

## **(Draft) Minutes for Broadwell Parish Council Meeting held 8<sup>th</sup> December 2021, at 19:30 in the Village Hall** *(In accordance with LGA 1972, Sch 12, para 41 (1))*

**Present:** Cllr Tony Leonard (TL) (Chairman) – 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 8 Members of the electorate, Guest Anwen Hughes, Housing manager for CDC (AH)

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### **The Vice-Chairman started the meeting at 19:38 hrs**

**211208/1 - Public Session – to receive comments from the electorate.** Paul made comments that he was not happy with the new bridge made from industrial construction. DC confirmed that others had been in contact with Railway Network, however, there will be no changes. It was built to a construction standard to withstand certain load bearings, but he noted the weight limit has not been changed, which is a positive for the villages. TL was more concerned there had been no consultation. KB confirmed the bridge is actually outside of the conservation area.

Paul raised the subject of last year's flooding and asked if anything had been done, especially the bottleneck by the pub, as this appears to be the most regular issue. TL commented that the work Highways have done should alleviate that particular problem. Paul confirmed that Mr Lawrence from CDC, has still not made contact with him. Another member of the public confirmed that last winter straw had blocked the drains by the pub. TL stated that the sub-standard drains are not working. One member of the public asked if we had received reports from ACRE and GRCC? TL confirmed that this would be covered later in the agenda.

The planning application at Redhill Farm was raised, it was noted that the amendments meant there was a reduction in car parking for the three-bedroom house from 2 spaces to 1 space. The member of public was concerned this was not enough parking allowance for the property and would encourage on street parking, where would visitors park or delivery lorries? The village did not have the infrastructure as stated previously. Another member of the public agreed and thought the amendments had repositioned the plot making access dangerous. TL confirmed this would be dealt with in the planning section of the agenda.

**211208/2 - Apologies for absence** Apologies were received for Cllr Thorley. All members approved and **resolved**. Apologies were also received from Cllr Stowe, County Councillor.

**211208/3 - Minutes of the last Parish Council meeting held 27<sup>th</sup> October 2021.** TL motioned for the minutes to be approved with all seconding. **Resolved**

**211208/4 – Declaration of any interests in items on the agenda (Localism Act 2011)** EA confirmed her interest in the flood plan. This was accepted by the chairman.

**211208/5 – GRCC Parish housing needs survey** It is noted that Barbara Pond could not attend the meeting. TL welcomed Anwen Hughes from Cotswold District Council to the meeting and reiterated some points made by Barbara at the last meeting which had raised concerns for the PC. TL confirmed that the PC would like to have a village plan but previously, there had been a lack of village interest. The PC believed this to be a more positive way of identifying needs which would be followed up by finding available land. AH confirmed that there had been some misinterpretation of the facts and continued to further explain the processes and why Broadwell was chosen for the survey. CDC has a statutory duty to consult for a local plan every five years to find affordable housing in all of their 115 parishes with 17 of those being principal settlements e.g., Moreton in Marsh, Bourton on the Water, Cirencester. Resources restricts the housing department and they are only able to investigate six parishes each year. GRCC help CDC to sustain this target with CDC contributing to their costs with the surveys. AH confirmed that the survey was purely to collate needs of each parish for affordable housing to help local communities and local people stay local. She also confirmed that no site had been identified in Broadwell and even if a need was confirmed, there was no guarantee building would reach fruition, an example of this is Chedworth; each parish identified as having needs is different therefore, each parish has different results. AH stated that land for affordable housing was not worth as much as private

## Broadwell Parish Council

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building land, therefore land owners are often discouraged by the value obtained for affordable housing. She also mentioned that the village could be part of a 'community land trust', providing a long-term stake in affordable housing for the future of the parish. After further in-depth discussions the PC agreed, they would prefer to pursue a village plan first and to find community inclination towards the plan. AH consented to this and confirmed GRCC would be able to assist the PC in moving forward with a plan; she also stated it could take up to four years to complete. DC confirmed that Longborough have successfully completed their neighbourhood plan. TL thanked AH for attending and AH said she would be happy to attend another meeting in the new year.

### **REPORTS**

**211208/6 - Report from the District Councillor** The full report can be found on the PC's website. Topics covered were, Wheat Close tree & parking, Land at Manor Farm, Fosse Cross tip has reopened but booking is mandatory. NB raised concerns about how the Council were handling the, Old Smithy dilapidations. DC confirmed the District Council had contacted the owner who is currently not in this country. The owner is aware of an order for reinstatement but the owner has stated it will take some time.

