

MINUTES OF BROADWAY PARISH COUNCIL

(conducted via 'Zoom')

Thursday, 15th October 2020, at 7.00 pm

PRESENT: Councillor B. M. Parmenter (Chairman), Councillors G. J. Franks, Miss D. Hardiman, F. Hartley, A.A.L.Holmes, F. Penny (Left 7.30pm), Mrs. F.E.A.Phillips, A. P. Riley, N.D.A.Robinson (Vice-Chairman), Mrs. R. Rogers, Dr. E. Wilks

Also in attendance: County and District Councillor Mrs. E. Eyre
West Mercia Police,
R. Goldsmith (Broadway Trust) (Left 7.45pm)
One member of the public
Three candidates for co-option were in attendance for item (5) only

- (1) APOLOGIES FOR ABSENCE: None
- (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:

Following the update at the previous Parish Council meeting, the Clerk had now received a weekly report of incidents recorded within Broadway as follows:

01/09 to 07/09	suspicious circumstances in Lime Tree Avenue – report of males trying door handles on various properties
07/09/ to 14/09	Vehicle crime in Bibsworth Avenue - front and rear VRN plates were removed and stolen from a vehicle parked at a property
14/09 to 21/09	No incidents reported
21/09 to 29/09	Theft in Leamington Road – temporary traffic light unit and battery stolen
05/10 to 12/10	Burglary in the High Street – property broken into causing damage, and several items were removed and stolen

The Autumn 2020 issue of The Rural Beat Newsletter was received and circulated to all councillors. A copy can be viewed at the Parish Office and also on the Parish Council website.

PC Kirsti Jackson was able to attend the meeting in person at the Parish office, via 'Zoom', but there were some technical issues with communications, which it was hoped could be resolved for the next meeting. The Chairman thanked PC Jackson for attending and asked if there were any questions from councillors. Councillor Holmes queried the reasoning why

the police were not allowed to use the 'Zoom' facilities, in response PC Jackson reiterated that the police authority did not permit any of its officers to use 'Zoom' on any of their devices as it was deemed not to be secure. It was, however, now possible, subject to any future government restrictions and PC Jackson's availability, for PC Jackson to attend future meetings in person at the Parish Office. The Chairman asked if PC Jackson would be the only regular police presence in Broadway, and was a replacement PCSO being appointed at any time in the foreseeable future. In response, PC Jackson replied that due to police reshuffles the post of PCSO no longer existed, and added that she only worked thirty hours per week and was also responsible for the villages of Badsey with Alderton, Childswickham and Wickhamford, in addition to Broadway. The Chairman thanked PC Jackson for all her hard work under such difficult constraints with no obvious back-up and added that his comments were not a reflection on her personally. It was agreed that the Parish Council should write to the local Police and Crime Commissioner highlighting its concerns regarding the level of policing in Broadway. Councillor Miss Hardiman stated that prior to the retirement of PC Lewis and PCSO Schoenrock, visits/patrols to both Bredon and Pegasus Court were undertaken to update/reassure residents. This no longer appeared to be the case, but PC Jackson replied that this could be reinstated if she was supplied with the appropriate contact details.

Councillor Dr. Wilks asked if the weekly reports could be sent to councillors, and the Clerk replied that this was possible and would do so. Councillor Mrs. Eyre added that councillors, in fact anyone, can obtain information regarding recorded crimes within a postcode area via the police website.

Councillor Franks asked if the creation of a Neighbourhood Watch Scheme could help the local police, and in reply PC Jackson said she was very supportive of such schemes which were of great benefit to local policing teams. PC Jackson added that neighbour awareness and communication was a vital part of village community and certainly reduced criminal activity. The Clerk reminded councillors that prior to the present situation there had been the Police Safety and Security event at the Lygon Arms and, as a result of that, progress was being made regarding developing a Neighbourhood Watch scheme, but this had obviously been delayed due to the Coronavirus pandemic.

A copy of the recent Police and Crime Commissioner Survey had been circulated to all parish councils and various groups/organisations. The Chairman thanked Councillor Franks for agreeing to assist the Clerk to complete this online survey.

