

# Broadwell Parish Council

**Public notice is given for a meeting of Broadwell Parish Council to be held on 5<sup>th</sup> July 2023 at the village hall, beginning at 7.30 p.m.**

Addressed to Cllr T Leonard (TL) Chairman, Cllr E Ashton (EA), Cllr W Neill (WN), Cllr N Brindley (NB), Cllr A Wodzianski (AW), Cllr R Ross (RR) & Cllr C Morse (CM)

Dear Councillors, you are hereby summoned to attend the above meeting of Broadwell Parish Council, to be held for the purpose of transacting the business listed in the agenda below.  
Members of the public & press are welcome to attend



Debbie Braiden, Clerk & RFO to the council. DATE: 27<sup>th</sup> June 2023

Agenda for Broadwell Parish Council		
1	Acceptance of Office	To receive and sign any outstanding Acceptance of Office forms.
2	Election of a Vice-Chairman	To vote in a Vice-Chairman or decide another way forward
3	Public Recess	Members of the public are invited to make representations to the Council on any matters relating to the work of the Council. Public Bodies (Admission to Meetings) Act 1960
4	Apologies	Members who cannot attend a meeting should tender apologies to the Parish Clerk or the Chairman. Schedule 12 of the Local Government Act 1972 requires a record be kept of the Members present and that this record form part of the minutes of the meeting.
5	Minutes	To approve the <b>minutes</b> of the last Parish Council (Annual meeting) held on 24 <sup>th</sup> May 23.
6	Interest declaration	Members are invited to declare <b>disclosable pecuniary</b> interests and other interests in any items listed on this agenda. Note: EA continued interest carried forward for flood plan. As required by the Council's Code of Conduct for Members and by the Localism Act 2011.
7	PLANNING	<b>7.1</b> To consider applications received. <b>23/01716/FUL Manor Farm, Broadwell</b> Demolition of two Dutch barns and creation of new dwelling with new detached garage and associated works at Dutch Barns and yard at Manor Farm. Closing date 13/07/23 <b>23/01898/FUL Vine House, Broadwell</b> Proposed insertion of new window south elevation – closing date 20/7/23 <b>23/01899/LBC Vine House</b> – Listed building consent for the above application. <b>23/01678/FUL Annex at Manor Farm Barn</b> Addition of entrance door, replacement windows and associated works to annex. Closing date 20/7/23 <b>23/01859/FUL – 21 The Leasows</b> Erection of a single storey rear extension, external wheelchair access and associated works.

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		<p>Closing date 27/7/23</p> <p><b>7.2</b> To receive &amp; discuss planning correspondence if any.</p> <p><b>7.3</b> To note any decisions and comments made by email with delegated authority (Minute 221109/8/3 &amp; Broadwell PC SO 15/b)</p> <p><b>7.4</b> To receive and discuss comments for post agenda applications received. (Clerk to advise)</p>
<b>8</b>	<b>VILLAGE MATTERS</b>	<p><b>To receive updates for the following (if any): -</b></p> <p><b>8.1 - Flood Plan</b> To discuss progress with CDC legal &amp; if money is still available with GCC. NB &amp; WN to resolve pond works of light dredging and drainage.</p> <p><b>8.2 - Highways</b> - To discuss signage for speeding issues. AW &amp; RR</p> <p><b>8.3 - Parking issues</b> – To receive any updates and decide any actions.</p> <p><b>8.4 - District &amp; County Councillor Reports</b> - To receive a report from Councillors.</p> <p><b>8.5 - Stow NDP</b> – To receive and discuss updates and decide any further actions.</p> <p><b>8.6 - Defibrillator &amp; Play Area</b> – To receive monthly checks and any issues. (AW)</p> <p><b>8.7 - Trees</b> – To discuss any village tree issues and decide if trees for village entrances are required as part of the speeding project (NB)</p>
<b>9</b>	<b>Projects</b>	<p><b>9.1 Litter Bins</b> - To receive an update, to discuss and approve replacement of two litter bins, broken and missing.</p> <p><b>9.2 Bus Shelter</b> – To approve the purchase of cleaning products and paint to refurbish the bus shelter. If approved for TL or NB to purchase on parish council's new debit card.</p> <p><b>9.3</b> To discuss and approve the following infrastructure improvements using CIL money: -</p> <p>a) <b>Prichard's Piece:</b> To resolve the specification of this work and resident contributions. Also, whether the PC should lease the parking area to residents and whether this should be resolved for the current maintenance work or considered as the approach in the future.</p> <p>b) <b>Watery Lane:</b> To resolve levelling and resurfacing the path.</p> <p>c) <b>Pond:</b> To resolve light dredging of field silt from the pond next to the pub.</p> <p>d) <b>Pub roadway potholes:</b> To discuss the result of contribution discussions and lease details with pub and brewery and resolve a way forward for the patch repairs.</p> <p>e) <b>Monarch's Way:</b> To discuss the result of contribution discussions with Cotswold Conservators/Wardens and resolve resurfacing work.</p>
<b>10</b>	<b>Clerk Items</b>	<p>To receive and approve clerk's action sheet &amp; timesheets for April, May and June 23. To note annual leave taken 29th May to 2nd June 23. To receive and discuss the clerk's resignation. To approve advertising the clerk's role and details.</p>
<b>FINANCE</b>		

