

**MINUTES OF BROADWAY PARISH COUNCIL**  
*(conducted via 'Zoom')*  
**Thursday, 10<sup>th</sup> December 2020, at 7.00 pm**

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

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

(1) APOLOGIES FOR ABSENCE: Councillors F. Penny, A. P. Riley  
 Representative from West Mercia Police  
 Representative from Broadway Trust

(2) 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.

(3) POLICE REPORT:  
 PC Kirsti Jackson was unfortunately unable to attend this meeting due to work commitments.

The latest Police reports for Broadway since the last meeting were as follows:

**12/10 to 19/10** - person's Facebook account hacked which resulted in the account holder's friends being asked to transfer sums of money to a bank account which did not belong to the victim.

**19/10 to 26/10** – persons unknown attempted to break into a pickup truck parked in Colletts Gardens. The person was disturbed and made off with nothing reported missing.

**26/10 to 02/11** – no reported incidents.

**02/11 to 09/11** – no reported incidents.

**09/11 to 16/11** – shoplifting in local supermarket when two males were involved - one distracted staff while the second stole a quantity of spirits.

**16/11 to 23/11** - no reported incidents.

**23/11 to 30/11** - no reported incidents.

As instructed, the Clerk wrote to the Police and Crime Commissioner regarding the concerns raised at the last meeting in respect of policing in Broadway. A reply had been received, together with a response from the local Chief Inspector, copies of which had been forwarded to all councillors. Councillors were disappointed, but not surprised, with the

contents of both replies, and were particularly disappointed with the comments about the former police officers. It was agreed to send a response stating the Council's views so that it was on record. It had previously been discussed, and was supported by the developing Neighbourhood Plan, that the Parish Council would like to start the process of setting up a Neighbourhood Watch Scheme, Smartwater, Community Speed Project, and addressing concerns regarding the CCTV cameras which had been delayed by the Coronavirus pandemic, but this would now be on the agenda of the new 'Safety and Security' committee to take forward. It was agreed that by being pro-active and taking ownership of these issues, the Parish Council could show that it was just not complaining about police matters, but was making efforts to support the police and, regardless of the low crime figures, a regular police presence in the village was vital as stated in the letter to the Crime and Police Commissioner. Councillor Mrs. Eyre added that Broadway should have a regular police presence as it was not just a 'village', it is a worldwide tourist attraction and has a thriving business community, and deserved to be treated accordingly.

The Clerk confirmed that the proposed meeting of the new 'Safety and Security' committee had been delayed as the Clerk had contacted Mr. Mick Simpson, the Rural & Business Crime Officer, who unfortunately was not able to attend a meeting until after 14<sup>th</sup> December, so a meeting would now be arranged accordingly.

(4) MINUTES OF MEETING OF PARISH COUNCIL HELD ON 15:10:20:

Proposed by Councillor Mrs. Phillips, seconded by Councillor Franks, the minutes of the meeting of the Parish Council held on 15<sup>th</sup> October 2020 were unanimously approved by those present as a true record. The Clerk would ensure, due to the meeting being undertaken remotely, that the minutes were duly signed and dated by the Chairman.

(5) CO-OPTION OF TWO NEW COUNCILLORS:

Following the decision reported in the minutes of the last meeting, the applicant who was not successful, had written to the Clerk asking if there was a right to review or appeal. The Clerk, having referred to Legal Services, confirmed to the applicant that there was a right to request a review, but no right of appeal. The Clerk was advised not to proceed with the co-option progress in order to allow a reasonable period of time for any request to be submitted. The two other applicants had been notified regarding this matter, and the Clerk would update both accordingly.

A formal request for reconsideration had been received, and all non-councillors were asked to leave the meeting while the Council undertook this review. The councillors, having undertaken a review of its decision, unanimously agreed to uphold its decision to reject the application, and also upheld its reasons for the rejection. The Clerk would notify the applicant of this decision in writing accordingly.

The Clerk had received a letter dated 8<sup>th</sup> December from Councillor Fred. Hartley tendering his resignation which was read out at the meeting. In accordance with procedures, the Clerk notified the District Council and requested a Notice of Casual Vacancy, which had now been received and displayed on the Parish Council website, noticeboard, office, and in the Library. The notice stated that if by 5<sup>th</sup> January 2021 a request for an election to fill the vacancy had been made in writing to the Returning Officer for the Parish, an election would be held to fill the vacancy, otherwise it would be filled by co-option. If an election was called it would not take place until 6<sup>th</sup> May 2021 as a result of the Coronavirus Act 2020 and the Local Government and Police and Crime Commissioner regulations 2020. The Clerk would send a letter to Mr. Hartley thanking him for his time on the Parish Council.

## (6) COUNTY AND DISTRICT COUNCILLORS' REPORTS:

Copies of reports from County and District Councillor Mrs. Eyre and District Councillor Robinson had been circulated to all councillors, and a full copy of each report is attached to these minutes.

**County/District Councillor Mrs. Eyre's Report:**

The report highlighted the following issues –

**County/District Matters:**

There was an update regarding Coronavirus and Flu vaccines.

The next National Census would take place on Sunday 21st March 2021.

Business Support Update – the District Council had paid out just under £1.5 million to businesses affected by national lockdown restrictions in Wychavon, and was developing a new support scheme for businesses affected by Tier 2 restrictions.

