

MINUTES
of ANNUAL MEETING OF THE PARISH COUNCIL
(conducted via 'Zoom')
on Thursday, 21st May 2020, at 7.00 pm

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

Also in attendance: County and District Councillor Mrs. E.Eyre and one member of the public

Prior to the first item of the agenda, the Clerk asked those present to observe two minutes silence in memory of Councillor David Folkes MBE, who very sadly passed away on 27th April 2020. David joined Broadway Parish Council in 1976, and served continuously in this role until his death last month. He served as Chairman of the Parish Council from 2003 until 2016. He also served as District Councillor for the Ward of Broadway and Wickhamford from 1991 until 2011, and as Chairman of Wychavon District Council in 2000/2001. David was very honoured to receive his MBE from The Queen in June 2011 for services to the community.

The current Chairman, Councillor Parmenter, expressed his great sadness at the passing of Councillor Folkes, and acknowledged that all the hard work and dedication he had shown during his time on the Council, together with his great knowledge of the village, will be greatly missed. On behalf of the Parish Council, Councillor Parmenter formally passed condolences to David's wife, Gill and the family.

(1) ELECTION OF CHAIRMAN:

As there were no other nominations it was proposed by Councillor Miss Hardiman, seconded by Councillor Love, and carried unanimously, that Councillor Parmenter be re-elected as Chairman

(2) SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN:

As it was not possible to sign the Declaration of Acceptance Form at this moment in time, the Clerk would email the form to Councillor Parmenter for signature, and the Clerk would then sign the form on its return, duly annotating the actions taken.

(3) ELECTION OF VICE-CHAIRMAN:

As there were no other nominations it was proposed by Councillor Parmenter, seconded by Councillor Franks, and carried unanimously, that Councillor Robinson be re-elected as Vice-Chairman

(4) SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE OF VICE-CHAIRMAN:

As it was not possible to sign the Declaration of Acceptance Form at this moment in time, the Clerk would email the form to Councillor Robinson for signature, and the Clerk would then sign the form on its return, duly annotating the actions taken.

The Chairman, on behalf of the Parish Council, formally thanked everyone who had helped in whatever way they could during this Coronavirus pandemic – members of the NHS, including out local doctors and pharmacy, the County and District Council, including the bin collection teams, street cleaners, all the food outlets in the village which had kept going to ensure the essential needs of residents were met, and those who had organised home deliveries to those who could not get out or were unable to leave their homes, the postal services and all delivery companies, the Broadway Support Group, especially Revd. Shellie Ward, and all the volunteers who had helped to deliver food/medicines etc. through this group.

As usual, I would remind councillors that during the meeting any comments must be made through the Chair. If you wish to make a comment please raise your hand and I will ask you to speak.

- (5) **APOLOGIES FOR ABSENCE:** Apologies were received and accepted from Councillor Penny, Mr. Robin Goldsmith (Broadway Trust) and West Mercia Police
- (6) **DECLARATIONS OF INTEREST:**
- (a) Register of Interests: councillors are reminded of the need to update their register of interest;
 - (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.

(7) **POLICE REPORT:**

PC Kirsti Jackson was unable to attend the meeting, but forwarded the following report detailing crime recorded in Broadway from 1st March to date. There had been four thefts, two burglaries, twelve highway incidents, and forty one other/anti-social behaviour incidents – which included nineteen COVID 19 breaches. It was reported that with significantly more people being at home the reports across all areas had increased dramatically.

Following a question emailed to the Clerk from a resident regarding the ongoing problem of motorcycles speeding on Fish Hill causing noise issues, the Clerk had asked the police for comment, but no response on this matter was received.

The Chairman raised concerns that prior to lockdown the police advised the Parish Council that a replacement PCSO would soon be in place to assist PC Jackson, and that to date there had been no confirmation that this role had been filled. Several councillors reported that a number of police cars had been seen patrolling the village, but no member of the police had been seen walking around the village.

Councillor Holmes asked if the police could undertake more speed checks around the village, including the approach to the village along the Cheltenham Road where there had been witnesses to excessive speeding in particular.

The Clerk was instructed to write to the police regarding these matters and would report back accordingly.

(8) MINUTES OF PARISH COUNCIL MEETING HELD ON 23:01:20

Proposed by Councillor Miss Hardiman, seconded by Councillor Robinson, the minutes of the meeting held on 23rd January 2020 were unanimously approved by those present, as a true record. The Clerk would ensure that the minutes were duly signed and dated by the chairman.

(9) ELECTION OF MEMBERS TO COMMITTEES:

Emergency Decisions Group:

Chairman (Cllr. Parmenter)

Vice-Chairman (Cllr. Robinson)

Clerk (Mr. Beasley)

Planning Committee:

It is Parish Council policy that the planning committee is delegated to make recommendations / comments on planning applications, and it was proposed by Councillor Parmenter, seconded by Councillor Mrs. Rogers and unanimously agreed that this should continue.

