

BROADWAY PARISH COUNCIL
MINUTES
of PARISH COUNCIL MEETING
held at 5 Russell Square, High Street, Broadway,
on Thursday, 25th March 2010, at 7.00 p.m.

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

In Attendance: WPC Gail Greenhouse, West Mercia Police,
Evesham Observer, County Councillor Mrs. E. Eyre

- (1) **APOLOGIES FOR ABSENCE:**
Apologies received and accepted from Councillors R. Haslam, Mrs. J. Stock, and
C.E.G.Toye
- (2) **DECLARATIONS OF INTEREST:** Councillor Robinson declared changes to his
Register of Interest which have been duly recorded.
- (3) **PRESENTATION OF GRANT CHEQUE:**

The Chairman presented a cheque to Mrs. Jane Gibbs, representing Peek-a-Boo
Toddlers' Group, in the sum of £300 to enable the purchase of mats for the Group's
tumble area. Miss Geyer thanked the Parish Council on behalf of Peek-a-Boo.

- (4) **POLICE REPORT:**

WPC Greenhouse reported that (a) there had been a recent house fire in Bredon
View for which a suspect had been remanded in custody following a charge decision;
(b) a serious domestic related assault took place during the month resulting in the
hospitalisation of the victim. The attacker had been arrested at Birmingham airport
within an hour and a half of the incident and was remanded in custody; (c) further
investigations were continuing regarding the domestic burglary reported at the last
meeting but to date there were no suspects, and (d) speed enforcements would shortly
commence beginning in Snowhill Road and Station Road.

Councillors Shaw and Williams reported that motorcycles were again speeding
and racing on the bypass. WPC Greenhouse stated that this issue was raised every year
and she stressed that speed enforcement on the bypass was carried out by the Red Police
Team who could not dedicate themselves to Fish Hill but had issued a number of tickets
which had improved the situation over the last three years. WPC Greenhouse would
request the Red Police to monitor the area.

(5) MINUTES OF PARISH COUNCIL MEETING HELD ON 21:01:10:

Proposed by Councillor Greig, seconded by Councillor Mrs. Wilson, the Minutes of the Meeting held on 21st January 2010 were unanimously approved, and were duly signed and dated as a true record.

(6) COUNTY AND DISTRICT COUNCILLORS' REPORTS:

County Councillor Mrs. Eyre stated that her reports for February and March had been circulated to all councillors together with a flooding update report. She also advised of, and invited all councillors to, the open day at Broadway Youth Club on Saturday, 17th April, at 12.00 pm., to show everyone the new facilities at the club and examples of the range of activities in the club.

(7) RURAL 'BUS SERVICES:

A copy of an article in the Evesham Journal regarding the future of local 'bus services in and around the area had been circulated to all councillors. Councillor Mrs. Eyre had previously met with the bus company negotiator regarding the new five year agreements, and it had been mentioned that the loop to Childswickham may be lost. This may, however, also include some of the early buses from Broadway, and Councillor Mrs. Eyre encouraged the use of the services in and around the area or 'use it or lose it' may also apply to Broadway. Councillor Mrs. Wilson enquired as to why smaller buses were not used to save costs. Councillor Mrs. Eyre will monitor the situation once surveys have been completed and decisions made, and stated that alternatives may need to be found such as a community bus service.

(8) STRATEGIC HOUSING LAND AVAILABILITY ASSESSMENT:

All councillors had been circulated with a copy of the details of sites under consideration within Broadway, or which had been rejected as possible areas for future housing in Broadway. The Parish Council was required to forward its comments to SWJCS by April 30th, and the Clerk asked for any valid comments from councillors to be forwarded to him in good time for this deadline to be met.

(9) CLERK'S REPORT AND CORRESPONDENCE:

Foxs Morris Men had written for permission to dance around the War Memorial on Saturday, 17th July, from 3.00 to 5.00 pm. No objections to this event were made.

The Clerk had again contacted Nigel Jancy regarding the CCTV signage. Objections to having the usual signs had been received from the conservation planners and Mr. Jancey had to be guided by them. The Conservation Officer had visited Broadway with two samples of signage to assess the situation, and the Clerk was instructed to monitor the situation and report back accordingly.

