

MINUTES
of MEETING OF THE PARISH COUNCIL
held at 5 Russell Square, High Street, Broadway
on Thursday, 16th August, 2018, at 7.00 pm

PRESENT: Councillor B. M. Parmenter (Chairman), Councillors D. W. Folkes, G. J. Franks, Miss D. Hardiman, A.A.L.Holmes, G. Love, N.D.A.Robinson (Vice-Chairman), Mrs. R. Rogers, Mrs. S. Stephenson, Mrs. C. Wilson.

Also in attendance: County & District Councillor Mrs. E. Eyre, District Councillor B. Thomas, West Mercia Police, and Mr. J. Aspey (Broadway Business Association).

- (1) **APOLOGIES FOR ABSENCE:** Apologies were received and accepted from Councillor Dr. Clements, Mr. R. Goldsmith (Broadway Trust).
- (2) **Declarations of Interest:**
 - (a) **Register of Interests:** Councillors are reminded of the need to update their register of interests
 - (b) **To declare any Disclosable Pecuniary Interests in items on the agenda and their nature**
 - (c) **To declare any Other Disclosable Interests in items on the agenda and their nature**

Councillors who have declared a Disclosable Pecuniary Interest or an Other Disclosable Interest which falls within the terms of paragraph 12(4)(b) of the code of conduct must leave the room for the relevant items.

Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

(3) **POLICE REPORT:**

PCSO Schoenrock reported that since the last meeting there had been one hundred and sixty-eight calls to the Police from Broadway residents resulting in the following offences being recorded :-

One burglary where cash was allegedly taken from a table in rented accommodation, three non-dwelling burglaries (white goods stolen from a property under construction, garden equipment stolen from outbuilding, pedal cycle stolen from shed), six minor assaults where all parties knew each other, two complaints of criminal damage, five cases of theft, and one theft of registration plate from car. The remainder relate to concerns for welfare, mental health, dementia, missing persons, highway disruptions, road traffic collisions, and suspicious circumstances

This meeting may probably be the last before retirement of both PC Paul Lewis and PCSO Phil. Schoenrock and the Chairman, on behalf of the Parish Council, officially thanked both officers for all their hard work and commitment during their time of duty in the village.

As instructed, the Clerk had written to Mr. Campion, Police & Crime Commissioner, asking for (a) confirmation that a police presence would remain in the village following the retirement of both PC Paul Lewis and PCSO Phil. Schoenrock, (b) thanks to be officially given to both officers, (c) action to be taken regarding speeding and noise from motorcyclists on Fish

Hill, and (d) the continuation of PACT meetings. Mr. Campion replied that a police presence would certainly be continued, and gave assurance that the Parish Council's words of appreciation for both officers would be passed on accordingly. The issues concerning Fish Hill were being addressed and there had been an increased police presence over the last six weeks with some speed enforcement and driver education taking place - more details are included in the following PACT report. Regarding the PACT meetings it would be assumed that a police representative would continue to be invited to the meetings

A **PACT meeting** was held on 24th July at the Parish Office attended by PCSO Schoenrock and representatives from Broadway, Badsey with Alderton, Childswickham with Murcot, and Wickhamford parish councils. Two matters arose regarding Broadway as a result of surveys undertaken by the Police relating to speeding issues on both Fish Hill and Cheltenham Road. Regarding Fish Hill, PCSO Schoenrock reported that motor-cycle riding in an anti-social manner was a regular occurrence which caused considerable issues to both residents and other road users, and the Police would encourage all residents to call '101' to complain, which would create an evidence trail. PCSO Schoenrock had also liaised with the County Council Highway Engineers to look at the road lay-out and markings to deter such behaviour. Enquiries had also been made into a pilot scheme for the Dashcam Report-It portal run by Warwickshire and West Mercia Police, whereby aggrieved motorists could download their dashcam footage of suspected offending motorists to the Police who would review it and, if deemed an offence had been committed, the offender could be traced and prosecuted. PCSO Schoenrock added that an individual had threatened the police with civil action regarding anti-social behaviour on Fish Hill, and, therefore, if any Government Agency does not take action, or refuses to take any action, the law can be enacted against such an agency. As a result of this and to show how seriously the police are taking this matter, a multi-agency strategy meeting was to be arranged to include representatives from the Parish Council, Highways, Safer Roads partnership, and the local policing team to address this issue. West Mercia Road Policing Task Team had been paying particular attention to Fish Hill, the aim being to educate as opposed to prosecute offenders, but consideration must also be given to the safety of both the police and other road user in attempting to stop speeding motorcyclists. Safer Roads Partnership (camera van) had also identified locations on the hill to carry out speed enforcement. PCSO Schoenrock added that a fixed position camera was too costly both to install and maintain, and added that such cameras are only good for one direction and many of the motorcycles purposely have smaller number plates and also tilt the angle of the plates to avoid detection by such cameras. Councillor Robinson asked if any motorcyclists had been booked for speeding, to which PCSO Schoenrock reported that he was not aware of actual figures, but a number had been booked, and added that Safer Partnership operations require time and planning to set up and are very dependent on weather conditions - i.e. if an operation is planned for a certain weekend and it was raining there would be very few if any motorcyclists on the hill. Councillor Robinson added that the motorcyclists meet at a number of locations including the lay-by at the top of Fish Hill. PCSO Schoenrock reported that the police were aware of this and both himself and PC Lewis had spoken to/educated these motorcyclist and made them aware of the residents' complaints/concerns. County Councillor Mrs. Eyre reported that there were off-road motorcycling events advertised taking place at the top of Fish Hill which could also be adding to the noise problems. Councillor Robinson was pleased that a multi-agency was being arranged, but in his opinion would not result in a reduction in the problem and that the police should 'come down hard' on any offenders and such action would have the support of the village. PCSO Schoenrock stated that the police cannot stop every offender and resources must also be taken into consideration, but thanked the councillors for their comments, and urged the Parish Council representatives at the multi-agency meeting to voice their feelings and put forward their views etc., adding that in his opinion the only way to stop the