Cllr. Franks

Cllr. Miss Hardiman

Cllr. Love

Cllr. Parmenter

Cllr. Penny

Cllr. Mrs. Phillips

Cllr. Mrs. Rogers

Cllr. Dr. Wilks

Finance Working Group:

Cllr. Franks

Cllr. Miss Hardiman

Cllr. Holmes

Cllr. Parmenter

Cllr. Mrs. Phillips

Cllr. Robinson

Cllr. Rogers

Activity Park Committee:

Cllr. Hartley

Cllr. Holmes

Cllr. Parmenter

Cllr. Penny

Cllr. Mrs. Phillips

Cllr. Dr. Wilks

Co-opted Members:

Mr. J. Hankinson

Neighbourhood Plan Steering Group:

Cllr. Franks

Cllr. Parmenter

Cllr. Robinson

Mr. N Pearce (Consultant)

Co-opted Members:

Mr. J. Aspey

Dr. T. Bloch

Mr. R. Goldsmith

Mr. P. Reading

Mr. S. Williams

Tree Committee:

Cllr. Franks

Cllr. Hartley

Cllr. Parmenter

Cllr. Robinson

Co-opted Members:

Dr. R. Clements – Parish Tree Officer

Mr. A. Woods – Parish Consultant

Mr. R. Goldsmith, Broadway Trust

Youth Club Committee:

Cllr. Mrs. Eyre
 Cllr. Franks
 Cllr. Miss Hardiman
 Cllr. Holmes
 Cllr. Parmenter
 Cllr. Mrs. Phillips
 Cllr. Robinson
 Cllr. Dr. Wilks
Co-opted Members:
 Ella Westwood
 Emma Manktelow

Each Committee/Group would elect a Chairman as the first item on its agenda at its next meeting.

(10) ELECTION OF REPRESENTATIVES:

Visitor Management Group:

Cllr. Miss Hardiman
 Cllr. Parmenter
 Cllr. Mrs. Phillips
 Cllr. Riley
 Cllr. Robinson
 Cllr. Mrs. Rogers
 Cllr. Dr. Wilks

Broadway Business Association: Cllr. Mrs. Rogers

Broadway Library Community Group: Cllr. Miss Hardiman

Broadway Museum and Art Gallery: Cllr. Dr. Wilks

Broadway Youth Club: Cllr. Holmes

Parish Footpaths Officer: Mr. Frank Benham

Parish Lengthsman: Mr. Maurice Parkinson

Parish Tree Consultant: Mr. Andrew Woods

Parish Tree Officer: Dr. Rachel Clements

(11) COUNTY AND DISTRICT COUNCILLORS' REPORTS:

Copies of both reports had been circulated to all councillors, and a full copy of each report was attached to these minutes.

County and District Councillor Mrs. Eyre's Report:

Councillor Mrs. Eyre gave an update in relation to schools within Worcestershire, where some of the schools had been excellent and had opened to look after the children of key workers, and also those children who are vulnerable but, unfortunately, some had not been so good, which had been very disappointing.

Personal Protective Equipment (PPE) issues within the county had been resolved, but Track and Tracing was providing a challenge, however it was hoped to be up and running by 1st June.

Councillor Mrs. Eyre gave an update regarding the motorcycle issues on Fish Hill which had been raised by a resident. It was not surprising that during the recent period of good weather the motorcyclists had reappeared. Councillor Mrs. Eyre reported an incident occurred within the village where a group of motorcyclists were not social distancing, and it had also been reported that motorcycles had been speeding and creating noise issues as noted earlier within the police report. Councillor Mrs. Eyre stated that this was a police matter, and had requested a camera to be situated at the top of Fish Hill, but unfortunately, the only camera that could be used for such purposes was a police camera which had to be authorised by the Home Office, and this was highly unlikely to be approved for that site. The Chairman added that this was an ongoing matter for the Parish Council, and it had already had meetings with the police, in particular the Safer Roads Partnership. After discussion, it was agreed that the Parish Council should make strong representation to the Police and also write to the Police and Crime Commissioner regarding its concerns on this matter. The Clerk would write to both parties as instructed, and report back accordingly.

Councillor Love asked for an update regarding the parking outside the United Reform Church. In response, Councillor Mrs. Eyre reported that a meeting was held with representatives from the Church, and it had been agreed that there would be no parking outside the Church and would only allow vehicles to stop to dropped off/pick up people attending services and events at the Church. Councillor Mrs. Eyre added that there were also issues regarding parking outside the Catholic Church in Leamington Road, and this was being investigated further to hopefully resolve the matter shortly.

There being no further questions/comments for Councillor Mrs. Eyre, the Chairman thanked her for the report and updates.

District Councillor Robinson's Report:

Councillor Robinson reported that he had been liaising with District Council officers and Broadway Business Association to notify local businesses of the grants available to assist businesses during this difficult period (details of which are included in the Clerk's report – Item 12).

