

**MINUTES**  
**of PARISH COUNCIL MEETING**  
*held at 5 Russell Square, High Street, Broadway*  
*on Thursday, 5<sup>th</sup> December 2019, at 7.00 pm*

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**PRESENT:** Councillor B. M. Parmenter (Chairman), Councillors G. J. Franks, Miss D. Hardiman, F Hartley, G.G.Love, Mrs. F.E.A.Phillips, District Councillor N.D.A.Robinson (Vice-Chairman), Dr. L. Wilks

Also in Attendance: West Mercia Police

- (1) **APOLOGIES FOR ABSENCE:** Apologies were received and accepted from County & District Councillor Mrs. Eyre, Councillors Folkes, Holmes, Penny, Riley, and Mrs. Rogers. Mr. 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:**

PC Tinsley reported that since the last meeting the following crimes had been recorded: one criminal damage, one theft from vehicle, two anti-social behaviours, one theft of vehicle, five thefts, and one attempted burglary.

The Parish Council had previously agreed to further investigate the purchase of “Smartwater” for residents. PC Tinsley asked if any further consideration had been given to this matter and explained the benefits of this scheme, together with the costs/discounts available. County Councillor Mrs. Eyre had agreed to give funding of £1.50 towards the cost of each bottle, and the Police Crime Commissioner would also give a discount of up to twenty-five per cent dependent on the percentage of residents making a purchase. After discussion, it was agreed that the purchase of “Smartwater” for the whole of the village was a good idea and would be very reassuring for residents from a security and safety point of view, but clarification of the cost of an individual bottle with all the above discounts applied was required before a final decision could be agreed. The Clerk and PC Tinsley would liaise over this matter and would confirm whether Rooftop Housing Group would fund the purchase of “Smartwater” for their properties as they had done in some other villages.

PC Tinsley, together with Mr. Mike Simpson – Rural and Business Crime Officer for Worcestershire – were arranging a Crime Prevention event in the New Year, and it was hoped that the introduction of “Smartwater” could be made at this event along with a Neighbourhood

Watch scheme. It was also hoped that more residents would volunteer to organise a Neighbourhood Watch project for their area/street.

As there were no further questions, the Chairman thanked PC Tinsley for the report.

(4) MINUTES OF PARISH COUNCIL MEETING HELD ON 17:10:19

Proposed by Councillor Miss Hardiman, seconded by Councillor Robinson, the minutes of the meeting held on 17<sup>th</sup> October 2019 were unanimously approved by those present, and duly signed and dated as a true record.

(5) BROADWAY COMMUNITY AWARD 2019:

The Clerk notified councillors that two nominees had been put forward:

- Mr. Phil Whatmough – Chairman of the Friends of St. Eadburghas and Clerk to Broadway United Charities, and who also a volunteer in helping with the Broadway Arts Festival and the Christmas lights.
- Mr. Peter Reading – the organiser of the Christmas lights in managing the team of volunteers who erect and remove the lights, hiring of the cherry picker, together with the maintenance and storage of the lights

A vote was taken and the Clerk confirmed that the winner of the Broadway Community Award 2019 was Mr. Peter Reading who would be invited to the next Parish Council meeting to receive his award and be presented with a cheque for £100 for his chosen charity.

(6) COUNTY AND DISTRICT COUNCILLORS' REPORTS:

Copies of both reports had been circulated to all councillors and are attached to these minutes. Several councillors had raised concerns regarding the lack of clarity/explanation within Councillor Mrs. Eyre's report, together with the length of time taken to summarise both councillors' reports at the last meeting. The Chairman had discussed this matter with both councillors and notified Parish Council members that there was, in fact, no necessity for either councillor to submit a written report and it was appreciated that both councillors actually produced a report and were agreeable to continue to do so. It was, therefore, agreed that for future meetings the submitted reports should focus on the main issues, be accepted as read, and councillors only raise questions on items of concern.

The Clerk requested that if councillors had any questions/comments regarding Councillor Mrs. Eyre's report to either forward these to the Clerk or directly to Councillor Mrs. Eyre.

District Councillor Robinson reported that he was continuing to discuss the concerns raised at the previous meeting regarding the poor state and maintenance at Shear House.

The Chairman thanked District Councillor Robinson for his report.

