

**MINUTES OF A MEETING OF DRAKES BROUGHTON AND WADBOROUGH WITH PIRTON PARISH COUNCIL HELD ON THURSDAY 6<sup>TH</sup> JUNE 2019 AT 7.30 PM AT DRAKES BROUGHTON VILLAGE HALL.**

**PRESENT:** Cllr J Butterworth (Chairman), Cllr T Pell, Cllr A Crouchman, Cllr M Gardner, Cllr R Turner, Cllr S Wynn, Cllr R Small, Cllr A Tanfield, Cllr L Wild & Cllr D Proctor and Cllr J Proctor-Nicholls

**IN ATTENDANCE:** Mrs N Nicholson (Clerk), District Councillor Mark Ward

**PUBLIC:** Mr D Rhodes

**1) APOLOGIES:**

Cllr J Yeo & County Councillor Adams

**2) DECLARATION OF INTEREST**

N/A

The Clerk reminded members of the need to complete the WDC pecuniary interests forms.

**3) LOCAL POLICING**

The Clerk read the local policing report for May:

There were 2 crimes reported in Drakes Broughton between 30-04-19 and 31-05-19

On 10-05-2019 police received a report of a Theft if not classified which took place between 09/05/2019 17:30:00 and 10/05/2019 07:30:00 at Bovis homes, WORCESTER ROAD, DRAKES BROUGHTON. Between stated times unknown offenders have entered the Bovis Homes building site and have used scaffolding boards from the site to roll a large cable drum from the rear of the site and steal it. Two further drums were moved and left dropped on their sides. Drum engraved on the side with KCA6382395 - value £3100.00. No CCTV or security on site. Nothing seen or heard.

On 12-05-2019 we received a report of a Burglary - Business And Community which took place between 11/05/2019 17:00:00 and 12/05/2019 10:00:00 at Bovis Homes, WORCESTER ROAD, DRAKES BROUGHTON. Between stated times Person(s) unknown using unknown means have taken the bolts off the hinges of the main gates and entered the compound. Once inside the compound they have stolen a large reel of cable. There were two crimes reported on 18/03/119 and 11/03/19 both Burglary-Business at Bovis Homes, Worcester Road. Offender(s) have cut open a container and stolen tools. This offence took place over the weekend when the site was closed.

**4) CO OPTION OF COUNCILLORS TO REPRESENT DRAKES BROUGHTON**

The Chairman welcomed the four candidates and thanked them for their application. She explained that with four applications for the two vacancies the process would be for each to make a short presentation to the members covering who they are, what they will bring to the council, why they wish to become a Parish Councillor and why the members should choose them. She went on to explain that after the meeting a secret ballot would be held and the clerk will inform both successful and unsuccessful candidates the following day. She assured them that there would be opportunities for the unsuccessful candidates to join sub committees without voting rights should they so wish.

The applicants then presented to the members.

**5) MINUTES**

The minutes of the Parish Council meeting of 9<sup>th</sup> May 2019 were proposed by Cllr Turner, seconded by Cllr Gardner, agreed by all and signed by the Chairman as a true record of the meeting.

**6) MATTERS ARISING**

- Brickyards Lane – Culvert

The Chairman advised members that this had now been re-established and that the culvert on the opposite side of the road had also been cleared and maintained.

- Location for the new VAS

District Councillor Ward advised members that the company supplying the VAS had received information that the battery life was shorter than originally thought and had given the council three options, continue purchase with the now shorter battery life, change to the solar powered option for no additional cost or cancel the order. Following a discussion, the members decided to go with the solar power upgrade as long as a 2-year warranty could be obtained.

The Chairman advised members that a location for the VAS should be decided so that progress on this could be made as soon as the new VAS is received. The Clerk suggested that members should consider locating the new VAS north bound and prior to the Williamson Way/Shrubbery Road junctions as this is where the majority of the complaints received were about. The members discussed this and there was concerns raised regarding a suitable post. The Chairman asked the Clerk to liaise with WCC Highways to see if a suitable post/location could be found in that area.

- Bovis Play Park meeting – revised date

The Chairman advised that this meeting would be held on Tuesday 11<sup>th</sup> June with The Chairman, The Clerk and Cllr Wild attending. There will be a report back at the July meeting.

## **7) OPEN SPACE REVIEW – Progress update including 106 money application update.**

Cllr Wild advised members that a formal application had been lodged with the FA Pitch inspector. The report will be due in 2 months and will drive decisions regarding the football pitches. The FA pay for the inspection and the report. The pitch improvements have a budget of £60K but there is a potential grant to be applied for that potentially could fund half of the cost. Cllr Wild is compiling the play park tender documents, and these are planned to go out at the end of June.