Councillor Robinson added that both local District Councillors had each been allocated a budget of £500.00 to be used to help local groups/organisations who are helping residents with deliveries of food and medicines etc. during the pandemic.

Councillor Robinson highlighted the need to ensure contact was made with Lloyds Bank to ensure that the mobile banking facilities return as soon as it was safe to do so. The Clerk would write to Lloyds Bank regarding this matter and report back accordingly.

Councillor Franks thanked Councillor Robinson for the update regarding the situation at Shear House which, unfortunately, did not appear to be improving. In response, Councillor Robinson encouraged Parish Councillors to visit the site at Shear House and compare it to the other Rooftop Housing Group sites in the village which are much better maintained. Councillor Robinson confirmed, in response to a question, that all residents pay the same maintenance charges. Councillor Mrs. Eyre would contact Councillor Robinson with a further contact name and would liaise with Councillor Robinson to try and resolve this matter. Councillor Mrs. Eyre added that similar issues occur in several other villages. Councillor Holmes asked if there were still ongoing issues at Shear House where the police had to attend. Councillor Robinson replied that this was still the case but, unfortunately, due to the present situation the resident in question could not be moved to another property as previously reported. Councillor Mrs. Eyre wished to make councillors aware that the related family in question is moving from Cleeve Prior due to development of the site, and the question which must be asked is where will they go, and

that should be of concern. The Chairman asked the Clerk to write again to Rooftop Housing Group raising the Parish Council's continued concerns on this matter.

There being no further questions/comments for Councillor Robinson, the Chairman thanked him for the report and updates.

(12) CLERK'S REPORT AND CORRESPONDENCE:

The sad death of Councillor Folkes had created a vacancy on the Parish Council, the Clerk had accordingly notified the District Council and a notice of casual vacancy had been requested, and received, which had been displayed on the Parish Council website, the Parish Office, and noticeboard. If, by 10th June, 2020 (14 days excluding Dies Non, after the date of this notice) a request for an election to fill the vacancy had been made in writing to the Returning Officer by ten electors of the Parish, an election would be held to fill the vacancy, otherwise the vacancy can be filled by co-option. If an election was called, the poll would not be able to take place until 6th May 2021 (subject to future review by UK Government) as a result of the Coronavirus Act 2020 and the Local Government and Police and Crime Commissioner (Coronavirus)(Postponement of Elections and Referendums)(England and Wales) regulations 2020. The Clerk would notify councillors accordingly and take the necessary action required.

PKF Littlejohn, the appointed external auditors, had written to the Parish Council notifying the revised instructions regarding the submission of the Accounts and Annual Governance Statement for the year ending 31st March 2020.

- (a) The deadline for submission for Broadway Parish Council was 31st August 2020.
- (b) The publication date for the final, audited, accounts had moved from 30th September to 30th November.
- (c) The requirement for the public inspection period to include the first ten working days of July had been removed, and councils must instead commence the public inspection period on or before the first working day of September 2020.

The District Council had made available a grant for businesses during these difficult times. To qualify the business must have been liable for business rates on its property on 11th March 2020, and have an entitlement to Expanded Retail Discount. Businesses that qualify under the scheme with a rateable value of up to £15,000 would be eligible for a grant of £10,000, and those with a rateable value of between £15,001 and £50,999 would be eligible for a grant of £20,000. The Parish Council is not eligible for this grant as it was a precepted body.

Following guidance issued by the government, the Activity Park had been closed and notices erected advising that the playground was closed and not to enter.

The District Council had notified the Parish Council that the toilet block in the village would be open from Wednesday 20th May, with the exception of the toilet block in the Activity Park which would remain closed until the play area was reopened.

A resident had contacted the Clerk asking if councillors' email addresses could be listed on the website in addition to their telephone numbers. The Clerk, having contacted Worcestershire CALC, advised councillors that contact details should be available to the public, but that it was not a requirement that email addresses should be included. The Clerk added that, having looked at other Parish Council websites, a number did list councillors' email addresses. After discussion, it was agreed that emails could be listed, subject to the consent of each councillor. The Clerk would contact each councillor for their consent, but any councillor(s) did not want their email address listed, the Clerk would add a note to contact the Clerk who would then forward any emails to the councillor(s) concerned. It was also agreed to list the committees, together with the councillors who were serving on each committee.

Post Meeting: The Clerk had spoken to the Parish Council's computer consultant who suggested a possible solution would be a Parish Council email address to which each individual councillor's name be attached, rather than using each councillor's personal email. The Clerk would obtain further information, costs etc. and report back accordingly.

The Parish Lengthsman Scheme was suspended at the end of March. The Lengthsman Scheme was vital to all parishes, and important work in local communities was falling behind schedule. Each Parish Council had, therefore, been asked to draw up a risk assessment for its own lengthsman, taking into account their age and any pre-existing health conditions. The Clerk had undertaken this for our lengthsman, Maurice Parkinson, and permission had now been given for him to return to his duties to undertake the following work –

(1) drainage: (a) clearing gully grates, (b) clearing verge grips, (c) clearing headwalls, outfalls, and (2) vegetation clearance: (a) remove vegetation obstructing signs, (b) remove vegetation at junctions/visibility splays, (c) side out footways to normal width and spread arisings on verge where possible.

