

**MINUTES OF ANNUAL MEETING OF BROADWAY PARISH COUNCIL**

*held at the Lifford Hall, High Street, Broadway on  
Thursday, 20<sup>th</sup> May 2021, at 7.00 pm*

PRESENT: Councillors R. Bennett MBE, G. J. Franks, Miss D. Hardiman,  
Mrs. F.E.A. Phillips, N.D.A. Robinson (Vice-Chair), A. P. Riley,  
Mrs. R. Rogers, Dr. E. Wilks

Also in attendance: County and District Councillor Mrs. E. Eyre  
West Mercia Police

- (1) **ELECTION OF CHAIR:**  
As there were no other nominations it was proposed by Councillor Miss Hardiman, seconded by Councillor Mrs. Phillips, and carried unanimously, that Councillor Dr. Wilks be elected as the new Chair.
- (2) **SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIR:**  
Councillor Dr. Wilks signed and dated the Declaration of Acceptance of Office of Chair in the presence of the Clerk as Proper Officer of the Council.
- (3) **ELECTION OF VICE-CHAIR:**  
Councillor Robinson, proposed by Councillor Riley and seconded by Councillor Mrs. Rogers, and Councillor Holmes, proposed by Councillor Mrs. Phillips and seconded by Councillor Dr. Wilks, were put forward for the position of Vice-Chair. Voting slips were issued and returned to the Clerk for counting, resulting in a majority vote of six votes to two in favour of Councillor Robinson, who was duly elected as Vice-Chair.
- (4) **SIGNING OF DECLARATION OF ACCEPTANCE OF OFFICE OF VICE-CHAIR:**  
Councillor Robinson signed and dated the Declaration of Acceptance of Office of Vice-Chair in the presence of the Clerk as Proper Officer of the Council.

Councillor Dr. Wilks took the Chair, and both Councillor Dr. Wilks and Councillor Robinson thanked the Council for its support in electing them as Chair and Vice-Chair for the coming year.

- (5) **APOLOGIES FOR ABSENCE:**  
Apologies were received and accepted from Councillors Holmes and Mrs. J. Hudson.
- (6) **DECLARATIONS OF INTEREST:**
- (a) Register of Interests: Councillors were 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) 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 Andrew Oates introduced himself to the Council as this was the first meeting he had attended since joining the Evesham Rural North and Rural South team.

PC Oates notified the Council that the system used to report crime figures was not currently in use but it was hoped that the updated system would be available by the end of June. PC Oates would update the Council with as much available information as possible.

As a follow up from the last meeting PC Oates confirmed that speed enforcement had been undertaken in Station Road, Cheltenham Road and Snowhill Road as requested, and to contact him accordingly if there were any other areas.

Regarding the crime report, two incidents had occurred recently one in (a) Colletts Gardens where on the evening of 9<sup>th</sup> May there was a domestic disturbance between residents at the same address. This was a private matter and the victim was receiving support from multi agency approach and had now been resolved from the police point of view; and one in (b) Springfield Lane. The police had asked that regarding (b), as this matter was an on-going investigation, no further information could be given, but the Police would like to reassure the community that this was an isolated incident, and that there had not been any increase of burglaries nor any other criminal activities within the area, and would continue to investigate this matter in a sensitive manner. The police requested that if anyone saw or heard anything in the area between 10.45 pm and 11.30 pm to contact 101.

The Chair thanked PC Oates for his report and asked if there were any matters of concern or questions for the police. Councillor Robinson, who had previously notified the Council of issues at Shear House, made PC Oates aware that he had met with the District Council Housing Director and Rooftop Housing Group Housing Director to discuss several matters of concern relating to maintenance of the properties and law and order matters. It was agreed that both parties would discuss matters with the police to help improve the safety and wellbeing of the residents. Councillor Franks raised concerns relating to drug related issues within the village, and in response PC Oates replied that not all matter related to drugs were reported as crimes, but he would try to include drug related information in future police reports for Parish Council meetings.

The Chair thanked PC Oates for answering the issues raised by councillors and suggested that for future meetings the Parish Council should list areas specifically for the Police to report back on. PC Oates left the meeting at 7.25 pm reminding councillors that if there were any matters of concern to contact him directly.

(8) CO-OPTION OF COUNCILLOR:

There were three candidates for the position of councillor through co-option. Councillors had had the opportunity to meet and question each candidate on a separate occasion. The Clerk explained the voting procedure to the councillors and issued each councillor a voting slip. The result of the vote was a majority vote for Mrs. Emma Foss Sims, who was duly elected. The Clerk would notify Mrs. Foss Sims accordingly and ensure that all paperwork was signed and completed.

Barrie Parmenter and Fred. Penny had tendered their resignations and, in accordance with procedures, the Clerk had notified the District Council and requested a Notice of Casual Vacancy for the two positions. The Clerk would write a letter of thanks to both former councillors.