Worcestershire Parkway, the first new railway station in Worcestershire in over one hundred years, had received a number of awards – the West Midlands top civil engineering project for 2020, the Geotechnical award, the Large Project of the Year award, and the Best Overall Project Award at this year's Institute of Civil Engineers West Midlands Award.

A new cycle parking scheme had been launched in Worcestershire, which would allow organisations to apply for up to four free of charge cycle parking stands.

Worcestershire had been allocated £1.6 million from the Children's Services Covid Winter Grant Scheme to support children, families and the most vulnerable over winter. The County Council was recruiting more than twenty new posts within its new Reablement Service to offer support to adults to enable them to live independently for longer.

Updates on winter maintenance and flooding.

The County Council was encouraging residents to support their local High Street and to shop locally to help businesses.

**Local Matters:**

Updates on Leamington Road crossing, road/footway resurfacing at a number of locations in the village, the Medical Centre, and the need for a meeting with Parish Councillors to discuss the spending of Section 106 monies.

Councillor Holmes thanked Councillor Mrs. Eyre for asking to arrange a meeting to discuss Section 106 monies, as this was an important source of funding for the parish, but it was difficult to fully understand exactly what was available and how and what it could be used for. It was agreed that a meeting would be arranged for all councillors to attend.

Concerns were raised regarding the provision of a lollipop person for St. Mary's RC Primary School, and Councillor Mrs. Eyre reported that more detailed information would be circulated shortly regarding this matter.

A number of councillors reported that there were several roads/pathways around the village which were also in need of resurfacing/repairing. In response, Councillor Mrs. Eyre stated detailed locations of such resurfacing/repairs should be sent to the Clerk who would forward these on to the County Council via Councillor Mrs. Eyre for consideration. It was suggested that an annual review of roads/footways/footpaths etc. be undertaken within the parish by the Parish Council, and in response Councillor Mrs. Eyre replied that each year, each parish was asked for a list of resurfacing/repairs issues so that such a review would form the basis of this annual request.

**District Councillor Robinson's Report:**

The report highlighted the following issues –

Updates regarding Severn Trent works in Station Road

Information on 2023 Elections which would see a reduction in the number of councillors on the District Council from 45 to 43.

Within this report was an issue in relation to a property in Bibsworth Avenue, which had been discussed on a number of previous occasions, and Councillor Robinson would follow this matter up and report back accordingly.

A query was raised as to where and how often street cleaning was undertaken in the village. Councillor Robinson would request a map and details and forward them to the Clerk as soon as received.

There being no further questions/comments for either councillor, the Chairman thanked both for their reports, and for all their hard work and commitment.

(7) **CLERK' REPORT AND CORRESPONDENCE:**

The external auditors, PKF Littlejohn, had completed the review of the Annual Governance and Accountability Return for the Parish Council for the year ended 31<sup>st</sup> March 2020. No matters were raised. The Notice of Conclusion of Audit had been completed and, together with the certified Annual Governance and Accountability Return (Sections 1, 2 and 3), had been published on the Parish Council website and also on the Parish Council noticeboard and office window by the required date of 30<sup>th</sup> November. Copies were available for a period of not less than five years for public access from the date of publication.

A list of the dates for the 2021 Parish Council meetings had been circulated to all councillors and all relevant parties, and were also available on the Parish Council website.

As agreed within the budget the following annual donations had been made:-

Broadway Tourist Information Centre	£500
Citizens' Advice South Worcestershire	£500
Evesham Volunteer Centre	£1,000
Signpost	£1,000

Worcestershire Libraries Service announced that with effect from 2<sup>nd</sup> December, when Worcestershire moved into Tier 2 restrictions, library customers would now be able to (a) browse shelves and borrow books using self-service kiosks, (b) return books, (c) pre-book public computers, (d) pre-book a desk in the library for study and/or Wi-Fi access, (e) subject to volunteer availability Library Service at Home book deliveries would be available for customers who were unable to visit their local library, and (f) Library staff would also be on hand to answer queries and provide information. Social distancing and hygiene measures would be in place for everyone's safety. The number of customers allowed into the library at any one time would be managed, browsing time would be limited to twenty minutes, and computers and desks would be cleaned thoroughly after each use. For more information on the re-opening, opening times of individual libraries, and the latest changes to services please visit the County Council Library website.

The County Council Mapping Officer had notified the Clerk that the consultation had now been completed for the application for the addition of a footpath from Leamington Road to footpath BY-521. The application would now be dealt with in priority out of those listed on the County Council's statutory Register of Applications. Due to a backlog of similar applications, it was likely to be some time before further work on this application could commence. Progress can be tracked on the Council's website - [http://www.worcestershire.gov.uk/downloads/file/3553/definitive\\_map\\_modification\\_order\\_register\\_of\\_applications](http://www.worcestershire.gov.uk/downloads/file/3553/definitive_map_modification_order_register_of_applications).

