

BROADWAY PARISH COUNCIL

MINUTES ***of PARISH COUNCIL MEETING*** ***held at 5 Russell Square, High Street, Broadway,*** ***on Thursday, 11th December 2008, at 7.00 pm***

Present: District Councillor D. W. Folkes, Councillors T. L. Greig,
L. D. Keane, F. L. Penny, N. Robinson, Mrs. S. Stephenson,
Mrs. J. M. Stock, J. Williams

In Attendance: County Councillor Mrs. E. Eyre
Evesham Observer

(1) APOLOGIES FOR ABSENCE: Councillors R. Haslam, Mrs. A.E. Locker,
G. Shaw, C.E.G. Toye, Mrs. C.C.B. Wilson

(2) DECLARATIONS OF INTEREST: None

(3) POLICE REPORT:

WPC Gail Greenhouse had submitted a report which the Clerk read out as follows: Overall crime had again reduced for the period 01:04:08 to 31:10:08 compared to last year with figures showing an eighteen per cent decrease equating to thirteen crimes. Significantly, burglary dwellings had dropped from twelve to four, and criminal damage from twenty to fourteen. Some of the other categories may show a slight increase. Following the Lifford Hall burglary, two persons had been arrested and are on police bail until February 2009. One of the suspects had also been identified as being responsible for the burglary at Broadway First School. Collets Fields, Station Road and the entrance to The Retreat are being targeted by police whilst on foot patrol, and WPC Greenhouse had begun educating those responsible for parking offences. It was also reported that CSO Phil Schoenrock had returned to duty in a part-time capacity.

(4) MINUTES OF PARISH COUNCIL MEETING HELD ON

Proposed by Councillor Greig, seconded by Councillor Williams, the Minutes of the Meeting held on 23rd October 2008 were unanimously approved and duly signed and dated as a true record.

(5) COUNTY AND DISTRICT COUNCILLORS' REPORTS:

County and District Councillor Mrs. Eyre circulated a report highlighting the following issues:

- need for help for traders
- free parking in Broadway on Sundays (as for all other areas in Wychavon)
- less attendance in the village by traffic wardens especially at weekends and nights
- active marketing support for the village and festivals

- assistance on the payment of business rates through spreading payments over twelve months, and action to penalise landlords with empty premises (the April 2008 charge on empty premises does not apply to listed buildings)
cardboard collection service

Following a meeting held on 10th November regarding parking restrictions in the Collets Fields area, it was recommended that the yellow lines should not be removed due to safety reasons.

With reference to the flooding issue, Councillor Mrs. Eyre reported that an angled plastic protective grid would be installed at the entrance to the culvert at the top of the High Street, with an estimated time for delivery and installation at the end of January. The flow of water through the culvert on private land owned by the National Trust and Mr. de Navarro is very strong which appears to indicate that only a small amount of water is being delayed by blockages. She also reported that there are eight natural springs in the area which does not help the situation. Councillor Mrs. Eyre was asked about the flooding around Cheltenham Road and Mill Avenue, and she replied that this would be linked into the major report on flooding to be issued in January. There will be three major schemes – one for Broadway, one for Childswickham and one for Wickhamford. These have gone to the West Midland Regional Body for funding decisions, and the Environment Agency was looking into the feasibility/funding of each scheme.

(6) CLERK'S REPORT AND CORRESPONDENCE:

The District Council informed the Parish Council that in accordance with the decision in 1998 not to suspend charges in the car parks in the run up to Christmas they had sent a contribution of £500 towards the cost of the Christmas decorations. The Parish Council forwarded this contribution to the Traders towards the Christmas lights, for which an acknowledgment of thanks had been received.

The Clerk had received seven cheques totalling £1,035 towards Broadway Village Activity Park in response to the information leaflet distributed with the November newsletter throughout the village. These contributions had been gratefully acknowledged.

A key had been obtained from Bigwoods to the three new padlocks which have been fitted to the disabled access bollards. The key is available at the Parish Council office.

Following the October meeting, the Clerk had written to the Head of Legal and Democratic Services at the County Council stating that the Parish Council had voted for the second option of the new Governance Model options.

