

Broadwell Parish Council

Draft Minutes for Meeting held 28th October 2020

Present: Cllr Tony Leonard (Chairman) – Cllr Neil – Cllr Ashton – Cllr Burtonwood - Cllr Thorley

Attendees: District Councillor - Julian Beale, Debbie Braiden - Clerk & 3 Electorate

The Chairman started the meeting at 19:33

Reference	Details	Action
20201028/001	<p>Public questions</p> <ul style="list-style-type: none"> • Thanks were passed on to the PC for cleaning the street around the conker tree. • It was noted that no sign has been erected yet. A request for an update on parking was received. • Concerns were raised in respect to exiting Millbrook Ley due to poor visibility caused by overgrowth of vegetation blocking the view out of the road. Trees in the verge on the left have been cut back but not the right side. It is believed that this side is the responsibility of highways. • Village hall - The notice board's backboard is flapping and there is no key for it. A member of the public indicated that Alan Beale from the VH has offered to add a toggle to hold it closed. Tony agreed for the temporary repair until a new notice board is sourced. • A thank you to Julian Thomas was requested for clearing the area next to the bench by the bus shelter at the edge of the Village Green. 	
20201028/2	There were no apologies received.	
20201028/3	The minutes for 9 th July 2020 were unanimously approved.	Resolved
20201028/4		
20201028/5	Emma declared an interest in the flood plan – Clerk agrees her participation is essential in the report.	
20201028/6	<p>Car Park Charges to rise - Cllr Beale reported that the District Council is to raise charges in its car parks. They have taken this decision due to the increasing financial demands through Covid. The leisure centres and Corinium Museum which have been open and operating with good attendance, all require financial support from the Council to continue with their service. The District Council is prioritising support to these services for the physical and mental health of the public.</p> <p>Refuse Collection - All councillors agreed that the rubbish collection service was running well after a few previous hiccups.</p> <p>Highways - It was confirmed that works to 'Lucy's trees' and verge have been done. Various discussions were held in respect to verges and works required throughout the village; however ownership of the different areas were disputed. It was noted that some areas that have always been maintained by Highways were now not being kept under control.</p> <p>Car Park area in Wheat Close- It was understood that, although Highways had the budget to progress with the car parking area on the old garage land, the work did not go ahead as it was wrongly</p>	Cllr Beale to progress with

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	<p>believed by CDC that the land belonged to Bromford Housing. It now appears that the verges are still owned by CDC and were not transferred in the housing stock lot to Fosseyway Housing (now Bromford) in 1997.</p> <p>Cllr Beale stated that CDC would be willing to hand over the verges to the PC if they wished to take over responsibility. The Council was not in favour of this, particularly if the land had not been transformed into parking in advance.</p> <p>Cllr Beale confirmed that a representative of Bromford Housing agreed that parking could continue by residents on the old garage land as Bromford had not yet decided what to do with this and many of their other small parcels of land. A decision will be made in the near future.</p> <p>Trees - Cllr Beale also confirmed that the CDC tree officer has agreed to reduce the horse chestnut crown by 40% and will remove deadwood from the adjacent Ash tree, which is not suffering from dieback and quite healthy. Works will be done later during winter months.</p> <p>Bridge closure, Evenlode Road - Signs appear to have been removed and Cllr Beale believes it is safe to use, however it will be closed again this weekend for investigative work. Cllr Ashton confirmed that Railway network will be making a trial hole to test the strength of the bridge. Further works will be continued in January 21.</p> <p>Cllr Beale confirmed it would be good to get Cllr Stowe involved for all the County works required.</p> <p>Cllr Julian Beale left the meeting with the members of public at 20:49.</p>	<p>Bromford and the Estates office at CDC</p> <p>Clerk to chase</p>
20201028/7	Clerk to create a public notice advert to be published on the website and notice boards for one month.	Clerk to create and post
20201028/8	<p>The Chairman welcomed Debbie to the council. Debbie introduced herself and confirmed handover with Dom went well; she reported that a new laptop and printer would be required. It was unanimously resolved to budget £500 for these purchases.</p> <p>Clerk would like to change emails from live.co to maybe Outlook/Google & also advised that all the councillors should have a personal council email for council business.</p> <p>Cllr Thorley volunteered to do first check of defibrillator – clerk to send check list. The councillors will take it in turns to do the checks. It was unanimously agreed to hold meetings every other month with extraordinary meetings in between should the need arise.</p> <p>Cllr Ashton will obtain forms from Lloyds bank to add clerk to the signatories of the accounts.</p> <p>Cllr Thorley volunteered to become the council’s representative for Highway issues.</p>	<p>Clerk to make purchases</p> <p>Clerk to investigate</p> <p>Clerk</p> <p>Resolved Cllr Ashton To visit Lloyds</p>
20201028/9	<p>a) Church Hill - This is a problematic area with a blind corner and very narrow to pass each other. With a lack of signage reduced speed is needed. Chairman to revisit.</p>	Cllr Leonard to follow up