(4) MINUTES OF MEETING OF PARISH COUNCIL HELD ON 13:08:20:

Proposed by Councillor Mrs. Rogers, seconded by Councillor Miss Hardiman, the minutes of the Meeting of the Parish Council held on 13th August 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:

Three applications had been received for the two vacant positions on the Council, and following a request from several councillors, it was agreed that the three candidates be invited to individually join the meeting at this point to allow each one to present him/herself to the council, add any information about him/herself not already included on the application form, and to answer any questions from councillors. The first candidate then joined the meeting, answered questions from councillors, and then left the meeting to allow the next candidate to join. When the process was completed, all non-councillors were asked to leave the meeting, so that councillors could discuss the candidates. The result of these discussions was not conclusive and it was agreed that councillors needed further time to discuss this important matter and the Clerk would notify the candidates of this.

Post-Meeting – following further discussions councillors were asked to submit their vote on the co-option of two new councillors, which resulted in Mr. Roger Bennett and Mrs. Jeannette Hudson being elected to the Council. The Clerk would now notify the three candidates of this decision accordingly.

(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 Issues –

Schools - the return of pupils to schools, applications and guidance for allocation of 2021 places

Health and Wellbeing – Worcestershire Acute Hospital NHS Trust had been taken out of quality special measures, and had been recognised for significant improvements in safety and quality of patient care.

Environment – the County Council had reduced its greenhouse gas emissions by 40% in the last ten years across its estates and operations, and a new plan was being finalised to achieve net zero emissions by 2050.

Rural Broadband – a map showing broadband speeds was available on the County Council's website, and there was also a speed check by postcode.

Learning – over 700 adults had undertaken virtual on-line learning provided by the County Council since the start of lockdown. There are over 200 on-line courses available, details of which were available via the County Council's website.

District / Local Issues –

Planning Reform

Planning application re Lygon Arms

Speed cameras re Fish Hill

Leamington Road / Station Road Crossings

Community Speed Watch for Cheltenham Road and Snowhill Road

Councillor Mrs. Eyre asked regarding the crossing in Leamington Road if councillors were agreeable to the Emergency Committee (which consisted of the Chairman, Vice-Chairman and the Clerk) being delegated to make decisions on matters such as street lighting etc. rather than waiting until the next parish council meeting. Councillors Dr. Wilks and Miss Hardiman were reassured by Councillor Mrs. Eyre that, subject to an assessment, it was possible to have a 'lollipop lady' near to St. Mary's RC Primary School in addition to the proposed crossing in Leamington Road. It was, therefore, agreed, after discussion, to delegate the requested powers to the 'Emergency Committee'.

Councillor Mrs. Eyre also requested an email from Councillor Mrs. Rogers confirming the siting of the speed monitoring wires in Cheltenham Road, which Councillor Mrs. Rogers confirmed she would action as requested.

Councillor Mrs. Phillips asked if any progress had been made regarding a parking area/bay near to the First School/Children's Centre as the grassed area was now being used and damaged. In response, Councillor Mrs. Eyre replied that Leamington Road had major issues regarding underground services, which would severely hinder such projects.

Councillor Mrs. Eyre reported that funding for the rebuilding of the Fire Station in Keytes Lane had now been confirmed, and having recently met with the Fire Authority, it was proposed that they would approach the Parish Council to ask if some land near to the entrance to the Activity Park could be used to accommodate construction vehicles/equipment as part of

their planning application. The Chairman replied that, in principal, this would probably be looked at favourably, but the Parish Council would need to see plans/proposals etc. before a decision could be made.

District Councillor Robinson's Report:

The report highlighted the following issues –

Local planning applications

Enforcement Issues

Neighbourhood Plan

Closure of Church Street / Snowhill Road in December – particularly the effect this may have on business in the lead up to Christmas, following on from many businesses only just re-opening after lockdown.

Wychavon District Council was supporting an anti-litter campaign with an 'Adopt a Street' scheme – trialling new public recycling bins.