7.58 pm - The meeting was suspended for ten minutes to allow councillors to join in the 'Clap for Carers'

8.08 pm – The meeting re- commenced, with all in attendance.

(13) REPORTS OF VARIOUS COMMITTEES AND GROUPS:

Neighbourhood Plan Update:

The Clerk notified councillors that a meeting would be arranged to discuss the Neighbourhood Plan in more detail, and the Clerk would contact councillors with date/time of the meeting.

Youth Club Update:

The Chairman notified councillors that following the Parish Council's submission of its application to Wychavon's Community Legacy Grant, it had been informed that the Executive Board had awarded a grant of £150,000 towards the project, together with a grant of £7,000 from the New Homes Bonus. The acceptance form had been duly completed and returned to the District Council as requested.

Councillor Holmes was delighted with the news regarding the grant awards, and added that with this funding, promised matched funding from various organisation/charities, and the £10,000 grant from the District Council in relation business rates relief, which the Youth club was eligible to claim, the total funding available for the project was now approx. £200,000. Councillor Holmes reported that prior to the start of the Coronavirus pandemic, and as part of the grant application for the Community Grant, the architect had been asked to obtain provisional costings for the project from three building contractors, which ranged from £175,000 to £235,000. It was anticipated that the project may well require a figure nearer £250,000. Councillor Holmes, with the agreement of the Council, would, therefore, apply to the Lottery Fund, and also make local appeals if required for further funding. Councillor Holmes and the Clerk would arrange a meeting of the Youth Club committee, together with the Architect, to discuss the proposed progress of the project, and report back to the Parish Council with its plans/recommendation for comments/approval.

(14) PLANNING:

The Lygon Arms Hotel (London & Regional Properties Ltd.) had submitted three separate planning applications as follows:

Application No: 20/00897/FUL

Conversion of the Old Engine House for hotel administration. Refurbishment of existing garden buildings, conversion of existing store building to guest suites. Conversion of former piggery to crèche facility. Modification and refurbishment of store and demolition of existing garden store building. Erection of new events building, 5 guest suites in hotel grounds and new garden store building. Replacement staff accommodation. Reconfiguration of car parking areas & associated landscaping works. Alterations to Back Lane to provide pedestrian walkway.

Application No: 20/00878/FUL

Demolition of existing buildings, erection of five dwellings, including access and landscaping arrangements.

Application No: 20/00863/LB

Proposed internal and external works to the former Engine House to facilitate its use as an administrative hub for the hotel

After discussion, it was agreed that a separate planning meeting should be called to which all councillors were invited to attend, to discuss all the applications in detail, and to agree the comments to be submitted. The Clerk would notify all councillors of the date/time accordingly. The Chairman informed all councillors that an additional traffic survey had been commissioned in response to the Lygon's traffic survey. Councillor Mrs. Eyre confirmed that she had requested that the applications should go to committee for consideration by the District Council Planning Committee, and hoped that all three applications were discussed at the same meeting. She also added that it was important that the Parish Council was represented at the meeting to put forward its comments. Councillor Love suggested that the Clerk contact Katherine Smith, the Case Officer, to ask for an extension to submit its comments.

Parish Council Comments:

MEETING: 03:02:20

Application 20/00010/HP

MR. P. SCOTT
7 Smallbrook Road
Erection of porch

The Parish Council raised no objections to this application

Application 19/02374/LB

MRS. C. SCAHILL
6 The Green
Attachment of swing sign to fascia of building displaying name of business

The Parish Council raised no objections to this application, but was very disappointed as the sign was erected prior to the application being approved, and would like a letter sent to the applicant accordingly highlighting the correct procedures.

Application 20/00052/HP

MR. A. HASLAM
15 Church Street
Demolition of existing conservatory and erection of single storey rear extension

The Parish Council object to this application as it is contrary to SWDP 6 and 24 in that it is not considered to be in keeping with the character and appearance of the Conservation Area which would result in harm to a heritage asset, and support the comments submitted by both the Conservation Officer and those of the neighbouring property owner.

Application 19/02698/HP **MR. & MRS. V. LIHARI**
35 Bibsworth Avenue
Rear extension and loft conversion

The Parish Council wish to object to this application as it is contrary to SWDP 21 and does not follow the general guidance for rear extensions listed in the Design Guide Supplementary Planning Document - rear extensions 8.3.13 to 8.3.16, daylight and sunlight 8.3.17 to 8.3.24, and roof extensions 8.3.25. It is also contrary to the guidelines for alterations and extensions under 6.4 of the Broadway Village Design Statement.

Application 19/02375/LB **MRS. K. GREEN**
85 High Street
Replacement of windows and new door to front elevation
Additional information/amendment: replacement front door in addition to windows

Parish Council raised no objections to this application subject to the satisfactory construction and finish of door.