motorcyclists was to address the attraction of the location - i.e. change the road layout etc. Regarding Cheltenham Road, residents were continually complaining of speeding along this stretch of road, and suggested that the speed limit be extended. PCSO Schoenrock made councillors aware that the 30 mph sign was not clearly visible on the approach to the village, adding that the sign should be further back along the road. The Parish Council and Councillor Mrs. Eyre had previously met with Highways to discuss this very matter and were informed that 30 mph signs can only be located in a residential area and, therefore, could not be moved. The Clerk and Councillor Mrs. Eyre would contact highways to address these issues again as circumstances had now changed and would also ask if 300/200/100 metre warning signs could be installed. PCSO Schoenrock advised that the major problem in obtaining speed checks was finding an area from where officers could safely undertake such checks, and suggested that if the Parish Council was minded to finding a location for a speed camera van in Cheltenham Road, it could then contact the Safer Road Partnership asking them to assess the speed of vehicles. If there was evidence of speeding the Safer Road Partnership and Highways could then look to see where there was a safe area to undertake speed enforcement.

This being the last meeting before the retirement of PCSO Schoenrock, thanks were given for all his hard work and endeavours in running such a successful PACT group.

The date of the next meeting could not be finalised at this stage, but it was hoped that a meeting would take place in October.

(4) MINUTES OF PARISH COUNCIL MEETING HELD ON 21:06:18

Proposed by Councillor Miss Hardiman, seconded by Councillor Mrs. Stephenson, the minutes of the meeting held on 21st June 2018 were unanimously approved by those present, and were duly signed and dated as a true record.

(5) COUNTY AND DISTRICT COUNCILLORS' REPORTS:

A copy of Councillor Mrs. Eyre's report had been circulated to all councillors. The report highlighted the following issues:

County Issues – (a) some vital **bus services** covering Malvern, Evesham, Pershore, Upton and Tewkesbury are facing the axe, but fortunately in this area Marchants are rerouting some services and would now serve a number of stops in Childswickham and the Railway Station. There would also be some minor timetable changes, (b) the new **railway station at Norton** is progressing well and the development of **Worcestershire Parkway**, which is part of the £50 million plan to improve transport links in the county, was also making progress and will offer faster and more frequent train links to both London and Birmingham, (c) the County Council face a major challenge regarding its **three year budget and the finances**, especially the demand pressure on Adult and Children's Services, and (d) a new company '**Worcestershire Children First**' was being registered with Companies House which will have responsibility for children and families.

Local Issues - (a) implementation of a **disabled parking space** outside 34 Sandcroft Avenue – the Parish Council had raised no objection to this matter, (b) **potential crossing in Leamington Road** – Councillor Mrs. Eyre had received confirmation that a feasibility study had been undertaken and had ascertained that a crossing improvement could be provided in Leamington Road with the option of two locations. Both schools had been contacted and had agreed that their preferred location was the one near to the current bus stop. The provision of a crossing had been discussed for a number of years and the feasibility test had always been the stumbling block, but the building of more properties in Leamington Road may well have helped the decision-making process. Having passed the feasibility test, the next test will be the budget, and it had been confirmed that the County Council was not able to confirm if funding could be found for this project due to current financial restraints, but would keep

Councillor Mrs. Eyre informed accordingly, (c) **traffic in Cheltenham/Leamington Road** – there would be an increase in HGV's as traffic was being diverted through Broadway due to work being undertaken on the A46; there was also a concern regarding planned Severn Trent work at Bretforton with the closure of the B4035 Weston Road, and a proposed diversion through Broadway which Councillor Mrs. Eyre was challenging, (d) **Wells Gardens** – a wooden lee rail was to be installed to protect the grassed areas in that location, (e) **Fish Hill** – see Agenda Item 3.

Section 106 monies – Councillor Mrs. Eyre reported that Section 106 monies were available to the Parish Council, the football club and the cricket club. A meeting would be arranged for Councillor Mrs. Eyre to meet the Chairman and the Clerk to discuss the funding available to the Parish Council. Councillor Mrs. Eyre would also arrange separate meetings with the football and cricket clubs.

GWR Station Road Bridge – see Agenda Item 7

Councillor Mrs. Stephenson reported that there was a number of road markings around the village (a) bottom of Pennylands Bank, (b) Cheltenham Road/Childswickham Road junction, (c) Cheltenham Road/High Street junction, and (d) High Street/Springfield Lane junction, which were in need of re-painting. Councillor Mrs. Eyre agreed that this work should be undertaken and would contact the appropriate department and report back accordingly.

Councillor Parmenter read out the reply received from Mr. Gary Williams in respect of the Parish Council's concerns regarding 'A' boards / table and chairs as follows -

'The Council needs to take a balanced and proportionate approach to enforcement having regard to the scale and nature of the enforcement issue and also having regard as to whether the District Council is the most appropriate organisation to undertake any necessary enforcement action. The unsympathetic siting of 'A' boards or their proliferation in sensitive locations is certainly not something that the District Council in any way condones, and we will always consider taking action in appropriate circumstances. That said, whilst there are some nuisance instances, it is not felt that on a district wide basis the overall problem is so widespread or severe to warrant adopting a blanket policy approach, similar to that of Worcester City, whereby the District Council would enforce against 'A' boards on the highway on behalf of Worcestershire County Council. Our investigation of the approach adopted by Worcester City suggests it reflects their city centre context and the scale of the problem and that their role on behalf of WCC is not without significant resource implications for several council departments. Wychavon District Council will continue to work with Broadway Parish Council and other parish and town councils with respect to enforcement against problematic or repeat offenders, where 'A' boards are located in unsympathetic or unsuitable locations. I am aware that resources have already been dedicated to Broadway, with Mr. Burgin and the planning enforcement team undertaking a walk-around and a review of 'A' boards and signage more generally. Further, this highlighted that not all 'A' boards would necessarily fall within the scope of the WCC policy as some boards are on private land, not the highway. If there are immediate issues regarding obstruction of the highway, WCC is well placed to enforce its own policy.'

