

**MINUTES**  
**of PARISH COUNCIL MEETING**  
**held at 5 Russell Square, High Street, Broadway**  
**on Thursday, 17<sup>th</sup> October 2019, at 7.00 pm**

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

Also in Attendance: County & District Councillor Mrs. E. Eyre,  
and Mr. R. Goldsmith (Broadway Trust)

- (1) **APOLOGIES FOR ABSENCE:** Apologies were received and accepted from Councillor F. Hartley and West Mercia Police.
- (2) **Declarations of Interest:**
- (a) **Register of Interests:** Councillors are reminded of the need to update their register of interests
  - (b) **To declare any Disclosable Pecuniary Interests in items on the agenda and their nature**
  - (c) **To declare any Other Disclosable Interests in items on the agenda and their nature**

Councillors who have declared a Disclosable Pecuniary Interest or an Other Disclosable Interest which falls within the terms of paragraph 12(4)(b) of the code of conduct must leave the room for the relevant items.

Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.

- (3) **POLICE REPORT:**  
PC Tinsley was unable to attend the meeting due to work commitments but had sent the following report:

The following crimes had been recorded since the 1<sup>st</sup> September – three vehicle crimes, four incidents of anti-social behaviour, two suspicious circumstances, three criminal damage, three neighbour disputes, two assaults, and one burglary of a dwelling.

Councillor Mrs. Phillips reported that the police had visited the Youth Club to talk to the children regarding recent issues and concerns at the Activity Park. In connection with this matter, Councillor Dr. Wilks reported that there had been issues/incidents of clashes between local children and those from neighbouring areas taking place at the Activity Park, and that it was advertised on social media.

The Chairman made councillors aware that following the recent death of a motorcyclist on the road approaching the top of Fish Hill, Gloucestershire Police, who are responsible for that stretch of road, had undertaken speed checks which resulted in a number of offences being recorded. The Chairman questioned why Gloucestershire Police recorded significant numbers of speeding offences, yet West Mercia recorded none on Fish Hill and the approach road from Broadway. A question was also asked as to the timing of such checks as councillors were concerned that the police were not doing the speed checks on the right day or time.

Councillor Franks reported that as a follow up from the previous meeting Mr. Mike

Simpson and the Local Policing Team had held a meeting with local business owners to discuss security and protection of their business properties.

The Clerk would raise these matters with the police and report back accordingly.

(4) MINUTES OF PARISH COUNCIL MEETING HELD ON 15:08:19

Proposed by Councillor Miss Hardiman, seconded by Councillor A.A.L.Holmes, the minutes of the meeting held on 15<sup>th</sup> August 2019 were unanimously approved by those present, and duly signed and dated as a true record.

(5) COUNTY AND DISTRICT COUNCILLORS' REPORTS:

Copies of reports from District Councillor Mrs. Eyre and District Councillor Robinson had been circulated to all councillors, and a copy of each report would be included with these minutes when they are published.

The Chairman asked each councillor for a summary of their reports:

**District Councillor Robinson** highlighted the following: -

There were concerns from residents of both Shear House and Bridgemans Close regarding the poor state of maintenance of the properties and the surrounding communal areas, as they were not maintained to the same standard as other Rooftop properties in Broadway. Councillor Robinson had visited the site and was appalled at what he saw and was liaising with Rooftop Housing Group and Fortis, the maintenance contractors, to improve the situation. Councillor Robinson was also in discussion with the District Council Housing Officer regarding the allocation of residents in these properties, and was of the opinion that the local District Councillors and the Parish Council should have some input into housing allocation. Councillor Mrs. Eyre added that housing allocation is controlled by choice based lettings, under which everyone was categorised depending on their circumstances, and this was why sometimes troublesome families were placed in social housing. The Parish Council was very pleased that Councillor Robinson had undertaken to try to improve the living conditions for these residents which was long overdue, and agreed to write a letter to Rooftop Housing Group highlighting the council's concern and giving support for Councillor Robinson.

Councillor Robinson also highlighted the programme to replace car park ticket machines with card only machines to reduce theft and vandalism of the current cash machines, and had asked that the Shear House car park be given high priority as this machine had now been targeted twice. Councillor Mrs. Eyre added that the District Council was attempting to undertake this work as quickly as possible, but were dependant on the banking technology.

Councillor Robinson reported that Broadway Cricket Club had been awarded, through the Community Grant Scheme, a grant of £400.00 to start up junior cricket coaching.

**Councillor Mrs. Eyre** highlighted the following: -

**County Matters** – (a) The new train station at **Worcestershire Parkway** should be completed shortly and would then be rigorously tested, and it would then need to be commissioned before being opened for use; (b) **Pinvin Junction Improvements** - a scheme to tackle congestion and improve traffic flows in the Pershore area had now started; and (c) **Agri-Tech** -an innovative new project aiming to promote entrepreneurship and support Worcestershire's agri-tech sector was set to launch its development programme next month at Pershore College. GrowAgri Worcestershire, a £2M joint initiative between the college and the European Regional Development Fund, was tasked with supporting the development of technologies for use in the horticultural and agricultural industries. Councillor Mrs. Eyre would contact local farmers and invite them to the launch event. Councillor Franks asked if a representative from the Parish Council could also be invited to attend.

**Local Matters** – the **Revised Draft of the South Worcestershire Development Plan** - 14,000 new homes for the period 2030-2041 were being proposed as part of the South Worcestershire

Development Plan Review. The draft contains information regarding the location of the preferred sites for these new homes, and would be available to view on the SWDP website from 18<sup>th</sup> October. A valuable briefing for Parish and Town Councils had been arranged for Wednesday, 6<sup>th</sup> November, at The Guildhall, Worcester, which would outline the Preferred Options. The Chairman and Councillor Love would be attending, and would report back accordingly.