A grant of up to £5,000 was available through the Green Homes Grant Scheme for homeowners and landlords to make energy efficient improvements.

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 Clerk had put in place the required measures for anyone visiting the Parish Office during the Coronavirus pandemic regarding Test and Trace by (a) maintaining details of anyone entering the office including staff, by recording their name, contact number, date of visit, arrival and departure times, and (b) displaying the official NHS QR poster. These details must be held for 21 days and then securely disposed of or deleted.

The Clerk had arranged the annual service of the fire extinguishers, and also PAT Testing of all necessary equipment, both of which had been undertaken.

The County Council had issued two public notices as follows –

(a) On 1st October an order was made to replace limited waiting 8am to 6pm 1 hour no return within 1 hour, with limited waiting 8am to 6pm 2 hours no return within 1 hour, in the following locations - High Street on the north side from a point 58 metres east of its junction with Leamington Road for a distance of 24 metres in an easterly direction, and on the south side from a point 280 metres east of its junction with Leamington Road for a distance of 22 metres in an easterly direction.

This would come into operation on 22nd October 2020.

(b) The County Council was considering making an order to revoke all waiting restrictions on the east side of Station Road from a point 161 metres north of its junction with Cheltenham Road for a distance of 44 metres in a northerly direction, and on the west side from a point 161 metres north of its junction with Cheltenham Road for a distance of 62 metres in a northerly direction, to accommodate the proposed controlled crossing. Any objections must be sent to County Hall by 5th November 2020. There were no objections raised by the Parish Council.

Agreement had been reached between the National Employers and NJC Trade Union on rates of pay for Clerks, applicable from 1st April 2020. It was proposed by Councillor Miss Hardiman, seconded by Councillor Mrs. Rogers, and unanimously agreed, to approve the Clerk's salary increase, which would be back dated to April as stipulated.

The Broadway Trust had forwarded the Clerk new Application Forms and Terms & Conditions for hiring the village greens, and had thanked the Parish Council for agreeing to receive and hold the forms. The Clerk had uploaded the new forms onto the Parish Council website. Councillor Mrs. Rogers asked if it could be stated on the website that it was Broadway

Trust who would be authorising use of the village greens, and not the Parish Council. Following agreement of this suggestion, the Clerk was instructed to ensure that this was included within the appropriate section of the website.

The local Poppy Appeal Organiser had notified the Parish Council of the impact of Coronavirus on this year's Poppy Appeal. The plan was for an Act of Remembrance to take place at the War Memorial on both Sunday 8th November and Wednesday 11th November at 10.45 am. It was planned for two wreaths, one from the British Legion and one from the Parish Council, to be laid on Remembrance Sunday. The Chairman would be present and would lay a wreath on behalf of the Parish Council. Unfortunately, no paper poppies would be on sale in the High Street or from local businesses as usual, but poppies would be available in Sainsbury's, Aldi, Morrisons and Tesco, and volunteers would run collection stands in other supermarkets and sites where possible. It was unanimously agreed to make the annual donation of £100 to the Poppy Appeal.

At the last meeting it was agreed that permission for a bench in memory of Louise Hunt be given, and it was suggested that rather than this being on the green, as originally planned, it would be placed on the grassed area outside the Cookshop (former location of Broadway Deli). The Clerk had contacted Broadway Trust which had confirmed its agreement to this request.

Further to the announcement of the death of former councillor Mrs. Joy Stock, the family had asked for permission to purchase a bench in memory of Joy to be placed on the village green. Councillors raised no objections to this request, and the Clerk would contact the family to discuss details etc.

The Clerk had received details of the District Council's annual 'Chairman's Diamond Jubilee Community Recognition Award 2020', and nominations should be submitted by Thursday 24th December. The Clerk asked councillors to put forward their nominations, together with a brief summary of why they should be nominated. A decision would be made at the next meeting.

Lloyds Bank had confirmed that Councillor Franks had been added to the bank mandate as a signatory for the Parish Council.