(7) CLERK'S REPORT AND CORRESPONDENCE:

A list of the dates for the 2020 Parish Council meetings had been circulated to all councillors and all relevant parties.

The Chairman, his Wife, and the Clerk, were invited to the presentation evening of the 2019 Wychavon Parish Games held on Thursday, 23<sup>rd</sup> November, at Bretforton Sports Club. Broadway finished in a creditable fourth place with the overall winners being Bengeworth/Evesham, with Bretforton runners-up. Broadway was runner-up in the Bowls, Bell Boating, and Crib competitions, and was also presented with the Award of Merit Cup. The Chairman presented the trophies for the crib competition which was sponsored by Broadway Parish Council. Mrs. Joan Parfitt was again willing to act as Broadway's organiser for 2020, but felt this would probably be for the last time.

Councillor Miss Hardiman had previously raised concerns regarding the poor state of several street name signs around the village, and at long last the District Council had confirmed that the signs in Cheltenham Road and Station Road would be replaced. The Clerk would instruct the lengthsman to clean the signs and repaint any metalwork as required on a number of street signs around the village. If any councillors were aware of such signs they were asked to inform the Clerk accordingly.

The District Council had notified the Parish Council that the public path diversion on footpath 547 next to Far Bunchers in Snowhill Road had now been confirmed.

As agreed within the budget the following annual donations had been made –

	£
Broadway Communications Group (Newsletter)	500
Broadway Tourist Information Centre	500
Evesham Volunteer Centre	1,000
Signpost	1,000
Citizens' Advice South Worcestershire	500

At the last meeting the Clerk had obtained a quotation for updating a replacement Parish Council noticeboard, but due to the costs involved the Clerk was instructed to obtain further quotations. A local tradesman had inspected the board and advised the Clerk that, in his opinion, a new board would be cheaper than the cost of the work which would be required on the existing board. The Clerk notified councillors that the cost of a new board would far exceed the original quotation and it was, therefore, proposed by the Chairman, seconded by Councillor Robinson and unanimously agreed to accept the original quotation. The Clerk would arrange for the work to be undertaken accordingly.

(8) **REPORTS FROM VARIOUS COMMITTEES AND GROUPS:**

**Activity Park:**

All the agreed repair work, together with the replacement parts for several pieces of equipment, had now been completed. There remained, however, a problem with the hip-hop which, because of its constant use, had broken again. The manufacturers, Proludic, had submitted a quotation for an upgrade, using the existing concrete foundation and post, of £2,300.00 which was unanimously accepted by all present, and the Clerk would arrange for an order to be placed

**Neighbourhood Plan**

Councillor Franks reported that the Plan was progressing well and it was the aim of the steering group to produce a final version by the end of January, to commence the Regulation 14 Consultation in February which would take six weeks, and to reach the referendum stage by Autumn 2020. It was planned to make a presentation to the full Parish Council in the New Year to enable its endorsement. It was also planned to hold an exhibition/consultation at Broadway Youth Club to engage more with residents in the surrounding estates. Councillor Franks was working with both local schools and the local museum to engage with pupils and parents through pupil projects, and thanked both head teachers for their enthusiastic support.

The Chairman thanked Councillor Franks for his report.

**Visitor Management Group:**

Councillors who are part of this group were reminded that last week's postponed meeting would now take place on Monday, 9<sup>th</sup> December, at the Parish Office commencing at 10.00 am.

## (9) PLANNING:

On Wednesday, 27<sup>th</sup> November, at the District Council offices in Pershore, the Chairman, Councillor Franks, and the Clerk, met Mr. Vic Allison and Mr. Tim Wright from the District Council, both District Councillors Mrs. Eyre and Robinson, and Mr. Gareth Williams from Broadway Football Club, in order to discuss the proposed development of the Station Road site. The meeting highlighted the aspirations of both the District Council and the Football Club for the use of the site, and it was agreed that the Parish Council be kept updated on progress. The Parish Council already had written confirmation that it and Broadway Trust would be consulted during the planning and design stages of any development for this site.

**South Worcestershire Development Plan Review**

All councillors had hopefully attended one of the recently held consultation events or viewed the SWDP Review website and seen the proposed sites for Broadway – a copy of the map showing the sites had been circulated to all councillors and is included with these minutes.