A list of all other local matters was included in Councillor Mrs. Eyre's report which is attached with these minutes, and Councillor Mrs. Eyre and councillors made comments on the following items: -

**Meeting with Mr. Deri regarding the Highways verge maintenance** – concerns had been previously raised about the poor state of the cutting back of the roadside verges, and a meeting was being arranged with Mr. Robert Deri, Worcestershire County Council.

**Leamington Road Crossing** – Councillor Mrs. Eyre reported that there was a need to review the proposed location, ascertain usage, and consider alternative crossing facilities – e.g. pedestrian refuge, widening of footways and narrowing of road width to assist crossing. Councillor Miss Hardiman was very concerned because despite this matter being discussed on a number of occasions no progress appeared to have been made. After discussion, it was suggested that a meeting be arranged with the head teachers and chairs of the governors from each school to discuss the matter further in an attempt to resolve the situation.

An **application for a right of way** next to the development on Leamington Road was progressing, and the Clerk reported that the necessary paperwork was being submitted to the County Council, and the Parish Council would be updated on progress accordingly.

**Section 106 / CIL Monies** – it was agreed that representatives from the Parish Council need to meet with the District Council to better understand this matter, for example - how funding was allocated, particularly what input the Parish Council has into how these funds are allocated, and what it can be used for? The Clerk would arrange this meeting accordingly.

**'A' board Policy** - councillors still had concerns regarding several aspects of this policy, particularly enforcement. Councillor Love reported that there had been unsatisfactory communication between Broadway Trust and the County Council regarding this matter, and Councillor Mrs. Eyre asked for copies of these communications and would take it up with the responsible cabinet member.

**Flood Alleviation Scheme** – Councillor Mrs. Eyre reported that the scheme was working well and an update regarding the scheme was included within her report.

**Parking issues in Morris Road/ Averill Close** – Councillor Mrs. Eyre, following continuing complaints/concerns from residents, had met with officers on site where a number of vehicles were found to be illegally parked too near to the junctions. As a result of this site visit, Councillor Mrs. Eyre reported that yellow lines would be installed around the junctions. Many of the vehicles parked on Morris Road/Averill Close belonged to people working, mainly part-time, in local shops/businesses, and Councillor Mrs. Eyre said there was a need to work with these local businesses to make them aware of the scheme to purchase cheaper car park passes for their employees. Councillors were informed that businesses can purchase a pass without the need to supply a registration number and, therefore, it can be used by several part-time employees. Representatives of residents from Morris Road/Averill Close attended the meeting and were assured by Councillor Mrs. Eyre that this work would be undertaken as soon as possible, but needed to be done within the legal framework. It was explained that this solution should make the areas around the junctions safer, but may move traffic elsewhere, which was why, as previously suggested, the co-operation of business owners was vital.

As there were no further questions/comment from councillors, the Chairman thanked both Councillors Mrs. Eyre and Robinson for their reports and summaries.

(6) CLERK'S 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 2019. 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 website and also on the Parish Council noticeboard and office window by the required date of the 30<sup>th</sup> September. Copies were available for a period of not less than five years for public access from the date of publication.

Councillor Mrs. Eyre had already highlighted the importance of the South Worcestershire Development Plan Review, so the Clerk reminded all councillors of the need to attend the exhibitions taking place in November. There would be one taking place in Evesham Town Hall, on Thursday, 29<sup>th</sup> November, between 2.00 pm and 8.00 pm. The Parish Council then needed to submit its views/comments by Monday, 17<sup>th</sup> December.

At the last meeting it was unanimously agreed that Broadway entered the 'Village of Culture 2020' competition. The Rural Matter Advisory Panel had reviewed all the entries, and the Clerk was pleased to inform the council that Broadway had reached the top three and was guaranteed at least £1,000 towards its cultural programme, with a chance to win the top prize. Feedback from the original submission had been given and there was now an opportunity to review and amend this before sending in the final submission by Monday, 4<sup>th</sup> November, with the final placings being announced in January.

It had been agreed that on the two late night shopping events on Friday, 29<sup>th</sup> November, and Friday, 6<sup>th</sup> December, there would be free parking from 4.00 pm at pay-and-display car parks in the village. Notices would be left on the pay-and-display machines, and there would also be social media notifications and press releases nearer to the time.

The Clerk reminded all councillors to submit their nominations for the 2019 Broadway Community Award. The District Council was now seeking nominations for its Chairman's Diamond Jubilee Community Recognition Award 2019 which was required to be submitted by the 13<sup>th</sup> December, and councillors were agreeable to the winner of the Broadway Community Award being put forward as was usual practice.

The village clock had been repaired and was now working, and thanks had been given to Mr. Robert Kemp for his assistance in this matter.

The latest edition of the GWSR newsletter had been received and circulated to all councillors.

The Clerk wished to step down as the Parish Council's representative on the committee of the Broadway Museum and Art Gallery, and as there needed to be a representative of the parish council on this committee, the Clerk asked for a volunteer to take up this position. Councillor Dr. Wilks put her name forward which was accepted by all councillors.

The noticeboard, which was located on the wall outside Croft Villa in the High Street, was now in the parish office, but now required major refurbishment including installation of lockable doors and an engraved nameplate, all of which needed to be carried out in oak to match the existing frame. A local craftsman had submitted a quotation of £900, but councillors asked the Clerk to obtain one more quotation. The Clerk asked if any councillor was aware of any person who could undertake such work to pass on details.

As agreed at the last meeting, due to its poor state the 'Tree of Light' on the village green had been removed. The new site would be the tree outside the former 'Roberto's Restaurant' on the village green, and the Clerk had arranged for the plaque to be moved to this new location.