Application 19/02760/HP **MR. R. LANGLEY**
4 Sheldon Avenue
Single storey rear extension

The Parish Council raised no objections to this application

MEETING 17:02:20

Application 20/00270/LB **COTSWOLD DISTILLING COMPANY LIMITED**
33 High Street,
Display of shop signage affixed to front elevation and provision of hanging sign above front door to shop. Variation of Condition 2 ref: 19/01477/LB

The Parish Council raised no objections to this application

Application 20/00214/HP **MR. & MRS. MOON**
Chez Nous, Springfield Lane
Proposed car port and relocation of existing shed to rear of garden

The Parish Council raised no objection but would comment that the size of both the car port and shed appear to be excessive for the size of the dwelling, and the position of the relocated shed is a substantial distance from the property.

Application 20/00159/HP **MR. ELMAGDOUB**
Hallam, Evesham Road
Erection of double garage with store

The Parish Council strongly object to this application for the following reasons – it is contrary to: (a) SWDP C2 in that development should be strictly controlled on land beyond the development boundary; (b) SWDP 21 in that any development should be expected to be of a high design quality and need to integrate effectively with its surroundings which this clearly does not; and (c) SWDP 25 in that it should integrate with the character of the landscape setting which, again, is clearly not the case. The proposed double garage also contravenes the Design Guide Supplementary Planning Document (a) 8.3.27 to 8.3.30 in that buildings within the residential curtilage, such as garages, should be subordinate in scale and design to the existing property taking into account local character and the level of visibility of the building from public areas, should be sited close to the main residential property, and should not be sited forward of the main building., and (b) 5J.7 in that the distance from the car parking space to the home should be kept to a minimum and should be level or gently sloping

Application 20/00225/HP **MR. & MRS. LEE**
Three Ways, Springfield Lane
Extension to create enlarged porch

The Parish Council raised no objections but would comment that the loss of the pitched roof is regrettable.

MEETING: 09:03:20

Application 20/00402/HP

MR. MARCHANT

14 Orchard Avenue

Replacement of conservatory with single storey side and rear extension

The Parish Council raised no objections, but would like the planning officer to ensure that there is no impact on the adjacent property in respect of the daylight and sunlight referenced under 8.3.18 of the Design Guide Supplementary Planning Document.

Application 20/00341/HP

MRS. K. GREEN

85 High Street

Replacement of ground and first floor windows and replacement of front door and frame

The Parish Council raised no objections, but would like to ensure that the conservation officer is satisfied with the joinery details.

Application 20/00006/HP

MISS. L EMMS

2 Bibsworth Avenue

Double glazed conservatory with dwarf wall (retrospective)

The Parish Council were not able to make any judgement on this application due to inadequate drawings/details and are also very disappointed that this is yet again another retrospective application.

SINCE APRIL:

All councillors have been sent copies of the following planning applications and the Planning Committee members have reviewed all the applications and submitted the following comments

Application 20/00629/HP

MR. N. PRIEST

21 Orchard Avenue

Demolition of conservatory and erection of single storey rear extension

The Parish Council objects to this application for the following reasons – the proposed extension sits right on the boundary with the next door property (No: 23 Orchard Avenue) at the rear and projects out, which does not satisfy the daylight and sunlight codes set out in the South Worcestershire Design Guide SPD - paras 8.3.17 & 8.3.18.

Application 20/00345/FUL
& 20/00346/LB**MR. S. BEALE**

35 High Street

Second storey rear extension with pitched and flat roof

The Parish Council objects to this application for the following reasons - This is similar to Application 20/00159 which was refused as being detrimental to the amenity of Butchers Row cottages regarding both daylight and sunlight.

The Parish Council have raised its concerns that the submitted drawings are skeletal and in particular there are no cross sections to show the height of the rear extension and without these the scope of the submitted drawings are not enough to properly consider the application. The Parish Council, however, wish in principal to raise it objections to this application bearing in mind that seemingly very similar applications have already been refused.

Application 20/00648/HP

MR. ELMAGDOUB

Hallam, Evesham Road

Erection of double garage with store

The Parish Council objects to this application for the following reasons - This is a new revised application relating to 20/00159 which was withdrawn by the applicant. In this new application, the garage sits much lower than previously, but its siting still does not satisfy the guidance in paras 5.7.5J – 7 and 8.3.27 – 8.3.30 of South Worcestershire Design Guide, in that it is well away from the house.