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	<p>b) As above Chairman to revisit and hold a separate meeting for traffic calming in the village.</p> <p>c) Water run-off in several areas of the village is a concern, notably on the hill down to the Ford. Concerns were raised for winter when it can become icy. Cllr Neil confirmed he has reported blocked drains repeatedly. Cllr Ashton has mentioned the issue to Harry Roberts. PC to write to Highways. Cllr Beale proposed a meeting for members to meet with Rhodri Grey on site for all Highway issues. Cllrs will wait for suggested dates from RG.</p> <p>d) See below in Flood plan update.</p>	<p>Clerk to arrange meeting</p> <p>Cllr Beale to arrange with Cllr Thorley</p>
20201028/10	<p>Flood Plan – Cllr Ashton confirmed a meeting was had with Lawrence King from CDC and his first plan was found to be unworkable.</p> <ul style="list-style-type: none"> • The original plan was found to be unsatisfactory, as not only would the landowner be allowing works on their land, but would also be left responsible for future maintenance and the liability for the flood defence. A revised plan appears to be well advanced, however Cllr Beale to find out what Mr King’s latest plan is and to confirm CDC will retain liability for flood defence with current owners retaining ownership of their land without liability. Cllr Ashton queried what was happening on the other side of the flood plain – Cllr Leonard to speak with Paul Teague. • The second issue with flooding is water run-off from Broadwell Hill causing flooding at the bottom of the hill. Cllr Ashton spoke with Harry Roberts and she reported back that the grips down the hill were not of a standard size with the gullies running down the left side of the hill not working. The works team on site had to use spades to try and clear out the area making it a longer process. Last Friday a jetter was on site but found pipes jammed full of roots therefore another works request will be submitted to finish off the clearance. It was agreed that this should be done annually but has not been done for a long time which is having an impact on flooding. • The third issue was where the Splash narrows - Cllr Thorley confirmed that the splash blocks up with silt, sticks and stone dams created from a tumble down wall by children. It was agreed all to help in keeping it clear. 	<p>Cllr Beale to follow up</p> <p>Cllr Leonard to follow up with Paul</p> <p>Cllr Thorley to follow up with Rhodri Grey</p> <p>All members</p>
20201028/11	<p>Playground – David Hedges kindly sent photos of Evesham swings. Clerk to speak with Evesham to find out what company their swings were purchased from and obtain a quote for one double swing and a single baby swing.</p> <p>Cllr Burtonwood confirmed that a potential application for a playground grant from CDC was unsuccessful, therefore the PC will focus on replacing like for like. She also mentioned that Gloucestershire Play Fields Ass. costs around £50 membership per year also give out grants which could be considered in future?</p>	<p>Clerk to obtain a quote from company</p> <p>Clerk to investigate</p>

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	Cllr Thorley to send clerk photos of existing for reference.	Cllr Thorley
20201028/12	<p>Finance</p> <p>a) Clerk to employ an internal auditor and progress audit for 19/20 with a deadline of 13th November 20. An extraordinary meeting may need to be called prior to next scheduled meeting for signing. Members resolved the cost of employing an internal auditor for year-end audit.</p> <p>b) Bank balance will be done at the next meeting following the outstanding audit.</p> <p>c) There were no payments to approve.</p>	Clerk to action a.s.a.p.
20201028/13	<p>Planning - No planning applications have been received; however, Cllr Beale mentioned in his report that planning applications at the Quarry sight above Broadwell Manor were ongoing, with disputes regarding boundaries and other issues. A potential planning application was mentioned to install gates to Broadwell Manor and the church. Parish Council to review as and when application is made.</p>	
20201028/14	There was no correspondence received.	
20201028/15	<p>Matters Arising –</p> <p>Cllr Neil volunteered to procure for a new notice board. He also asked to reconfirm the previous approval to plant 2 trees on the green to replace the tree removed. He will buy 2 red oaks. All agreed that this is approved.</p> <p>The Chairman asked the clerk to write to the appropriate authority to have the 'Broadwell', sign replaced on the Oddington side of the village.</p>	<p>Cllr Neil</p> <p>Clerk to follow up</p>
	<p>The next meeting was agreed to be held on 2nd December 2020 via Zoom</p> <p>With there being no further business to discuss the Chairman closed the meeting at 21:39 hrs</p>	Cllr Neil to arrange