The County Council had written regarding the Parish Lengthsman Scheme. As a result of a number of comments from parishes, a change in the funding formula had been introduced, and the proposed budget for each parish would be £1,500 plus £20 per kilometre of highway within the parish boundary. A letter of confirmation had been received that funding allocation for Broadway for the 2010/11 financial year would be £2,070. The lengthman's annual agreement had been signed by the Clerk and returned to David Hunter at Worcester County Council and a copy was forwarded to the lengthsman, Maurice Parkinson.

Mrs. Dennis of 2 Bricknell Cottages, Springfield Lane, had written to the District Council regarding the removal of the sign for 'China Square', and had been advised that the sign was removed in 2007 when the road priorities changed with the building of the new Gordon Russell site in Back Lane. The District Council have, however, suggested that the Parish Council may wish to mark the area in some way due to its historical importance, and a suggestion would be to erect a plaque on Mrs. Dennis's wall which would give details of events at the site. Planning permission would not be required - simply the consent of the home owner to erect the plaque on their wall - but Planning would be contacted to be completely sure before erection. All councillors were in favour of the erection of a plaque

Details of 2010 street collections in Broadway were circulated to all councillors. Due to changes in the system at the District Council there was no opportunity to vote as in the past, and details given to the Parish Council were a defined list which had been displayed on the village noticeboard, the library, and the Parish Council office.

The third Parish Conference for all Worcestershire Town and Parish Councillors and Clerks would take place in the Council Chambers at County Hall on 30th March from 7.00 – 9.00 pm. at which councils were encouraged to be represented. The County Council wished to engage much more with Town and Parish Councils, thus giving a chance to pass their thoughts on to the County Council and the services it provided to them and to their communities.

The Chairman, the Clerk, and Mr. John Hankinson, representing the Activity Park Committee, attended the Wychavon Bursary awards at the Civic Centre on 4th February, when the Committee received a Certificate of Commendation which is now displayed at the Parish Council office.

The Clerk was asked to request an additional grit bin for the upper end of the High Street. As over five hundred such requests had been received by the County Council, the Clerk will monitor the situation and report back at a later date.

Mrs. Dottie Friedli had written advising that the TIC was applying for "Walkers are Welcome" status. The TIC must meet six criteria, details of which had been circulated to all councillors. It was required that the local council pass a resolution of support allocating responsibility for "Walkers are Welcome" to a committee. It was proposed by Councillor Greig, seconded by Councillor Shaw, and carried unanimously

that a resolution be passed in support of this application, and that a £50 budget be made available.

The Clerk had been instructed to invite the Dog Warden to attend a Parish Council meeting, but the invitation was declined due to 'working restrictions'. The Clerk was not deterred, however, and voiced the concerns of the Parish Council regarding fouling problems within the village and the measures taken – the council owned numerous dog bins, signs had been erected, and foul bags were available free of charge from the Parish Council office. The Dog Warden commended the Parish Council for all its efforts but stated that statistically Broadway did not have a problem because very few, if any, residents report to the District Council. It was felt that everyone, therefore, must report any incident witnessed to the District Council if Broadway was to rid its streets and paths of this menace.

Broadway Trust copied the Parish Council with a letter it had circulated to all the properties around the Green expressing its concerns at the damage being done to the grass as a result of vehicles being driven across it.

As instructed, the Clerk placed an article in the Broadway Newsletter asking if any landowner had land available for use as allotments. A local landowner had been in touch offering use of some land, but as there was much research to be made before any decision can be taken the Clerk would look into this matter. The District Council had confirmed that although they own land in the Broadway area, it was currently let on lengthy tenancies and, as such, was unavailable for use.

Mrs. Katy Hankinson presented a photograph album to the Parish Council showing the development and completion of the Activity Park. This was available to see in the Parish Council office for anyone interested. The Chairman wished to pass the Parish Council's thanks to Mrs. Hankinson for this kind gift.