The Clerk had received an e-mail and a report from a resident which had been circulated to all councillors regarding a suggested restructure of the Parish Council which aimed to improve the involvement, knowledge and understanding of all councillors in the affairs of the Council, how to spread the work of the Council work amongst all its councillors, and streamline the committee structure to enable more involved debate and decision making within a more proactive Council. All councillors were agreed that such a restructure would be of benefit to the Council and should be taken forward as suggested. It was highlighted that this proposal was a good starting point to restructure the roles of a number of the committees, and create additional committees, which would take forward projects/ideas raised from the emerging Neighbourhood Plan. It was also suggested that some of the committees could co-opt additional members who had passion and relevant skills etc. for a specific subject. The Clerk suggested that a separate Parish Council meeting fully devoted to this topic should be held early in the New Year and would contact councillors accordingly to arrange a convenient date.

The Clerk had contacted Mrs. Gill Folkes following the last meeting to ask if her family had any suggestions regarding a memorial for her husband, the late David Folkes MBE. Mrs. Folkes has discussed this matter with her family and it was agreed that a bench near the War Memorial would be a very fitting tribute to David. All Councillors fully supported this suggestion, and the Clerk was instructed to progress the matter accordingly.

The County Council had issued the following public notices :-

- (a) the closure of part of Collin Lane from its junction with A44 Broadway Bypass Roundabout for a distance of 1230 metres in a north-easterly direction to the County Boundary for an anticipated period of nineteen days commencing 18<sup>th</sup> January 2021 for the purpose of carriageway works by the County Council.
- (b) the closure of part of C2122 Church Street and C2122 Snowhill Road from its junction with C2299 High Street to its junction with U45402 West End Lane for an anticipated period of five days commencing 7<sup>th</sup> December for drainage work and flood alleviation by the County Council.

The Christmas bin collection dates had been issued, and a copy of the revised collection dates over the festive period were on the Parish Office window, and included within the 'Winter 2020 Wychavon' magazine circulated to all households in the village.

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

##### **Broadway Business Association:**

Mr. Joe Aspey, Chairman of the Business Association submitted the following report/update –

**Member support** – the Association had continued to support its members with information and guidance on the legal aspects of trading through the pandemic.

**Promotion** - trade-wise, a raffle had been launched to encourage people to Christmas shop in Broadway. Anyone who shopped in one of twenty-two businesses in Broadway in the run-up to Christmas could pick up a voucher for free entry with the chance to win one of twenty-two prizes each worth £100 and donated by the participating businesses. There was also a grand prize of £500 in cash. The campaign was promoted through social media channels and enjoyed support from Wychavon District Council in several ways. See [www.christmasinbroadway.co.uk](http://www.christmasinbroadway.co.uk) .

**Trading hours** – most shops were opening late on Thursday evenings in the run-up to Christmas although with none of the festivities of the usual late-night events. A few people expressed concerns that this would attract crowds to the village but there was no evidence of this.

**Overall picture for businesses** – with the exception of food retailers this had been a ghastly year for businesses and some had reported substantial losses. The lockdowns took out

the best trading months of the year and the consequences had been brutal. Brexit is generally bad for businesses and a no-deal Brexit, should it happen, would add to the pain. That said, Broadway was a better place to be in business than most, so hopefully recovery could be next year if normality returned by Spring. The recent opening of three new businesses was encouraging.

**Future events** – early stages of planning Broadway Car Show on 14<sup>th</sup> and 15<sup>th</sup> August 2021. It was hoped Broadway Food Festival would take place next September, but this had yet to be confirmed.

The Chairman thanked Mr. Aspey for the report/update.

**Broadway Visitor Management Group:**

Members of the Visitor Management Group were reminded that the rescheduled meeting would take place on Monday, 14<sup>th</sup> December, via ‘Zoom’, commencing at 10 a.m.

**Neighbourhood Plan:**

Councillor Franks, Chairman of the Neighbourhood Steering Group, reported that Regulation 14 had been completed following extensive consultation with residents/businesses/local landowners and statutory consultees, and the Group was now in the process of analysing all of the received comments. The next stage was to produce a Basic Condition Statement, which was a detailed and technical document, together with a Consultation Statement, which was a vital part of the process and detailed who was consulted and how this was done, and a summary of the main issues raised during the consultation. There must be reference to the evidence and justification documents which recorded how these issues had been recorded, analysed, and addressed in the Neighbourhood Plan. A strategic Environmental Assessment was now being undertaken by an independent body, which required to be completed before the commencement of Regulation 16. The aim of the Group was to trigger Regulation 16 by the end of the first quarter of 2021.

There being no questions/comments, the Chairman thanked Councillor Franks for the report/update.

**Village of Culture 2020:**

Councillor Dr. Wilks reported that a brief initial meeting had taken place to discuss how the £1,000 awarded to Broadway from the Village of Culture 2020 Competition could be used. The basis of the proposed plan was to engage up to four local artists, and to bring together generations within the village by consulting with local schools and care homes, to produce a number of pieces of art, which would then be displayed around the village.

The Chairman thanked Councillor Dr. Wilks for the report, which she would update on progress accordingly.

(9) **PLANNING:**

The Clerk was instructed to follow up the Council’s concerns regarding the trees which had been removed from the Stoneyroyd site in Station Road. The District Tree Officer had replied and recommended that the matter be referred to the Case Officer for comments. The Clerk had carried out this recommendation and was now awaiting a reply.

The Parish Council was disappointed that no response to its request for further information/details had been received in respect of the Rooftop Housing Planning Application No.20/01649/S106. Councillor Mrs. Eyre would speak to the Case Officer concerned and report back accordingly.