## **8) VILLAGE HALL REFURBISH AND DEVELOPMENT UPDATE**

The Chairman showed members a preview of the initial architect plans/drawings. The new plans will keep the hall as a 2-room offering with potential to open into one large space and a large furniture storage and verandas have been added. Cllr Wynn asked about the stage removal and was advised that a portable stage is the preferred option. Cllr Wild asked for copies to be emailed to him to ensure the Open Space linked up /complimented the hall. The next stage is for plans to be prepared so that planning permission can be obtained. Currently circa £68K NHB money could be used towards funding the work but other funding grants will be needed. Cllr Wild asked about the planned improvement to the façade. Cllr Proctor Nichols made comment on the toilets and asked regarding football changing. The Chairman advised that the football club had been fully consulted and a workable changing room solution agreed.

## **9) SPEEDING TRAFFIC – ACTIONS FROM THE PARISH MEETINGS. LOCATION FOR THE VAS, SRP REPORT BACK DRAKES BROUGHTON, ACTIONS FOR PIRTON, WADBOROUGH. COMMUNITY SPEED WATCH SCHEME.**

The Clerk advised that the initial report from the SRP monitoring strips had indicated that speeding was not high enough to warrant a speed enforcement van. The community had informed her that perhaps the location of the monitoring wasn't where the majority of speeding occurred. As discussed earlier in the meeting the VAS could be situated where the majority of reported speeding takes place and this data analysed. WCC have agreed to monitor Walcot Lane & Shrubbery Road. WCC have suggested roundalls and or village gates. These would have to be paid for by the PC. Cllr Small advised that labour costs would be paid by WCC Highways dept. The Chairman advised that a very faded roundall in Pirton had been reported and that WCC Highways had it on a list for repair. Wadborough would like one of the VAS's in due course and Wadborough members are in discussion with WDC and WCC Highways regarding safety at the

Wadborough/Stoulton crossroads. Discussions arose regarding extending speed limits into open countryside, extension and enforcement of any extension. Improvements to pedestrian and cycle path in Walcot Lane were also discussed. The members are keen learn more about a community speed watch and the Clerk was asked to get further information on what was involved. It was also agreed that any speed watch should be coordinated by the community run rather than the PC.

#### **10) SLCC /CALC MEMBERSHIP**

The Chairman advised that the council had been once again asked to consider joining CALC for £1284PA. The PC currently pays for the Clerk to be a member of the SLCC and all required advice she had needed to advise the councillors had easily been obtained from the SLCC. The chairman advised that the SLCC membership costs £106PA. The members agreed that at this time they were happy with the Clerk gaining SLCC advice and could see no additional benefit to joining CALC at such a considerable extra cost.

#### **11) COUNCILLOR TRAINING**

The Chairman advised that a CALC new councillor training session had been offered via Crowle PC, Thursday 13<sup>th</sup> June at a cost of £20pp. The Chairman proposed that the Clerk attend to ensure the new councillor briefing packs were up to date. The Clerk will brief members should anything new be delivered. All agreed.

#### **12) PARISH/TOWN COUNCIL EVENT**

The Chairman advised members that Cllr Tanfield would attend and feedback to the PC about grants, Cllr Proctor Nichols will attend and feedback as SWDP monitor and Cllr Crouchman will attend and feedback on any other areas of interest.

Cllr Proctor Nichols advised that he had started monitoring the SWDP review and despite a non-user-friendly system had managed to view the necessary maps, the next review comments would be due in November, the Chairman thanked Cllr Proctor Nichols.

#### **13) REPRESENTATIVES' REPORTS**

##### **a) County Councillor – Not present.**

##### **District Councillor**

District Councillor Ward advised members that the second round of the community legacy grant applications were due to open shortly and details of how to apply would form a workshop at the Parish Event. The fund replaces the 106 scheme and is for large projects such as the schemes Drakes Broughton is currently working on.

Cllr Ward advised of essential pipework due on Avon Meadows wildlife reserve for next spring.

Cllr ward advised that the mobile breast screening until would be in Pershore next week

Cllr Ward advised members about the adopt a street campaign.

##### **b) Other reports as necessary**

Cllr Wynn asked if the PC could write to the Grange nursing home to ask them to see if their staff will drive more slowly on their commute through Pirtion. The Chairman agreed and asked the Clerk to write accordingly.

#### **14) TASKS FOR LENGTHSMAN**

Cllr Small advised that he had reviewed the lengthsmans work sheet and was very happy with his work. Cllr Wild asked if he could cut the grass back around the mound slide due to splinter stubbing risk. Cllr Wild

advised that the concrete bench at the playing field was in very poor repair and for approx. £450 a new one could be brought. The Chairman asked Cllr Wild to get full cost details for a new bench and asked the Clerk to ask the lengthsman to remove the old bench. The Chairman advised members that WDC open space officer had reported an advisory note for the bench at Shrubbery Road.

**15) MULTI PLAY REPAIR**

The chairman advised that following reported disintegration of the panels in the multi-play they had been replaced by Cllr Wild. She thanked Cllr Wild for doing this essential maintenance work

**16) BEECH AVE -DITCH**

The Chairman advised members that reports of children playing in the ditch had led to a discussion about erecting a fence with various differing opinions. The DB members discussed various options but agreed that as it is not public land and an advisory note to parents in the Villager would be the best course of action.