The Chair suggested that when the current Covid restrictions were relaxed a social event could be arranged to say thank you to both, which suggestion was fully supported by the other councillors.

## (9) MINUTES OF PARISH COUNCIL MEETING HELD ON 18:03:21

Copies of the draft minutes had been circulated to all councillors, and it was proposed by Councillor Miss Hardiman, seconded by Councillor Riley, that the minutes of the meeting held on 18<sup>th</sup> March 2021 were unanimously approved by those present, and duly signed and dated as a true record.

## (10) MINUTES OF PARISH COUNCIL RESTRUCTURING OF COMMITTEE MEETING HELD ON 18.02.21:

Copies of the draft minutes had been circulated to all councillors, and it was proposed by Councillor Riley, seconded by Councillor Franks, that the minutes of the meeting held on 18<sup>th</sup> February 2021 were unanimously approved by those present, and duly signed and dated as a true record.

## (11) COMMITTEES:

Following the approval of the minutes of the meeting held on 18<sup>th</sup> February the following members of each committee, together with the areas of responsibility of the committees were confirmed as follows:

**Leisure, Community and Wellbeing**

Churches	Chair:	Cllr. Miss Hardiman
Library	Committee:	Cllr. Bennett
Museums		Cllr. Franks
Medical Centre		Cllr. Holmes
Schools		Cllr. Mrs Hudson
Sports Clubs / activity pastimes		Cllr. Mrs. Phillips
Youth Club		

**Environmental and Sustainability**

Trees	Chair:	Cllr. Dr. Wilks
Green Spaces	Committee:	Cllr. Bennett
Activity Park		Cllr. Franks
Lengthsman		Cllr. Riley
Mowing / General Maintenance		Cllr. Mrs. Hudson
Footpaths / Cycling		
Car Charging Points		

**Safety and Security**

Police / Fire Brigade	Chair:	Cllr. Franks
Neighbourhood Watch	Committee:	Cllr. Holmes
Smartwater		Cllr. Robinson
Highways		Cllr. Mrs. Rogers
Car Parking		
Defibrillators		

**Finance**

Review of Accounts	Chair:	Cllr. Holmes
Annual Budget / Setting of Precept	Committee:	Cllr. Franks
Audit		Cllr. Miss Hardiman
Grant Applications		Cllr. Mrs. Hudson
Section 106 / CIL		Cllr. Riley
		Cllr. Robinson
		Cllr. Mrs. Rogers

**Planning**

Planning Applications  
Licence Applications  
Neighbourhood Plan  
Section 106 / CIL

Chair: Cllr. Franks (tbc at meeting)  
Committee: Cllr. Miss. Hardiman  
Cllr. Holmes  
Cllr. Mrs. Hudson  
Cllr. Mrs. Phillips

**Tourism / Business / Visitor Management Group**

Chair: Cllr. Robinson  
Committee: Cllr. Miss Hardiman  
Cllr. Mrs. Phillips  
Cllr. Riley  
Cllr. Mrs Rogers  
Cllr. Dr. Wilks

**Emergency Committee**

Chair, Vice-Chair and Clerk  
Chairs of committees

**Publicity / Communication**

Clerk, Cllr. Bennett, Cllr. Mrs Roger

The Clerk would ensure that any new co-opted councillor(s) were allocated committees on which to serve accordingly.

**(12) COUNTY AND DISTRICT COUNCILLORS' REPORTS:**

On behalf of the Parish Council the Chairman congratulated Councillor Mrs. Eyre on her re-election as County Councillor for Broadway at the elections held on Thursday, 6<sup>th</sup> May.

A Copy of County and District Councillor Mrs. Eyre's and District Councillor Robinson's reports had been circulated to all councillors, with copies included with these minutes.

**Councillor Mrs. Eyre** added the following to her report –

Councillor Mrs. Eyre sought the views of the Parish Council on the proposed re-instatement of the network railway line between Stratford-upon-Avon and Honeybourne. After discussion, it was unanimously agreed to support this proposal in principal.

Councillor Mrs. Eyre had been asked to consider if it was possible to ask the bus operator, Cresswell's, to include an additional stop at Leedon's Park within the routes to and from Broadway to Evesham. After discussion, it was agreed that as Leedon's was part of Broadway the proposed suggestion should be supported and added that additional passengers from Leedon's may make the route more sustainable. It was unanimously agreed that Cresswell's be approached and asked to consider the proposal.

