

**MINUTES OF THE ANNUAL MEETING OF DRAKES BROUGHTON AND WADBOROUGH WITH PIRTON
PARISH COUNCIL HELD ON THURSDAY 2nd JUNE 2016 AT 7.30 PM AT DRAKES BROUGHTON
VILLAGE HALL.**

PRESENT: Cllr J Butterworth, Cllr F. Mead, Cllr M. Gardner, Cllr D. Proctor, Cllr K. Skillern, Cllr R. Small, Cllr M. Ward, Cllr L. Wild, Cllr S. Wynn, Cllr J. Yeo

IN ATTENDANCE: County Councillor R. Adams, District Councillor P. Middlebrough.

PUBLIC: Mr Roly Cother, Mr Brian Wynn

Mr Cother reported that the issues with uncut hedges in the area have been resolved with the exception of a hedge on Station Road. County Councillor R. Adams will see what action can be taken. Mr Cother asked if some of the lengthsman's allocated time for Wadborough could be used to support grass cutting in the village. He estimates that with the work he does and an additional 4 hours of help from the lengthsman each fortnight for 4 months each year the areas of grass within the village can be maintained. Cllr. Butterworth is to speak with the lengthsman to see if this can be accommodated within his schedule.

1. APOLOGIES

Cllr M. Griffiths, Mrs N. Nicholson (Clerk)

2. VACANCIES FOR COUNCILLORS TO REPRESENT DRAKES BROUGHTON & PIRTON WARD

It was agreed to accept the application received from Mrs S Wynn and co-opt her as a Member to fill the vacancy of Councillor to represent Pirton Ward. Mrs Wynn joined the meeting - proposed by Cllr Butterworth and seconded by Cllr Mead and carried unanimously.

There remain three vacancies for Councillors; two to represent Drakes Broughton Ward and one to represent Wadborough.

3. ITEMS FOR CONSIDERATION NOT ON THE AGENDA

There are no items for consideration that have not been included in the agenda.

4. DECLARATION OF INTEREST

There were no declarations of interest.

5. MINUTES

After a minor amendment the Minutes of the Meeting held on 5th May 2016 were proposed by Cllr. Ward seconded by Cllr.Gardener, agreed by all and signed by the Chairman as a true record of the meeting.

6. MATTERS ARISING

Green Space Funding – Cllr Wild reported on his investigation. It was agreed that no further action is to be taken at this time.

Smoke free playgrounds funding – Cllr Ward reported on his investigation. Cllr Ward has made an application for a grant on behalf of the Parish Council and will report back on the outcome at the next Parish Council meeting.

7. VILLAGE FACILITIES – Pirton Parish Notice Board & Playground & Hall/ Sports Pavilion

County Cllr Adams confirmed that he is able to provide funding for a new notice board for Pirton.

Council agreed that before any decisions can be made about improving the Playground and Hall facilities in Drakes Broughton it would be helpful if the Council has a better understanding of conditions of the lease of the village hall site. Cllr Butterworth (Chair) and Cllr Ward will seek to arrange a meeting with members of the Village Hall Management Committee. Cllr Butterworth (Chair) and Cllr Ward will also arrange to meet with a representative of the lessee; Cllr Skillern and Cllr Small will also be involved in this meeting.

8. STREET LIGHTING

Cllr Butterworth reported that she is aware that the Clerk has been talking with the relevant parties in order to resolve billing issues with service providers for electricity supply for street lights. The Clerk will report back to the Council at the July meeting.

9. INSURANCE RENEWAL

Cllr Butterworth reported that she is aware that the Clerk has completed research about a long term fixed price deal for the Council. The Clerk will report back to the Council at the July meeting.

10. LOCAL POLICING

No report has been received on local policing

11. SCHOOL BULLETIN

The Council discussed the merits of using the weekly bulletin as a vehicle for communication with the local community. It was agreed that this communication route maybe useful if used appropriately from time to time.

12. BROAD BAND

Cllr Yeo reported improved broadband capability will be available to residents of Wadborough imminently. Cllr Butterworth reported that the residents of Pirton are hopeful that broadband services to their village will be improved in the next phase of the superfast broadband programme that starts in July 2016.

13. FOOTPATH WARDEN

Cllr Butterworth confirmed that Drakes Broughton and Wadborough with Pirton currently has a Parish Paths Warden. He can be contacted in the first instance via the Clerk.