**ACTION:** DC will find out if there is a time limit on the reinstatement order.

**211208/7 - Report from the County Councillor.** No report was received.

### **PLANNING**

#### **211208/8.1 - To consider planning applications**

**Redhill Farm Broadwell** Moreton-In-Marsh Gloucestershire GL56 0UF Ref. No: 21/02947/FUL | Received: Tue 27 Jul 2021 | Validated: Wed 28 Jul 2021 | Status: Pending Consideration closing date 13/12/21 – **Objections agreed and resolved.**

**ACTION:** EA to collate all comments and create objections list. **ACTION:** Clerk to update planning portal.

**North Rye House** Donnington Moreton-In-Marsh Gloucestershire GL56 0XU Ref. No: 21/04074/FUL | Received: Thu 28 Oct 2021 | Validated: Tue 16 Nov 2021 | Status: Pending Consideration closing date 8/12/21 **No objections & resolved.** **ACTION:** Clerk to update planning portal.

**Vine House** Broadwell Moreton-In-Marsh Gloucestershire GL56 0TL Ref. No: 21/03232/LBC | Received: Wed 18 Aug 2021 | Validated: Mon 15 Nov 2021 Pending Consideration closing date 23/12/21 **No objections and resolved.** **ACTION:** Clerk to update planning portal

#### **211208/8.2 – Consider applications received after the agenda had been set.**

**6 Old Quinmoor Farm, Broadwell** Moreton in Marsh GL56 0TB Ref, No: 21/04470/FUL Status: Pending Consideration closing date 30/12/21 – **No objections and resolved.** **ACTION:** Clerk to update planning portal.

**211208/9 – Queens's Platinum Jubilee** Rebecca Ross kindly sent an update. A village meeting which will include Donnington and will be held sometime during January to collate ideas and to make a plan. It is noted the celebrations will be on the same day as the fete. It was agreed to discuss ideas at the village meeting noting that everyone is welcome to the meeting. **ACTION:** TL will talk to Rebecca.

**211208/10 – Highways and Flood Plan** – The Clerk confirmed that she had received an email from Harry at Highways to say there would be a delay of approximately three weeks for some of the works planned in Broadwell. The works planned were, to straighten the sign on the Green and to clear some paths and grips.

Paul Teague confirmed that he had not heard from Mr King regarding the flood plan and therefore, there is still no progress to report. TL to send DC all the details for the attention of James at CDC. The PC want to know why the project has become stagnant and what the issue is preventing the plan from coming to fruition. **ACTION:** DC will be contacting the flood guys once TL has given him his update, to ensure he has the latest details. NB confirmed it was proving difficult to get everyone concerned on site at the same time. He also suggested that the recent CIL money could be used towards the flood plan.

**211208/11 – Biodiversity** – KB confirmed she had received 100 little trees and she plans to plant these, together with other biodiversity works and combined litter pick early in the new year. If you would like to volunteer for this project, please contact Cllr. Burtonwood direct on [kate.burtonwood@broadwellpc.org](mailto:kate.burtonwood@broadwellpc.org)

**211208/12 – Annual Leave** Two weeks leave for the clerk during December was approved by all members. **Resolved.**

**211208/13 - Clerk's Report** The clerk confirmed the following had been actioned: Hp instant ink ordered, registration of Parish on Line mapping system, McAfee renewed for two years, ROSPA report received, the new planning assistant had been loaded to the parish council's website at a cost of £24 per year plus VAT, letter licence obtained for the Christmas tree & an email had

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## Broadwell Parish Council

been sent to Highways and Gigaclear raising concerns on two-way traffic diversion. The internal auditor at GAPTC still had to be contracted for the current year financial end audit.

**211208/14 – Projects** – Following various discussions the members decided to do the maintenance required on the bus shelter roof, situated on the Tites, by the church and also to confirm the cost of village gates for the next meeting - **Resolved**.

**ACTION:** Clerk to request costs from Cllr Thorley.

### **FINANCE**

**211208/15 – Bank Balances** – All members approved the bank balances for the business account as £5,850.34 & savings account as £16,103.09. **Resolved**.

**211208/16 - New Financial Regs to be adopted** – All approved with NB checking the final document on behalf of the PC.

**ACTION:** Clerk to send to NB. **Resolved**.

**211208/17 – Salary** – All agreed for the clerk's basic hours & work at home allowance to be paid by SO on the first of every month. **Resolved**

**211208/18 - CIL**– Members confirmed that the amount of £3,595.86 could be used for the village gateways but the cost was still required before a decision was made. **ACTION:** Clerk to add to next month's agenda.