Councillor Parmenter stated that it may not be an overall problem within the District, but it certainly was a problem in Broadway. Councillor Mrs. Eyre confirmed that it was a County Council problem, but resources were a major issue, and stated that the current policy regarding 'A' boards was much weaker than previous policies. The County Council agreed that the current policy needed tightening, but it did not have the resources to undertake the work. In Councillor Mrs. Eyre's opinion, the only course of action would be to take it to scrutiny, which would produce a report to challenge the Executive so that there must be a policy on 'A' boards

and there must be a mechanism to enforce it. With regard to the ongoing issues concerning tables and chairs being put outside businesses in the High Street, Councillor Parmenter then reported that a letter had been received from a resident who uses a mobility scooter and was very much upset when shouted at as she moved the said items as they were obstructing her use of the pavement. Two other councillors reported that similar incidents had also either happened to them or had been reported to them. Councillor Mrs. Eyre confirmed that there was not enough room to pass the table and chairs at this location without having to make use of the gravels, which could cause a dangerous situation. There was, however, a policy for street-furniture but, once again, Councillor Mrs. Eyre stated that the County Council did not have the resources to undertake enforcement. Councillor Parmenter, referring to the letter from Mr. Williams which stated that 'it was not felt that on a district wide basis the overall problem is so widespread or severe to warrant adopting a blanket policy approach', emphasized that the Parish Council was asking for a policy for Broadway not the district, and asked if the powers could be delegated to the Parish Council to allow it to be authorised to remove any such obstructions on the Highway. It was unanimously agreed that this should be pursued and Councillor Mrs. Eyre was asked to investigate that, as County Council resources were clearly not available, powers could be delegated to the Parish Council. Councillor Robinson suggested that the landlord of the premises be contacted in an attempt to resolve the issue, which was an ongoing bone of contention in the village, and Councillor Mrs. Eyre agreed to this. Councillor Love stated that the facts are that the County Council is the Highways Authority and under the Highway Act has authority to issue licences to place/install items on the highway, and if anyone does not obtain a licence the County Council has the power to fine the offender and the offending item(s) be removed. Councillor Love also added that 'A' boards required planning consent, and Wychavon District Council is the local planning authority and has a statutory duty to take enforcement action if anyone does not have planning consent for such items. All agreed that resources were the major problem and emphasized the need for the Parish Council to be delegated powers to enforce such issues.

There being no further questions/comments from Councillors, the Chairman thanked Councillor Mrs. Eyre for her report, a full copy of which was available in the Parish Office and would be included with the minutes of this meeting.

There was no report from District Councillor Thomas, and no questions/comments from councillors for Councillor Thomas.

(6) CO-OPTION OF COUNCILLOR:

Following the advertisement of a vacancy for a councillor, as at the stated deadline of the 31st July, only one application has been received, a copy of which has been circulated to all councillors. It was disappointing to receive only one application but are councillors in favour of accepting this application or is it wished that the deadline be extended in the hope that further applications may be received?

It was unanimously agreed that the applicant, Mrs Betty Phillips, be invited to join the Parish Council. The Clerk would contact Mrs. Phillips to notify her of the decision, invite her to the next meeting and to complete the necessary paperwork etc.

(7) CLERK'S REPORT AND CORRESPONDENCE:

At the last meeting Mr. Ian Fraser notified the Parish Council of his willingness to continue as the internal auditor, but it is with great sadness to now report that Mr. Fraser will be unable to continue in this role due to a major health problem. The Clerk would contact Worcestershire CALC to assist in locating a suitable replacement.

The annual inspection of the Activity Park by the Play Inspection Company was undertaken on 2nd August. No major issues had arisen from the report, a copy of which had

been passed to Mr. John Hankinson to undertake any minor issues/repairs highlighted within the report.

Mr. Andrew Woods, Parish Tree Consultant, had highlighted his concerns regarding the tree on the village green used as the 'Tree of Light', stating that it was in a very poor state and was in need of replacement. Any replacement tree would not be suitable for installing the lights for a number of years, so Mr. Woods asked if the Parish Council had any suggestions regarding an alternative tree. The Clerk asked for councillors to suggest any alternative sites for discussion at the next meeting.

The Clerk and Councillor Franks attended the 'Wychavon Supporting Communities' at the Civic Centre, Pershore, on 5th July. A summary of the event had been circulated to all councillors.

GWSR and the County Council had notified the Parish Council of the planned installation of protective beam barriers either side the Station Road bridge. The work was due to commence on Monday, 3rd September, and was expected to be completed by Tuesday, 2nd October. During the majority of the work, when side supporting beams would be bolted to the brickwork at the top of the abutments on both sides of the bridge, there would be lane closures under temporary lights, but at the end of the work when the two main protective beams, weighing over five tonnes each were lifted into position across the road, there would be a need for a full road closure over a period of two days which was currently planned for Monday 1st and Tuesday 2nd October. The work would also include the repositioning of the height warning signs and associated electrical work. Concerns were raised that if there was a reduction in height clearance due to the installation of the beams, the signs on the approaches to the bridge were amended accordingly. Councillor Mrs. Eyre would clarify this matter, but it was assumed that this would have been addressed during the planning application discussions.

North Cotswold Hunt had notified the Clerk of its intention to open the Kennel Field for parking on weekends throughout August and other busy times during the year - e.g. Bank Holidays. The number of days the field would be used will not exceed the limit of twenty-eight days in terms of planning consent, and it was hoped that it would benefit the village and businesses alike.

Prior to the decision being taken whether to continue with the Community Award this year due to lack of nominations in the past, the Clerk reported that a nomination had already been received for the 2018 Award, and after discussion, all councillors were agreeable to continue for another year. The Clerk will officially launch the Award at the next meeting.

At the last meeting it was agreed to set up a Broadway Parish Council website and good progress had been made to date, and all councillors were asked to look at the new site - www.broadwayparishcouncil.org - and contact the Clerk with any feedback/suggestions.

