

## (Draft) Minutes for Broadwell Parish Council Meeting held 27<sup>th</sup> October 2021, at 19:30 in the Village Hall (In accordance with LGA 1972, Sch 12, para 41 (1))

**Present:** Cllr Tony Leonard (TL) (Chairman arrived at 19:45 hrs) – Cllr Kate Burton wood (KB) (Vice Chairman) - Cllr Neill (WN) – Cllr Ashton (EA) – Cllr Nigel Brindley (NB) In accordance with LGA 1972, Sch 12, para 40)

**Attendees:** Cllr David Cunningham (DC) (District Councillor), Debbie Braiden - Clerk - with 2 Members of the electorate

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### The Vice-Chairman started the meeting at 19:35 hrs

**212710/1 - Public Session – to receive comments from the electorate.** No comments were received.

**212710/2 - Apologies for absence** Apologies were received for Cllr Thorley. KB motioned to approve with EA, NB & WN seconding. **Resolved.** Post note: Apologies were also received from Cllr Stowe, County Councillor.

**212710/3 - Minutes of the last Parish Council meeting held 8<sup>th</sup> September 2021.** The item below was discussed from the last minutes. KB motioned for the minutes to be approved with EA seconding. **Resolved.**

**NOTE:** Confirmation was received that the path between Millbrook Ley and the Leasows had been cut, it was noted that this area should be strimmed rather than mowed. However, concerns were raised in respect to the amount of grass cutting areas to be mowed by the volunteers. The clerk confirmed that we should not be cutting land not owned by the PC.

**ACTION –** Clerk to investigate ownership of land in the village for mowing areas.

**212710/4 – Declaration of any interests in items on the agenda (Localism Act 2011)** No declarations received.

## REPORTS

### **212710/5 - Report from the District Councillor**

**SHELAA (Strategic Housing Economic Land Availability Assessment) –** The report will be on line by next month. Comments can be made on line at [www.cotswold.gov.uk](http://www.cotswold.gov.uk)

**20 MPH speed across all Cotswold villages –** CDC initiated correspondence with GCC in support of a limit of 20 mph across all Cotswold villages in Gloucestershire. CDC encourages parish and town councils to join the, ‘Speed watch scheme’, and to purchase their own speed guns (approximately £450). This will enable the police to collate more data for hot spots in the Cotswolds.

**Budget Consultation –** The public have until 19/11/21 to input comments on line, noting there are proposals to raise the council tax charge.

**Flooding –** DC attended the recent flood meeting held in Moreton, by the local MP. Mr King, CDC’s Flood Defence Officer, stated that he is awaiting a reply from Broadwell PC & Perdix Partnership, regarding the plans he sent in an email dated 19/7/21. DC confirmed that the plans have to be agreed by all parties concerned in order to move forward.

**ACTION:** Acting on behalf of the PC, TL to confirm the comments previously made by the PC by email to DC & LK. TL will also speak with Paul. EA to request the same from her agent, Richard White from Perdix Partnership.

**Land north of Manor Farm –** The Enforcement Officer at CDC, Lisa-Marie Evans, has been in contact with the owners of the land. It is noted that the owners have employed their own agent. To report further environmental or management concerns to CDC, the case number 21/00125/COU should be quoted on all correspondence.

**GRCC housing survey –** DC advised that Anwen Hughes from CDC was happy to attend one of the PC meetings to answer any queries in respect to why Broadwell had been included for the survey.

**ACTION:** DC will organise for Anwen and Barbara Pond to attend the 7<sup>th</sup> or 8<sup>th</sup> December PC meeting if they are free. KB & TL would like to know more information as to the criteria identified for Broadwell to be selected. TL confirmed that assistance with a village plan would have been more welcome. *POST MEETING NOTE (15/11/21): The date has now been set as the 8<sup>th</sup> December.*

**Broken signage –** For reference, DC noted that the weight restriction signs at Ivy Lodge have been knocked down.

**Highways –** DC confirmed he met with Rhodri Grey on site. There were still no useful answers to the rodding required for the blocked drains or the spring outside of 11 Wheat Close.

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# Broadwell Parish Council

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**ACTION:** DC confirmed that he will follow up with the issues.

**212710/6 - Report from the County Councillor.** No report was received.

**212710/7 - Clerk's Report**

Passwords were requested from Cllrs Thorley and Neill for their new email addresses.

**ACTION:** Clerk will resend details. Cllrs Neill and Leonard will post items on the notice boards. It was noted to send agendas and minutes to Rebecca to circulate around the village by email. Cllr Burtonwood volunteered to do the half yearly internal controls check.

## **PLANNING**

**212710/8/1 - To consider planning applications**

21/03370/FUL Full application for Erection of two storey and single storey rear, two storey side and two storey front extensions and associated alts at North Rye House, Donnington, MIM GL56 0XU – **resolved**, no comments received.

**ACTION:** Clerk to update planning portal.

**212710/8/2. – Consider planning applications received after agenda was set** – None received.

**212710/9 – Budget 2022/2023** - Various discussions took place and the council agreed with the funds they currently have available, to look into installing village gates to assist with speeding through the village. Also, to investigate costs for the maintenance of the bus shelter rooves.