As councillors may be aware, in the last issue of the Broadway Newsletter it was stated that it was the last issue. A new full colour 32 page A5 Broadway Newsletter was to be launched next month. The Parish Council financially supported the previous newsletter, and a request had been received from the new group for similar financial support. Councillors were pleased that a new newsletter was being launched and wished to continue its support. It was proposed by Councillor Holmes, seconded by Councillor Miss Hardiman, and unanimously agreed to approve a grant of £1,000. Councillor Dr. Wilks advised councillors that the Parish Council had been allocated a section within the newsletter, and suggested that for the first issue a brief update could be included regarding the Neighbourhood Plan, the Youth Club and the Library, together with contact details for the Parish Council and a link to the website. Councillor Dr. Wilks offered to produce a draft copy for circulation to councillors for their approval. The Chairman thanked Councillor Dr. Wilks for undertaking this task.

The District Council was organising a number of 'Bike Marking' events around the district with one to be held in Broadway's football club car park on Friday, 30th October, 2pm to 4pm.

Lloyds Bank was reducing the number of visits of the mobile van to fortnightly on a Friday from 10.30am to 2.30pm, one of the reasons being a reduction in footfall. If the facilities were not used more by businesses and residents the service would be removed. The Chairman raised his concerns that no official notification of the change of hours had been properly advertised, and so both residents and businesses were now totally confused as to when the mobile van would be available. Councillor Riley added that it appeared many of the services required were unable to be transacted within the mobile van, which put off everyone who used

these facilities, and added that the Post Office was now providing similar services throughout the whole of the week. The Clerk would contact Lloyds Bank to raise these concerns and to ask for clarification of days/times that the mobile unit would be in Broadway, so that it could be better advertised.

(8) **HALF YEARLY FINANCIAL STATEMENT:**

A copy of the half yearly accounts had been circulated to all councillors. There were no questions raised regarding the accounts.

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

South Worcestershire Development Plan Review:

A South Worcestershire Development Plan Review - Parish and Town Council briefing was held on Wednesday, 7th October, via Zoom, attended by Councillors Parmenter and Franks. The Chairman gave the following report of the meeting to councillors –

The Chairman reported that the review had now been extended to April 2023, due to the present Coronavirus situation. Within the review was a call for sites by the end of November in relations to both residential housing and employment, and also travellers' sites. The Government review was proposing a new calculation of housing needs and as a result of this the five year land supply, which was much quoted by the District Council would be dropped and replaced with a focus on the delivery of housing. The proposed Government White Paper highlighted the focus on delivery of housing, Neighbourhood Plans would continue, and also that the quality and design of builds must be improved. This last point had already been taken up by Wychavon, and had created a position within the council of a Design Officer/Champion, who had actually already been actively involved with Broadway's Neighbourhood Plan. The District Council, in association with Malvern Hills and Worcester City Councils, had submitted a very lengthy report in response to the proposed Government White Paper highlighting its concerns, and it was agreed that this should be supported. It was hoped that in Worcestershire the creation of the new town around Worcester Parkway railway station and Throckmorton Airfield would satisfy the required housing need.

Broadway Visitor Management Group:

A meeting was held on 7th September via Zoom at which the following matters were discussed:

Updates were given from various organisations following the Coronavirus – Broadway Museum, Library, Tourist Information Centre, GWSR, and the Churches, had all now reopened, albeit at reduced levels.

An update was given regarding pavement licences, and it was confirmed that all of those in Broadway had been granted under the powers contained in Section 7A of the Highways Act.

It was confirmed that the County Council would be removing any 'A-boards' illegally sited on highway land.

There had been several unsuccessful applications for street trading licences, and it was agreed that there should be no more in Broadway as it undermined local businesses, detracted from the conservation area and AONB, and added nothing for visitors or local shoppers.

Broadway Business Association had agreed there would be no late night events this year, as it was felt to be wrong to attract so many people into the village under the current circumstances. The Christmas lights would still be erected and there would be a campaign to encourage people to visit to see them. It was hoped that some shops may remain open later on some days. It was agreed to spend the unspent Visitor Management Group funds towards the costs of the Christmas lights this year.