Councillor Miss Hardiman made reference to Planning Application No.20/02258/HP & Assoc.No.20/02259/LB, and understood that reference to the surrounding historic buildings was to be included in the comments. Councillor Mrs. Eyre said she would send the requested details to the Clerk, who would then forward these on to the District Planning Department.

Councillor Holmes and Mrs. Rogers asked if there was any progress regarding the Lygon Arms Applications and the Amber Retirement Application in Cheltenham Road, and in response Councillor Mrs. Eyre said nothing had yet come forward, but in both cases additional information had been requested by the Planning Department.

**Parish Council comments:**

**MEETING: 19:10:20**

Application 20/01948/LB                      **MR. R. DUDLEY**  
Tudor House, 65 High Street  
Improvement to reception and external doors providing vision panels  
for pedestrian and disabled visitors

The Parish Council raised no objections to this application

Application 20/02080/HP                      **MR. D. HELLIWELL**  
Wisteria Cottage, Snowhill Road  
First floor extension over existing garage

The Parish Council objected to this application as it was within the Broadway Conservation Area and AONB, and it was felt that it also impinged on the Grade II\* listed building on the opposite side of the road. The Parish Council was also very surprised that there was no comment from the Conservation Officer concerning its proximity to a listed building.

Application 20/02086/HP                      **MR. & MRS. JONES**  
2 Foster Drive  
Proposed single storey side extension

The Parish Council raised no objections to this application

**MEETING 02:11:20**

Application 20/01649S106                      **ROOFTOP HOUSING**  
Land at Leamington Road  
*Additional information/amendment(s):-*  
Application to modify the section 106 planning obligation relating to  
Application W/13/00680 to allow flexibility to change tenure between  
rent and intermediate housing products providing no less than 25  
properties for affordable rent

The Parish Council wished to reiterate its objections to this application in its present form, and was really disappointed that no further information nor answers to the queries raised in its original comments had been forthcoming.

The Parish Council wished to know why the business model for the development was wrong, and why the modification to the section 106 agreement was only being requested on a temporary basis. The Parish Council would add that these delays were holding up housing for people who needed rented accommodation.

The Parish Council asked its two District Councillors to call in this application to committee, so that it could be represented at the meeting and given the opportunity to request answers to its questions.

Application 20/01167/HP                      **MR. M. UFFINDELL**  
Honeysuckle Cottage, Snowhill Road  
*Alterations and additions:-*

Alterations to design of extension

The Parish Council wished to continue to object to this application, and was now reassured of this by the following comments and recommendation submitted by the Conservation Officer which the Parish Council fully support - The relevant heritage policies for the scheme are contained within the NPPF 2012 (revised February 2019) Section 16 paragraphs and the Local Plan policies SWDP6 and SWDP24 pertaining to the Historic Environment and its management. These require the conservation and enhancement of heritage assets.

The present building is a modest dwelling which is seen from the Grade I church of St. Eadburgha's and also in relation to the Grade II\* listed building, and The Court which is located immediately opposite on the other side of the road.

Snowhill Road is a narrow road with trees and hedges along some of the length with glimpses through to the buildings. The character of area surrounding the site of the application is of a small hamlet surrounding the former

farm buildings, the church and The Court. The Court and the Church are more formal with stone walls surrounding the curtilages.

The proposal is to create a considerably and bulky addition to a former agricultural building. Although in principal an extension is a possibility on this site the proposal is out of keeping and not supportable.

The trees screen the building in spring and summer from The Court however if the large tree was lost at some time the building would become fully on visible from both adjacent listed buildings. Viewed in this way it would be, because of the bulk of the proposals and in particular the flat roofed element of the design, damaging to setting of The Court and St. Eadburgha's.

In principal increasing the original barn would be supportable, and the idea to make a second gable slightly stepped back, is a good design solution but it is linking them with a large area of flat roof that is the insurmountable issue. Having a new front elevation is also not an issue it is well designed and has a traditional appearance.

**Recommendation: Major revisions to the design to allow the proposals, to protect the settings of the adjacent Grade I and II\* buildings adjacent to the application site.'**

Application 20/02117/HP

**MR. G. THOMPSON**

47 Bibsworth Avenue

Alteration of rear extension hip roof to full gable with window,  
removing one window from first floor

The Parish Council raised no objections to this application

Application 20/02245/FUL

**TRINITY HOUSE PAINTINGS**

Assoc. Ref: 18/01991/LB

35 High Street

Second storey rear extension with pitched roof

The Parish Council strongly objects to this application. It is the same as previous applications for this site – 18/01990, 20/00345 and 20/00346 all of which have been refused for the following reasons - 'The proposed extension is not considered to be of high-quality design and would result in less than substantial harm to the setting and character of identified heritage assets. Specifically, these assets include 35 High Street, neighbouring built heritage assets including 31 and 37 High Street, and the character of the Broadway Conservation Area. The scheme constitutes an amount of development that is excessive in its impact upon the character of the area and would be detrimental to setting and character of heritage assets. There is a tradition on burgage plots for linear development from the front of the site backward. However, these extensions typically diminish in size so that each subsequent extension is subordinate in scale and massing to the building which it abuts. In doing this the character of the site and the subordinate nature of the extensions to the principle heritage asset is maintained. In this instance this is inherently a very large development for what is a relatively modest burgage plot. Furthermore, in conjunction with other modern extensions the proposed scheme largely hides the heritage asset when viewed from the rear. In this way risking becoming the dominant structure of the site. The scale of harm to the significance of the conservation area would be less than substantial. Although the proposed development would make a small contribution towards enhancing an existing employment generating premises it is not considered that this would be of significant weight to justify the harm to the identified designated heritage assets. In this way, the proposal conflicts with South Worcestershire Development Plan (2016) policies SWDP6, SWDP21 and SWDP24 of the South Worcestershire Development Plan as well as the guidance contained in the National Planning Policy Framework (2019), specifically paragraphs 193 and 196.'