The latest edition of the GWSR Newsletter had been circulated to all councillors.

At the last meeting Councillor Mrs. Stephenson notified councillors that the Broadway Patient Participation Group was organising a quiz on Friday, 7th September, at 7.00 pm in the Lifford Hall. The Clerk had provisionally entered a Parish Council team but, after discussion, due to the number of councillors who were not available on that date, it was agreed not to enter a team.

The Clerk was asked at the previous meeting to obtain an update regarding the proposed new Medical Centre in Station Road. The Clerk had contacted the Practice Manager at Barn Close Surgery who replied that (a) there was nothing to report on progress to date - no planning application had yet been submitted, and (b) she would ensure that a report on the breakdown on feedback from the recent consultation would be available for the next meeting.

(8) REPORTS OF COMMITTEES AND GROUPS:

Neighbourhood Plan:

The Chairman of the Neighbourhood Plan Steering Group, Councillor Franks, gave a brief update on progress as follows:

In the January 2017 edition of the Broadway Newsletter the Chairman of the Parish Council confirmed that Broadway would be developing a Neighbourhood Plan for the next fifteen years. It announced that a core steering group from across the village had been set up to develop the Plan, but it was emphasised that this had to be led by the residents of Broadway. The article emphasized that creating a Neighbourhood Plan would take time and could only be achieved with the engagement and support of the whole village. Over the following months the Steering Group had done its best to give everyone in the village the opportunity to be involved by giving their views, aspirations and concerns through various mood cards, questionnaires, surveys, interviews, and through the website.

The Plan was now emerging, addressing the needs, issues and aspirations for our village and Parish for the future. An exhibition and consultation event had been arranged to take place at the Lifford Memorial Hall, on Friday 9th and Saturday 10th November at 10.00am to 7.00pm each day. The event would concentrate on core chapters of the plan - village character, buildings, conservation, environment, valued local green spaces and valued views and landscapes. The progress was slightly behind the project plan, but it was now hoped that a draft plan would be in place by early 2019. Part of the delay had been caused by the vast amount of work, evidence and justification needed to produce each of the policies within the plan. An article in the next issue of the newsletter, together with a leaflet to all households in the village, would be produced to encourage as many people as possible to attend this event to bring everyone up to date on progress together with the aims and objectives of the plan and its importance for the future of Broadway.

The Chairman thanked Councillor Franks for his report, and also the members of the Steering Group for all their continued work and commitment to this project.

Business Association:

Mr. Joe Aspey, Chairman of the Business Association, submitted the following report:

The Business Association was currently progressing well regarding the Broadway Food Festival on 9th September, and planning the two late-night shopping events on Fridays, 30th November and 7th December. The fundraising for the Christmas Lights' initiative would start immediately after the Food Festival. The local Royal British Legion committee had contacted the Business Association requesting help in organising a best-dressed shop window display competition from the 1st to the 10th November to commemorate Armistice Day, which would be judged on 7th November by Lt. Col. Patrick Holcroft, the Lord Lieutenant of Worcestershire. The Business Association was in discussion with Councillor Mrs. Lyre who had asked it to be involved in a Wool Day on Saturday, 20th October, as part of National Wool Week. All members of the Business Association had been notified of (a) the road closures for GWSR's bridge works, (b) the undesirability of 'A' boards, together with the ongoing discussions with the Parish Council, Broadway Trust and Wychavon District Council regarding alternative ideas, the proposed new village signage, wall maps and a leaflet map (all of which stemmed from the recent Visitor Management Group meeting), and (c) that the North Cotswold Hunt was making more parking spaces available to staff of local businesses.

There being no questions/comments following this report, the Chairman thanked Mr. Aspey for his report.

Visitor Management Group:

A meeting was held on Monday, 4th June, at the Parish Office at which the following matters were discussed:

Street works – a number of issues were raised regarding road closures, definitions of types of road, changing speed limits, and 'A' boards and tables/chairs

GWR – an update since the last meeting reported that the Station Road bridge had been hit five times this year, the collision beams are to be installed as soon as possible, and passenger numbers for the first two months were 42,000.

Signage Strategy – the following report has been produced by Mr. Chris Brooks, Chairman of the Broadway Visitor Management Group:

The key principles of the signage strategy are as follows:

- (a) Visitors in the main are directed to car parks, and their Broadway experience should start from, and be guided from, there;
- (b) Maps and branding will be consistent on information boards and in other publicity creating a clear, recognisable identity. Maps are to be as clear and simple as possible and publicly funded;
- (c) A good quality, 1/3 A4 sized leaflet which folds out into an A2 leaflet will be funded through business advertising to be widely distributed and particularly focused on visitors arriving at car parks (waterproof dispensers to be used) and via the GWSR in addition to the usual outlets and distribution networks. The cost of advertising, subject to discussion and agreement, could form part of the Broadway Business Association membership fee;
- (d) The existing wooden visitor signs need to be replaced because they are simply not effective and blend into the background;
- (e) 'A' boards will be the subject of enforcement action in the village, and this strategy will compliment work carried out to reduce them and other unnecessary signage and clutter;
- (f) This strategy does not consider changing public footpath signs.

To date the visitor signage in Broadway is a long-standing source of concern as the current finger posts are widely considered to be ineffective as they blend into the background. Some good progress had been made in the strategy of directing drivers to the long term car parks through the implementation of new brown signs, but upon arrival in the car parks the visitors may find they struggle to find the village centre. The existing maps are out of date and for various design reasons it was not possible to use the style and format in leaflets and other publicity, thus making a seamless brand highly challenging to achieve.

County Councillor Mrs. Eyre, Councillor Parmenter Mr. Joe Aspey (Chairman of the Broadway Business Association), Mr. Jim Burgin (District Council Heritage Services Manager) and Mr. Chris Brooks, met to discuss a way forward. The approach identified built on the brown sign approach by suggesting better information in the existing and the new car park, and at the GWSR station.