Several Broadway businesses were pursuing claims against Severn Trent Water for the recent disruptions in Snowhill Road/Church Close.

The District Council was installing card payment machines in the car parks in Broadway.

The next meeting was scheduled for Monday 7th December.

Broadway Neighbourhood Plan:

Councillor Franks reported that the Regulation 14 Consultation was due to end on 16th October, a number of responses had been received to date and once the consultation ended the comments would be analysed, and would dictate if any changes needed to be made to the plan in its current form but, in principal, the plan appeared to have been well received. Following the analysis of the responses any changes to the plan would, of course, need to be ratified by the Parish Council. The next stage was to prepare for Regulation 15, which was the submission of a Basic Condition Statement and this must be included with the next stage – Regulation 16, the submission to the District Council for its consultation, and this must demonstrate that all residents had been involved and consulted during the production of the plan.

There being no question from councillors, the Chairman thanked Councillor Franks for his report/update and, of course, all the members of the Steering Group for their continued input and hard work.

Broadway Youth Club:

Councillor Holmes reported that the pre-application report from the District Council had received a favourable response, and the Parish Council's architect, would now be submitting a full planning application for the proposed redevelopment of the Youth Club. Councillor Holmes had met on site Ms. Cherrie Mansfield from the District Council who was overseeing the project in respect of the use of the funding received from the Community Legacy Grant Scheme, and she was particularly pleased to see that not only would the new building be used by the Youth Club, but also the facilities would be available for the whole community. There had also been a meeting with Broadway First School to keep them up to date on progress and to iron out any concerns they may have, and Councillor Holmes confirmed that, in principal subject to some minor issues, the school was supportive of the project. Councillor Holmes confirmed that it was hoped the new building would be ready by the end of 2021.

The Chairman thanked Councillor Holmes for his report/update.

(10) PLANNING:

AUGUST

Application 20//01610/CU

MORCROFT PROPERTY DEVELOPMENTS LTD.

Croft House, Childswickham Road

Change of use from offices to two tourist accommodation units

The Parish Council raise no objections to this application

Application 20/01030/CU

MR. THOMPSON

Kamesthorne, Springfield Lane

Change of use from agricultural land to domestic garden – additional information amendments

The Parish Council still wish to object to this application on the basis that it is outside the village development boundary and also, importantly, wish to highlight its major concerns regarding the green wedge issue. As previously stated, the refusal of application 13/01671/PN highlighted the protection of the green wedge, and the letter of refusal stated that the proposal fails to safeguard, restore or enhance the character of the natural and built environment and does not relate to the sensitivity of the wider context to accommodate change by virtue of the loss of this green “wedge” of land which separates the residential areas of Springfield Lane and the development off Leamington Road. This green “wedge” breaks up the built form of the village and helps to identify the separate urban areas. The proposed development would not be sympathetic to the landscape character of the area, not

safeguard nor enhance the character of the natural environment, not be appropriate to and not integrate with the landscape character of the area and not relate to the sensitivity of the particular landscape of the vicinity. The dominating appearance of the development on the surrounding area would be further exacerbated by the development from public vantage points within an attractive area of open countryside which is visible from the surrounding areas, particularly from the elevated escarpment of the east, south east, south and south west with the Cotswolds Area of Outstanding Natural Beauty. The proposed planting, screening measures would not mitigate the adverse visual impact of the proposed development and would be unsympathetic to the local landscape character". Surely, these reasons must also apply to this application as changes are being made to the character and view of the area concerned. The green wedge is also a major part of the emerging Broadway Neighbourhood Plan – protecting this area of green space at the heart of the village. It is understood that when the applicant and the other residents involved purchased the related land, they were asked to sign a covenant stating that they would not object to the development of the adjacent land (this raises concerns that this land may well come forward for development if they have been asked not to object, which would be a major concern!) The Parish Council would also like to make reference to Application 19/00386 to which the Parish Council objected because, like this application, land on which the proposed extension to the garage was clearly outside the development boundary. This application was unfortunately approved but, interestingly, the same case officer is responsible for this application and is recommending approval. The Parish Council is not at all happy with this situation and is requesting our District Councillors to call this application in and that it be referred to the District Planning Committee

SEPTEMBER:

MEETING: 07:09:20

Application 20/01372/CU

MR. R HAMMONDS

Rose Garth, Springfield Lane

Change of use from agricultural land to domestic curtilage

Additional information/amendments.