The Parish Council, therefore, consider that this application should be refused for the same reasons, and feels that these repeated applications are putting unnecessary stress on the owners of the neighbouring properties.

Applications 20/02246/FUL

**TRINITY HOUSE PAINTINGS**

Assoc. Ref: 20/02247/LB

35 High Street

Second storey rear extension with flat roof

The Parish Council strongly objects to this application. It is the same as previous applications for this site – 18/01990, 20/00345 and 20/00346 all of which have been refused for the following reasons - 'The proposed extension is not considered to be of high-quality design and would result in less than substantial harm to the setting and character of identified heritage assets. Specifically, these assets include 35 High Street, neighbouring built heritage assets including 31 and 37 High Street, and the character of the Broadway Conservation Area. The scheme constitutes an amount of development that is excessive in its impact upon the character of the area and would be detrimental to setting and character of heritage assets. There is a tradition on burgage plots for linear development from the front of the site backward. However, these extensions typically diminish in size so that each subsequent extension is subordinate in scale and massing to the building which it abuts. In doing this the character of the site and the subordinate nature of the extensions to the principle heritage asset is maintained. In this instance this is inherently a very large development for what is a relatively modest burgage plot. Furthermore, in conjunction with other modern extensions the proposed scheme largely hides the heritage asset when viewed from the rear. In



this way risking becoming the dominant structure of the site. The scale of harm to the significance of the conservation area would be less than substantial. Although the proposed development would make a small contribution towards enhancing an existing employment generating premises it is not considered that this would be of significant weight to justify the harm to the identified designated heritage assets. In this way, the proposal conflicts with South Worcestershire Development Plan (2016) policies SWDP6, SWDP21 and SWDP24 of the South Worcestershire Development Plan as well as the guidance contained in the National Planning Policy Framework (2019), specifically paragraphs 193 and 196.’

The Parish Council, therefore, consider that this application should be refused for the same reasons, and feels that these repeated applications are putting unnecessary stress on the owners of the neighbouring properties.

#### MEETING 23:11:20

Application 20/02303/HP

**MR. P TAYLOR**

Hytten, Springfield Lane

Alteration to include removal of canopy and conversion of garden store, insertion of new dormer and insertion of windows, French doors and a rooflight.

The Parish Council raised no objections to this application

Application 20/02242/HP

**MR. R THOMPSON**

Chippings, Springfield Lane

New entrance screen, extension to front and extension to existing garage

The Parish Council in principal support this application, but would like a condition attached that takes into account the concerns raised by the Drainage Engineers in respect of the discharge of surface water and harvest and reuse of rainwater.

Application 20/02058/HP

**MR. O GLEAVE**

Sargent House, Lower Green

Construction of a single storey rear extension and internal alterations

The Parish Council in principal support this application, but would like a condition attached that takes into account the concerns raised by the Drainage Engineers in respect of the discharge of surface water and harvest and reuse of rainwater, particularly as there is a history of land drainage issues in this and surrounding areas.

Application 20/02287/FUL

**TRACEY HEMMING**

St. Mary’s RC Primary School, Leamington Road

Retention of existing mobile classrooms for 5 years

The Parish Council raised no objections to this application

#### MEETING 07:12:20

Application 20/02441/CU

**ALLENS CARAVAN ESTATES LTD**

Leedons Park, Childswickham Road

Retrospective change of use from agricultural land to landscape buffer for Caravan Park.

The Parish Council raise no objection in principal, but would like a condition attached that states that the strip of land outlined in red on the plan can only be used to plant trees/bushes etc., and that no buildings/sheds are constructed or placed within this area

Application 20/02511/CU  
& Assoc. 20/02512/LB

**MR. & MRS. G FENWICK**

69 High Street

Internal alterations and new roof lights to facilitate change of use of part of the ground floor and first floor from retails to residential.

The Parish Council is aware that this building is of historical significance and would therefore like to delay making any comments until it has seen a full report from the Conservation Officer. The Parish Council will review this application again when the report is available

Application 20/02574/LB

**c/o Agent – ARB ARCHITECTURE LTD**

33 High Street

Replacement of windows with double glazed hardwood windows

The Parish Council raised no objections to this application, subject to the Conservation Officer’s agreement

Application 20/02503/HP **MR. & MRS. TONGUE**  
 14 Cheltenham Road  
 Erection of two storey side extension and rear single storey replacement extension.  
 The Parish Council raised no objections to this application

Application 20/02258/HP **MRS. S ZACHARIAH**  
 & Assoc. 20/02259/LB St Saviour and Passionist Residence, 26 Leamington Road  
 Proposed rear extension, new access through existing wall with new timber gates.