The new crossing in Leamington Road was now operational. Councillor Mrs. Eyre had noted that there were tree branches causing visibility issues and asked if the Clerk could arrange for remedial work to be carried out. Councillor Mrs. Phillips referred to the bollards installed next to the crossing leading to Wells Gardens, and asked if bollards were going to be installed on the other side of the road. Councillor Mrs. Eyre replied she would investigate this further and report back, but added that due to bollards being placed in grass verges in Wells Gardens there was now additional pressure for spaces to park, and against this was the need to preserve the grass verges. Councillor Franks referred to several comments on Broadway Noticeboard about the continuous flashing lights at the crossing and ask if anything could be done. In reply, Councillor Mrs. Eyre stated that the crossing was in permanent use and was not just for the schools to use and, therefore, the flashing lights needed to be on at all times.

Councillor Bennett asked Councillor Mrs. Eyre if the brown sign along the by-pass could be corrected as the word 'Snowhill' was spelt incorrectly. Councillor Mrs. Eyre would advise Highways accordingly.

Councillor Mrs. Eyre also asked if any consideration could be given to a seat to be installed within the bus shelter along Leamington Road. The Clerk would obtain quotations and report back accordingly for councillors' consideration.

**District Councillor Robinson** added the following to his report –

As previously discussed during the police report, Councillor Robinson had met with officials from the District Council and Rooftop Housing Group, and one positive outcome from this meeting had been the agreement to form a Shear House Residents' Association to give residents a means to raise their concerns / maintenance repairs/issues. Councillor Robinson also raised concerns regarding the District Council / Rooftops Housing allocation of tenants into suitable properties, and would further discuss this matter and report back accordingly with any updates. Councillor Robinson added he was surprised that other District Councillors were not raising similar concerns regarding Rooftop Housing sites in their areas, because similar notifications of issues at Rooftop properties in both Childswickham and Wickhamford had been received. Councillor Robinson added that Rooftop Housing needed to be held to account to ensure that regular checks were made at all their properties to ensure health and safety standards were maintained at the very least.

The Chair thanked both councillors for their reports.

(13) CLERK'S REPORT AND CORRESPONDENCE:

The County Council had notified the Parish Council that the budget for the Lengthsman Scheme covering the period 1<sup>st</sup> April 2021 to 31<sup>st</sup> March 2022 would be £2,212.43. The County Council had also forwarded the new annual agreement which the Clerk duly signed on behalf of the Parish Council and returned to the Parish Lengthsman Scheme manager as requested. The Clerk forwarded a copy of the signed agreement to the lengthsman, Mr. Maurice Parkinson, for his retention.

PKF Littlejohn, the appointed external auditors, had written to the Parish Council notifying the instructions regarding the submission of the Accounts and Annual Governance Statement for the year ending 31<sup>st</sup> March 2021. The Annual Governance Statement and Accounting Statements must be approved and published on the Parish Council's website before 1<sup>st</sup> July 2021, together with the Notice for the period for the exercise of public rights, and a declaration that the accounting statements were as yet unaudited. All required sections and supporting documents must be completed and returned to the External Auditors no later than 30<sup>th</sup> June 2021. Once PKF Littlejohn had completed a review and given an opinion, sections 1, 2 & 3 would be returned and published, together with the Notice of conclusion of audit no later than 30<sup>th</sup> September 2021.

The Play Inspection Company had undertaken its latest inspection of the Activity Park on 17<sup>th</sup> May 2021. No major issues were highlighted, and all items requiring attention would be addressed accordingly.

A number of residents had raised concerns regarding the day/times the Lloyds Bank mobile van was in Broadway. After discussion, it was agreed there was a great deal of confusion regarding which day and how often the mobile van was located near to the War Memorial. The Clerk confirmed that Lloyds Bank's website now stated that the van was in Broadway fortnightly on a Friday from 10.00 am to 12.30 pm, which was different from the original day/times previously notified. There also did not appear to be any advertising of this information by Lloyds Bank to customers, which was not helpful to the situation. The Clerk would contact Lloyds Bank to raise the Council's concerns and would report back accordingly.

## (14) REPORTS / UPDATES OF COMMITTEES AND GROUPS:

**Broadway Youth Club:**

Councillor Holmes was unable to attend the meeting, but had submitted a brief update for councillors to be read out by Councillor Mrs. Phillips:

The Planning Application for the redevelopment of the Youth Club had been approved and the project's Architects had contacted interested builders asking them to tender for the work, and was now awaiting their submissions/costs for consideration. Councillor Holmes had contacted Broadway First School to notify them of the approval and had also updated Ms. Cherrie Mansfield from the District Council Community Legacy Grant Scheme.

The Chair thanked Councillor Holmes for the written report and asked that once more information on tenders etc. was available so that the Parish Council be updated with an anticipated timeline/schedule of works.

**Environmental and Sustainability Committee:**

A meeting was held on 29<sup>th</sup> April via 'Zoom' at which the newly formed committee, Chaired by Councillor Dr. Wilks, discussed in detail the responsibilities of the committee and listed items for action by the allocated member of the committee. Copies of these had been circulated to all councillors.