The District Council was undertaking a safety audit of the exit and entrance points at the new car park in Station Road. The Chairman, Clerk and Councillor Franks, met with Martyn Cross, District Council Engineering Services Manager, to discuss the Parish Council's

safety concerns. After discussion, it was agreed that (a) the District Council would install further measures to ensure that vehicles cannot exit at the Evesham Road entrance, (b) the trees/vegetation would be cut back and maintained at the Childswickham Road exit, and (c) the lighting would be switched off during night time. It was also agreed that in order to try to reduce the speed of vehicles approaching the car park along the Evesham Road a further set of white gates would be purchased and installed, which the District Council was agreeable to fund.

At the last meeting it was agreed to support an application to apply for a public right of way alongside the Spitfire development in Leamington Road. The public was asked to complete an 'evidence of use' form which had now been returned to the Clerk. Approximately forty forms were returned, and the Clerk had forwarded these, together with the other completed required forms, to the Public Rights of Way team at the County Council, and the Clerk would report on progress as and when received. Regarding the open space at the rear of the Leamington Road development, it had been confirmed that this area was open to the public, but could only be accessed via the connected public rights of way. It was understood that the play equipment within this area need never have been installed and, therefore, with prior consultation with the developers, it might be able to be removed, and it has been suggested that, again with consultation and with the agreement of the developers, it could be offered equally to both local schools.

The Chairman and his Wife and the Clerk had been invited to the Wychavon Parish Games presentation evening which would take place on Thursday, 21<sup>st</sup> November, at Bretforton Sports Club, at 7.30 pm.

A leaflet highlighting the facilities of the Nomads Community Bus had been circulated to all councillors, and a letter of thanks for the recent donation towards this project had been received from Mr. Mark Pickering, the Chairperson, together with an update on the project which highlighted the following:- the group had distributed fliers, placed articles in local newsletters, and the bus itself had been at a number of local events. This additional marketing had stimulated interest, resulting in three additional local groups becoming member organisations, three new drivers, and three new bus buddies joining the group, and more local people were enquiring about the scheme and joining trips, etc. This was now the third year of the operation of the bus and the group's committee were looking for evidence of the need for such a facility, and the appetite to support the project through both volunteering to help, and financially. The chairman promised to keep the Parish Council updated on progress on a regular basis.

Worcestershire Regulatory Service had received an application for the grant of a Street Trading consent for a hot food vending van selling burgers, chips, drinks, etc. every day from 5.00 pm to 11.00 pm at the layby in Cheltenham Road, and any comments and objections were required to be submitted by 13<sup>th</sup> November. After discussion, it was agreed that the Clerk notify the County Council of its objections to this application for the following reasons :- (a) lack of street lighting in the proposed location; (b) environmental issues – noise, smell and rubbish; (c) speed on the road next to where the lay-by is located, and (d) issues concerning health and well-being.

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

A copy of the half yearly accounts to 30:09:19, together with the bank reconciliation statement, had been forwarded to all councillors.

The Clerk had received the annual budget requirement (precept) request from the District Council which had to be returned by the 31<sup>st</sup> January 2020

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

**Broadway Youth Club:**

Councillor Holmes gave an update on the redevelopment of the Youth Club building as follows: - the first phase was to submit the Community Legacy Fund Expression of Interest form, which had been accepted, and now the second phase was to submit the main application form, part of which was evidence that a public consultation had been undertaken to hopefully gain its support for the proposed project. Another section of the application was evidence of matched funding, and Councillor Holmes confirmed that a number of local organisations/charities had indicated their financial support towards the project. The Clerk reported that there was approximately £7,000.00 of unused New Homes Bonus funding available, which the Parish Council had informed the District Council it wished to allocate to this project, and would contact the District Council to establish the procedure of making these monies available. After discussion, it was unanimously agreed that the Parish Council would ensure that £10,000 in addition to the New Homes Bonus monies was allocated to the project. The Youth Club also had its own funds which it intended to put towards the project, and Councillor Mrs. Eyre also confirmed that she would make a donation of £2,000. It was, therefore, estimated that approximately £25,000 matched funding could be raised. A business plan would be produced and the architect was in the process of obtaining quotations for the proposed works which it was estimated would cost £50,000 for the actual external structure of the new building and a further £50,000 for the internal works.

The Chairman thanked Councillor Holmes for the update and for his commitment to the development of the new building.

**Neighbourhood Plan:**

Councillor Franks reported the draft plan had been submitted to the District Council for a health check, and no major issues were raised. The next stage was to present the draft which was currently being prepared to the Parish Council for its approval, before going to the next stage – the Regulation 14 Submission – which is a six week consultation period.

The Chairman thanked Councillor Franks for the update and looked forward to shortly seeing the presentation of the draft plan to the Parish Council members.

**Broadway Parish Council Newsletter:**

A draft copy of the proposed newsletter had been circulated to all councillors for approval, and after discussion it was unanimously agreed that, with the addition of the missing photographs of three councillors, the draft was approved and would then be printed and distributed.

**Visitor Management Group:**

A meeting was held on Monday, 9<sup>th</sup> September, at the Parish Office, at which the following matters were discussed – (a) the road markings in Church Close car park had now been repainted; (b) the new map had now been installed on the village green; (c) ‘A’ board policy – the Group had some concerns regarding this policy, and it was agreed to set up a sub-committee to discuss the matter further; (d) concerns were raised regarding the lack of cash withdrawal facilities within the village, which was particularly highlighted when major village events took place, and the Group was made aware that planning permission had been granted for a new ATM within one of the telephone boxes on the green, but nothing had been done to date and would be investigated further; and (e) events – the car show was a great success and would be repeated in 2021, and preparations were well underway for the forthcoming Food Festival on 15<sup>th</sup> September.