The Parish Council still wish to object to this application on the basis that it is outside the village development boundary and also, importantly, wish to highlight its major concerns regarding the green wedge issue. As previously stated, the refusal of application 13/01671/PN highlighted the protection of the green wedge, and the letter of refusal stated that 'the proposal fails to safeguard, restore or enhance the character of the natural and built environment and does not relate to the sensitivity of the wider context to accommodate change by virtue of the loss of this green "wedge" of land that separates the residential areas of Springfield Lane and the development off Leamington Road. This green 'wedge' breaks up the built form of the village and helps to identify the separate urban areas. The proposed development would not be sympathetic to the landscape character of the area, not safeguard nor enhance the character of the natural environment, not be appropriate to and not integrate with the landscape character of the area and not relate to the sensitivity of the particular landscape of the vicinity. The dominating appearance of the development on the surrounding area would be further exacerbated by the inclusion of three-storey properties within the development which will heighten the adverse visual impact of the development from public vantage points within an attractive area of open countryside, which is visible from the surrounding areas, particularly from the elevated escarpment to the east, south-east, south and south-west within the Cotswolds Area of Outstanding Natural Beauty. The proposed planting screening measures would not mitigate the adverse visual impact of the proposed development and would be unsympathetic to the local landscape character". Surely these reasons must also apply to this application as changes are being made to the character and view of the area concerned. The green wedge is also a major part of the emerging Broadway Neighbourhood Plan - protecting this area of green space at the heart of the village. It is understood that when the applicant and the other residents involved purchased the related land, they were asked to sign a covenant stating that they would not object to the development of the adjacent land (this raises concerns that this land may well come forward for development if they have been asked not to object, which would be a major concern!). The Parish Council would also like to make reference to Application 19/00386 to which the Parish Council objected because, like this application, land on which the proposed extension to the garage was clearly outside the development boundary. This application was unfortunately approved but, interestingly, the same case officer is responsible for this application and is recommending approval. The Parish Council is not at all happy with this situation and is requesting our District Councillors to call this application in and that it be referred to the District Planning Committee.

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

The Parish Council object to this application as it is within the Broadway Conservation Area and the AONB. It is a major overdevelopment of the site as the proposed additional building doubles the size of the property, and it also impinges on the Grade II* listed property on the opposite side of the road.

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

The Parish Council raise no objections to this application

Application 20/01516/HP **MR. P DHEALLEY**
Broadstone House, 22 Sargent Square
Installation of electric gates and brick wall.

The Parish Council raise no objections to this application.

Application 20/01553/HP **MR. M PENFOLD**
15 Colletts Gardens
Single storey rear extension

The Parish Council raise no objections to this application

Application 20/01691/HP **MR. & MRS. ENTICKNAP**
& Assoc 20/01692/LB
149 High Street
Conversion of listed barn to ancillary accommodation and provision of link extension to proposed new pool building. New single storey rear extension to the main dwelling and new tree-bay car port.

The Parish Council is supportive of this application and would like it ensured that the comments and recommendations contained within the Conservation Officer's report are taken into account.

Application 20/01693 **MR. J. HICKS and MS. A. ADLKISH**
Mulberry Cottage, Springfield Lane
Erection of two storey side extension.

The Parish Council raise no objections to this application

MEETING: 20:09:20

Application 20/01811/HP **MR. B DONOGHUE**
& Assoc. 20/01812/LB
Hensley House, 158 High Street
Rear extension

The Parish Council wish to object to this application for the following reasons –
The proposed extension is within the Broadway Conservation Area and the AONB and is contrary to SWDP23 as it will have a detrimental impact and should, therefore not be permitted. The proposed extension is not in keeping with the character of a listed building and is, therefore, contrary to SWDP21 in that it is not complementary to the character of the building itself and other buildings within the area. It does not conform to the principles contained within the Village Design Statement. At the time of the Parish Council Planning Committee meeting, members were concerned that there were no comments from the Conservation Officer.