The report also suggested replacing existing finger posts with the main post at Cotswold Court being replaced with a black and white post, and other finger posts would also be replaced. It was believed by the group that this approach would be tasteful, appropriate for Broadway, and visually give more impact than existing signs. It was also understood that the proposed new style of signs would offer a potential solution to those businesses off the High Street where it was believed additional signage would be required to help customers to find them.

The Parish Council was, in principal, supportive of these proposals, and the next step would be to consult with the Broadway Trust. Once agreed by all parties, further action could be taken to procure designs for the maps and raising funds for the implementation of the project.

Women's Cycle Tour Saturday, 16th June – the tour would come through Broadway and up Snowhill with an approximate time of arrival in Broadway of 11.30am

Date of next meeting - Monday, 3rd September, at the Parish Office. commencing at 10.00am

(9) **PLANNING:**

The new revised copy of the National Planning Policy Framework had been issued, a copy of which was held in the Parish office for use at Planning Committee meetings.

The members of the Planning Committee undertook a planning training workshop on Thursday, 19th July, at the Parish Office, run by Mr. Jonathan Edwards, District Council Development Planning Manager. The training highlighted what the Development Management Team do, how it decides whether planning permission should be granted or refused, how the Parish Council get involved with planning proposals and what comments Parish Councils should make. It was felt overall that the session was very interesting, informative and useful, and would assist planning committee members to respond to planning applications in a more constructive appropriate manner.

The Clerk was instructed to ask the District Enforcement Team to investigate the following issues, and replies had been received as follows:

1. 67 High Street – advertising panel fixed to wall of property.
This had now been removed.
2. 69 High Street – planning consent given for amended signage, but old signage still in place.
Owners stated that they had not received the decision notice, but as they were now aware that the application had been approved would proceed with amended signage.
3. Two Keepers Cottages, Cheltenham Road – wooden structure build in garden without planning consent
Structure falls within permitted development rights, being 2m away from boundary and 2.5m high, and was for use as a home office and not for commercial use.
4. 17 Bibsworth Avenue - poor state of property and large metal structure built in rear of property
No reply received, but had spoken with case officer and a site visit was shortly to be undertaken and would report back accordingly.

Parish Council Comments:

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Applications 18/00940/FUL
& 18/00941/LB

TRINITY HOUSE PAINTINGS
35 High Street
Two storey rear extension

The Parish Council would like to submit the following objections as a replacement for previous comments submitted on 5th June –

The proposed extension contravenes SWDP 21 which states that (a) the siting and layout of the development should reflect the given characteristics of the site in terms of its appearance and function; (b) the development proposal must complement the character of the area, in particular the development should respond to surrounding building and the distinctive features or quality that contribute to the visual and heritage interest of the local area; (c) the development should provide an adequate level of privacy, outlook, sunlight and daylight, and should not be unduly overbearing; (d) the scale, height and massing of the development must be appropriate to the setting of the site and the surrounding landscape character.

The Parish Council fully support the objections of local residents and, in particular, the letter from Mr. and Mrs. Williams.

Application 18/001037/HP **MR. & MRS. CARENZA**
68 Averill Close
Proposed single storey garden room extension and new drive including dropped kerb

The Parish Council raised no objections to this application

Application 18/01041/FUL **MR. G. DELANEY**
The Granary, Christies Guest House, 101 High Street
Use of 'the Granary' as a residential dwelling-house (not restricted to holiday occupancy only)

The Parish Council raised no objections to this application

Application 18/01143/HP **MISS. G. CARR**
4 Yewtree Court, High Street
Formation of habitable room in roof space with front and rear velux roof lights

The Parish Council raised no objections to this application

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Application 18/01301/LB **BROADWAY DELI**
29 High Street
Installation of wall mounted awning over each of two High Street shop windows (no demolition work involved)

The Parish Council strongly object to this application because the proposed awnings, when both open and closed, damage the appearance and character of this prominent listed building, and are fixed too high. The left hand side of the building is clad in hanging stone tiles and the fixing of the awning on this side would cause serious damage to the listed building. The District Council's Shop Front Guide states that retractable blinds could be considered if contained within the fascia which in this case they clearly are not (reference paragraph 5.15). The Parish Council also query whether permission has been granted, or is required, for the orange paint above the bay windows which is not shown in the artist's impression of the new awnings as it is felt that this is not in keeping with the character of the High Street.

Application 18/01363/HP **MR. & MRS. S. PARKER**
19 Smallbrook Road
Extension to dwelling and erection of garden room as approved under planning 17/01182/HP but not in compliance with Condition 2 (so as to amend approved plans and proposed redesigned roof and addition of flue)

The Parish Council raised no objections to this proposal.

Application 18/01142/LB **MR. R. DUDLEY**
The Bakehouse Broadway Limited,
6 The Green
Removal of frontage concrete upstand and gravel. Lay reclaimed paving slabs level with existing footpath to match adjoining high street frontages

The Parish Council object to this application because of concerns of possible damage to the ancient Wisteria. The proposal is to lay paving slabs in replacement of gravel which is feared will reduce the amount of water to the roots of the Wisteria which is an integral part of the character of the building and the High Street. The plans do not show the two gas meter boxes which are currently fixed to the wall and the planning committee query how these are going to be dealt with as they are currently level with the existing surface, which will make them even more prominent. It is understood that if this proposed work is undertaken the extra space will be used for tables and chairs outside the premises. The County Council has produced a Pavement Café Guide to which the proposal would not comply, and the Parish Council would like this to be taken into consideration.