Date of next meeting - Monday, 2<sup>nd</sup> December, at the Parish Office commencing at 10.00 am.

**Activity Park:**

The repair work to the paved area outside the MUGA, the replacement of the steps behind the climbing wall, and the removal of the posts surrounding the space net, together with the reseeding of the affected areas, had now been completed. The remaining work to replace the carpet under the swings with new cushion fall surface would be undertaken shortly.

**(9) PLANNING:****Redevelopment of Lygon Arms –**

Following the presentation of the proposed redevelopment, representatives from the Parish Council, Broadway Trust, Gordon Close, and other interested parties, requested a meeting with JPPC, the planning consultant for the Lygon Arms, which took place on Friday, 6<sup>th</sup> September. A number of questions were raised regarding the proposed plans including the suitability and maintenance of Back Lane, and the proximity of proposed housing next to Gordon Close, together with concerns regarding the proposed conference centre. The planners and management of the Lygon Arms appreciated the input made and promised a follow up meeting to answer the queries raised which took place on Friday, 4<sup>th</sup> October. The Clerk was awaiting the minutes from this second meeting.

As agreed at the last Parish Council meeting, BWB Consulting Limited had undertaken a Highways report on Back Lane.

**PARISH COUNCIL COMMENTS:****MEETING: 29:07:19**

Application 19/01492/HP                      **MR. and MRS. RUSHMORE**  
Hunters Lodge, 48 High Street  
New boundary wall between Hunters Court and Hunters Lodge  
The Parish Council raised no objections to this proposal

Application 19/01561/HP                      **MR. R. STUBBERFIELD**  
18 Millet Way  
Erection of log cabin in rear garden for recreational and garden equipment storage purposes. The cabin exceeds the maximum height for permitted development within 2m from the boundary.  
The Parish Council defer making comments on this proposal since the application states that the cabin exceeds the maximum height but there is no height measurement actually shown on the plans. The Parish Council request a revised copy of the plans clearly showing the height measurement.

Application 19/01597/FUL                      **MR. T. HARTLAND**  
Hill Farm, Bibsworth Lane  
Menage/horse exercise area 20 x 40m all weather surface (retrospective)  
The Parish Council raised no objections to this proposal

**MEETING: 12:08:19**

Application 19/01351/FUL                      **MR. WHEELER**  
Springfield Farm House, Springfield Lane  
Replacement two storey dwelling on existing footprint and erection of garage  
Amendment to the design including windows, doors and reduced roof height  
WITHDRAWN 09:08:19

Application 19/01561/HP                      **MR. R. STUBBERFIELD**  
18 Millet Way  
Erection of log cabin in rear garden for recreational and garden equipment storage purposes. The cabin exceeds the maximum height for permitted development within 2m from the boundary  
The Parish Council object to this application as the size and style of the proposed cabin is inappropriate for a small residential garden.

Application 19/01477/LB                   **COTSWOLD DISTILLING COMPANY LTD**  
 33 High Street  
 Display of shop signage affixed to front elevation and provision of hanging sign above front door to shop  
 The Parish Council is of the opinion that there is no necessity for the wall sign as it would be obstructed from view by the roof overhang, and would refer to the shop front guide which states that signage should be applied to a fascia.

Application 19/01699/HP               **MR. & MRS. S. HALBERT**  
 The Fairway, Lower Green  
 Single storey extension and replacement of front door canopy  
 The Parish Council raised no objections to this application

Application 19/01683/FUL           **MOULD RESOURCES LTD**  
 Land rear of Cotswold House, 21 The Green  
 Proposed Tearoom with Toilets  
 The Parish Council strongly object to this application as previous applications for a similar smaller building (10/01158, 10/02931 and 12/00644) were refused and subsequent appeals rejected. It also contravenes SWDP 6, 21 and 24 and should, therefore, be refused.

Application 19/01763/HP  
 Assoc. Ref: 19/01764/LB           **MS L. MCGILL**  
 The House on the Green, Church Street  
 Replacement of 11 x sash windows and 1 x bay window with like for like frames  
 The Parish Council raised no objections to this application

**MEETING: 09:09:19**

Application 19/01862/IIP           **MS J. DORRIES**  
 7 Mill Avenue  
 Erection of a single storey front entrance porch and canopy extension combined with a front bay window extension, a single storey side extension, a rear extension including replacement of an outhouse and veranda, a main roof hip dormer extension, a main roof rear dormer addition, and main roof front dormer addition, together with associated internal alterations  
 The Parish Council raised no objections to this application

Application 19/01700/HP           **MR. & MRS. G. WENT**  
 32 Leamington Road  
 Alterations and additions  
 The Parish Council raised no objections to this application

Application 19/01612/LB           **MR. CRAWFORD PRENTICE**  
 47 High Street  
 External enhancements and alterations  
 The Parish Council raised no objections to this application

Application 19/01923/IIP           **MR. & MRS. M. GREEN**  
 The Hollow, Pennylands Bank  
 Single storey extension to replace existing conservatory  
 The Parish Council raised no objections to this application

Application 19/01950/LB  
 19/01949/HP                   **MS L. MCGILL**  
 The House on the Green, Church Street,  
 Installation of satellite dish to rear of property (retrospective)  
 The Parish Council raised no objections to this application

**MEETING: 30:09:19**

Application 19/01769/FUL           **MISS R. ADAMS**  
 67 High Street  
 Application to incorporate addition of D2 use alongside D1 and A1 use – for restorative yoga classes  
 The Parish Council raised no objections to this application



Application 19/02003/HP **MR. P. LANKESTER**  
 Elm Cottage, 5 Station Cottages, Station Road  
 Part single storey, part two storey, part first floor side and rear extension  
 The Parish Council raised no objections to this application