**17) VILLAGER UPDATES**

- Community speed watch volunteers
- Beech Ave Ditch
- PC Vacancy's filled.

**18) FIXED ASSET REVIEW AND CONDITION SURVEY - UPADTE**

The PC is currently reviewing and updating the fixed asset register. The register will include information about where the items are located and their state of repair, to allow for forward planning to renew repair or rejuvenation as required. The register lists all the fixed assets and an "ownership" has been assigned to certain items. Members are asked to review the document and to provide condition information and provide feedback to the Chairman so that the document can be updated and reviewed at the July Parish council meeting.

The chairman advised members the WDC had inspected the bench at the village green and advised of deterioration. At this time both she and Cllr Wild deem the bench non-hazardous, but it will be monitored for further degeneration.

The Clerk recommended that the PC appoint a street sign monitor as the PC now own a number of street signs and cleanliness/visibility should be reviewed periodically.

**19) PUBLIC SPACES – Landownership**

The Chairman advised that as a follow on to the fixed asset review a review of the public spaces we own and or maintain would be undertaken. The members confirmed ownership of The Playing fields and half the Village Hall car park. Other maintained areas were thought to be owned by WDC with some uncertainty regarding the land at Lewis Close. The members suggested the Clerk review the land registry regarding this.

**20) TO RECEIVE VILLAGE HALL ANNUAL ACCOUNTS FOR YEAR ENDING APRIL 2019**

The members reviewed the VHC account. The Chairman reminded members this was a condition of the VHC lease.

**21) FINANCE**

The monthly reconciliation of cash and other monies received was undertaken for March by Cllr Tanfield.

The Clerk confirmed the internal audit had been completed with no advisory notes. The Clerk advised the accounts would now be sent to Littlejohn, the designated External Auditor.

It was proposed by Cllr Pell and seconded by Cllr Gardner to authorise the following payments:

To review and authorize the following payments:

a) Mrs N Nicholson – Clerk salary – May	£471.96
b) Mr B Arrowsmith – Lengthsman – May	£220.00
c) Mr B Arrowsmith – Litter Clearing Playing fields – May	£100.80
d) Mr L Wild – play park repair	£61.95
e) Drakes Broughton Village hall – Architect fee, grant	£2475.00
f) Mr D Pickering – internal audit fee	£65.00
g) Smart Cut Ltd – grass cutting April	£324.00
h) SLCC – annual membership fee	£106.00

Remittance – N/A

## 22) PLANNING

a) Comments made on planning applications to Wychavon:

W/19/00932/HP Teal Farm, Wadborough, Worcester, WR8 9HJ. Construction of domestic garage and home office/games room. No objection with comments.

W/19/00465/HP Chaparral, 6 Stonebow Road, Drakes Broughton, WR10 2AP. Erection of boundary fence and access gate, creation of new vehicular access. Recommend refusal.

W/19/00922/FUL The Grange, Chevington Lane, Drakes Broughton. Subdivision of The Grange to form two independent dwellings (C3) Recommend Approval.

W/19/1200/OUT Kites Farm, Worcester Road, Pirton. Outline planning application for a permanent agricultural manager dwelling and new access, with all other matters reserved. Recommend approval.

W/18/02425/LB 39 Worcester Road, Pirton. Replace clay tiles, roofing felt and battens to north and west roof slopes. Recommend approval.

b) Applications Approved:

W/19/00771/HP 5 Lewis Close, Drakes Broughton, WR10 2BN. Build a single storey rear and side extension with pitched roof. Build a car port to the side of the house.

c) Applications Refused: W/19/00465/HP Chaparral, 6 Stonebow Road, Drakes Broughton, WR10 2AP. Erection of boundary fence and access gate, creation of new vehicular access.

d) Applications Awaiting comment: N/A

e) Appeals: N/A

f) Application Withdrawn: W/19/00360/OUT Kites farm, Worcester Road, Pirton. Outline permission for permanent agricultural managers dwelling and new access with all other matters reserved.

## 23) CORRESPONDENCE

- Road Traffic Order – 40MPH Speed Limit at Egdon Lane & Windmill Hill.
- WCC Consultation on its enforcement plan
- WCC Community Solution Fund
- WCC response document – Minerals local plan 4th Stage.
- WDC – Re Bench at the Village Green
- WDC – Re Green Space at Lewis Close.
- WDC – Re Financial reporting procedure CIL
- X2 Journalists
- WCC Launch Community Fund.

## 24) INFORMATION AND DATE OF NEXT MEETING

Thursday 4<sup>th</sup> July 2019 at 7.30pm at Drakes Broughton Village Hall – Drakes Broughton and Wadborough with Pirton monthly Parish Council meeting.

The meeting closed at 9.45pm.

Following the meeting the anonymous ballot was held for the 2 Drakes Broughton Ward seats.