The Parish Council strongly object to this application as the proposed extension is over development of the Grade 2 listed site, and would have a destructive impact on the design and heritage of this site and the surrounding buildings. The Parish Council also object to the vehicular access through the wall which is also Grade 2 listed, and great concern was raised regarding safety issues as this building is next to the local school, and a well-used footpath into the village. The Parish Council would also like to advise the planners that, through local knowledge, the name of this property is incorrect and that it's correct name is 'St Joseph's Cottage' and the present owners should be asked to change this accordingly.

Application 20/02610/CU **MR. R TAEE**  
 & Assoc. 20/02611/LB Abbots Grange, 5 Church Street  
 Change of use of garage to guest accommodation

The Parish Council object to this application due to the detrimental impact of the design and visual impact of a listed building due to the addition of the dormer windows.

### **Wychavon Approvals:**

Application 29/01948/LB **Mr. R. Dudley**, Tudor House, 65 High Street  
 Improvement to external doors providing vision panels for pedestrian and disabled visitors

Application 20/02303/HP **Mr. R. Taylor**, Hytten, Springfield Lane  
 Alterations to include removal of canopy and conversion of garden store, insertion of new dormer and insertion of windows, French door and a rooflight

Application 20/01372/CU **Mr. R. Hammonds**, Rose Garth, Springfield Lane  
 Change of use from Agricultural Land to domestic curtilage

Applications 20/01811/HP **Mr. B. Donoghue**, Hensley House, 158 High Street  
 and 20/081812/LB Rear extension

Application 20/02080/HP **Mr. D. Helliwell**, Wisteria Cottage, Snowhill Road  
 First floor extension over existing garages

Application 20/02086/HP **Mr. & Mrs. Jones**, 2 Foster Drive  
 Proposed single storey side extension

Applications 20/1813/HP **Mr. B. Donoghue**, Hensley House, 158 High Street  
 and 20/01814/LB Rear extension

Application 20/01025/CU **Mr. Tripp**, Little Orchard, Springfield Lane  
 Change of use from agricultural land to domestic garden

Application 20/01030/CU **Mr. Thompson**, Kamesthorne, Springfield Lane,  
 Change of use from agricultural land to domestic garden

Application 20/01199/HP **Mr. N. Stacey**, Two Abbey Farm Cottage, Collin Lane  
 Single storey rear and side extension and detached garage

Application 20/01320/HP **Mr. & Mr. Piercy**, Holly Tree Cottage, Pennylands Bank  
 Single storey rear extension

Application 20/01693/HP **Mr. J. Hicks / Ms. A. Adikish**, Mulberry Cottage, Springfield Lane  
 Erection of two storey side extension

Application 20/02242/HP **MR. R THOMPSON**, Chippings, Springfield Lane  
 New entrance screen, extension to front and extension to existing garage

Application 20/02058/HP **MR. O GLEAVE**, Sargent House, Lower Green  
 Construction of a single storey rear extension and internal alterations

**Wychavon Refusal:**

Application 20/02245/FUL

TRINITY HOUSE PAINTINGS, 35 High Street  
Second storey rear extension with pitched roof

Refused 03:12:20

## (10) SCHEDULE OF PAYMENTS/RECEIPTS: from 01:10:20 to 30:11:20

<i>Payments:</i>	verified by the Clerk together with two nominated signatories	<i>net of VAT</i>
Worcestershire County Council / pension contribution		521.11
E-ON / village green electricity		9.30
Maurice Parkinson Contracts / mowing contract		750.00
Maurice Parkinson Contracts / bench maintenance		25.00
Cotswold Security Group Ltd / security contract		89.00
EBC Group UK Ltd / photocopier charges		28.48
Zoom / zoom subscription for meetings		11.99
P. Valender / planter maintenance		76.20
A. T. Wood / tree maintenance		187.00
Y. Bostock / office cleaning		41.50
Planning Portal / fee re planning application for Youth Club		718.00
Unicom / telephone / internet		67.45
Unicom / office electricity		102.22
Marlow Fire & Security / fire extinguisher service		53.96
K. Beasley / clerk's salary – October		1,598.82
G. A. Tomkins / assistant clerk's salary – October		504.40
Worcestershire County Council / pension contribution		635.75
Cotswold Building Supplies Ltd / activity park maintenance		650.00
Cotswold Building Supplies Ltd / Christmas lights expenses		538.68
Abbey Forestry / tree maintenance		325.00
Bluebell Wholesale Ltd / hand sanitizer		76.35
E-on / village green electricity		9.77
Royal British Legion / annual donation		100.00
Zoom / monthly subscription		11.99
Unicom / telephone / internet		64.28
Unicom / office electricity		109.22
K. Beasley / clerk's salary – November		1,394.47
G. A. Tomkins / assistant clerk's salary – November		470.80
<b>Receipts:</b>		
Worcestershire County Council / lengthsman scheme		410.00
Lloyds Bank / gross interest		0.57
Signpost / contribution to PAT Testing		79.69
Gordon Russell Management / donation		100.00
Lloyds Bank / gross interest		0.77
Broadway United Charities / donation re redevelopment of Youth Club		5,000.00

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

Councillor Mrs. Phillips highlighted that the eight privately owned car parking spaces outside the Central Car Park were still charging to park there even though the main District Council owned Central Car Park was free. Both District Councillors stated that there were notices notifying visitors of this.