Updates/Actions since meeting –

**Activity Park** - The Quarterly Inspection had taken place on the 17<sup>th</sup> May when no major issues requiring immediate action were raised from the report and all other matters and required works would be undertaken by the Maintenance Team.

A quotation had been received regarding repairs to wet pour area in the young children's area of £1,720 + VAT, which was proposed by Councillor Miss Hardiman, seconded by Councillor Dr. Wilks and unanimously agreed to accept. The Clerk would arrange for the work to be undertaken as soon as possible.

**Bins** – The Clerk had arranged to meet the Officer from the District Council and its Contractors next week to confirm locations and bins to be moved in the High Street and the Activity Park. Councillor Riley had been in discussion with a number of businesses in the High Street which had agreed to 'adopt a bin' outside their premises and monitor its use and notify when full, etc.

The District Council confirmed that the contractors were mandated to empty the bins twice a day, and this needed to be monitored to ensure this was being done as it was vital to the upkeep and maintenance of the High Street.

**Litter picking** – details of the District Council's 'Adopt a Street Scheme' had been circulated to all councillors and after discussion it was unanimously agreed that the Parish Council would join this scheme. The Clerk would contact the District Council and arrange for a number of the packs to be available at the Parish Office, and notification of details of the scheme would be made available to the village for any organisation and/or individual groups to undertake a litter pick in the village.

Councillor Robinson reported that the verges around the green and along the High Street were not being maintained as previously with weeds etc. accumulating, and asked if a Street Cleaner could be reinstated to undertake this work. The Clerk would contact the District Council to investigate further and report back accordingly.

**Finance Committee:**

A meeting was held on 11<sup>th</sup> May, chaired by Councillor Holmes, at which the Committee discussed in detail the responsibilities of the committee.

The members reviewed interest of available savings accounts for Parish Council funds, and after discussion it was agreed to recommend no change to current arrangements.

A grant request had been received from Broadway Museum and Art Gallery for support to fund an additional area within the museum to cover the history of the Angel Inn. This would be a permanent exhibition, and the total cost of the project was approximately £8,000. The committee discussed the application and recommended a grant of £1,500 be awarded. This recommendation was proposed by Councillor Miss Hardiman, seconded by Councillor Franks and unanimously agreed. The Clerk would arrange for a cheque to be raised and forwarded to the Museum accordingly. The committee would meet again in June (date to be confirmed) to review the end of the Financial Year Accounts / Financial Statements / Internal Auditors review / Audit Requirements, and to make its recommendations of approval to the full Parish Council at its next meeting on 24<sup>th</sup> June.

### **Neighbourhood Plan Update:**

Councillor Franks gave the following update to the Council –

Councillor Franks thanked the Parish Council for its patience as the Neighbourhood Plan was taking longer than had been previously expected to complete. A number of issues had been raised following the Regulation 14 Consultation, all of which had been analysed, and demonstrated that each issue raised had been taken note of, responded to with justifications etc. A summary of the responses and amendments made must now be presented to the Parish Council for its approval and a meeting was proposed within the next two to three weeks prior to the Parish Council meeting in June. Councillor Franks confirmed that the Strategic Environmental Assessment had now been completed and was very supportive of the Neighbourhood Plan and its positive effect on the environment. The next stage of the process is Regulation 16, which was the District Council's Consultation of the Plan and included the Consultation Statement which covered over three hundred pages of work undertaken. Following this, an Independent External Examiner could be appointed, and when this stage was complete, the Plan could finally go to the Referendum stage which, subject to its approval, would then become a legal document. Councillor Franks was hopeful that the Referendum would take place before the end of the year, but reminded councillors that as the Neighbourhood Plan progressed through each stage it increased its weight within the planning process.

Councillor Franks wished to make the Parish Council aware that there may be a possible need for an additional small increase in funding for the Neighbourhood Plan, but would keep the Parish Council updated accordingly.

The Chair thanked Councillor Franks for the update.

### (15) PLANNING:

#### **MEETING 29:03:21**

Application 21/00084/FUL

#### **MRS. N. HARRISON**

Land at (OS 0889 3819), Station Road  
Proposed development of single detached property

#### **Additional information / amendment:**

Reduction to the size of the proposal by loss of the single storey pitched roof rear element to involve a lower orangery style and more shallow (by 0.9m reduction in depth) rear kitchen element.

Internal room layout configuration reorganisation to address and add window first floor window distances on the plans. See additional plan drawing no. 105 Built Form Analysis Plan.

Car parking arrangements shown, plus electric charging point shown. See Proposed Site and Block Plan drawing no. 102 Rev B.

Updated Design and Access Statement, Water Management Plan and Energy Statements.