**211208/19 – BUDGET 2022/23** – The members approved the budget as set out below: -

Broadwell PC Financial Year	Budget 22/23
<b>A. Revenue Account</b>	
<b>Receipts - General</b>	
Precept	6,730
local tax support	-
Interest on Investments	-
VAT	-
Donations/Grants Received	-
Rent	-
Miscellaneous	-
<b>Total Receipts - General</b>	<b>6,730</b>
<b>Payments - General</b>	
Clerk Salary (5 hrs per week)	3,400
Clerk expenses	200
PATA payroll expenses	100
office Expenses	65
Insurances	480
Annual Audit	180
donations	-
Mower repairs & Fuel	500
Mower insurance	150
Subscriptions	140
Training	100
Maintenance (bus shelter)	3,000
IT / Web Site	160

## Broadwell Parish Council

HRMC tax payment	-
ROSPA	100
Village Hall rent	100
Miscellaneous	300
Newsletter	-
Projects for 22/23	
<b>TOTAL BUDGET</b>	<b>8,975</b>
earmarked setts	0
<b>TOTAL</b>	<b>8,975</b>

All agreed the deficit in the budget will be supported by the PC's savings account. Increases have arisen from the increase in the clerk's hours during 2021 from 3.5 hrs to 5 hrs weekly and the implementation of a new web site and associated annual costs. It was already agreed to maintain the bus shelter roof in the minute 211208/14 above. The Chairman confirmed the precept would only be increased by inflation which amounted to 6% as at December 21. **Resolved.**

**211208/20** – The members approved to set the precept as £6,730. This was an increase of 6% with inflation. **Resolved.**

**211208/21.1&2** - All members unanimously approved the payments made, payments due and receipts for recompense, as scheduled below: **Resolved**

**21.1** To approve payments **already paid**:

Payee	Details	Amount	Cheque/BACS/ date of payment
D Braiden	Recompense for payment of McAfee security software protection - Paid on clerk's Mastercard 17/11/21 Invoice 21335693	£95.99	BACS 17/11/21 Minute 212710/16.1
Gallagher Insurance Brokers Ltd	Insurance for KUBOTA grass mower.	£139.60	BACS 17/11/21 Minute 212710/10
Kompan Ltd	Final invoice for swing installation. Invoice 237322	£3,582.96	BACS 17/11/21 Minute 210505/8
D Braiden	Salary – basic for November	Personal	S/O 1st of the month - minute 211208/15

**21.2** To approve payments **to be made**:

Payee	Details	Amount	Cheque/date of payment
D Braiden	Mileage for 44 miles @ 0.45p for October's meeting	£19.80	
D Braiden	HP Instant Inks @ £3.49 plan per month paid on clerk's Mastercard	£3.49	
ROSPA	Post installation of new swings and inspection invoice 59985	£474.00	

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

## Broadwell Parish Council

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PATA	Old Invoices unpaid from previous years 19/0784/PPS 2/3/20 £12.75, 19/1304/PPS 23/6/20 £12.75, 20/0439/PPS 4/12/20 £17.75	£43.25	Overdue to be paid ASAP
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**211208/22 – Correspondence** – The clerk confirmed the receipt of the following correspondence: Various parishes were rejecting CDC’s request for 20 is plenty in all Cotswold villages and towns. The river Evenlode survey had been completed by WN. Rebecca requested Watery Lane to be included as a project for a tidy up and to make funds available to repave the sides of the stream to stop decay. Confirmation from Highways as reported in 211208/10 above. Severn Trent will be doing investigative works to check the ground conditions and state of the pipework, for pressure issues experienced by some customers. Work will take place on the Row and Main Street between 29<sup>th</sup> November and 14 December 21. Give and take boards will be used for traffic control. Due to his absences, Cllr Stow suggested a meeting one weekend in the village with the members to discuss any outstanding issues they may wish to discuss.

**211208/23 – Matters Arising** - NB reflected as to whether the PC required a copy of the register of electors, it was decided to date there had not been a need as the parish was quite small. The condition of the parking area in front of the pub was raised, TL to talk to landlord. The service of the Kubota was due and will be undertaken by the grass cutting volunteers. It was noted a complaint had been received for light pollution from the recent Christmas tree erection. Positive reports towards the new swing installation had been received which was pleasing.

**211208/24 – Next meeting** date was scheduled for six weeks’ time on 26<sup>th</sup> January 2022.

**211208/25 – Close of business** - As there was no more business to conduct, the chairman duly closed the meeting at 22.00 hrs. the meeting at 21:45 hrs.