Wychavon Approvals:

Application 18/01000/AGR **MR. P. HEMMING**, land adj. Kiara, Collin Lane
Agricultural building for storage of hay

Application 18/00569/HP **MR. R. CRAIG**, 43 Bibsworth Avenue
Single storey rear extensions to 41 and 43 Bibsworth Avenue (semidetached properties)

Application 18/00818/TIP **MR. & MRS. B. MORAN**, West Cottage, Colletts Fields
Single storey extension

Application 18/00918/FUL **MR R. YOUNG**, Kites Nest Farm, Snowshill Road
Proposed replacement of existing timber pole section of agricultural building with new portal frame including

Application 18/00534/FUL	extension involving demolition of section of curtilage listed stone wall (amended scheme) MR. D. NIBLETT, W.D.C. Land adjacent to the Railway, Station Road
Application 18/00683/HP	Construction of car park MR. & MRS. HUGHES , Killybrack, Bibsworth Lane
Application 18/01007/FUL	Replacement windows and doors on West elevation FIRSTPORT RETIREMENT PROPERTY Services Ltd. Pegasus Court, Station Road
Application 18/01037/IIP	Replacement of 14 x existing timber Juliette balconies and deck and balustrade to 1 x cantilevered balcony with aluminium framed glazed balconies MR. & MRS. CARENZA , 68 Averill Close
Application 18/00932/FUL	Proposed single storey garden room extension and new drive including dropped kerb MASCOLL PROPERTIES LIMITED , The Cotswold Design Centre, Kennel Lane
Application 18/00885/LB	Redevelopment consisting of a single 1.5 storey new build detached retail unit with existing industrial/commercial buildings along with associated storage containers, prefabricated buildings and trailers to be partially demolished as drawing 16.30.0054-PL010 BROADWAY LUXURY , 67 High Street
Application 18/00953/FUL	Alteration to shopfront signage, replacing existing individual lettering with similar and replacing existing timber hanging sign with similar ABBEY GREEN VETERINARY GROUP /, Church Close
	Installation of air conditioning units to consulting room, waiting room, and dog ward.

Withdrawal:

Applications 18/00941/LB
18/00940/FUL

TRINITY HOUSE PAINTINGS, 35 High Street
Two-storey rear extension

Withdrawn 09:07:18

(10) SCHEDULE OF PAYMENTS/RECEIPTS: from 13:06:18 to 31:07:18

<i>Payments:</i>	verified by the Clerk together with two nominated signatories	<i>net of VAT</i>
Cash/postages		66.50
Cash / office supplies		14.49
Cash / milk/coffee/sugar		12.38
Water Plus / office water		54.00
Stratford District Council / Neighbourhood Plan		440.00
Maurice Parkinson / mowing contract		1,125.00
Maurice Parkinson / Lengthsman Scheme		220.00
K. Beasley / Clerk's Salary / June		1,303.56
G. A. Tomkins / Assistant Clerk's Salary / June		459.70
H.M.Revenue and Customs /P.A.Y.E.		1,099.57
Colwyn Thomas		245.00
Paperstation Limited / stationery		14.45
EBC Group (UK) Ltd / photocopier charges		35.34
Grassroots Garden Services / Activity Park Maintenance		72.00
Cotswold Building Supplies – Activity Park Maintenance		6.79
Unicom - Telephone/Internet		79.70
Unicom – Office Electricity		282.85
Wychavon District Council / refuse collection bin		356.00

Worcestershire County Council - Pension Contribution	540.21
Unicom - Telephone/Internet	92.51
Unicom – Office Electricity	21.33
Maurice Parkinson / Lengthsman Scheme	98.00
Maurice Parkinson / mowing contract	750.00
Paperstation / stationery	30.09
Wychavon Sports Council / Parish Games entry fees	69.00
Paperstation Limited / stationery	66.99
K. Beasley / Clerk's Salary / July	1,303.56
G. A. Tomkins / Assistant Clerk's Salary / July	591.40
Grassroots Garden Services / Activity Park Maintenance	120.00
Paperstation / stationery	61.97
Cotswold Building Supplies – Activity Park Maintenance	29.88
Cotswold Building Supplies – office supplies	5.94
Maurice Parkinson / general maintenance	350.00

Receipts:

Worcestershire County Council / grant re grass cutting	250.00
Broadway Tourist Information / donation re bench	200.00
Lloyds Bank / gross interest	7.12

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

Councillor Mrs. Stephenson noted that on a number of recent Sundays some of the bins in the High Street did not appear to have been emptied, and uncollected black rubbish bags were at the base of these bins. The Clerk would check the frequency of the emptying of the bins in the High Street and report back accordingly.

Councillor Franks raised concerns that the trees outside Cotswold Trading were in need of pruning and that no work had been undertaken on these trees in recent years. The Clerk replied that a report of the trees within the village was undertaken on an annual basis and any recommended/required action was reported to the Parish Council and when agreed, the remedial work undertaken. The Clerk would contact Mr. Andrew Woods, Parish Tree Consultant, regarding this year's report and any recommended work required.

Councillor Franks also asked if an update on the redevelopment of the Youth Club could be made available for a future meeting. The Chairman reported that plans were progressing and it was hoped that an update could be given at the next meeting.

Councillor Holmes had received concerns that birds were removing rubbish from the bins in the Activity Park creating litter issues. The Clerk replied that the problem related to the original bins which did not have lids, and these were being replaced with bins with lids which would stop birds etc. removing items from the bins.

Councillor Love reported that the Fire Authority had repainted its 'Keep Clear' markings at the entrance to Keytes Lane and was of the opinion that the lettering was too large and totally out of keeping for the Conservation Area, suggesting that the lettering should be smaller and a paler yellow.

Councillor Folkes reported that on Wednesday, 8th August, the Royal British Legion had held a service of remembrance for the anniversary of the Menin Gate to mark the centenary of the start of the 'Last 100 Days of the Offensive', and were concerned that the Lloyds Bank Mobile Banking van was parked by the War Memorial which was not able to be moved for the duration of the service. The Clerk replied that having spoken with the driver of the van, it was not possible to re-site the vehicle because of the security tracking device fitted to the vehicle.

The Clerk asked if either Lloyds Bank or the Parish Council had been officially notified of the service with a request for the van to be temporarily removed, and suggested that if any such service was to take place on a Wednesday morning in future that a written request be submitted well in advance of the date so that arrangements for an alternative site could be discussed.