Application 19/01990/HP **MR. & MRS. G. HODGKINSON**  
 Junipers, 2 The Old Mill  
 New dormer window on front elevation of house  
 The Parish Council raised no objections to this application

Application 19/02096/FUL **GLEN FARROW UK LIMITED**  
 Hayway Farm, Collin Lane  
 Placement of Glen Farrow UK Ltd GF210 Biomass Boiler  
 The Parish Council raised no objections to this application

#### WYCHAVON APPROVALS:

Application 19/01370/LB **TRINITY HOUSE PAINTINGS, 35 High Street**  
 Single storey extension to framing room with new mono pitched roof

Application 19/01561/HP **MR. R. STUBBERFIELD, 18 Millet Way**  
 Erection of log cabin in rear garden for recreational and garden equipment storage purposes. The cabin exceeds the maximum height for permitted development within 2m from boundary

Application 19/01597/FUL **MR. T. HARTLAND, Bill Farm, Bibsworth Lane**  
 Menage/horse exercise area 20 x 40m all weather surface (retrospective)

Application 19/01369/FUL **TRINITY HOUSE PAINTINGS, 35 High Street**  
 Single storey extension to framing room with new mono pitched roof, including an egress door to 1985 single storey extension

Application 19/01612/LB **MR. C. PRENTICE, 47 High Street**  
 External enhancements and alterations

Application 19/01203/HP **MR. & MRS. RUSHMORE, Hunters Lodge, 48 High Street**  
 Demolition of rear extension and replacement with new kitchen extension, alteration and extension to form new bedroom and bathroom at first floor, replacement of flat roof over external store with pitched roof, replacement of flat roof to North facing bay window with pitched roof, internal alterations to form WC, boot room, utility and pantry, en-suite bathrooms. Repair works, boundary wall revisions, detached garage and garden works.

Application 19/01396/FUL **MR. R. THOMPSON, Stoneycroft, Station Road**  
 Demolition of existing dwelling and redevelopment of site with three detached dwellings plus shared access drive and other associated works – as approved under planning permission 18/02567/FUL to reword Conditions 8, 6 and 13 to facilitate compliance in lieu of commencement on site and allow drawing number change in relation to Plot 3

Application 19/01477/LB **COTSWOLD DISTILLING CO. LIMITED, 33 High Street**  
 Display of shop signage affixed to front elevation and provision of hanging sign above front of shop

Application 19/01700/HP **MR. & MRS. G. WENT, 32 Leamington Road**  
 Alterations and additions

Application 19/01492/HP **MR. & MRS. RUSHMORE, Hunters Court, 50 High Street**  
 New boundary wall between Hunters Court and Hunters Lodge

Application 19/01923/HP **MR. & MRS. M. GREEN, The Hollow, Pennylands Bank**  
 Single storey extension to replace existing conservatory

Application 19/01699/HP **MR. & MRS. S. HALBERT, The Fairway, Lower Green**  
 Single storey rear extension and replacement of front door canopy

Application 19/01362/FUL **MR. & MRS. P. READING, Cowley House, 7 Church Street**  
 Demolition of existing garage and construction of one new dwelling along with all associated works. Variation of Condition 2 of 18/02423/FUL to include small orangery to rear

#### WYCHAVON REFUSAL:

Application 19/01683/FUL **MOULD RESOURCES LIMITED, land r/o Cotswold House, 21 The Green**  
 Proposed tearoom with toilets

#### WITHDRAWAL:

**MR. WEELEER, Springfield Farmhouse, Springfield Lane**  
 Replacement two storey dwelling on existing footprint and creation of garage  
 Withdrawn 09:08:19

## (10) SCHEDULE OF PAYMENTS/RECEIPTS: from 01:08:19 to 31:09:19

<i>Payments:</i>	verified by the Clerk together with two nominated signatories	<i>net of VAT</i>
Worcestershire County Council / pension contribution		561.32
Unicom / telephone / internet		84.63
Unicom / office electricity		66.66
Signs R Us / neighbourhood plan		64.00
Grassroots Garden Services / activity park maintenance		72.00
UK Safety Management / PAT testing		164.19
Maurice Parkinson Contracts / lengthsman scheme		40.00
Maurice Parkinson Contracts /mowing contract		750.00
Maurice Parkinson Contracts/ bench maintenance		100.00
Colwyn Thomas / activity park maintenance		227.50
Tower Trophies / bench maintenance		37.42
K. Beasley / clerk's salary – August		1,356.44
G. A. Tomkins / assistant clerk's salary – August		609.80
Worcestershire County Council / pension contribution		561.32
Unicom / telephone / internet		101.25
Unicom / office electricity		63.70
Peter Reading / Christmas lights		4,954.72
Avon Planning Services / neighbourhood plan		1,065.00
Grassroots Garden Services / activity park maintenance		120.00
R J Agricultural Services/ Millennium garden		100.00
Maurice Parkinson Contracts /mowing contract		750.00
E-ON / village green electricity		28.89
Water Plus / office water		38.52
Scot-Petshop Limited / dog foul bags		107.76
Vinyl Fencing Limited/ village gates		226.00
K. Beasley / clerk's salary – September		1,356.44
G. A. Tomkins / assistant clerk's salary – September		576.40
HM Revenue and Customs / PAYE		1,197.80
PKF Littlejohn LLP / external auditor's fees		1,000.00
FBC Group (UK) Limited / photocopier charges		27.13
E-ON / village green electricity		8.37
Paper Station / stationery		26.94
Cartridge World / office supplies		22.49
Grassroots Garden Services / activity park maintenance		105.00
Cash / office supplies		4.49
Cash / milk-coffee-sugar		13.57
Cash / postage		36.52
Cash / neighbourhood plan expenses		24.00
<i>Receipts:</i>		
Lloyds Bank / gross interest		3.05
Worcestershire County Council / grant re grass cutting		257.75
Lloyds Bank / gross interest		3.01
Wychavon District Council / precept		41,351.00
Wychavon District Council / grant re precept		3,648.00
Cash / donations re dog foul bags		30.00
Signpost / contribution to PAT testing		82.09
W & A Bayliss / donation re memorial bench		500.00

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

Councillor Holmes drew attention to the former bus shelter located just passed the junction to West End on Snowhill Road. It appeared to be in a good state, but was overgrown with vegetation etc., and Councillor Holmes suggested it would be an ideal stopping/resting point for walkers etc., if it was cleared/cleaned up. It was agreed that the site be inspected, and any necessary action recommended.