All members agreed to remove the earmarked reserves for setts from the budget. The money has been earmarked for many years with no claim made - **Resolved**.

*POST MEETING NOTE (1/11/21): Village gate prices obtained by GT previously, was approximately £4k each and Broadwell would require 3.*

**ACTION:** WN to obtain advice and quotes for the bus shelter rooves. Clerk to adjust the Setts figure under earmarked reserves. Clerk to add to next agenda all the information collated for the above.

**212710/10 – Insurance for Kubota** – The clerk confirmed that the new insurance quote had gone down marginally compared to last year. All members agreed to renew. **Resolved**.

**212710/11 – Biodiversity works** – KB confirmed she had 130 whips being delivered in three weeks' time. Various places were discussed as to where planting would be, suggestions received were the triangle next to the Barns, along the stream, near the bus stop and Pritchett's Piece. KB will mark on a plan as to where she would plant some of the whips. Her plan is to organise a combined social event of litter picking and planting in February 2022.

**ACTION** – Clerk to provide KB with a plan of the village.

**212710/12 – VAT training** – Training with GAPTC at £30 for the clerk, – **Resolved**.

## **FINANCE**

**212710/13 – Income receipts** - All members approved the following: 41 pence interest earned on the savings account for July to September 21. The second precept payment received from CDC for £1587, with expenditure to date amounting to £5,536.90. **Resolved**.

**212710/14 – Bank Balances for second quarter** – All members approved the bank balance for the second quarter as £6,994.08 & savings account as £16,102.82. **Resolved**. Cllr Neil asked the members if they would be in need of a donation from the fete takings this year. All agreed no donation from the fete was required.

**212710/15 - New Financial Regs to be adopted** – NB & EA kindly produced amendments.

**ACTION:** Clerk to make the suggested amendments and present for adoption to be approved at next meeting. Send NB copy of PC insurance docs re 15.15 of FRs.

**212710/16/1 – I.T.** – All members unanimously agreed for the clerk to continue with McAfee computer software protection for the two years @ £94.99 plus £1 fees. **Resolved**

**212710/16/2 – I.T.** - All members unanimously agreed to add the planning option on to the website for a cost of £2 per month. **Resolved**

**212710/17 – Internal Audit** – All agreed to continue to use GAPTC for our internal year end audit. **Resolved**

Minutes are held to be a true record and approved by chairman \_\_\_\_\_

Date \_\_\_\_\_

## Broadwell Parish Council

**212710/18/1&2** – All members unanimously approved the payments made, payments due and receipts for recompense, as scheduled below: **Resolved**

**1) To approve payments already paid:**

Payee	Details	Amount	Cheque/BACS/date of payment
Debbie Braiden	June Salary	£ Personal	BACS 07/07/21
Debbie Braiden	Sep Salary	£ Personal	BACS 18/10/21

**2) To approve payments to be made:**

Payee	Details	Amount	Cheque/date of payment
D Braiden	Salary – basic for October	Personal	BACS 1/11/21
HMRC	Tax payment	Personal	Be paid in Dec for quarter
D Braiden	Mileage for 44 miles @ 0.45p for July's meeting	£19.80	BACS 1/11/21
GAPTC	VAT training invoice 7057	£30	BACS 1/11/21
SLCC	ILCA training fees for clerk	£144.00	To be paid on registration
Broadwell Village Hall Account	Hire of hall for meetings July and Sept Invoice 006RBM/09/2022	£20	BACS 1/11/21

**212710/19 – Correspondence** – Following an enquiry for **advertising** on the PC website, the members decided to keep the website for parish council business only.

**GRCC survey** – re Gloucestershire Food Revolution. The clerk will investigate further to see what is involved and bring to the next meeting if deemed appropriate.

**Gigaclear** will be installing fibre optics in the village from 21 – 25<sup>th</sup> February 2022. Concerns were raised in respect to Gigaclear's planned diversion route during their works, which includes two-way traffic through a narrow rout. This route may not be adequate for two-way traffic through the village.

**ACTION:** Clerk to speak to Gigaclear and Highways for a better and wider route for two-way traffic.

*POST MEETING NOTE (27/10/21): Defibrillator - Correspondence was received from Cllr Thorley, to confirm that the defibrillator was checked and all was in working order.*

**212710/20 – Matters Arising** – WN reminded the members of next year's upcoming Platinum Jubilee celebrations.

**ACTION:** – Clerk to add to next agenda.

**212710/21 – Next Meeting Date** – The next scheduled meeting still to be agreed as either the 7<sup>th</sup> or the 8<sup>th</sup> December at 19:30 hrs, in the Village Hall. Please see website for further updates. *POST MEETING NOTE (15/11/21): The date has now been set as the 8<sup>th</sup> December.*

**ACTION** – Clerk to book up village hall.

**212710/22 – Close of Business** - With all council business completed, the chairman closed the meeting at 21:45 hrs.