14. ROOFTOP HOUSING GROUP

Cllr Butterworth confirmed that she will be attending the "walk about" with Rooftop Housing Group in Pirton on 3rd June. Cllr Butterworth will speak with Rooftop Housing Group to try to organise a "walk about" in Drakes Broughton.

15. STANDING ORDERS

Cllr Butterworth has not been able to track down copies of the Council's Freedom of Information and Data Protection policy documents. New versions will be drafted for sign off at the next meeting.

16. OPEN & TRANSPARENCY LEGISLATION

This legislation requires that specific Parish Council documents are available to the public via the internet. Work is being undertaken to ensure that the Parish Council are compliant. A new change management process was discussed, requiring that changes to contents on the Parish Council website are formally requested, reviewed and formally authorised before changes are made. Before any changes can be made they will have to be authorised by the Chairman and Clerk.

Cllr Mead provided copies of a suggested "site map" for the website. Website and contents will be an agenda item at the July Parish Council meeting.

Cllr Ward undertook to investigate the possibility of a government grant to support compliance activity.

17. TRAFFIC SURVEY B4084

See 18. County Councillor R. Adams report.

18. REPRESENTATIVES' REPORTS

- a) County Councillor R. Adams advised Council that following representations at the Parish meetings in both Pirton and Drakes Broughton he is arranging a site visit with relevant people to better understand the concerns raised at both meetings with areas of road with de-restricted speed limits. County Councillor Adams intends to bring representatives to look at the issues that prompted the request to review speed limits within the village. County Councillor Adams spoke of the part that good signage can play in accident prevention and reminded the Council about the signage that is planned to more clearly mark the entrance to the Millennium Wood that will be put in place on the B4084. County Councillor Adams reported that he is addressing the issues with the flood drain on Sidings Road. The Chairman thanked County Councillor Adams.
- b) District Councillor P. Middlebrough gave his report. He advised that planning activity has reduced. In answer to an enquiry from Cllr Wild the progress of the revised outline to the Planning application in Drakes Broughton for 39 houses District Councillor Middlebrough advised that it had yet to be determined. He also confirmed that no decision had been made on Woodhall Farm although this was imminent. The Chairman thanked District Councillor Middlebrough.
- c) Cllr Small advised County Councillor Adams that the barriers in Woodleigh have now been removed. Cllr Skillern reported that he had made a temporary repair to a streetlight on Stonebow Road and had reported the fault to the Clerk.

19. FINANCE

- (a) Monthly reconciliation was not presented as the Clerk was not able to be at the meeting
- (b) Sections 2 of the Councils Annual Return for the year ended 31/03/2016 was not presented as the Clerk was not able to be present at the meeting, however it was agreed that it can be circulated by email to Councillors for acceptance to facilitate authorisation within the required timescale.

It was proposed and seconded and agreed unanimously to authorise the following payments:

(c) Mrs N Nicholson – Clerk Salary – May	£429.17
(d) Mr. B. Arrowsmith – Lengthsman – May	£200.00
(e) Mr. B. Arrowsmith – Litter Clearing – May	£98.00
(f) Mr. B. Arrowsmith – Bus Shelter Cleansing-May	£10.00
(g) SLCC membership	£88.00
(h) Eon street light repairs	£192.00

Remittance

Wayleave payment £72.44

20. CORRESPONDENCE

No correspondence was presented to the meeting

21. NEIGHBOURHOOD PLAN

Cllr L Wild gave a short presentation to Council about the Neighbourhood Plan, providing information about the background to the Drakes Broughton and Wadborough with Pirton Neighbourhood Plan and the processes that have been used in its the preparation. A proposal to accept the Plan was put forward; Cllr Ward proposed and Cllr Small seconded with a majority to accept the plan and to submit it to Wychavon District Council for consideration and authorisation. Council thanked Cllr Wild for the work done by the Committee.

22. PLANNING

- a. Comments Made to Planning Authority:

W/16/00739/PN The Grange, Chevington Lane, Drakes Broughton, WR10 2AE – Proposed subdivision of existing residential property to form 2 independent dwellings (C3) – recommended approval.

GPDQ/16/00966/GPDQ – Woodhall farm, Brickyard Lane. Concerns raised over business use of the barn and the agricultural planning permission for the house in same location.

- b. Applications Approved: N/A
- c. Applications Refused; N/A
- d. Applications Withdrawn: N/A
- e. Appeals: N/A

23. INFORMATION AND DATE OF NEXT MEETING

The next Parish Council Meeting will be held on Thursday, 7th July, 2016 at 7.30pm at Drakes Broughton Village Hall.

The meeting closed at 9.35pm.