A cheque for £1,000 had been received from Trinity House Fine Art Consultants Limited as their donation towards the new youth shelter in the recreation area.

The usual notification had been received from the District Council of applications for Street Collection licences for the 2009 calendar year, and councillors were requested to vote for preferences to be received no later than Friday, 16th January.

The Deed of Surrender relating to land forming part of the recreation area (the former skateboard park) had now been finally signed and witnessed, and the whole of the recreation area was now fully controlled by the Parish Council.

A refund in the sum of £359.76 from Allianz Insurance plc had been received following the Clerk's requested changes to the property damage section. This refund related to the removal of obsolete equipment.

At the last Parish Council meeting the Clerk was instructed to write to the District Council enquiring about the possibility of installing two further CCTV cameras in Broadway. The Executive Board stated it had reviewed its capital budget, and the funds relating to the cameras in both Broadway and Droitwich had been removed and it is, therefore, extremely unlikely that further fixed cameras will be installed. The Community Safety Manager, David Hemming, however, had access to redeployable cameras which could be used for "hotspot" activity, and the Clerk would contact Mr. Hemming if there were any specific issues where it was felt these types of cameras would be helpful.

Mrs. Joan Parfitt, the organiser for Broadway in the Wychavon Parish Games 2008, reported that Broadway received a creditable result in the 2008 Wychavon Parish Games by coming seventh overall out of a total of thirty-one entries.

The Clerk and Mr. Neil Hilton attended the Calor Village of the Year Awards at the Guildhall in London on 2nd December. Broadway won the Communications Category for the West England region, and a cheque for £500 was presented together with a Certificate to be displayed in the Parish Office. Mr. Hilton was now seeking views of residents/organisations around the village as to how the funds could be best used, and he will report back accordingly.

The Cotswold Conservation Board had written regarding the vacancy for a Group 1 Parish Member to serve on its Board. Ballot papers and descriptions of the four candidates were enclosed. The Parish Council was entitled to vote for one of the candidates the deadline being Friday, 23rd January.

Damaged benches had been repaired and reinstated in the Millennium Garden and outside Hunters Lodge. The Clerk advised that a seat by the corner of Prior Manse near the Police Station was to be removed and resited outside Trinity Fine Art, and a quotation for £100 had been received from the lengthsmen to carry out the work.

Chris. Brookes from the District Council suggested that a 'pitch rent' be charged for the proposed Italian Market in May, and a figure of £100 was unanimously agreed which would be of help to the traders.

(7) REPORTS OF VARIOUS COMMITTEES AND GROUPS:

Broadway Activity Park (BVAP): A report was submitted by the Chairman of BVAP, John Hankinson. Councillor Mrs. Eyre was asked why the monies from the Health Improvement Fund were not forthcoming, and she replied that the request for funding did not get through the first stage of process as Broadway's level of deprivation was low.

Tree sub-committee: A meeting had been held on 28th November and a report had been submitted by the Clerk and circulated to all councillors. After discussion, it was recommended that trees previously removed from the High Street should be replaced by sweet chestnut, and the existing trees in Station Road be removed and replaced with lime or maple. This was unanimously agreed and the Clerk was to write to Station Road residents advising of the Council's proposals and seeking their views, together with possible funding or sponsorship of the new trees.

PACT: Councillor Greig reported that the Police had conducted a survey around Leamington Road when two issues were raised:

(a) a pedestrian crossing by the schools – Councillor Mrs. Eyre stated that this matter had been discussed in detail in 2001 and was rejected due to Road Traffic issues which still stood.

(b) dog fouling – this was an increasing problem and the Clerk would report this to the District Council dog warden. The dog bags held at the Parish Council Office, however, were reported by the Clerk as being well used.

(8) WYCHAVON BURSARY 2008/2009:

Councillors had been circulated with a request from the Chairman of the District Council to once again submit the name of someone who had given the best service to the community. It was proposed by the Chairman that the name of David Smith, the former village postmaster, be put forward. This nomination was seconded by Councillor Greig and carried unanimously, and the Clerk was instructed to reply to the Chairman of the District Council with the Parish Council's choice.