Application 20/01649/S106 **ROOFTOP HOUSING**
Land at Leamington Road
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 cannot support and make comments on this application due to the unclear and insufficient information supplied within the letter from Rooftop Housing – for example, the term “it is proposed that we change their use, temporarily, from shared ownership sale to affordable rent” - what does “temporarily” mean? –

and also does the over-55 restriction still apply as no reference is made to this in the letter? The Parish Council support the comments from Broadway Trust and would also like to see a business plan, or arrange a meeting with Rooftop Housing Group to discuss this application in greater detail.

Wychavon Approvals:

Application 20/01553/HP	Mr. M. Penfold , 15 Colletts Gardens Single storey rear extension
Application 20/01438/HP	Mr. A. Haslam , 15 Church Street Erection of wall and gates to front following removal of wall
Application 20/01516/HP	Mr. P. Dhealley , 22 Sargent Square Installation of electric gates and brick wall
Application 20/01983/HP	Mr. and Mrs. Gillard , Springbank, Station Road Formation of habitable room in roofspace with front and rear dormers
Application 20/01375/HP	Mr. R. Howie , 9 Bibsworth Avenue Erection of garden room/study in rear garden
Application 20/01231/LB	Ms. L. McGill , House on the Green, Church Street Replacement windows

Appeal Decision

Application 19/02354/FUL	Habitas (Worcester) Limited Land adjacent to Two Jays, Station Road
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Appeal dismissed 26:08:20

(11) SCHEDULE OF PAYMENTS/RECEIPTS: from 01:08:20 to 30:09:20

<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		9.00
Maurice Parkinson Contracts / lengthsman scheme		334.00
Maurice Parkinson Contracts / mowing contract		750.00
BWB Consulting Limited / Back Lane traffic survey		1,850.00
Play Inspection Company / quarterly activity park inspection		100.00
Zoom / subscription		11.99
Dr S Bodnar Farm / ecological appraisal report		440.00
Myriad Business Services / internal auditor's fee		220.00
RJ Agricultural Services / millennium garden		100.00
Unicom / office electricity		94.97
Unicom / telephone / internet		61.29
Avon Planning Services / neighbourhood plan		1,170.00
Signs R'Us / activity park maintenance		36.00
Broadway Community Library / donation		2,500.00
K. Beasley / clerk's salary / August		1,365.20
G. A. Tomkins / assistant clerk's salary – August		336.60
E-ON / village green electricity		9.30
Newsquest Midlands South / neighbourhood plan		417.30
Zoom / subscription		11.99
Paperstation Limited / stationery		20.45
Avon Planning Services / neighbourhood plan		705.00
Tower Trophies / bench plaque		29.67
Maurice Parkinson Contracts / mowing contract		375.00
Maurice Parkinson Contracts / activity park maintenance		24.00
Maurice Parkinson Contracts / general maintenance		24.00
Maurice Parkinson Contracts / lengthsman scheme		114.00
Paperstation Limited / office supplies		73.46

Colwyn Thomas / activity park maintenance	411.25
Water Plus / office water	54.44
Orchard Furniture / bench	360.00
G. A. Tomkins / office supplies	30.50
Worcestershire County Council / pension contribution	521.11
Unicom / office electricity	91.70
Unicom / telephone / internet	61.29
UK Safety Management / office maintenance	159.39
Holy Family Catholic MAC / grant	1,000.00
K. Beasley / clerk's salary – September	1,365.20
G. A. Tomkins / assistant clerk's salary – September	408.40
H.M.Revenue & Customs / PAYE	1,080.55
Postages /cash	37.06
Milk,coffee,sugar / cash	5.80

Receipts:

Lloyds Bank / gross interest	2.14
Wychavon District Council / grant re business rates refund	10,000.00
Lloyds Bank / gross interest	0.42
Worcestershire County Council / lengthsman scheme	220.00
Wychavon District Council / grant re precept	3,648.00
Wychavon District Council / precept	42,101.00

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

Councillor Holmes reminded all councillors it had been proposed at the last meeting that ideas be put forward to remember former councillor, David Folkes, and suggested that his wife, Gill, be approached to ask for her thoughts/ideas. The Clerk would contact Gill and report back accordingly for discussion at the next meeting. Councillor Holmes also reminded councillors that opinions had been requested regarding the continuation of the Broadway Community Award, and suggested that in his opinion, due to the recent death of its originator, Mr Walter Wentz, the award should now cease. This view was supported by a number of councillors, and it was, therefore, agreed that this award should now stop and the board be returned to the Lifford Hall in memory of Walter Wentz and to recognise all the past winners of this award.

Councillor Mrs Rogers reported that the footpath from Mill Avenue running along Cheltenham Road was in a poor state and needed to be cleared back to make it wider and safer to walk along, especially for those using pushchairs etc. The Clerk would contact the lengthsman to undertake this work over the winter months. Councillor Mrs. Rogers also raised her concerns regarding the excessive HGV traffic that was being diverted along Leamington Road, the High Street, and Cheltenham Road, due to work on the A46. Councillor Mrs. Eyre reported that the work was due to be completed by the end of November, but that there had also been major issues regarding signage, which had caused a lot of problems around the village. Councillor Mrs. Eyre added that she had major concerns regarding all of this additional heavy HGV traffic using the bridge along the Cheltenham Road, which had been weakened due to damage and was only now a single lane use.

Councillor Mrs. Phillips reported that the new hand sanitizer at the Activity Park was empty and asked whose responsibility it was to maintain this facility. The Clerk stated that the District Council had installed the sanitizers at various location within the village and would report this to the appropriate department.

Councillor Dr. Wilks raised concerns regarding a letter residents had received advising of the disruption to traffic along Station Road due to the work being undertaken in and around the construction of the new medical centre. Councillor Mrs. Eyre added that there were a

number of concerns regarding the financial viability of the new medical centre, and the time scale of the work to be undertaken regarding the crossing etc., but it was essential that as much work as possible was completed to ensure that the handover of the Medical Centre took place as planned.

Councillor Miss Hardiman reported that the 'Tree of Light' was going ahead this year, and the lights would be switched on the last Friday in November. Unfortunately, due to the Coronavirus there would be no carol singing around the tree this year.

The Chairman closed the meeting at 9.30pm and opened the PUBLIC INFORMATION SESSION:

A member of the public attending the meeting raised the subject of committees, particularly how important committees were to undertake the in-depth work of that committee, and commended the effort of the councillors who worked on each committee, who then put forward its recommendations for consideration and ratification of the full council. In his opinion, however, there should be a committee set up to be responsible for 'Safety and Security', which could be a focal point to discuss and raise issues relating to the Fire Authority, Police, speeding etc. and to establish key relationships with both the Fire and Police Authorities. It was acknowledged that some of these subjects were discussed within reports etc., but the member of the public felt by creating a committee that would specifically look into these topics could give the council an opportunity to analyse and get a more in-depth understanding, and commitment to these important matters. Councillor Franks added that one of the Neighbourhood Plan's aspirations was the creation of such a project and had been working with the Rural Crime Officer to develop a strategy along the lines of what was being suggested, including a Neighbourhood Watch scheme, a Smartwater project etc. Councillor Mrs. Eyre added that issues such as the building of the new Fire Station and introduction of speed cameras on Fish Hill etc. would certainly benefit and could work with such a committee. It was agreed that such a committee, which would focus on 'Safety and Security' should be set and the Clerk asked councillors who were interested in being involved to contact the Parish Office.

The Chairman thanked the member of the public for bringing his thoughts and recommendations to the Council's attention, and finally closed the meeting at 9.45 pm.

Date /Time Next Meeting: Thursday, 10th December 2020, at 7.00 pm (via 'Zoom')