The Clerk attended a Gypsies and Travellers discussion evening on 24th February at the Civic Centre, which gave background information on gypsy sites within Wychavon, details of planning law, planning applications, and enforcement options, together with the legal challenges experienced by the District Council in its dealing with gypsies and travellers.

On 18th March, the Chairman and the Clerk attended a presentation of Wychavon Strategic Partnership's Areas of Highest Need project, which focused on delivering improvements in some of the District's most deprived areas and targeted communities living in eleven areas in the rural wards including Broadway. Examples of how this project would be of help included running courses on financial skills, job and interview skills, surgeries for help with fuel bills and cutting costs, capital grant scheme to fund energy efficient measures, and health trainers to develop healthier lifestyles.

The District Council had forwarded details of community grants for 2010. Packs would be available from 1st March, with 28th May being the closing date. More details were available from the Clerk.

The District Council informed the Parish Council that a draft Residential Design Guide Supplementary Planning Document was available for comment. The ten week statutory consultation period commenced on 22nd March, and the primary aim of the guide was to improve the overall quality of built design within Wychavon by providing the necessary guidance in one easy to use reference document. The document encouraged (a) locally distinctive design, (b) design which respected and enhanced local character, (c) design which incorporated contemporary and sustainable approaches to development, and (d) design which adhered to the latest best practice in layout and built form.

(10) REPORTS / VARIOUS GROUPS AND COMMITTEES:

Finance Working Group: Councillor Shaw declared an interest in the item relating to the Arts Festival grant application.

- *Renewal of Grass Cutting Contract:* Councillor Shaw reported that quotations had been received from Smart Cut Limited, GBD (Evesham) Limited, SWARD Complete Turf Support, and J. A. Rogers. After lengthy discussion it was recommended by the Group that the quotation from GBD (Evesham) Limited (the existing contractor) of £4,958.05 be accepted on the basis of seventeen visits per year. Proposed by Councillor Shaw, seconded by Councillor Greig, this recommendation was carried unanimously.
- *Review of Salaries of Clerk and Assistant Clerk:* The Clerk's salary was reviewed annually and is based on the 2009/2010 NALC's national salary award revised pay scales, and it was recommended that the Clerk's salary be increased in line with agreed revised scale.
The Assistant Clerk's salary was reviewed annually, and it was recommended that an increase of 0.25p per hour be granted.
Proposed by Councillor Shaw, seconded by Councillor Greig, these recommendations were carried unanimously.
- *Additional Funding:* Requests for additional funding had been requested from (a) Broadway Arts Festival for the Community Celebration party on Saturday, 19th June. These celebrations have been budgeted for at a cost of £5,000, the main costs being £1,000 for performers, and £2,500 for lighting and sound. The Festival is a major event attracting visitors from all over the world and will give a much needed boost to the economy of all Broadway businesses; (b) Broadway Cricket Club for the purchase of a new mower for the outfield at a cost of £3,519.00; and (c) Broadway and Towerview Playgroup to purchase a loft area the cost of which has risen since their original application. Parents had raised £500 and a further £500 was hoped to be raised, but there was still a shortfall. The above three organisations had already received £1,000 each from their original applications.

The Finance Working Group considered a number of options and after discussion wished to recommend that £1,500 be awarded to the Arts Festival, and £750 each to the Cricket Club and Towerview Playgroup.

Proposed by Councillor Greig, seconded by Councillor Robinson, this recommendation was carried with seven in favour and two abstentions. (Councillor Shaw did not vote due to his Declaration of Interest).

Recreation Ground Committee Councillor Mrs. Wilson reported that the committee completed the quarterly operational inspection on 11th February, a copy of which is available in the Parish Office. No major problems had been found, and the maintenance group was instructed to complete a few minor repairs as necessary. It was agreed that the committee would meet again shortly to address any problems before the main annual inspection which was due at the end of April. This would be carried out by the Playground Inspection Company Limited.

Planting of the trees was complete and three additional wooden benches had been installed. Quotations were being obtained for two additional waste bins. As part of annual maintenance costs a further supply of cushionfall would shortly be purchased to top up the safety surfaces as required.

The spring on the Gyrospiral in the central zone had broken and it was thought that this was a fault rather than vandalism. As the particular piece of equipment was under warranty the Clerk would arrange for the suppliers to either repair or replace it.