Councillor Miss Hardiman reported that the protective barrier installed next to the bus stop in Station Road was overgrown with vegetation. The Clerk replied that the lengthsman would be asked to undertake a tidy-up of the area, and ensure that it was regularly maintained.

Councillor Robinson reported that there was a depression in the ground on the grassed area near the War Memorial, which need addressing. The Clerk would ensure that any necessary repair work would be undertaken.

There were no further matters/comments raised by councillors.

The Chairman closed the meeting at 9.00 pm and opened the PUBLIC INFORMATION SESSION:

Mrs. Becher, the wife of the new Minister at the United Reformed Church in Broadway had attended the meeting, and although she had nothing to report she thanked the councillors as she found the meeting very interesting and informative.

There being no further comments/questions from the public the Chairman finally closed the meeting at 9.05 pm

Date /Time Next Meeting: 18th October, 2018 at 7.00 pm

Broadway Parish Meeting Aug 16th 2018 Cllr LIZ EYRE COUNTY and DISTRICT COUNCILLOR

County:

Vital bus services that provide a 'lifeline' for thousands of villagers surrounding Worcester are facing the axe. First Bus intends to change routes towards Malvern, Evesham, Pershore, Welland, Callow End, Fladbury, Eckington, Upton and Tewkesbury. **In our area improvements – Marchants 606, 606S from 1st July - Cheltenham, Broadway, Chipping Campden and Stratford upon Avon. Sunday Service now 606 not 606S. Rerouted to serve Childswickham, Leedons, and Railway Weekday Mon-Sat rerouted to serve Childswickham: Broadway Road, Buckland Road, New Street, Atkinson Street and Railway. Minor timetable changes - retiming**

The big challenge at the County Council is the three year budget and the finances. The **demand pressure** in Adult and Children's Services is well known nationally. We are a million pound a day organisation. An example is those with a learning difficulty, where placements are extremely high cost, are living longer.

A **new railway station** in Worcestershire is taking shape with the steel structure of the main building now visible near Norton. The arrival of Worcestershire Parkway part of a £50 million plan to improve transport links in the County. It will offer more frequent and fast trains to London and Birmingham

A new way of delivering arts and youth music is now available in Worcestershire. **Severn Arts** (previously Worcester Youth Music) is a new 'not for profit' company and is now operating as a social enterprise to deliver music education and wider arts opportunities, running the service independently from the Council. Going forward they can develop business partnerships, attract grants from the Arts Council and will offer a wider range of services to children, young people and adults across the county.

New Company 'Worcestershire Children First' to manage Children's Services is being registered with Companies House. The Company will be a private company limited by guarantee – not for profit – may hold assets in its own name and invest funds. The development of the company and its governance is delegated to the chief exec in consultation with the DfE's appointed Children's Commissioner together with the Leader and CM with responsibility for Children and Families.

Local issues

Planning/enforcement

1. The CofE Church Commissioners mission and pastoral committee have decided the promotion agreement in respect of the Glebe land in the parish may proceed.
- 2.35 High Street - Application and LB application withdrawn 9/7
- 3.29 High Street – Deli awnings over two windows LB

4. The Barn Evesham Road 18/01154/CU agricultural to residential – barn to house
5. 156 High Street enforcement issues
6. Land Leamington Rd plans and dust

S106 monies due to Broadway –to football club, cricket club and the parish – meeting was 16/8 pm – verbal update

Highways

1.34 Sandcroft Avenue Request met the eligibility criteria outlined in the County Council's 'Policy on the Provision of Disabled Parking Spaces within Residential Areas'. The purpose of this policy is to assist people with the most severe mobility difficulties to park close to their homes. The applicant's property has no off-street parking and no scope for creating such a facility. WCC's intention to pursue the introduction of a Traffic Regulation Order to implement a disabled persons' parking space outside 34 Sandcroft - plan, 2018-669-

2.Leamington Road

Speeding and the schools JH

Flashing Lights - advisory 20mph for use in term time are now in place – the times have been amended to accommodate the school opening and closing times and the bus times. Liaison engineer asks that lengthmen cut hedge/trees to improve signage visibility.

St Mary's school crossing patrol person – still a vacancy. Employed by CC as only CC has power to stop the traffic. This is a difficult post to fill as it is disruptive to the day. Remuneration is fair given it includes part time, annual leave and bank holiday pay, takes into account it is only term time etc. £8.70 is a fair amount and in line with neighbouring authorities. I note the statistics tell us in respect of School crossing personnel 84% live within 2 miles of the school and 35% within ½ mile. Where schools and parish councils heavily promote (posters /flyers) good results are more likely. Should I achieve support for a zebra crossing it is noted that this takes precedence a school patrol would be terminated. This may help achieve a school crossing person knowing it could be short term. **No further news**

A potential Zebra Crossing investigations locally are underway. I suggest the sensible working together by the two schools to find a site (midway) suitable and approved by both schools has been helpful. On paper investigations show Broadway scored (in terms of possibility) better than previous years probably because of more housing. Technical investigations – I am awaiting results. There is an annual budget which is fully allocated for 2018/19. I hope it will be updated August / September and the money may be found for 2019/2 **No further news.**

3.Traffic in the Leamington Road - RBn

Sudden increase in HGV's throughout the night – A46 diversion. Plans for Bretforton Diversion (Severn Trent work) challenged but proposed diversion route given by Severn Trent Water does seem to be the most appropriate diversion for the classification of road being closed **B4035 Weston Road**. The diversion route which is suggested through Honeybourne carries 'U' and 'C' class roads which will not be suitable for HGV's. Advised re impact on listed buildings.

4. Wells Gardens RW to pay for Lee rail to protect grass outside both sides. GB to liaise with RW and sort before all being well works will be completed before winter sets in.

5. Fish Hill Issues

Concern re safety on Fish Hill

public request for installing a system of double white lines on the A44 Fish Hill.

Site and speed surveys have been completed. When assessing visibility (to determine whether double white lines are appropriate), it is defined as the maximum distance at which an object 1.05m above the carriageway can be seen by an observer at the same height. For recorded 85th percentile speeds, a desirable minimum visibility distance is required for overtaking. This distance is measured between points on the centre of the carriageway.