After lengthy discussion it was agreed that the following comments would be submitted to the District Council in response to the SWDP Review consultation:

**Leamington Road – CFS 1064**

The Parish Council strongly objected to this site as it was outside the parish boundary; was within the A.O.N.B., was within a green infrastructure zone, and was in open countryside, all of which the SWDP and NPPF stated must be protected. The SWDP stated that there should be no major development within the ANOB and there were no exceptional circumstances to justify this. The site was also agricultural land and had been identified as being a high risk catchment area for flooding and part of the site had a medium risk for surface water flooding.

The Parish Council understand that the owner of this site did not wish the land to be developed and would be notifying the District Council accordingly.

The Parish Council requested, therefore, that this site be removed.

**Kennel Lane – CFS 00472sc**

The Parish Council understand that this specific site had not been subject to the Sustainability Appraisal for the uses and extent to which it was included as a Preferred Option site. The site included the Hunt field which had been identified as a local green space within the Neighbourhood Plan and also in the Broadway Conservation Area Appraisal. This field was the most important and most highly valued landscape within the village giving beautiful views of the surrounding landscape from the High Street, and was within the Conservation Area and the A.O.N.B.

The Parish Council supported, in principle, the re-development of the whole of the Kennel Lane site which was being proposed by the landowners of various sections of the site, but very strongly objected to the proposed access site onto the High Street, and suggested an alternative access via Church Close / Central Car Park.

**Station Road – SWDP 59/19**

The Parish Council understand this site had not been subject to a Sustainability Appraisal, and did not understand the inclusion of the wildlife reserve within this proposed site. The Parish Council was of the opinion that the housing needs for Broadway had already been satisfied by the sixty-five houses, which would include forty per cent affordable housing, within the original SWDP allocation for this site and, therefore, saw no justification for the need for the proposed thirty-five additional houses. The Parish Council and the Broadway Trust had been promised in writing that the District Council would consult with both parties on a masterplan for this site.

The Clerk was instructed to submit the above comments to the District Council by the deadline of 5.00 pm on 16<sup>th</sup> December 2019

**Parish Council comments:****MEETING: 28:10:19**

Application 19/02180/HP **MR. CRAWFORD PRENTICE**, 47B High Street  
New extension to rear and minor alterations  
The Parish Council raised no objections to this application

Application 19/02235/HP **MR. & MRS. N. MOON** Chez Nous, Springfield Lane  
Erection of single storey extension and porch and other minor alterations to dwelling New dormer window on front elevation of house  
The Parish Council raised no objections to this application

Application 19/02293/ADV **MR. J. JAMES**, Budgens Store, 16 Russell Square  
Various shop and car park signs  
The Parish Council raise no objections to this application on the basis that the four non-consenting banners be removed.

**MEETING: 18:11:19**

Application 19/02420/FUL **EURO CAR PARKS LIMITED**, The Swan, 2 The Green  
Erection of 1 x 4m high column with Automatic Number Plate Recognition (ANPR) Camera (retrospective)  
The Parish Council had no comment to make on this application

Application 19/02326/HP **MR. WHEELER**, Springfield Farm House, Springfield Lane  
Rear extension to dwelling and internal alterations. Demolition of existing garage. Erection of new garage/storage building  
The Parish Council objects to this application and supports the comments made by the Conservation Officer but is unsure if it complies with SWDP18 A (iii) and (iv)

Application 19/02354/FUL **HABITAS (WORCESTER) LIMITED**, land next to Boxgrove & rear of Two Jays, Station Road  
Construction of one detached dwelling  
The Parish Council objects to this application and supports the comments made by Highways which make reference to the Worcestershire Streetscape Design Guide regarding private shared drives

Application 19/02255/HP **MR. G. THOMPSON**, 47 Bibsworth Avenue  
Proposed side and rear extension  
The Parish Council raised no objections to this application

Application 19/02307/HP **MR. A. MANNERS**, 18 Lifford Gardens  
Single storey side extension  
The Parish Council raised no objections to this application

Application 19/02333/HP **MR. & MRS. TONGUE**, 14 Cheltenham Road  
Two storey side extension  
The Parish Council raised no objections to this application

Application 19/02344/HP **MR. R. SMITH**, Cotsall House, 11 Leamington Road  
Amendment: Porch and side extension – retrospective  
The Parish Council raised no objections to this application

**Wychavon Approvals:**

Application 19/02180/HP **MR. CRAWFORD PRENTICE**, 47 High Stret  
New extension to rear and minor alterations