Councillors Franks and Dr. Wilks attended the recent event at the Lifford Hall on Monday, 14<sup>th</sup> October, entitled 'What Cotswolds landscape do you want to see?', which looked at the future landscape of the Cotswolds and what it could look like, how it should look, and how this could be achieved. Both councillors had found the event very interesting and stimulating and discussions included how pressures of climate change, land use and developments, were speeding up change in the Cotswolds.

Councillor Love asked for an update on the application for a Cotswolds National Park, to which Councillor Mrs. Fyre replied that the Glover Report was still be considered by Defra, and she would update the Parish Council when more information was available.

The Chairman closed the meeting at 9.15 pm and opened the PUBLIC INFORMATION SESSION:

Mr. Alan Valender advised the Parish Council that residents of Gordon Close had grave concerns about the proposed planning application for the redevelopment of the Lygon Arms Hotel, particularly in connection with the proposed new event suite which, in the opinion of the residents of Gordon Close, would cause traffic chaos and endanger pedestrians using Back Lane. Concerns were also raised regarding the proximity to Gordon Close of the new staff housing. Mr. Valender asked if, when the application was submitted, councillors would take these concerns into consideration. The Chairman informed Mr. Valender that the Parish Council would involve the residents of Gordon Close in discussions regarding the findings of the traffic report once it was available to the public. The Clerk reminded Mr. Valender that when the planning application was submitted anyone could make their comments to the District Council. Mr. Phil Whatmough, also a resident of Gordon Close, added that a previous application for this site, but on a smaller scale, was withdrawn following a campaign of objections. Mr. Whatmough also reported that there was a meeting of the directors of the Gordon Russell Management Committee, to which representatives from Springfield Lane and Back Lane had been invited, to discuss this matter and what further action to take.

As there were no further matters raised by the public the Chairman finally closed the meeting at 9.25 pm

*Date /Time Next Meeting: 5<sup>th</sup> December, at 7.00 pm*

**Broadway Parish Meeting October 2019**  
**REPORT Cllr ELIZABETH EYRE COUNTY & DISTRICT COUNCILLOR**

**COUNTY ISSUES**

**New train services**

Worcestershire Parkway, the county's newest and biggest, train station works will be coming to an end in the next few weeks and, once complete, the station will be rigorously tested and commissioned by Great Western Railway (GWR), Network Rail and Cross Country trains as part of their Entry into Service period before the station is open. This Entry into Service period will ensure that the station is fully ready to open to the public and involves the testing and commissioning of all equipment and services such as signals, communication systems, IT connections, water services, fire tank and attenuation tank, lifts, lighting and CCTV. The collective aim of stakeholders is to open the station following the rail industry's national timetable change in December. Once the station is operational, passengers will be able to access both Great Western Railway services operating between Hereford and Worcester, Pershore, Evesham, Oxford, Reading and London Paddington as well as Cross-country Trains services between Cardiff and Nottingham. Initially, journey times and the frequency of services to and from London Paddington will be similar to current services from Worcester Stations-roughly hourly across the day with some additional services in the peak periods. However, the Council is working with the North Cotswold Line Task Force to secure the investment necessary to improve on this in the future – the ambition being 2 trains per hour service between Worcester and London with 1 of these being a fast train to the capital. Brand new services to Worcester include trains operated by Cross Country between Cardiff and Nottingham via stations including Gloucester Central, Cheltenham Spa, Ashchurch for Tewkesbury, Birmingham New Street and Derby. The County Council and its partners are also planning for Cross Country Plymouth-Newcastle and Bristol-Manchester services to call at Worcestershire Parkway in the future. This all facilitates Worcestershire's direct rail connectivity to major UK economies in the south-west, north-west and north-east. Worcestershire LEP has invested a total of £8.3m of Government's Growth Deal funds into the development of Worcestershire Parkway Station.

**Pinvin Junction improvements now underway**

The scheme to tackle congestion and improve traffic flows in the Pershore area has now started. Works at Pinvin Junction are part of the wider Pershore Infrastructure Improvement Scheme – a programme of works aimed at improving traffic links and reducing congestion in and around Pershore. There will be a new slip road from Pinvin Main Street to the A44, widening works on the approaches to the junction.

**Worcestershire businesses to diversify into agri-tech**

An innovative new project aiming to promote entrepreneurship and support Worcestershire's agri-tech sector is set to launch its development programme next month at Pershore College. GrowAgri Worcestershire, a £2m joint initiative between the college and the European Regional Development Fund, is tasked with supporting the development of technologies for use in the horticultural and agricultural industries. The project will deliver tailored business support through a range of seminars, workshops, technical demonstrations and bespoke consultancy. The initiative aims to support business growth, increased productivity and the introduction of new products,

processes and services and is open to all small to medium-sized Worcestershire businesses. Agricultural technologies are classed as any innovation that makes horticulture or agriculture more efficient, productive and profitable. They can be derived from science, technology, engineering or social innovation – alone or in combination. The resulting innovation can be a product or service, chemical or material, hardware or software. Interested parties are invited to attend a business breakfast launch event at Pershore College on Wednesday 13 November at 7.30am where they will be able to hear more about the programme and the introductory set of seminars scheduled for late winter 2019 and spring 2020.