Planning approval was given for the toilet facilities, hopefully with work commencing shortly with completion by the end of Summer. In the meantime, Rooftop Housing Group had agreed to sponsor an additional portable toilet block.

Last year, the Clerk, Councillors Mrs. Wilson and Penny, attended an Inspecting Children's Playground Training Course. Certificates had been received which were presented by the Chairman to those who had attended.

Tree Committee: Councillor Robinson gave an update regarding the Station Road trees. The District Tree Officer confirmed that Highways was now unable to remove the old trees and plant the new due to restricted funding, and Andrew Woods of Abbey Forestry had since obtained quotations ranging from £800 to £1,500 to undertake this work. The cost of the new trees (pink and white blossomed Bird Cherry) ranges between £4,500 to £5,000. It was suggested that planting be deferred until the Autumn when it may be that Highways would have some funding available, but Andrew Woods requested that Highways be asked to be available on site when trees are removed and planted to assist with the positioning of underground services.

As funding for this has been budgeted for in reserve funds, it was proposed by Councillor Robinson and seconded by Councillor Greig, that in spite of the additional cost involved the Parish Council be agreeable to fund the project in full if necessary. This proposal was carried unanimously.

An update on the trees in the High Street: The District Tree Officer had discussed at length with Highways the replacement of trees which had previously been removed, and which they were responsible for, from outside Barn Close Surgery and Hunters Lodge. As no progress had been made, the District Legal had formally written to County Legal initiating the legal process required for replacement of these trees. Other trees to be replaced in the High Street were on Broadway Trust land and the Chairman, Derek Wakelin, was to discuss this matter at the next meeting of the Trust and report back accordingly. It was felt that this would be something the Trust would favour.

Discussions on the type of tree to be planted revealed that it would not be appropriate to replant Horse Chestnuts because of the existing problem with canker disease. Andrew Woods stated he had seen Green Spire Limes used in other areas to great effect, but it was felt that each replacement tree should be individually assessed as and when it was replaced, and that the positioning should also be taken into account.

Comments were made on the poor state of the tree outside the Lygon Arms Hotel, and the District Council Tree Officer was to formally write to the hotel manager and report back accordingly.

Further comments were made regarding the low branches of the Yew outside Four Corners, under which pedestrians have to lower their heads to pass. The Clerk was instructed to write to H. W. Keil Limited, owners of the tree, for action to be taken.

Finally, the District Tree Officer stated that the tree in Russell Square would be replaced when a location could be agreed.

Speed Activated Signs: Councillor Greig reported that on 04:03:10 John Newbury of the Speed Activated Signs Group, and Andy Ashfield of the Highways Department, visited all four villages to discuss the proposed sites for the poles on which the speed activated signs would be placed. They were joined by Councillor Greig, the Chairman and Clerk, to look at the proposed Cheltenham and Leamington Road. No problems arose with the proposed positioning, and it was hoped that the poles would be installed in the near future. The Group will meet again to discuss the purchase of the actual sign, the installation, and training involved. Andy Ashfield had since stated that speed survey reports would be necessary to establish the need for the signs, and he would be in touch again once these had been analysed.

Village Management Group: Councillor Greig reported that the Chairman of the Group, Chris. Brookes, had confirmed that he had secured funding of £2,000 from the District Council for projects which will improve Broadway as a visitor destination –

- “Get Milestone on the Map” – Milestone car park is under-used even when the central car park is full. Clear and attractive signage would keep people in the village, support the economy, and increase revenue from the car parks.

- Improved visitor information in the car parks – the Traders Association is producing a new map to be displayed in the car parks which will include advertising.
- Improvements to the verge outside Lloyds TSB Bank as it was agreed that the ‘grasscrete’ idea had not worked. It was suggested that slabs should replace the grass, and the advice of Highways had been sought.
- Improved access to the Activity Park – the path to the park is uneven and unsuitable for pushchairs, etc.
The funding could be used to part fund or match fund these projects in association with other groups.