(2) W/13/01671/PN and the subsequent Appeal Ref - APP/H1840/A/14/2215896 Land between Springfield Lane and Averill Close, Broadway – the Parish Council make reference to items (57) and (70) of the Appeal Decision Letter.

Both of these refusal decisions clearly make reference to the importance of protecting the open spaces, and reference is actually made in (2) to this site in Back Lane. The application should, therefore, be refused as it is contrary to **SWDP 38** which states that the development of Green Space will not be permitted unless there are exceptional circumstances which there are not in this case.

The Parish Council make reference to the comments submitted by the Heritage Officer, which states that having reviewed the information provided with the application and compared it with the archaeological record for the area, the proposed development may affect heritage assets of known archaeological significance (WSM67327, WSM17729 and WSM56936). The 'historic environment' encompasses all those material remains that our ancestors have created in the landscapes of town and countryside. It includes all below and above-ground evidence including buildings of historic and architectural interest. The proposed development area (PDA) is within a land parcel which contains extant ridge and furrow as evidenced by LiDAR (WSM67327). The PDA is adjacent to an area of medieval tenement plots which form the earliest part of the 13th century borough (WSM17729). An area of Palaeolithic potential is understood to extend into the PDA, the deposits are dated to Marine Isotope Stage 12 to 1 and was identified through the county councils project, 'Putting the Palaeolithic into Worcestershire' (WSM56936). The application is supported by a heritage statement. Within the document the sites ridge and furrow (R&F) is mentioned, however there is no mention or explanation of sub surface archaeological potential beneath the R&F. To the north west of the PDA a large double ditch enclosure was identified by survey in 2013, it was later tested by evaluation which confirmed an Iron Age occupation site. In 2020 a geophysical survey to the rear of the Lygon Arms identified discreet anomalies that may suggest that the Prehistoric occupation extends to the south east. Ridge and furrow can mask earlier more significant archaeological features. The applicant should undertake a geophysical survey of the site and use the results as a baseline to interpret the site's archaeological potential. Once the survey and revised HS or DBA is produced a trench evaluation may be required. Prior to seeing the results of the survey, it is not known whether the evaluation can be completed by condition or is required prior to determination of the planning application. Given the scale of the development, and the anticipated archaeological potential, the likely impact on the historic environment caused by this development should be investigated further prior to the determination of the application'.

This clearly shows that this site is of great historical merit and should be protected.

The proposed site on which this application is solely based (i.e. that within the red outline) is covered in nine houses, and does not appear to provide the green infrastructure which is required under **SWDP 5**.

**SWDP 6** states the following -

A. Development proposals should conserve and enhance heritage assets, including assets of potential archaeological interest, subject to the provisions of SWDP 24. Their contribution to the character of the landscape or townscape should be protected in order to sustain the historic quality, sense of place, environmental quality and economic vibrancy of south Worcestershire.

B. Development proposals will be supported where they conserve and enhance the significance of heritage assets, including their setting. The applicant actually accepts that there will be some harm to the historic environment, and this is, therefore, contrary to SWDP 6 by their own admission.

The Parish Council also has concerns regarding the access to the proposed site – the Transport Statement states that it has assessed the site for up to ten dwellings. The access, however, is solely dependent upon access through the Sands Estate, and the single access point on to Leamington Road. The impact of the proposed development should, therefore, be assessed in conjunction with current status and design standards of Morris Road. The one entrance road off Leamington Road currently services over 330 properties within the Sands Estate.

Finally – how can you possibly warrant the credibility of any Design and Access Statement that states the following under its connections and public transport section -

‘The bus stop at The Lygon Arms is located less than 100m south of the site's southern boundary, on Broadway High Street. Additional bus stops at ‘Colletts Fields’ and ‘Lifford Hall’ are located within 2-minutes’ walk east and west of the site respectively. These bus stops provide sustainable connections to major destinations as indicated below: • **‘The Lygon Arms’ bus stop (to Devizes Town centre approx. every 30 minutes)** • **‘Colletts Fields’ bus stop (to Swindon approx. every 2 hours)** • **‘Lifford Hall’ bus stop (to Devizes Town Centre, Salisbury and Trowbridge approx. every 30 minutes)**

Do they actually know where Broadway is? – certainly nowhere near Devizes, Swindon, Salisbury or Trowbridge – wrong county – we are very definitely in Worcestershire!

The Parish Council, therefore, reiterates its strong objections to this application and its suggested reasons for refusal as SWDP 2, 5, 6, 23, and 38

Application 21/00403/LB                    **THE TIBBETS FAMILY DISCRETIONARY TRUST**  
 84 High Street  
 Fitting of post box to front elevation.  
 The Parish Council raise no objections to this application, subject to the approval of the Heritage Office.