#### **More Local Issues – case numbers/descriptions**

1. **Revised draft of the South Worcestershire Development Plan** - 14,000 homes proposed as part of the South Worcestershire Development Plan Review. A valuable briefing for Parish and Town Councils is arranged for Wednesday 6<sup>th</sup> November 2019, Guildhall, Worcester will outline the Preferred Options
2. **Flying meeting with Robert Deri meeting – waiting for date**
  - winter maintenance rota.
  - Longdon Hill and Bypass flying
  - Missing length near accident site Fish Hill
  - Blade sharpness
  - Other County approaches
  - Discuss Escape Lane material and weeding
3. **Crossing Leamington Road**

Review the proposed location, ascertaining usage, considering alternative crossing facilities could be considered i.e. pedestrian refuge, widening footways and narrowing road width to assist crossing. Additional consultation with schools and parish and consideration of benefit to school pupils and the wider community requested.
4. **Right of way 521B**, the definitive way alongside the back fence of houses on Spitfire development. Investigation as it appears to have been moved and holly bushes planted.
5. **Usage of the track from the gate to the Leamington Road** - the parish council is progressing a request to Rights of Way Team WCC in view of declarations of historic usage of the trackway alongside the Spitfire Development.
6. **Play equipment**, in public open space - partially supplied by Spitfire, erroneously, meeting needed with Spitfire.
7. **S106 cycleways** - none of the rights of way footpaths in Broadway are cycle ways. This would require a legal change, much additional work and much consultation with the village. This is work in progress to find out who is working on plans, if they have started, when they plan to communicate with the village. There is currently no legal right to cycle on the footpaths.

8. **Theft of cash machines Shear House Car Park Leamington Rd** – moving to cashless machines asap. It takes 8 weeks to install and set-up a cashless replacement for the Shear House car park due to having to set up merchant banking systems to accommodate these transactions. WDC installed a coin machine within ten days, which will then be retro-fitted (at very minimal cost) with contactless payment technology as soon as possible.
9. **A board Policy – draft** — circulated early September – enforcement to follow meeting to follow CB organising.
10. **Post office** – Post office have replied negatively to request for post box outside Budgens. Additional banking transactions being done by Post office.
11. **Fish Hill** – speed cameras had been visibly present in a number of locations in May / Early June no speeding offences had been recorded. Gloucestershire was more successful but their area is on the flat at the top.
  - o Additional signage regarding speeding/cameras had been installed on the hill to deter motorists, and motorcycles from excessive speeds and hopefully lower noise levels.
  - o Police Forces from West Mercia and Gloucestershire has been in attendance at a local motor cycle event in the area which included Willersey and Fish Hill.
  - o Police had checked a number of motorcycles for tax, insurance and road worthiness including correct silencers being fitted.
  - o Noise issues were hard to take to court to obtain a prosecution.
12. **S106 funding** CC to meet with clerk and chairman
13. **Cycle track activity park** – investigation by parish councillors
14. **Car in archway High Street** warned again
15. **Cheltenham Road speed issues**
  - o cut back of vegetation near 30mph signs – lengthman job outstanding
  - o repainting white lines junction with West End ordered
16. **Youth Club** Supported applicant re legacy fund with ideas and comments
17. **Meeting at West End Lane, Bund Site - Sept 2019** *Report Jon Wade Childswickham Parish councillor 2019*
  - The system is designed to operate 24/7 without the need to have a person present except for maintenance.
  - The structure is fed from Fish Hill side
  - The portal flap opening is a fixed rectangular hole of 10cm high and 1.5 metre width (can be adjusted). This will allow a maximum of 2 m<sup>3</sup>/s (2 cubic meters of water a second), through the portal (440 UK gallons a second)
  - Telemetry monitors are situated at the input and the output of the portal. (Bund structure)

- Another telemetry monitor is situated near Leedons Park by the road. The telemetry measures height and flow. The measurements are updated every 15 minutes. In high activity periods, such as very heavy rain fall, the measurement times can be increased to seconds.

The EA modelling software indicates that the operation of the portal has been working as expected. For the system operation to work as designed it relies on other external inputs to the system being correct.

- Maintenance of watercourses are being sustained by landowner
- Culvert entrances and exits often have protective grilles to prevent debris entering the pipe and causing blockages. These should be inspected and cleared regularly, especially during the winter or periods of heavy rainfall when debris can accumulate very quickly.

The Flood alleviation system is designed to stop house flooding but not necessarily road flooding. A compromise has to be made to benefit the maximise the number of households against property flooding

If the portal opening is set too low (currently 10cm opening) there is a possibility in flash flooding such as 2007 a build-up of water at the portal input will cause local property flooding by the portal, due to the portal wall being compromised.

The system has to be balanced to allow maximum flow rate through the portal without causing flooding further downstream and protecting properties near the bund.

Should the bund walls become compromised due to extreme rain flow then the water is steered away from local properties into adjoining fields.

The modelling of the system appears to have been very comprehensive in its ability to be robust against major flash flooding.

The EA monitors the operation of the system and will alter the portal opening if flooding is recorded which is near to compromising property or the system modelling deems it necessary through the continual monitoring process.

**18. Luggers Lane safety issue** - backing of vehicles from Luggers Lane into Station Road/Cheltenham Road junction partly due to Sat Nav issues. Better signage (no access for vehicles except residents of Luggers Lane) on hold until resolution of private matter re lane. Luggers Lane in 1910 was built as a 20 foot road. It has been recorded on the Definitive Map since the 1st edition with a relevant date of 1953.