The Parish Council, Broadway Trust, and the Traders’ Association, agreed to meet to discuss a leaflet being produced giving local guidelines for signage so that everyone had an understanding of what is acceptable. The Clerk stated that if anyone had a problem with any form of signage in the village he would be pleased to visit the shop owner to discuss the concerns raised.

County Councillor Mrs. Eyre was asked to pursue the issue of extending the central car park. The Chairman stated that the proposed Visitor Study would also provide evidence which could be useful in achieving additional parking in the village.

(11) PLANNING:

Parish Council Comments:

MEETING: 08:02:10

Application W/10/00122/LB

MR. D. LEWIS

83 High Street
Change of use from office to domestic accommodation (reduced size extension) and demolition

The Parish Council raised no objections to this proposal

Application W/09/01738/PN

EVESHAM & PERSHORE HOUSING ASSOCIATION

Broadway Village Playground, High Street
New Public WC and wheelchair parking spaces

Amendment dated 22:01:10 – the time limit to determine this application has restarted as the red line around the attached application site has been amended to include the access – ‘Keyte’s Lane’ and Certificate D Notice served in the newspaper

The Parish Council raised no objections to this amendment but wished it to be noted that concerns are still raised regarding the size of the facilities compared to the existing toilets in Shear House car park.

MEETING: 22:02:10

Application W/10/00138/AA

FENWICK & FENWICK ANTIQUES, 69 High Street

Three fascia signs, hanging sign and lettering to front elevation

The Parish Council raised no objections to this proposal

Applications W/10/00140/LB

FENWICK & FENWICK ANTIQUES

and W/10/00141/CU

69 High Street

Internal alterations including new staircase and implements to work room and French windows to rear elevation; change of use of first floor from residential to commercial use in connection with existing retail premises

The Parish Council raised no objections to this proposal

Application W/09/01615/LB **AAH plc**
 22 High Street
 Two-non-illuminated applied vinyl letters
 The Parish Council raised no objections to this proposal

MEETING: 08:03:10

Applications W/09/02509/AA **MR. S. SHORE**
 and W/09/02669/LB Trinity Fine Art, Tudor House, 67 High Street
 Display various signs
 The Parish Council raised no objections to this proposal but wished it to be noted that any 'A' boards be kept within the curtilage of the property.

Applications W/10/00012/AA **MR. THOMAS**
 and W/10/00014/LB Market Pantry Limited, 31 High Street
 Erection of one hanging and one fascia sign to front elevation of premises to replace those of former occupant.
 The Parish Council raised no objections to this proposal.

Application W/10/00269/PN **MR. N. TABOR**
 Lybrook Farm, Snowhill Road
 New cattle building
 The Parish Council raised no objections to this proposal.

Application W/10/00284/PP **MR. T. WALDRON**, 15 Lifford Gardens
 Erection of domestic store
 The Parish Council raised no objections to this proposal.

MEETING: 22:03:10

Applications W/10/00101/PP **MR. F. MONTERO**
 and W/10/00102/LB The House on the Green, Church Street
 Demolition of garage and outbuilding; construction of new wall and gate;
 demolition of rear extension and construction of new rear extension; removal
 of internal bathroom and upgrading of internal bathrooms; replacement of
 walls (internally) previously removed by others; replacement of front boundary
 wall with stone plinth and railings.
 The Parish Council raised no objections to these proposals.

Application W/09/02779/PP **MR. P. OLIVER**, Cottars Hey, 133 High Street
 Replacement of roofing tiles. Repair works to chimney. Alterations to garden
 gate
 The Parish Council raised no objections to these proposals.