**Wychavon Approvals:**

Application 21/00417/FUL                **MR. A J B FURNESS**  
 Land at (OS 1058 3809) Bibsworth Lane  
 Construction of hay and stock barn

Applications 21/00364/LB                **MR M HORTON**  
 and 21/00363/HP                        Bannits, 11 Church Street  
 Erection of greenhouse

Application 21/000075/CU                **MR. BAHMAN ADLKISH**  
 The White House, Springfield Lane  
 Change of use from agricultural land to domestic curtilage

Application 21/02482/FUL                **BROADWAY PARISH COUNCIL**  
 Broadway Youth Club, Leamington Road  
 Replacement Youth Club

Application 21/00136/HP                **MR. R ICKE**, Highfield, Evesham Road  
 Single storey side extension and porch

Application 21/00134/HP                **MR & MRS M BARRINGTON**,  
 Cowley House, 7 Church Street  
 Erection of outbuilding

Application 21/00224/FUL                **UNITED REFORMED CHURCH**, High Street  
 Erection of Jesse Tree sculpture

Application 21/00490/HP                **MR & MRS GRANT**, Claremont Road, Evesham Road  
 Single and two storey extension to the side and rear. Single storey  
 extension to the front elevation

(16)    **SCHEDULE OF PAYMENTS/RECEIPTS: from 01:03:21 to 30:04:21**

<i>Payments:</i>	verified by the Clerk together with two nominated signatories	<i>net of VAT</i>
Worcestershire County Council / pension contribution		535.45
Westcotec Limited /VAS sign maintenance		70.00
Cotswold Building Supplies / Activity Park maintenance		4.64
Zoom / zoom subscription for meeting		11.99
R J Agricultural Services / Millennium Garden		100.00
Unicom / telephone / internet		64.44
Unicom / office electricity		72.76
Paperstation / stationery		46.31
ProCom Services / computer maintenance		146.66
Maurice Parkinson Contracts / bench maintenance		50.00
Maurice Parkinson Contracts / lengthsman scheme		96.00
EBC Group (UK) Ltd / photocopier charges		28.48
Zoom / zoom subscription		11.99
Cotswold Building Supplies / office supplies		6.96
Maurice Parkinson / mowing contract		400.00
Maurice Parkinson Contracts / bench maintenance		100.00
Avon Planning Services / Neighbourhood Plan		2,475.00
K. Beasley / clerk's salary – March		1,394.27

G. A. Tomkins / assistant clerk's salary – March	470.80
HM Revenue & Customs / PAYE	1,191.62
A T Woods / tree maintenance	186.00
Broadway Arts Festival / grant	1,000.00
C Thomas / Activity Park maintenance	472.50
A T Woods / tree maintenance	294.00
Wychavon District Council / quarterly commercial refuse charge	375.96
Information Commissioner's Office / data protection	35.00
Worcestershire County Council / pension contribution	535.45
Unicom / telephone / internet	64.75
Unicom / office electricity	74.79
Worcestershire CALC / annual subscription	1,035.38
Cotswold Security Group Ltd / office security maintenance	89.00
Paperstation / stationery	13.29
Wychavon District Council / annual bin cleaning charge	151.62
K. Beasley / clerk's salary – April	1,396.27
G. A. Tomkins / assistant clerk's salary – April	469.20
Worcestershire County Council / lighting initiative charge	9,217.21
Campaign to protect Rural England / annual subscription	36.00
Wychavon District Council / office service charge	1,243.94
Water Plus / office water	65.30

**Receipts:**

Worcestershire County Council / lengthsman scheme	112.00
Wychavon District Council / grant	2,000.00
Lloyds Bank / gross interest	0.59
J Stephens / donation re Tree	100.00
Worcestershire County Council / grant	330.00
Worcestershire County Council / lengthsman scheme	366.00
Lloyds Bank / gross interest	0.65
Wychavon District Council / precept	42,852.00
Wychavon District Council / grant re precept	3,649.00

**(17) COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDAS:**

Each councillor was asked in turn to raise any matters.

Councillor Miss Hardiman raised concerns regarding the uneven seating within the new bus shelter in Station Road, and in response Councillor Mrs. Eyre said she would, if possible, attempt to resolve the issue and report back accordingly. Councillor Miss Hardiman reported that it was now five years since the Community Group took over the lease and upkeep of the Library and that the lease was now up for renewal which the group hoped to renew in October. Councillor Franks, on behalf of the Parish Council, thanked the group for its commitment to the Library, without which the village would not have this valued asset in its current format and would help maintain it for future years to come.

Councillor Bennett reported that he was investigating the need/possible up take and a potential site for allotments and would report back accordingly. Councillor Bennett also asked if consideration had been given to a 'Craft Centre' in Broadway, and it was suggested that this be forwarded to the Community and Wellbeing Committee for further discussion.

