playing field.

### c) Football Garages

The Chair advised that the football garages (owned by the Village Hall) will be dismantled when the Village Hall refurb can allow access for demolition vehicles.

### d) Play Park snagging list and Safety Check

The Chair advised Members that the Clerk was liaising with Mr Wild (Open Space Review Group) and Sutcliffe's to ensure all remedial works are actioned over the winter period.

### e) Play Park Groundworks contract

A new agreement is needed and the Clerk is continuing to progressing this. There will be an update in December's meeting.

## **8. VILLAGE HALL REFURBISHMENT AND DEVELOPMENT – progress update**

The Chair advised that the building work was progressing as planned, as is the work behind the scenes to ensure that the equipment, work practices and processes are also in place ready for the re-opening. The Parish Council have been asked to agree on a variation to the contract to solve a problem that has been identified with the west wall inner leaf. The Parish Council agreed that variation 2 would be used (solving using medium density fair faced blockwork) at an additional cost to the project of £961+ VAT.

## **9. OPEN SPACE UPDATE**

Further information is awaited. This item will be discussed at the next monthly meeting.

## **10. AREA OUTSIDE THE SHOPS – progress update**

The Clerk advised that she still hadn't received any correspondence from the owner of Simply Fresh. There was a discussion regarding what else could be done to try to get all the shop owners to come to a meeting to discuss what can be done to improve the state of the steps and the whole area. There was a suggestion that the issue could be a cause to invalidate proprietor insurance and another suggestion that the Post Office may be concerned, as there is a postal provision within Simply Fresh, if there is a danger for pedestrians on the steps. Cllr Roberts took an action to contact The Post Office.

## **11. SWDPR**

The Chair advised she and Cllr Pell had attended a meeting at WDC with members of other local Parish Councils to raise important issues about the Parkway Development. The slides from the presentation made

at the meeting have been circulated to the Members. The Chair advised that the Parish Councils will continue to work together to raise points with WDC to object to the plan to build a new town at Parkway. Members commented on the scale of the proposed plan and it was strongly pointed out that it was against the recent government announcement to build on green field sites. Comments were made regarding the potential for delay in the arrival of infrastructure to support a development of this size.

## 12. STREETLIGHTING

The Clerk advised that column 24 outside the school on Stonebow Road had been reported as unlit. The light is one of the older style lights and had been problematic in the past. The Clerk suggested that it may be the right time to upgrade the light as the bulbs required were no longer made. The approximate price from E'on for an upgrade was £1000. Cllr Bessant proposed the upgrade and Cllr Butterworth seconded the proposal. The Clerk was asked to obtain a formal quotation.

Cllr Roberts advised that his research and analysis, undertaken on request from the last meeting, shows there are 6 of this old-style lantern that would cost approx. £1000 each to upgrade and there were 11 lamps in the lowest conversion bracket of £300 each. Cllr Roberts had ascertained that all columns could be upgraded including the ones with concrete posts.

It was suggested that the Parish Council need to agree a strategy of either

1. Simply converting all old-style lamps to LED as and when they fail; or
2. Plan to improve the environmental footprint by agreeing a planned conversion to LED lamps by budgeting each year to convert a small number of lamps.

To enable an informed discussion around this second proposal the Clerk was asked to request conversion costs for all of our lighting stock (where not already converted). It was agreed that we might benefit from more favourable quotations if we make it clear that we wish to include all of the lamps in time, rather than just a few.

Once this information is available then members will be asked to consider and agree a strategy for the streetlights.

## 13. TRAFFIC SPEED WATCH

Cllr Bessant advised that she is now able download the data from the VAS every 6 weeks. Members also discussed the service agreement options and agreed that a service agreement would be expensive and probably unnecessary. Members agreed that all outstanding issues with the VAS should be resolved prior to any service agreement being considered.

Members asked that the Clerk research recommendations from other Parishes for the next purchase of a VAS. Cllr Small advised that the new surface on Stonebow Road was 'noisy' tarmac designed to reduce traffic speeds, it was its first use in Worcestershire.

## 14. REPRESENTATIVES REPORTS

**County Councillor Robinson** had circulated her written report prior to the meeting. Members had the opportunity to ask County Councillors any questions.

Cllr Robinson advised that the area had seen a month's rainfall in 3 days and that there were still vehicles entering the Walcot Lane ford. She advised that the ford is 3<sup>rd</sup> on the list to receive the automated gates. She drew members attention to the consultations surrounding the change of age ranges of the local schools. Cllr Robinson advised that the gritters had been out for the first time this winter.

**District Councillor Ward** gave an overview of the District Council breakfast club initiative.

District Councillor Ward advised of another initiative to help vulnerable renters avoid being evicted.

District Councillor Ward advised there was a Charity Ball to be held for Citizens Advice on 3<sup>rd</sup> December.

### Members Reports

Cllr Butterworth advised Members that someone had been accessing the adjacent field through the Pirton recreation ground. This had been reported to Croome Estate who confirmed that there is no right of access from the Playing field and the landowner will be asked to stop using this route.

Cllr Butterworth advised that branches from tree's previously discussed at St Peters Close Pirton continue to shed branches damaging cars. Cllr Roberts has raised this with WCC to try and get WCC to inspect the trees to ensure that they are safe.

#### **15. PERIODIC HIGHWAYS REVIEW**

The Chair thanked Cllr Roberts and Cllr Small for reviewing the Highways and submitting the reports to WCC. The Clerk advised that the tasks for the Lengthsman had been requested.

Members asked if there was a date for the pedestrian crossing on the B4084 to be switched on. Cllr Roberts took an action to find out and advise the members.

#### **16. VILLAGER SUBMISSION**

The Chair & Clerk would compile and submit.

#### **17. PLANNING**

- a) Comments made on planning applications to Wychavon DC: N/A
- b) Applications Approved: 21/02011/HP Pirton View, Station Road, Wadborough. Extension of existing dropped kerb.
- c) Applications Refused: N/A
- d) Applications Awaiting comment: 21/01886/HP 85 Beech Ave, Drakes Broughton. Loft conversion and internal works, velux windows to front elevation and rear dormer.  
21/02531/HP 20 Magnolia Close, Front extension and façade rear extension alteration  
21/02171/HP 62 Shrubbery Road. Two storey extension.
- e) Appeals: Appeals: APP/H1840/W/20/3266091 The Timber Yard, Crabbe Lane, Wadborough. Erection of 1 No. live/work unit following demolition of existing buildings. APPEAL DISMISSED.  
APP/H1840/D/21/3282118 Deerfold House, Mill Lane, Wadborough. Extend above existing garage to create home office & family accommodation.
- f) Planning Correspondence: N/A

#### **18. CORRESPONDENCE**

- PC to resident regarding memorial bench Wadborough
- PC To Sutcliffe Play regarding outstanding works
- PC to Simply Fresh regarding area outside of shops in Drakes Broughton.
- PC to WCC regarding drive posts in Wadborough
- WCC Publication of the Statement of Community Involvement and Local Development Scheme

#### **19. INFORMATION AND DATE OF NEXT MEETINGS**

Thursday 2<sup>nd</sup> December 2021 at 7.30pm – Monthly Parish Council Meeting – St Barnabas First & Middle School.

Meeting Closed 9:45pm.