**19. Collin Lane speeding** (60mph rural road in two counties but drivers do not drive according to highway code ( according to design and conditions) Recent accident /crash across the border into Willersey outside Kiora. resulting in a closure for around 2 hours. Previously accident just passed Gorsehill farm on corner. Requested Gloucestershire and West Mercia stats re accidents in the last three years, speed count as initial step. For road to meet 7.5 tonnes weight restriction Council policy is that HGV traffic must make up at least 5% of total traffic. Seems to be 'rat running' lane. 40-50mph probably not enforceable though road between Weston Sub Edge and Mickleton in a very similar rural location is 40-50. Query if

reducing speed via dragons teeth road marking? Rural roads do not lend themselves very well to lower *speed* limits and many drivers will instinctively perceive the road speed as higher than in an urban area. With little development such as shops and schools to gauge speed, a significant proportion of road users would disregard a lower speed limit.

Note. 2004 WCC objected to the weight restriction through Willersey unless Collin Lane was upgraded because the traffic would be diverted to Collin Lane which was unsuitable!

**20. Snowhill Road**

- o parish gang has cut back hedge after Waterloo bridge – length man siding out plan requested.
- o Additional roundel ordered
- o Gully emptied but marked to be moved.

**21. Morris Road** – investigation identified considerable illegal parking requested junction boxes yellow lined as first step. Should improve Averill close and Morris Road.

**22. Cotswold Landscape** for next 40 years – workshop 14/10 very successful.

**23. Clock** disappointing no outcome – funds from WCC still in parish account

**24. £1,950 for Cotswold Wardens** – WCC funds still in parish accounts

**25. West End** – inspection of road

**26. Recycling bin deli for visitors**

**27. Bollards High Street** – outstanding

**28. Stumps Kingsdale Court** – safety issues

**29. Cill monies for infrastructure**

- o 1/10/18-3/3/18 Pole Elm £1,429.80

**30. Road cleaning meeting required**

- o Sands – accessibility
- o Area Pennylands to Football Club – footway damage

**31. Football Club leads meeting with WDC and Cllrs** – arranged but Clerk to give contacts to Vic Allison

**32. Station Road Development** Reinstatement of verge /reduction obstruction.

**33. Leedons – additional drainage and impact on flooding** – meeting with Alans and WDC Drainage engineers to be arranged

**34. Loose paving slabs outside Picton House** – resolved

**35. Gullies outside Bell Yard** – resolved

**36. Parking sign outside Break** - leaning

**37. Footway repairs ordered in absence of response from Parish**

- o LHS to 1<sup>st</sup> turn Lifford Gardens
- o Leamington Road – roundabout to 1<sup>st</sup> layby, near school, near bus stop, opposite church

**38. New footway investigation from 43k capital monies Smallbrook Road** across to safer crossing point.

**39. Road resurfacing 2021 – poor surface dressing Sands.**

**40. Street Trading request** – off Cheltenham – van burgers etc.- asked officers if road safety issues.



## **DISTRICT COUNCILLOR ROBINSON'S REPORT – OCTOBER**

### **ROOFTOP HOUSING ASSOCIATION**

I have received a number of complaints from residents of Bridgemans Close and Shear House regarding the maintenance of their properties. These are both owned by Rooftop Housing Association, a charity designated with the task of operating social housing. Rooftop also own a significant number of other properties in Broadway.

To follow up these complaints I have been in contact with Julianna Crowe (Housing and Communities Director), Adam Denny (Asset Director) and Danny Singh (Local Manager) from Rooftop. I have also been in contact with Bradley Thomas (Leader) and Vic Allison (Assistant Chief Executive) of Wychavon District Council. I have been informed by Rooftop that garden maintenance is contracted to Fortis and a copy of specifications is enclosed.

I have been shown around the properties by a resident and also by Danny Singh. It has become very obvious that the maintenance is not up to standard and I am trying to work with Rooftop to improve the situation. Since starting this enquiry the hedges at Bridgemans Close have been cut, a huge pile of rubbish at Shear House has been removed and the lawns have been cut.

However, the terms of the contract (specification) have not been adhered to. Many hedges and bushes remain untrimmed and flower beds are full of weeds and Fortis are not carrying the work as often as agreed. Also, the property itself has suffered from vandalism.

As you are probably aware Rooftop properties at Parsons Green (Spitfire) and Russells are very well maintained as 'showpiece' properties. One resident at Shear House has indicated to me that their place is little more than a slum. When visitors park their cars at Shear House Carpark their first impressions of Broadway as a pedestrian leave a lot to be desired.

With the support of the residents I will continue to work for improvements and to connect with the police and District Council regarding housing allocation. I have suggested that Broadway Parish Council and I have some input on housing allocation and I will soon be meeting the appropriate housing officer at Wychavon District Council to express my concerns so mistakes do not keep happening.

### **CARPARKS**

The ticket machine at Shear House Carpark has been replaced by another cash machine, which is a mistake. I have spoken to Bradley Thomas and he has informed me that all cash machines will be replaced by card machines before the end of the year. But at least this replacement was completed in a much shorter time. The lights in the carpark adjacent to the railway station are still operating twenty four hours a day. A further complaint has been lodged and Vic Allison has replied to indicate that this will be followed-up as an urgent job.

### **GRANTS**

I have assisted a couple of organisations in Broadway with applications for Community Grants. I am pleased to report that Broadway Cricket Club has been successful in their application for a grant to start-up junior cricket coaching and will receive a sum of £400. The other application for a grant to help start a Rock Choir was unsuccessful as not being 'active enough'!