Application 20/00549/HP

MR. MCGRIGOR

4 The Mews, Sheldon Avenue

Proposed rear sunroom

The Parish Council raise no objections to this application

- Application 20/00593/HP **MR. S. MILES**
53 Leamington Road
Proposed two storey side extension
The Parish Council raise no objections to this application
- Application 20/00688/FUL
& 20/00689/LB **MR. T. MORRIS**
The Bakehouse, Back Lane
Partial removal of East facing gable & rebuilding to match original erection
of replacement roof as amendment to approvals for 3 bed dwelling &
alterations to building granted by 18/01895/CU & 19/00619/LB
The Parish Council raise no objections to this application
- WYCHAVON APPROVALS:**
Application 19/02132/HP **MR & MRS. S. HALBERT**
The Fairway, Lower Green
Demolition of old garage and build new garage
- Application 20/00010/HP **MR. P. SCOTT**
7 Smallbrook Road
Erection of porch
- Application 19/02760/HP **MR. R. LANGLEY**
4 Sheldon Avenue
Single storey rear extension
- Application 19/02736/FUL **GLEN FARROW UK LIMITED,**
Hayway Farm, Collin Lane
Retrospective placement of Glen Farrow UK Ltd GF295 Biomass
Boiler
- Application 19/02593/FUL **EDEN STOW PROPERTIES LIMITED**
Agricultural plots 5 and 15, Milestone Ground, Childswickham
Road
Proposed medical centre with onsite parking, cycle and refuse
storage and new access on to Station Road – (variation of
Conditions 4 and 16 to reference 18/02689/FUL)
- Application 19/02374/LB **MRS. C. SCAHILL**
6 The Green
Attachment of swing sign to fascia of building displaying name of
business
- Application 19/02698/HP **MR. & MRS. V. LIHARI**
35 Bibsworth Avenue
Rear extension and loft conversion
- Application 20/00225/HP **MR. & MRS. LEE**
Three Ways, Springfield Lane
Extension to create enlarged porch
- Application 20/00006/HP **MISS. L EMMS**
2 Bibsworth Avenue
Double glazed conservatory with dwarf wall (retrospective)
- Application 20/00402/HP **MR. MARCHANT**
14 Orchard Avenue
- Application 20/00052/HP **MR. A. HASLAM**
15 Church Street
Demolition of existing conservatory and erection of single storey
rear extension
Replacement of conservatory with single storey side and rear extension
- Application 20/00341/HP **MRS. K. GREEN**
85 High Street
Replacement of ground and first floor windows and replacement of
front door and frame
- Application 20/00629/HP **MR. N. PRIEST**
21 Orchard Avenue
Demolition of conservatory and erection of single storey rear extension

Application 20/00549/HP

MR. MCGRIGOR
4 The Mews, Sheldon Avenue
Proposed rear sunroom

(15) SCHEDULE OF PAYMENTS/RECEIPTS: from 01:01:20 to 30:04:20

<i>Payments:</i>	verified by the Clerk together with two nominated signatories	<i>net of VAT</i>
Wychavon Parish Council / refuse collection bin		185.25
Worcestershire County Council / pension contribution		561.32
Unicom / telephone / internet		89.44
Unicom / office electricity		85.38
Yvonne Bostock / office cleaning		36.00
E-ON / village green electricity		68.18
Avon Planning Services / neighbourhood plan		1,410.00
Wychavon District Council / annual bin cleaning charge		151.62
Wychavon District Council / annual bin cleaning charge		75.81
Association Local Councils / annual subscription		40.00
Society of Local Councils / annual subscription		180.00
Grassroots Garden Service / activity park maintenance		75.00
EBC Group (UK) Limited / photocopier charges		29.19
Wizard Web Limited / parish council website		684.00
Wizard Web Limited / neighbourhood plan		168.00
Cotswold Security Group /security contract		89.00
Tallis Amos Group Limited / footpath maintenance		1,142.50
Wychavon District Council / annual bin cleaning charge		75.81
Signs R Us / community award notice		18.00
Vale Press Limited / stationery		56.00
Starboard Systems Limited / computer licence		385.00
Paperstation Limited /stationery		30.38
K. Beasley / clerk's salary – January		1,356.44
G. A. Tomkins / assistant clerk's salary – January		542.60
Play Inspection Company / quarterly activity park inspection		100.00
A. Gleave / general maintenance		905.00
E-ON / village green electricity		31.55
Worcestershire County Council / pension contribution		561.32
Unicom / telephone / internet		93.67
Unicom / office electricity		94.69
Grassroots Garden Service / activity park maintenance		75.00
RJ Agricultural Services / millennium garden		100.00
Paperstation Limited /stationery		18.95
Broadway Arts Festival / grant		1,000.00
Nomad Community Bus / grant		1,500.00
Cotswold Building Supplies / Christmas lights		93.07
Abbey Forestry / tree maintenance		110.00
K. Beasley / clerk's salary – February		1,356.44
G. A. Tomkins / assistant clerk's salary – February		475.60
Yvonne Bostock / office cleaning		24.00
Paperstation Limited / stationery		13.29