(9) PARISH WEBSITE:

The Clerk had attended a 'Clerk's Gathering' at County Hall when the Web Team from the County Council gave a demonstration of the proposed "My Parish Website", and the Clerk gave a demonstration. This would not replace the existing Broadway Village website, but would give the Parish Council its own website over which it would have total control. . There was no charge for this facility.

(10) FREEDOM OF INFORMATION ACT – ADOPTION OF PUBLICATION SCHEME:

Under this Act it is the duty of every public authority to adopt and maintain a publication scheme. Publication schemes facilitate the proactive release of information and play a crucial role in supporting and providing greater openness and transparency across the public sector. In line with Section 20 of the Act the Information Commissioner has approved a model publication scheme which should be adopted by all public authorities and will be effective from 01:01:09. The Parish Council will need to have two documents in place by this date – a completed Guide to Information and a copy of the Model Scheme, which should be adopted entirely and not changed. Parish Councils must ensure that they have systems in place to make the information available to the public as easily as possible. A Parish Council will be in breach of the Act if it does not adopt an approved scheme and publish in accordance with it. It was proposed by the Chairman, seconded by Councillor Greig, and carried unanimously that this publication scheme be adopted.

(11) PLANNING:

Parish Council Comments:

MEETING: 10:11:08

Application W/08/02633/PP MR. A. BROOKES, 45 Bury End, Snowhill Road
Removal and replacement of existing conservatory with garden room.
+ Amendment: inclusion of replacement windows to front elevation.
The Parish Council raised no objections to either the application or the amendment.

Application W/08/02672/CU MR. P AND MRS. J. LEE-WOLF,
Coach House Farm, Cheltenham Road
Change of use of redundant office building to residential and
proposed conservatory
The Parish Council OBJECT to this proposal as being over-development. As it has an Agricultural Holding Reference Number, the question was asked as to how the offices can be redundant.

Application W/08/02728/LB MRS. C. TURNER, 69 High Street
External alterations to add new window, door, door screen and roof
windows. Internal alterations to create new additional unit of
accommodation
and W/08/02727/CU Creation of additional unit of accommodation
The Parish Council raise no objections to these proposals

MEETING: 01:12:08

Application W/08/02884/PP MR. & MRS. P. READING
Cowley House, 7 Church Street
Two dormer windows to side elevation
The Parish Council raised no objections to this application.

MEETING: 15:12:08

Application W/08/02656/CU EXECUTORS OF M. HALL
Barnfield Cider Mill, Childswickham Road
Conversion of existing commercial buildings to six holiday cottages
The Parish Council raised strong objections to this application on the following grounds: (a) outside planning line; (b) land is agricultural and therefore not designated building land; (c) property not connected to a mains sewer; (d) the

main sewage system in Childswickham is already running at maximum level; (e) water builds up on this land and when it floods the surface water flows into Childswickham. Putting down more concrete, plus extra surface water created by buildings, will cause more water to flow into the village. The Parish Council also drew attention to Planning Application W/06/01894/OU (Mr. Hemming 27:11:06) which was REFUSED on the grounds that it was outside the planning development line. The present proposal is in the same area. (The above comments were also made regarding W/07/02689/OU (Mr. Hall) and W/07/02242/CU (executors M. Hall). Both applications were REFUSED by Wychavon District Council).

Application W/08/02905/PN MR. T. HARTLAND
Hill Farm, Bibsworth Lane
Proposed replacement dwelling and detached garage

The Parish Council raised no objections to this proposal.

Application W/08/02727/CU MRS. C. TURNER, 69 High Street
AMENDMENT re external alterations to add new window, door,
door screen and roof windows, and internal alterations to create new
additional unit of accommodation. Details of amendment: 6m x
2.4m x 2.4m high container in rear garden for three months.

The Parish Council raised no objections to this proposal.

Application W/08/02979/PP MR. EVANS
Highgate Cottage, Cheltenham Road
Replacement of existing flat roof of garage with new pitched roof.