Application W/10/00353/PP **MR. EDWARDS**, Chippings, Springfield Lane
 Hardwood double glazed conservatory
 The Parish Council raised no objections to this proposal

Application W/10/00460/PP **MR. D. MILES**, 50 Averill Close
 Erection of single storey W.C.
 The Parish Council raised no objections to this proposal

Wychavon Approvals:

Application W/09/02835/LB **MRS. A. GORTON**, Mill Hay, Snowhill Road
 French door to breakfast room
 Applications W/09/02838/PP **MRS. F. TIBBETS**, Pond Close Farm, 87 High Street
 and W/09/02840/LB Proposed orangery

Application W/09/01605/PN	MR. G. STOYAN , Evesham & Pershore Housing Assoc., Shear House, Leamington Road Construction of 12 x new affordable homes for rent and creation of a new restricted access for emergency and high vehicles
Application W/09/0-3029/LUP	MISS H. CLEGG , 5 Lifford Gardens Town and Country Planning – Certificate of lawful proposed use or development.
Application W/09/01738/PN	EVESHAM & PERSHORE HOUSING ASSOCIATION LTD. Broadway Village Playground, High Street
Application W/10/00122/LB	MR. D. LEWIS , 83 High Street Change of use from office to domestic accommodation (reduced size extension) and demolition.
Applications W/10/00140/LB and W10.00141/CU	FENWICK & FENWICK ANTIQUES , 69 High Street Internal alterations including new staircase and improvements to workroom casement windows and French window to rear elevation; change of use of first floor from residential to commercial use in connection with existing retail premises
Application W/10/00138/AA	FENWICK & FENWICK ANTIQUES , 69 High Street New lettering to the frontage plus new painted lettering to canopy and bay window plus re lettering hanging sign
Application W/10/00284/PP	MR. T. WALDRON , 15 Lifford Gardens Erection of domestic store
Wychavon Refusal: Application W/09/02795/PN	DR. G. K. JELFS , 49 High Street Proposed dwelling to rear of 49 High Street
Withdrawal: 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 w/c and shower room. Provision of two workshops
Appeal Decision: Application W/09/00427/PN	C. J. HOLMES , Rookery Farm, Middle Hill Erection of a proven 15kW wind turbine on a 15m tower.

Appeal allowed 26:02:10

(12) SCHEDULE OF PAYMENTS: Between 13:01:10 and 11:03:10 net of VAT

Kompan Limited / maintenance Activity Park	150.00
C. Thomas / Activity Park maintenance	87.50
B & W Hire Ltd / Activity Park hire of toilets	132.00
Society of Local Council Clerks / annual subscription	151.00
Broadway Arts Festival / grant	1,000.00
Broadway & Towerview Playgroup / grant	1,000.00
Broadway Cricket Club / grant	1,000.00
Broadway United Youth / grant	1,000.00
Permutation Co. Ltd., / computer repair	49.00
Lengthsman / County Council maintenance contract	400.00
Lengthsman / Parish benches and maintenance of bins	146.00
J. Hankinson / Activity Park trees	204.83
Jack Harris Gardening / Activity Park maintenance	190.00
K. Beasley / Clerk's salary – January	1,125.96
G. A. Tomkins / Asst. Clerk's salary – January	512.40
Permutation Co. Ltd. / computer security	58.00
Unicom / telephone, internet	53.91
B & W Hire Ltd. / Activity Park hire of toilets	132.00

Scribe 2000 / computer licence renewal	245.00
Cotswold Building Supplies / activity park maintenance	12.80
Severn Trent Water / water charge	28.19
E-on / office electricity	246.80
E-on / electricity for the Green	152.80
K. Beasley / Clerk's salary – February	1,125.96
G. A. Tomkins / Asst. Clerk's salary – February	522.92
Jack Harris Gardening / Activity Park maintenance	140.00
Unicom / telephone, internet	62.79
Worcestershire County Council / pension re Clerk (January)	343.38
Wychavon District Council / office service charge	129.49
Cotswold Building Supplies / activity park maintenance	5.13
Hillbarn Sawmills / purchase of bench re the late Jim Ball	725.00
E-Solutions / photocopier charge	10.81
B & W Hire Ltd. / Activity Park hire of toilets	132.00
Worcestershire County Council / pension re Clerk (February)	343.38

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

(13) COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDAS:

Councillor Mrs. Wilson asked the Clerk to further investigate the reasons why the voting on Street Collections within Broadway had been removed.

(14) PUBLIC INFORMATION SESSION:

This item was dealt with during the Annual Parish Meeting which followed immediately.

Date and Time of next Meeting:
Thursday, 27th May 2010, at 7.00 p.m.