

**BROADWELL PARISH COUNCIL**

**APPENDIX A – PAYMENTS 27<sup>th</sup> September 23**

**To approve payments already paid:**

Payee	Details & authority	Amount	Cheque/BACS/ date of payment
D Braiden	Salary – basic plus homeworking allowance for 1 <sup>st</sup> September 23 (August). <b>Power to spend LGA 1972 s112(2)</b>	Personal	S/O 1st of the month - minute 211208/15
D Braiden	Accumulated over time hours up to end of July 23. 18 hours paid. <b>Power to spend LGA 1972 s112(2)</b> Estimate paid and logged until 2 <sup>nd</sup> quarter calculations received from PATA in September.	Personal	BACS 16/8/23
HP Instant Ink	Monthly charge for printing <b>Power to spend under LGA 1972 s111</b>	£4.49	BACS 3/9/23
Microsoft	One drive -monthly storage charge <b>Power to spend under LGA 1972 s111</b>	£1.99	BACS 20/8/23
SSP Direct	Signage for speed – invoice 64250-CC-P	£206.04	BPC Debit Card EA
Tony Leonard	Receipt for diesel – Kubota 18/08/23	£31.06	BPC Debit Card TL
Tony Leonard	Receipt for diesel – Kubota 27/08/23	£30.18	BPC Debit Card TL

**To approve payments to be made:**

Payee	Details and Power to spend under LGA 1972 s111 or stated with other	Amount incl VAT	Date of payment/ Cheque/BACS
D Braiden	Mileage for August meeting	£19.80	BACS
D Braiden	Mileage from Swindon to Burford Garden centre 37 miles, minus usual work to home miles of 18 = 19 extra miles @.45p for internal six-monthly audit with Emma.	£8.55	BACS
PATA	Invoice 22/1186/PPS 1 <sup>st</sup> quarter payroll	£14.00	BACS
	Invoice 23/0041/PPS 2 <sup>nd</sup> quarter payroll	£14.00	BACS
HMRC	2 <sup>nd</sup> quarter July to Sept	£244.40	BACS

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### APPENDIX B

#### CORRESPONDENCE LIST

Received	From	Details of items circulated by email
CDC	8/9/23	Residents of Cotswold District Council are being invited to take part in a photo competition to help the council refresh the photographs within the public areas of the council buildings, website and other areas to show the district in its best light. The competition will run from Thursday 7 September to Thursday 19 October and the council are looking for photos of the people and communities of the Cotswolds which make up the district, as well as photographs of the district's countryside, towns and villages.
CDC	7/9/23	Call for gypsy sites
CDC	7/9/23	CDC tourism – request to advertise the councils Christmas events
GAPTC	4/9/23	Available training for members and staff
GAPTC	4/9/23	GAPTC have appointed a new chief executive, Chris Haine
CDC	31/08/23	CDC – invitation to town and parish councils forum 2 dates
GAPTC	August23	<b>Letter from Pageant Master to Town &amp; Parish Councils D Day 80 years – 6<sup>th</sup> June 2024</b>
NB	19/09/23	Email to Highways re railing comparison and PC assistance with replacement.

### Appendix C

#### Project Report by Cllr Brindley

##### 1. BACKGROUND

In April, various pieces of groundworks/civils work were tendered, the results of which are shown below:

Tender results (18 April 2023)		Contractor 1	Contractor 2	Contractor 3	Contractor 4
Work	Summary Description	+ VAT	No VAT	No VAT	+ VAT
Swings	Relevel surface and replace mats	£1,035.61	£1,500.00	£950.00	£1,250.00
Cottages	Fill potholes and redress with MoT Type 1	N/A	£1,500.00	£3,440.00	£850.00
Pub	Patch repair to potholes in roadway	N/A	£1,700.00	£9,770.00	£1,250.00
Watery Lane	Re-edge path and redress with MoT Type 1	N/A	To follow	To follow	£1,167.00
Monarch's Way	Re-dress path Broadwell Hill - Wells Lane	N/A	To follow	To follow	£5,333.00

These works were put on hold whilst various legal and logistical issues were addressed.

### 2. MINUTES OF PC MEETING OF 15 AUGUST 2023

An extract of the above minutes with an update **[bold in square brackets]** is below:

"**Fete Donation** – It was **resolved** to request a donation of £1000 from the fete pot to contribute towards the following:

To repair and rebuild the wall by the splash. **[Update: WN actioning]**.

To move forward this year with Highways for the splash replacement railings for safety reasons (Please see AOB for Highways working with communities' plans). The PC would like to be involved with the design for this as would prefer like for like replacement in keeping with the village character. **[GCC Highways have this work in plan – I have requested details of what is proposed]**.

Plan in 24/25 for railings at the pub and Watery Lane to be replaced. It was **resolved** for NB to lead with assistance from WN to find quotes for all of the above and correspond with Rhodri Grey from Highways and bring back to Full Council at the next meeting". **[GCCH has suggested that its 'Community Cost Match' initiative could be used to fund the pond railings]**.

**Comment on above Minute:** Please add that I agreed in the meeting to relaunch our tender enquiry for the works tendered in April excluding the pub roadway (requires cost discussion with Donnington) and Monarch's Way (requires cost/responsibility discussion with the body responsible for its upkeep) but including the pond railings.

Further extract from the minutes under AoB with update **[bold in square brackets]**:

"NB brought attention to the grips, gullies and pothole on the Broadwell Hill approach into the village. He will speak to Highways about the concerns this will cause for the house at the bottom who will be affected". **[GCCH has repaired the road surface on Broadwell Hill and has been requested to inform us of its plan to jet the gullies prior to the onset of winter weather]**.

### 3. PROJECTS UPDATE FOR PC MEETING

GCCH has been requested to clarify how the "Community Match" process works but has yet to respond.

A tender enquiry has been issued for the following works:

1. Village swings: Strip the current mats, remove random old pavements, re-level and reseed the ground and install new thick rubber matting.
2. Resurface the roadway and parking area in front of row of cottages with a light coloured Type 1 (or similar) to blend with surrounding Cotswold stone.
3. Resurface the Watery Lane path with light coloured Type 1 to match surrounding Cotswold stone.
4. Clear the weeds and excavate the silt from pond adjacent to pub. The silt is the result of field run-off from the hillside behind the village. Note that disposal of the silt may be both problematic and costly and it has been suggested that local farmers could be approached to see whether they could use this (nutrient rich!) deposit.

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5. Remove and replace the dilapidated post and rail fence edging the pond. Please note that a more cost-effective solution may be to repair and repaint.

The original tenderers were approached with a limited response. Consequently, various other local contractors were approached to gauge interest, also with a limited response. Four contractors have been sent specifications for the work and asked to submit prices of which only two are expected to quote. All have been asked to submit individual pricing for each job and to show savings if the jobs were combined.

Assuming we receive competitive bids and a viable process, I will request an EGM to decide which of the works should proceed and with whom.