Application 19/01769/FUL **MISS R. ADAMS**. 67 High Street  
Incorporation of the addition of D2 use alongside D1 and A1 use for restorative yoga classes

Application 19/02096/FUL **GLEN FARROW UK LTD.**, Hayway Farm, Collin Lane  
Placement of Glen Farrow UK Ltd GF210 Biomass Boiler

Application 19/1990HP **MR. & MRS. G. HOLDGKINSON**, Junipers, 2 The Old Mill  
New dormer window on front elevation of house

Application 19/02003/HP **MR. P. LANKESTER**, Elm Cottage, 5 Station Cottages, Station Road  
Part single storey, part two storey, part first floor side and rear extension

Application 19/01731/LB **MR. & MRS. PECK**, Holly Tree Cottage, 2 Church Street  
Replacement of 8 x existing storm proof windows with traditional flush casement windows. Windows on east and south elevations only all with single horizontal bar and painted as the existing

Application 19/01862/HP

**MS. J. DORRIES**, 7 Mill Avenue

Erection of a single storey front entrance porch and canopy extension combined with a front bay window extension, a single storey side extension, a rear extension including replacement of an outhouse and veranda, a main roof hip dormer extension, a main roof rear dormer addition, and main roof front dormer addition, together with associated internal alterations

**Wychavon Refusal:**

Applications 19/01950/LB and  
19/01949/HP

**MS. L. MCGILL**, The House on the Green, Church Street

Installation of satellite dish to rear of property (retrospective – listed building consent)

(10) SCHEDULE OF PAYMENTS/RECEIPTS: from 01:10:19 to 31:10:19

<i>Payments:</i>	verified by the Clerk together with two nominated signatories	<i>net of VAT</i>
Wychavon District Council /refuse collection bin		242.25
Worcestershire County Council / pension contribution		561.32
Unicom / telephone / internet		82.63
Unicom / office electricity		67.58
Maurice Parkinson Contracts / lengthsman scheme		574.00
Maurice Parkinson Contracts /mowing contract		750.00
Maurice Parkinson Contracts/ general maintenance		101.00
Cotswold Security Group / security contract		89.00
Mrs. P. Valender / planters		69.00
Royal British Legion / annual donation		100.00
Abbey Forestry / tree maintenance		615.00
K. Beasley / clerk's salary – October		1,356.44
G. A. Tomkins / assistant clerk's salary – October		643.40
BWB Consulting Ltd. / traffic survey Back Lane		2,473.72
<i>Receipts:</i>		
Lloyds Bank / gross interest		3.40
Worcestershire County Council / lengthsman scheme		40.00
Signpost / contribution to office water		19.26
Worcestershire County Council / lengthsman scheme		574.00
Wychavon District Council / CIL		4,221.00

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

Councillor Miss Hardiman felt, in her opinion, there should be a road closure in place in the High Street for the two late night shopping events. Some councillors were supportive of this suggestion but it was agreed that it could cause further problems regarding traffic congestion. The Clerk would refer this matter to the organisers of the event and to the next meeting of the Visitor Management Group.

Councillor Franks reported that Councillor Mrs. Eyre had organised a public meeting at the Lifford Hall on Monday, 25<sup>th</sup> November, regarding the parking/traffic issues on the Sands Estate. Approximately seventy residents from the estate attended the meeting and Councillor Mrs. Eyre reported that (a) it was proposed to install double yellow lines at the junction areas on the estate and also at the entrance to the estate on Leamington Road which would eliminate illegal parking and ease visibility (a copy of the plan can be viewed at the Parish Office); (b) flyers produced by the HWFRA and the Police would be placed on vehicles highlighting the problems of inconsiderate parking; and (c) local businesses would be encouraged to provide subsidised car park passes for their employees. Other points raised included (a) single yellow lines - this would mean that visitors cannot park on the road between 8.00 am and 6.00 pm;

and (b) resident parking – this must be agreed by eighty per cent of residents, an annual charge is applied and residents are not guaranteed a parking space outside their property.

The Chairman closed the meeting at 9.25 pm and opened the PUBLIC INFORMATION SESSION:

There were no members of the public present, and the Chairman finally closed the meeting at 9.25 pm

***Date /Time Next Meeting: 23<sup>rd</sup> January 2020, at 7.00 pm***