Wychavon District Council / parish elections	3,139.62
Maurice Parkinson Contracts / lengthsman scheme	354.00
Maurice Parkinson Contracts / general maintenance	96.00
Avon Planning Services / neighbourhood plan	1,560.00
Cash / milk, coffee, sugar	13.30
Cash / postage	36.80
Cash / office supplies	8.00
Worcestershire County Council / pension contribution	561.32
Unicom / telephone / internet	71.64
Unicom / office electricity	107.77
A.T. Woods / tree maintenance	444.70
Grassroots Garden Service / activity park maintenance	60.00
ProCom Services / computer maintenance	146.66
Worcestershire County Council / lighting initiative charge 2018	10,430.33
Worcestershire County Council / lighting initiative charge 2019	10,556.32
K. Beasley / clerk's salary – March	1,356.44
G. A. Tomkins / assistant clerk's salary – March	441.80
HMRC / PAYE	1,156.00
Grassroots Garden Service / activity park maintenance	135.00
E-ON / village green electricity	17.97
Water Plus Ltd / office water	59.98
EBC Group (UK) Limited / photocopier charges	27.13
Avon Planning Services / neighbourhood plan	1,380.00
Maurice Parkinson Contracts / lengthsman scheme	32.00
Maurice Parkinson Contracts / mowing contract	375.00
Maurice Parkinson Contracts / general maintenance	75.00
Wychavon District Council / quarterly commercial refuse charge	370.50
Information Commissioners Office / Data Protection	35.00
Worcestershire County Council / pension contribution	561.32
Worcestershire CALC / annual subscription	1,021.71
ProCom Services / new printer	150.00
Proludic Ltd / equipment replacement/repair	3,034.86
Yvonne Bostock / office cleaning	24.00
Play Inspection Company / quarterly playground inspection	100.00
Wychavon District Council / office service charge	1,121.80
K. Beasley / clerk's salary – April	1,365.20
G. A. Tomkins / assistant clerk's salary – April	504.60
Maurice Parkinson Contracts / mowing contract	900.00
E-ON / village green electricity	9.30
K. Beasley / Zoom subscription	14.39

Receipts:

Lloyds Bank / gross interest	3.59
Worcestershire County Council / lengthsman scheme	32.00
Broadway Traders Association / Christmas lights	5,000.00
Signpost / contribution to office water	22.78
Lloyds Bank / gross interest	3.32
Wychavon District Council / village gates –Station Road	326.00
Lloyds Bank / gross interest	2.74
Wychavon District Council / award re Village of Culture Competition	1,000.00

Lloyds Bank / gross interest	2.45
Wychavon District Council / precept	42,102.00
Wychavon District Council / grant re precept	3,649.00

Councillor Holmes queried the two payments to the County Council regarding the lighting initiative charges, the Clerk responded that these amounts were for the years - 2018 and 2019, which had already been budgeted for, and as they had not been claimed put back into reserves awaiting payment. The County Council had now requested payment.

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

Councillor Miss Hardiman queried when the tree outside the Broadway Hotel replacing the original 'tree of light' was to be planted, and the Clerk notified councillors that the tree was due to be planted in the autumn. Councillor Miss Hardiman also raised concerns regarding the poor state of a number of verges in the village. The Clerk replied that this had been raised at a previous meeting and the lengthsman had been asked to undertake the work which would be done as and when it was permitted for him to recommence his lengthsman's duties.

Councillor Love asked in relation to the damaged verges, if any further consideration had been given to placing large stones to stop vehicles cutting across the corner of verges. The Clerk replied that, as most of the damage was to land owned by the County Council, which not agreeable to this being done.

Councillor Dr. Wilks raised concerns regarding the new Medical Centre on Station Road and the large 'red' containers that on the site, in particular that they were an 'eyesore', Councillor Love replied that these were temporary structures and there were no restrictions on colours.

(17) The Chairman closed the meeting at 8.40 pm and opened the PUBLIC INFORMATION SESSION:

The member of the public reported that it was he who had raised the two items regarding the (a) speeding motorcycles and (b) the emails, and in response replied that it was interesting to hear the views and comments of the council regarding the speeding issues. He suggested that the police be pursued with more vigour on the matter, and that the police should attend Parish Council meetings to address concerns raised by the Parish Council and the public, so that they can be questioned directly on matters raised. Regarding the emails, he was disappointed and saddened that one or two councillors did not want their email addresses available on the website, as it was important that all councillors should be available to be contacted by as many means as possible, including emails, which is now the 'modern way' of communication to the large majority of people, and also the most convenient method.

The Chairman thanked the member of the public for his questions/comments and finally closed the meeting at 8.45 pm

Date /Time Next Meeting: Thursday, 25th June 2020 7.00 pm (via 'Zoom')

Broadway Parish Meeting May 21st, 2020
REPORT Cllr ELIZABETH EYRE COUNTY & DISTRICT COUNCILLOR

COUNTY ISSUES

Deaths in Worcestershire as of Monday 25/7

Care Homes stabilising, looking to ramp up the level of testing so that all residents and staff are tested over the coming weeks, additional domiciliary care being block purchased.

Local Resilience Forum delivery of 8,000 single use visors received yesterday. WCC order placed today for 5,000 reusable visors.

More information re contact tracing coming next week.