Councillor Mrs. Phillips asked Councillor Mrs. Eyre if a more appropriate gate could be installed at the footpath entrance to the Mills Close next to the new crossing in Leamington Road. The current gate was not accessible by pushchairs / children's buggies etc, which meant they had to use the main road entrance into the Sands Estate rather than use the footpath

entrance. Councillor Mrs. Eyre reported that funding was available, but she needed to know what design / type of gate etc was required.

Councillor Dr. Wilks asked the Publicity/Communication Committee to discuss and make recommendations for the following matters – (a) the need to update the Parish Council Noticeboard; and (b) the need to ensure that there are regular updates/information from the Parish Council in the Broadway Newsletter.

The Chairman closed the meeting at 9.00 pm and opened the next item

(18) PUBLIC INFORMATION SESSION:

There were no members of the public in attendance, but a member of the public wished the following statement to be read out for consideration at the meeting -

“One of the very rare yet positive consequences of the Covid pandemic was that the public was able to attend Council meetings by a free audio-visual (AV) facility – i.e. ZOOM. With the Parish Council now adopting a more proactive programme of public engagement and attendance, (also supported by central Government policy and guidance) it would, therefore, be in keeping with these developments for the continued use of AV by the Parish Council at all its future meetings. It should be noted that this would also assist in mitigating the severely limited space currently available for public attendance within the Council’s office. Could the Council confirm that all future Council Meetings will continue to be accessed by the public through a freely available audio-visual facility?”

In response the Clerk replied that, having referred the question to Worcestershire CALC, all meetings of the Parish Council must now be on a face-to-face basis. After discussion it was agreed that all future full meetings of the Parish Council would take place in the Lifford Hall, giving the public improved and more spacious access. It was noted that at the moment there was no means of broadcasting the meetings due to wi-fi issues at the Lifford Hall. The Chair added that in addition to providing a more accessible space for the community to attend if they so wished, the next meeting would also discuss how to engage the community more proactively on to the new sub-committees.

The Chairman finally closed the meeting at 9.15 pm

***Date /Time Next Meeting: Thursday, 24<sup>th</sup> June 2021, at 7.00 pm***

## **District Councillor Robinson's Report - May 2021**

Despite the COVID-19 virus rapidly declining the Government through Wychavon District Council continues to support the economy. The current National Lockdown Business Support Grant expires on 31st May, this being the fourth grant covering approximately the last fifteen months. However, there are new additional grants recently announced by the Government :- 1. Restart Grant which businesses have to apply for (it is not automatic) and applications for this expire on 30th June.

2. Additional Restrictions Grant assists businesses which did not qualify for other main support grants.

Details of these grants are available from Wychavon District Council website and Joe Aspey, Chairman of BBA, has been informed. The Government also continues to support employees under the Furlough Scheme.

Planning Application No. 21/00084 for a single detached property off Station Road was referred to the Planning Committee. Despite the application contravening three of the policies in Worcestershire Street Design Guide, the County Highways Department supported the application. The issues were :- 1. No Turning Circle at the end of the private drive.

2. The width of the road and pedestrian walkway at the junction.

3. Private road cul-de-sacs should serve no more than six dwellings.

It is proving very difficult to overturn a Planning Officers decision without the back-up of the Neighbourhood Plan.

From an Environmental position Wychavon District Council has arranged a presentation for all Parish and District Councillors on 30th June from 6pm to 8pm hosted by Matt Baker, Carbon Reduction Officer, and Liz Etheridge, Wildlife Sites Project Officer. Details are available from [tracy.perkins@wychavon.gov.uk](mailto:tracy.perkins@wychavon.gov.uk)

As you are probably aware Wychavon District Council is providing ten new large litter bins and two recycling bins. With more takeaway food and drinks being consumed the current bins are not larger enough to cope.

In order to present a tidier village it is imperative that further work is undertaken to repair and replace the wooden posts. Last year a couple were replaced and some were repaired. The parish council needs to consider a comprehensive review of these posts. I have requested from Wychavon District Council the use of a smaller street cleaning wagon to clear the debris, loose soil and weeds from the kerbs around the greens. Along with Shear House, Lifford Gardens and the entrance to The Sands an improved management of maintenance needs to be considered.

It is becoming apparent that the huge increase in Airbnb is having an impact on existing businesses and in some areas this companies activities are being restricted. By converting a home into an Airbnb business there is no Council Tax to pay and because their rateable value is usually below £12000 there are no Business Rates to pay either. This is creating an unfair tax situation. District Councils are becoming aware of this and may have to act if only to maintain their collection of rates.

## **Cllr ELIZABETH EYRE COUNTY and DISTRICT COUNCILLOR REPORT May 2021.**

### **County Issues**

**Coronavirus:** District rates are low, and we continue to run a let's get back safely campaign. Vaccine take up is strong.