Councillor Mrs. Phillips, supported by several other councillors, asked if the Parish Council should consider a tree planting project for the whole village. Councillor Mrs. Eyre reported several of the villages within her area had begun setting out such plans and that in

some cases trees can be obtained free of charge. It was agreed that this should be taken forward and the Clerk would speak to both the Parish Tree Officer and Parish Tree Consultant and report back to the Council.

Councillor Dr. Wilks notified councillors that the second edition of the new Broadway Newsletter was now being compiled, and asked that if she could have updates etc. regarding the Neighbourhood Plan, Youth Club, etc. for the next issue.

The Chairman closed the meeting at 8.40 pm and opened the PUBLIC INFORMATION SESSION –

The member of the public thanked the Parish Council for taking forward his suggested restructuring report, and stated that he would be happy to attend the suggested meeting to assist in any way and/or clarify the points/suggestions he had made.

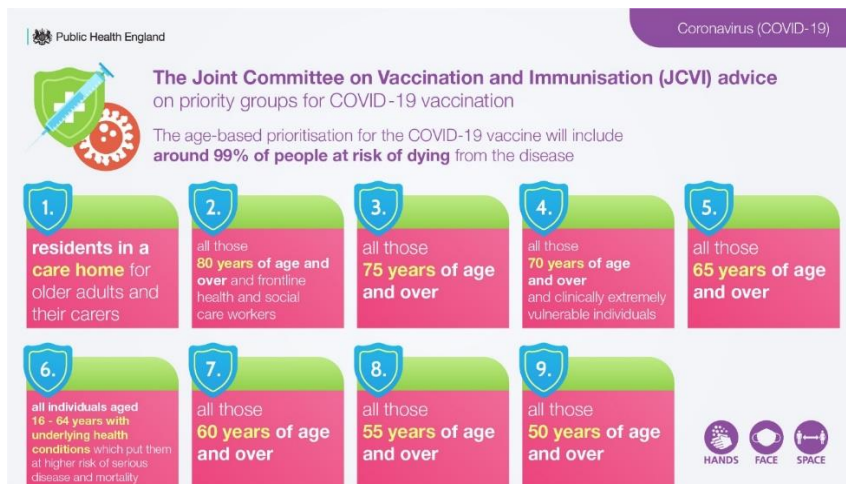
The Chairman thanked everyone for their attendance and thanked all councillors for their continued support and commitment to the Parish Council over the past twelve months, especially during the Coronavirus Pandemic when all meetings required to be on 'Zoom'. The Chairman finally wished everyone a Happy Christmas and New Year.

The meeting was finally closed at 8.45 pm.

***Date /Time Next Meeting: Thursday, 21<sup>st</sup> January 2021, at 7.00 pm (via 'Zoom')***

## Broadway - Cllr ELIZABETH EYRE COUNTY and DISTRICT COUNCILLOR REPORT December 2020.

**Coronavirus Vaccine:** Worcestershire Acute Hospitals and NHS Trust will host of 53 Covid-19 vaccine hubs in the UK.



**Flu Vaccine:** The County Council is working with NHS partners to promote this year's programme. The importance of the programme comes amid the Covid-19 pandemic and further emphasises the need for vulnerable members of the community to be aware of the support available. WCC is sharing NHS content over the coming days and weeks and we will be joining the national push to ensure those people who need the vaccine, receive it.

**Census:** The next national census will take place on Sunday 21 March 2021.

**Business Support update** WDC have paid out just under £1.5 million to businesses who were affected by national lockdown restrictions in Wychavon. Applications go on to 20 December. It is still developing the new support scheme for businesses affected by Tier 2 restrictions.

Additional support for our Covid-19 recovery framework.

- £100,000 for business growth / diversification grants.
- £20,000 for business to consumer start up grants.
- £25,000 towards fitting out WDC business hub in the Civic Centre.
- £26,000 to extend the Town Centre Recovery Officer posts until the end of August 2021.

**Worcestershire Parkway** won the award for West Midlands' top civil engineering project for 2020! The project saw the first new station constructed in Worcestershire in over 100 years, was also awarded the Geotechnical award

and the Large Project of the Year award as well as the Best Overall Project Award at this years' ICE (Institution of Civil Engineers) West Midland Awards. The station drew praise from ICE judges for overcoming technical challenges through a collaborative approach, engineering expertise, tenacity and determination.

**A new cycle parking scheme** has been launched in Worcestershire that lets organisations apply for free cycle parking stands. The scheme has been introduced by Worcestershire Council and is managed by ParkThatBike, a social enterprise. It is one of several measures being rolled out to make it easier for people to cycle and walk for local trips. Businesses, community groups, surgeries, schools, shops, pubs, cafés, churches – in fact almost any organisation that has staff, visitors, or customers who arrive by bike – can apply. Organisations can apply for up to four cycle stands free of charge. Successful applicants are then responsible for installing the stands on their premises, in a location which ParkThatBike has checked and approved.

The Chief Executive of Worcestershire Children First **Catherine Driscoll** announced recently that she has been offered and accepted the post of Director of Children Services with Dudley Metropolitan Borough.

**Children's Services Covid Winter Grant Scheme:** The Government has agreed to fund a new £170m to support children, families and the most vulnerable over winter. Additional funding will be provided for families over the winter period. The funding will be ring-fenced, with at least 80% earmarked to support with food and bills and will cover the period to the end of March 2021. Local Authorities will receive the funding at the beginning of December 2020 with £1.6m allocated to Worcestershire.