The Parish Council raised no objections to this proposal.

Wychavon approvals:

Application W/08/02345/PP MRS. F. TIBBETS, Pond Close Farm, 87 High Street
Proposed new garage
Application W/08/02420/LB MR. A. WATSON, Knap House, 160 High Street
Conversion of part of internal garage to form new breakfast area and utility room off
existing kitchen
Application W/08/02518/PP MR. N. SINCLAIR, Burhill, West End Lane
Two storey side and rear extension
Application W/08/02552/PP MR. & MRS. G. JACKSON, South Place, 68 High Street
Demolition of conservatory and extension of kitchen
Application W/08/02264/PN H. W. KEIL LIMITED, First Floor Offices, r/o Forge House, 34 High Street
External staircase and door to existing first floor office

Wychavon refusals:

Application W/08/02510/PP MRS. J. BATEMAN, Lower Fold, High Street
Demolition of existing garages/workshop and stores and construction of new
garage/garden store with studio in roof space
Application W/08/02457/PP MR. K. GRANT, 3a The Cobbles, The Green
Erection of pergola (retrospective)

Appeal decision:

Application W/08/00673/VOC MR. D. G. ROBINSON, Coach Orchard, High Street
Erection of two-bedroomed detached house
Appeal DISMISSED 30:10:08

Application W/07/02810/PN AMBERSIDE DEVELOPMENTS, Cascade, Cotswold House, 21 The Green
Extension to existing building to create an additional retail unit
Appeal ALLOWED 25:11:08

(12) SCHEDULE OF PAYMENTS: from 17:10:08 to 04:12:08 (net of VAT)

Worcestershire CALC / Clerk's 'Gathering'	7.50
Eibe / playground equipment	1,509.83
Classic FM Music Maker / Broadway Community Award	50.00
J. Hankinson / Broadway Newsletter	100.00
Unicom / telephone account	60.86
Maurice Parkinson / lengthsman contract	72.00
Vale Press Limited / stationery	11.00
K. Beasley / Clerk's net salary / October	1,090.39
G. A. Tomkins / Assistant Clerk's net salary / October	562.10
Eon / office electricity	366.15
Richard Hope / repair to benches	160.00
Wychavon District Council / business rates	64.00
24/7 Security / security contract	65.00
GBD (Evesham) Limited / mowing	821.79
Aon / BVAP public liability insurance	182.50
Worcestershire County Council / K. Beasley / pension	315.39
Broadway Traders' Association / Christmas lights	500.00
Unicom / telephone account	64.44
K. Beasley / Clerk's net salary / November	1,090.19
G. A. Tomkins / Assistant Clerk's net salary / November	460.00
Grimshaw Kinnear Limited / BVAP	37,618.00

Proposed by Councillor Keane, seconded by Councillor Mrs. Stephenson, it was carried unanimously that the above accounts be paid.

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

Councillor Mrs. Stephenson reported that there was still a major problem regarding parking in Station Road. The parking near to the junction, however seemed to have receded. Councillor Mrs. Eyre had distributed leaflets regarding subsidised parking to all traders.

Councillor Robinson asked about plans to redevelop Shear House car park, and the Chairman stated that a meeting was being arranged to discuss this matter on which he would report back.

The Clerk was to investigate the position regarding the right of way at the top of the Sands following a question from Councillor Mrs. Stock that a gate had now been erected across this entrance.

Councillor Greig asked if any progress had been made regarding the boarding at the entrance to the arcade in the High Street. The Clerk stated that he had contacted the Solicitor dealing with the Estate of the builder who had recently died. Probate was still awaited. In the meantime, Councillor Greig suggested that the boarding be used by the Traders to advertise over Christmas, and that if the boarding was to remain in place for a substantial time, the possibility of a mural being designed to make it more visibly acceptable.

The Chairman closed the meeting at 8.15 pm

OPEN FORUM: Nothing reported.

The Chairman finally closed the meeting at 8.20 pm

Date /Time Next Meeting / 22nd January 2009, at 7.00 pm