Data 4<sup>th</sup> May: the Worcestershire rate a week ago was 11 cases / 100,000. The current England rate is 23. The West Midlands rate stands at 21 / 100,000. There are currently 17 / 100,000 in Malvern Hills. Redditch has 16 cases, Bromsgrove has 12, Worcester has 11, Wyre Forest has 8, whilst Wychavon has 6 / per 100,000. The number of cases in people over the age of 60 stands at 7 / 100,000. In this age group, Bromsgrove has 14 cases per 100,000, Worcester has 13, Redditch has 10 cases, Wyre Forest has 6, whilst Malvern Hills and

Wychavon do not have any cases. In the last 7 days there have been 66 confirmed cases of coronavirus recorded in Worcestershire. The percentage of individuals testing positive is now below 0.5% in all districts. Just 2 care homes in Worcestershire have current outbreaks (more than 2 cases, linked in either time place or person).

Traffic volume increased to 94% of pre-Covid levels. Bus travel is currently at 21% of pre-Covid levels

**Business Support:** Since the November 2020 lockdown Wychavon has paid out £14.5 million (88% of what it was allocated) to businesses forced to close and all the initial discretionary funding. There is a final £1.7m to continue to support businesses. Wychavon has paid out £5.5m of the Restart Grants to all businesses who have applied, this represents 34% of the allocation.

**Asset Based Community Development:** there are good examples in Wychavon and through links to Here for Help of amazing community support throughout the pandemic. Both Local authorities hope to build on and strengthen community support through its Connecting Communities Strategy.

**Event on Zoom for parishes:** 30 June 2021 from 6pm to 8pm: a presentation from Matt Baker, Carbon Reduction Officer and Liz Etheridge, Wildlife Sites Project Officer.

**Community Legacy Grants:** Wychavon have approved £1.2million in grants to ten parish and town councils for eleven community projects.

**Domestic Abuse Bill:** This now places a legal duty on councils in England to provide support such as therapy, advocacy, and counselling in safe accommodation, including refuges. The Act will also give those who are homeless as a result of domestic abuse priority need for accommodation secured by the council.

## Local Issues:

### Planning

#### Key Planning Application Consultations

**21/00701/PIP (Permission in Principle) Ridgeway, Station Road**, Broadway WR12 7DE – between Station Road and Springfield Lane. Consultation ends 25th May

Conversion of two outbuildings to provide five affordable dwellings, along with four self-build eco dwellings and associated works

Proposed alteration works on two existing outbuildings to provide low cost affordable 1- and 2-bedroom housing units.

The additional provision of 4 fully serviced self-build plots for class 3 eco dwellings with vehicular access and all associated works on land within the curtilage of Ridgeway.

Plans on the Wychavon website

**21/00960. 76 High Street**, - Consultation ends 25th May

Alterations to the ground floor including the provision of a kitchen, extraction vent, and flue to the rear and other necessary work to facilitate change of use to a restaurant and a hot food takeaway.

Plans on the Wychavon website

#### **Broadway Youth Club approved 26/4**

**Lygon and Amber homes awaited.**

**Footpaths** Surfacing works Broadway 645 to the Sands and 522 to Gordon Close completed

**S106 monies** – there to support committee. **Cycleway funds S106** - around 45-48 k –a zoom to discuss with PC being arranged.

**School crossing Leamington Road** – completed – many complements, still lighting concerns locally – investigations on going, question re the gate in the path – investigating.

**School crossing St Mary's** did not pass the criteria because of lower road use or fewer children on one day- in the diary for post lockdown **probably now Sept?**

**Medical centre progressing** – understand August opening

**Snowhill and Collin Lane** patching soon, surface dressing sometime between Spring and Summer.

**Snowhill Road:** small issues kerbs, clearing footway, flooding ditches - riparian owners and blocked culverts to be sorted. **Pye Corner a major piece of work to be done.**

#### **Safety and Security concerns**

A neighbourhood watch arrangement needed.

Community smart water programme offer of financial support.

Upgrade of the cameras in the High street needed.

Speeding around the village

- community speed watch wherever the location meets the criteria (speeds must be under 34mph)
- regular enforcement.

**Fish Hill.** – needs partnership for bids as follows

- trial site for an acoustic camera (enforcement linked to noise pollution.
- Home Office supported camera on Fish Hill to collect the rear plate numbers sufficient to achieve speeding prosecutions.
- Improved reporting back mechanism
- Action to prevent online companies from promoting unsafe behaviour on motorbikes in specific demanding locations.

Bench on land back of spitfire – being organised

**Silted Culvert at the junction with the Spitfire site roughly behind the North corner of the garden of 34 Bloxham Rd** Footpath 521B Bloxham Rd and through the end part of Spitfire development, - becoming seriously silted up and needs attention, transpired that the main pipe into the culvert was the surface water drain from Philips Rd. Ascertaining who is responsible?

**Land near Meadow Cottage** – being investigated