**New Jobs recruitment:** The Council has launched a recruitment campaign to bolster the work that enables residents to live independently for longer. There are more than 20 posts that are being recruited for including Promoting Independence Assistants, supervisors and managers. Those recruited will sit within the Council's new Reablement Service and offer short-term, intensive support to adults who need it in their own homes. The service has been developed in partnership with NHS colleagues and care providers.

**Flooding:** Council is encouraging residents within the county to ensure they're prepared for potential flooding. In the event of heavy rain, the County Council website will be kept up to date with all the latest information, including school

and road closures. Details will also be shared across the Council's social media channels. Information and advice is available on the County Council website at [www.worcestershire.gov.uk/floodadvice](http://www.worcestershire.gov.uk/floodadvice)

**Council's Winter Maintenance** service continues to remain on standby for gritting operations, although there have only been three nights so far this season when gritting has been necessary. Officers continue to monitor forecasts and road temperatures and remain very well prepared and ready to react when winter conditions deteriorate. Daily gritting updates will be posted on the highways Twitter account @WorcsTravel.

**Support for the armed forces:** The Council has reaffirmed its support to the Armed Forces community as a forces-friendly employer. At a virtual event hosted by the Ministry of Defence, Councillor Bob Brookes, the Council's chairman, and Chief Executive, Paul Robinson signed the Armed Forces Covenant on behalf of Worcestershire County Council. Signing on behalf of the MOD was the Commanding Officer of 37 Signal Regiment, Lieutenant Colonel Matthew Longcake.

**Post national lockdown** WCC is encouraging residents to support their local high street and shop locally to help businesses. Public Health measures are in place to make our town centres safe places to be and the weeks leading up to Christmas will be critical for the future of many of our retailers.

#### **Local Issues:**

The need to have a zoom with PC re spend of S106 monies.

I have requested a zoom from WCC to discuss any plans re cycleway funds.

**School crossing Leamington Road** cost 70k. The new infrastructure plan has been shared with the parish chairman, vice chairman, and clerk. Plan in the office. At this location it is possible to install minimal levels of lighting, which will be 4 new lighting columns with directional LED lamp heads plus the orange Belisha Beacons. Post construction, a stage 3 nighttime audit will double check that there is no need for additional lighting. The crossing will remain closed until the lighting is correct. There may be need for an additional 1 or 2 lamp columns. By taking this cautious approach the CC can hopefully keep the impact of lighting to a minimum.

The school crossing St Mary's did not pass the criteria maybe because of lower road use or fewer children on one day- in the diary for next summer.

Collin Lane safety changes have been implemented.

Medical centre progressing a few days with traffic lights before Christmas for trial holes. In the New Year there will be closures. If necessary, to allow opening Medical Centre in time end March, may have temporary lights for pedestrian crossing.

Fleece Road surfacing 9<sup>th</sup> December.

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

Lifford Gardens - Footway reconstruction between 1<sup>st</sup> Dec and 7<sup>th</sup> January 2021.



## **District Councillor Nigel Robinson's Report December 2020**

Out of our £1000 combined grant from Wychavon District Council to assist COVID-19 recovery, Liz and I have allocated £600 to fund the new Broadway Magazine. This still leaves £200 from each of us to assist other organisations. If you have any ideas please contact us.

I compliment Severn Trent Water for bringing forward from December the drainage work on Snowhill Road to coincide with the November lock-down. This has now prevented any issues over access to the carpark during the Christmas trading period. Severn Trent have also excelled themselves by carrying out repairs under the Station Road bridge in a prompt manner. There are also flooding issues on nearby property because of blocked drains adjacent to the Broadway Bypass on the Willersey side between the Leamington Road and Evesham Road roundabouts. This, however, is the responsibility of Worcestershire County Council Highways. Initial work is being conducted before Christmas before extensive drainage clearance takes place next year.

As you are aware Leedons Park (Allens Caravans) have applied for retrospective planning permission to convert agricultural land into gardens for some of the new park homes. Also an old hedge has been destroyed and the visual impact of the park homes on open countryside is not desirable. This issue has been subject to Enforcement with Wychavon District Council. I have notified Childswickham Parish Council of this application which they will oppose.

I have been in receipt of a letter from Andrew Brown at 17 Bibsworth Avenue, Broadway regarding extensive vermin habiting his home and lack of assistance from Environmental Health Department. I am pursuing this issue with the relevant authorities to see if a solution can be found for his and his neighbours benefit.

At the next election in 2023 the number of councillors on Wychavon District Council will be reduced from 45 to 43 and there may be some boundary changes. Consultations will take place over the next few months and we need to make sure we maintain our representation.

There appears be little or no developments on various issues I have raised in the last year concerning Rooftop Housing maintenance and management, advertising boards, tables and chairs and street furniture mainly because of issues faced with COVID-19. However, you may have noticed that some of wooden bollards have been repaired and replaced but there are still a good number in a poor state. The wooden benches are gradually being restored in a very professional manner by a gentleman who has retired to Broadway and carpentry is his hobby. Also, as I may have mentioned before, Wychavon District Council has agreed to stop processing any further applications for Street Trading Licences in Broadway.