Work underway with schools for 1st June Schools and Nursery PPE packs are being delivered this week

Plans to support businesses as we begin to enter the economic recovery phase are being developed jointly by the County Council, the District Councils and partners. Government grants continue to be distributed to ensure businesses benefit from the additional funds.

The County Council continues to coordinate employer referral testing at Worcester Warriors. Pop-up testing facilities are operating in the county on a rotating basis

Confidence is growing that the level of grant funding provided will cover most of the additional expenditure, but concerns remain that the allocation is insufficient to meet lost income, especially Council Tax.

5/9 PC's having zoom meetings

Outdoor space poster passed to clerk – no use of play equipment

Local transport restarting – some payments during lock down to prevent going under

Major infrastructure projects re starting

Lengthmen working, footway repair list next week

5-million-pound loneliness fund to be shared with organisations nationally

Website regular updates for information

Here2Help has worked very well for the shielded and vulnerable etc. Over 2600 individuals and organisations have come forward to volunteer to help others in their community through the initiative <http://www.worcestershire.gov.uk/here2help>.

District

MD leaving at end of July. New CEO Vic Allison appointed via competitive process.

90% of WDC staff working from home, Snr Mgrs. going in on a rota.

CCTV still manned

Website regular updates

7/11 recycling centres working well.

Waste including garden waste working well

Fly tipping isolated areas

Bonfire advice given out

A key local issue motorcycles and speed: Police comment: Unsurprisingly, the lockdown saw very quiet roads. Many forces reported increased speeding in a general sense and some forces reported instances of very excessive speeding. We have seen an increase in pedal cyclists at this time, many of whom may be unfamiliar with busier roads. Pedestrians and runners have also got used to empty roads. Put this together with better weather, lighter evenings, motorcyclists itching to ride out across our country roads and you have the concerning combination of factors for a significant increase in people being killed or seriously injured. A campaign starts next week.

The motorcyclist issue is police issue, it's about regular policing and possibly a camera, which would have to be a police camera which would need funding and require home office agreement.

District Councillor Robinson's Report – May 2020

I would like to pay my respect to David Foulkes, a previous representative of Broadway on Wychavon District Council and also a previous Chairman of the Council, who recently passed away. Despite the restrictions we are living under it was a tribute to his dedication to the village of Broadway that so many people lined the High Street and Leamington Road to see him on his way.

The Government has given responsibility to District Councils in the rural areas to administer a grant payable to businesses with a rateable value of, I believe, under £51,000. The grant is either £10,000 or £25,000 depending on the rateable value and is to help businesses suffering from the consequences of the Coronavirus pandemic. A number of businesses failed to apply for the grant and I have been helping Chris Brooks locate their owners. Also, various clubs and other organisations are eligible to claim and consequently I have helped, in a small way, funds due to Broadway Cricket Club, Broadway United Football Club, Broadway Youth Club and The Lifford Hall. There may be a grant even for Broadway Parish Council! These grants will be £10,000 each.

One area of conjecture is the treatment of Bed and Breakfast businesses. Approximately, only half of these businesses have received a grant because only those who pay Business Rates are able to claim. Those Bed and Breakfasts who pay Council Tax have, so far, not been able to claim. This is being looked into and will be discussed at the next executive meeting of Wychavon District Council who will be following advice from the Government.

I am surprised by the number of businesses, which are operated as sole traders and partnerships, who do not realise that they can make a claim via Her Majesty's Revenue and Customs (HMRC) to obtain a refund based on the average of their last three years profits. The claim is up to £2,500 per month for three months and mirrors the 'furlough' scheme available to people in employment.

I have requested that Joe Aspey, Chairman of the Broadway Business Association, to notify all members of the BBA. He has previously written to his members urging them to apply for the business grant from Wychavon District Council.

Furthermore, on a business note I have expressed my dissatisfaction with Lloyds Bank and their management of the mobile bank. I understand their reason for temporarily withdrawing the service but their communication leaves a lot to be desired and we need to have a constant dialogue with them, most importantly to ensure the mobile bank returns.

The situation at Shear House shows little sign of improving and any further action by Rooftop is being held back by temporary Government legislation. However, landscape maintenance is still dreadful and recent grass cutting and general gardening is quite deplorable. Complaints from residents are still coming in to me, almost as regular as police visits to the location! As indicated before, the Carpark used by thousands of tourists located behind Shear House presents a very untidy first close glimpse of our village to these visitors. I will be asking that the BBA and Broadway Trust support me in putting pressure on Rooftop to significantly improve.

I understand from Neil Hilton that I have received a number of compliments cleaning the kerbs around the War Memorial and from his shop up to Tisanes Tea Rooms. The weeds were growing rather high and the mini road sweeper does not appear any more. I would suggest that more business operators have to look beyond their own premises, tidy up their frontages and not just rely on the 'Council'! In turn I would like to thank Neil Hilton for cleaning the pathway up Fish Hill making it easier and safer for pedestrians,