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<b>11</b>	<b>Reports</b>	To receive and approve <b>1st Quarter bank balances</b> against cash sheet to 25/6/23, Treasurer's account £10,988.65 & Savings Account £16,163.83.  To also note the <b>CIL</b> annual report for 22/23 has been published and returned to CDC for their information.
<b>12</b>	<b>Income</b>	To receive and approve <b>receipts</b> for the following. Interest £ for 1st Quarter. Broadwell Charity Donation of £900 presented at Annual Parish Meeting.
<b>13</b>	<b>Expenditure</b>	To receive and approve <b>1st Quarter expenditure</b> figure of £?? and report for the <b>remaining budgets</b>
<b>14</b>	<b>Payments List</b>	To approve <b>payments</b> paid, payments due, and receipts for recompense, as scheduled at Appendix A
<b>15</b>	<b>Correspondence Received</b>	To receive and note <b>correspondence</b> list at Appendix B. Agree any actions required.
<b>16</b>	<b>Matter Arising</b>	For information only (items can be added to the next agenda)
<b>17</b>	<b>Next Meeting</b>	To formulate and approve a schedule of council meetings for the year.
<b>18</b>	<b>Close of business</b>	To record the end of the meeting.

### APPENDIX A – PAYMENTS

#### 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> May, 1 <sup>st</sup> June & 1 <sup>st</sup> July 23. <b>Power to spend LGA 1972 s112(2)</b>	Personal	S/O 1 <sup>st</sup> of the month - minute 211208/15
D Braiden	One drive storage – June & July 23 <b>Power to spend LGA 1972 s111</b>	£1.99 £1.99	S/O 1 <sup>st</sup> of the month minute 220922/11
D Braiden	HP Instant Inks @ £4.49 plan per month paid by clerk on her card for May, June & July– <b>Power to spend LGA 1972 s111</b>	£4.49 £4.49	S/O 1 <sup>st</sup> of the month minute 220922/11
BHIB Insurance	Insurance cover for 23/24 invoice number LC002156 Paid due to time of cover. <b>Power to spend LGA 1972 s111 &amp; LGA 2000 s101</b>	£496.73	BACS 26/5/23
D Braiden	Recompense for Land Registry documents obtained and paid for by the clerk's card. <b>Power to spend LGA 1972 s111</b>	£18.00	BACS 26/5/23

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Tony Leonard	Recompense for payments of diesel for the Kubota as per two receipts received. <b>Power to spend Open Spaces Act 1906</b>	£38.38 £31.01	BACS 26/5/23
D Braiden	Extra payment for 10 hours overtime and increase in hours from 1/5/23 to 30/6/23 <b>Power to spend LGA 1972 s112(2)</b>	£131.15	BACS 15/6/23

### 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 May meeting	£19.80	BACS
Tony Leonard	Recompense for payment of diesel for Kubota on <b>Power to spend Open Spaces Act 1906</b>	£27.88	BACS
D Braiden	Purchase of postage stamps to send VAT claim form	£	BACS
D Braiden	Mileage – deposit cheque at Lloyd’s bank Cirencester @ 10miles	£4.50	BACS

## APPENDIX B

### CORRESPONDENCE LIST

Received	From	Details of items circulated
28/6/23	CDC	Community Safety – circulated by email
19/6/23	Lloyds Bank	New Debit Cards and PIN Numbers x 4
8/6/23	CDC	Newsletter for PCs and TCs – circulated by email
6/6/23	GAPTC	Cllr Training circulated by email
7/6/23	Cllr Brindley	Planning comments for Oddington Road
8/6/23	SLCC	Newsletter – circulated by email
21/6/23	D Cunningham	Forwarded – Rural Crime Community Meeting 27 <sup>th</sup> June, Northleach
21/6/23	GAPTC	New Councillor Toolkit training available – circulated by email.
21/6/23	GAPTC	Networking event for tourism, Information centres etc
17/5/23	D Cunningham	Reply to WN’s email re smoke & fires on building site
15/5/23	David Cunningham	Update on dismantled barn

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10/5/23	Guy Wooddisse Bayhill Property	Confirmation from Guy to inform the Oddington Road planning application has been submitted for affordable housing 23/01513/FUL <a href="#">23/01513/FUL   Exception site for 37No. affordable homes (22No. rented and 15No. shared ownership)   Land North Of Oddington Road Stow-on-the-Wold Gloucestershire (cotswold.gov.uk)</a>
12/5/23	The Prince's Foundation craft training centre at Highgrove	Cotswold Home owner's days 16 <sup>th</sup> June & Repair Day 17 <sup>th</sup> June at Highgrove.
12/5/23	GAPTC	A call for resolutions for their AGM
12/5/23	SLCC	Planning Training
25/4/23	GCC	Road Closure Moreton Road to Evenlode Road – Drainage works  26/06/23 to 14/07/23
25/4/23	Mr GB - resident	Reporting vandalism by the two drunk youths
25/4/23	Citizens Advice	Enquiring re grant payments – clerk has replied to say our budget is limited. Members can decide if they wish to make a grant to them.
25/4/23	Connexions minibus	Community Connexions accessible minibus services launches in the North Cotswolds 15 <sup>th</sup> May
20/4/23	Cllr David Cunningham & Joseph Walker	NDP update from Joseph Walker