When entering the downhill section (travelling north towards Broadway), which allows overtaking into the middle uphill lane, visibility distances are such that overtaking is permitted based on Department For Transport criteria, so we **would not recommend** the installation of a double white line system.

When approaching the bend (prior to the roundabout), **it is recommended** to install a length of double continuous line based on the recorded 85th percentile speed of the road. In this instance the length would be 275m. This is to avoid a potential conflict between uphill and downhill overtaking traffic. Any downhill (towards Broadway) overtaking vehicle will be returned to the near side lane before coming into conflict with an uphill vehicle beginning an overtaking manoeuvre at the start of the climbing lane. We have placed an order for these works which should be undertaken within 8 weeks.

Lines need repainting

Motorbikes JBr, LFo,CSO

Safety Fish Hill is around 10%

Internet promotes FH as testing location e.g. BestBikingRoads.com 37,000 members

3.8/4 for corners
3.3/4 for straights
3.5/4 visibility
3.3/4 road surface

Issues: “twisted camber near top, number of times the air ambulance visits, nice sweeping bends deceptive tighten up quickly, 160 degree bends are tight, advice – 2 lanes up – throttle all the way to top, refuel and on way down new challenge – single lane. Fish Hill the nearest thing to knee down heaven in the UK.”

Features heavily in Mapmyride, adventurerbikerider etc.

The straight section is an appealing design feature for them. This section to them is equivalent to the Sanata Pod race start. (**Santa Pod Raceway** (Northamptonshire, England) is the home of European FIA Drag Racing, the fastest and loudest motorsport on earth.)

The Anti-social behaviour aspect is just not getting through to perpetrators.

Riders come in, give the hill a few runs and go on their way. By time Police respond they have moved on.

Police are trying – the redesigning of the lower end of the hill overtaking priorities may help. **It's a very hard issue to crack.**

Noise

Apart from the above it is interesting to note that the issue is complicated by the fact that it can be a **site for UK motor cross, trials.**

e.g. 10th July Evesham Motor Cycle Club Trial (Stop Permitted) at Shenberrow Estates, Snowhill, Broadway, Worcs (WR12 7JZ), off A44 at Fish Hill, Broadway. 10am. Peter Wickham. 01386-40338. this seems to be supported by landowners and sponsors. **Next date October 7th 2018? I am finding more out about this.**

6. Escape Lane

Ringway are, after much lobbying by me, working to clear the vegetation – may have been done. Email 12th July - The maintenance team are supposed to be spaying, followed by removal of vegetation. Nothing has happened may be due to the glycoside debate

Village Signage /Policies – still significant problems

1. **A boards:** Looking at the Worcester City approach. Jim Burgin, Paul Clements, interim Enforcement Manager, and Aidan Smyth, working in Jim's team has some experience of these matters from Worcester City.
2. GWR sign at the top of Cheltenham Road to indicate that the station is to the left. **Action GWR on the case but nothing yet**
3. **Outdoor seating** The Pavement Café document shared. All six district councils were consulted, along with other interested parties within WCC, and the document was revised on a number of occasions to take on board many of the comments made. It is a how to guide Note planning application re Bakehouse

7. Bottom of Pennylands – stop sign and re white lining ordered . Info re proposed 40mph sent to PC Childswickham

8. West End Lane Broadway from Cheltenham Road to West End View Farm

- a. Requested rural team to remove the vegetation.
- b. Deep rutting along the edge and churning up the verges. There are no foundations to this road. East - mainly farm machinery impacting. West - in part the movements re the EA scheme. Post EA scheme there I have asked for restoration and some strengthening along the edges as Haselor Lane
- c. An overgrown ditch needs clearing. G'oBrien to pass details to Kevin so WDC can write to riparian owner.

9. Streetworks - now a scrutiny topic at WDC

Developers – I am pressing for conditions to be set in planning permissions where the developer's work and management of work is not covered by a S278 agreement e.g. Brown tarmac is a must in our conservation area. This policy could be incorporated in the new SWDP – seeking a new way forward in the meantime. CB has asked David Hammond, who manages the planning teams, and Fred Davies, who manages the policy team; about the issue of smaller developments damaging verges etc. and whether this is something that can be the subject of a condition that means the applicant pays for restoring the damaged areas to their original condition.

Utility companies – all require permits, reinstatement must be as before, duty lasts for 5 years. Please inform me if they do not.

10. Sewer capital project update:

- Flow and depth monitors are installed.
- Manhole and contributing area surveys carried out

Awaiting report

10. Bridge - beams to be fitted to the Broadway railway bridge.

WCC told GWR they have a number of requests for road closures this autumn - **trying to find out what this means.**

work pushed back and is now planned to commence on Monday September 3rd.- two half road closures each lasting up to 2 weeks and during that time side beams will be bolted to the brickwork near the top of each abutment. When both sides are completed there will be a (possibly) two day complete closure when the two main beams spanning the road will be installed. These each weigh over 5 tonnes. The work also includes re-positioning the height warning signs and modifying the electrics to them. The only possible change could be to the 2-day Full road closure date. Currently set for Monday 1st & Tuesday 2nd October. However, the drilling and bolting onto the abutment brickwork is extremely difficult work and difficult to be precise on timings, so, if they are running late with the drilling, that could affect the full closure dates. It maybe that the contractor will work the weekend to catch up but could push back the full road closure to 4th & 5th Oct. If necessary

Car Park 18/00534/full: **85 space approved work moving on a pace**

11. New archaeological trail – copy for all the parish councillors

12. Recycling – it has been pointed out that recycling bins for visitor's plastics – bottles etc. are not available in Broadway –a District wide issue - following up **No progress yet**

13. Pry Lane - as an historic route in Broadway adopted as highway by act of parliament why it is not highway–. This route is and has been a public right of way historically but never adopted as a highway. Used by horse and cart in the past not vehicles.