

Members Present:	Councillors, T Leonard (TL) Chairman, W Neill (WN), & E Ashton (EA), R Ross (RR), C Morse (CM), A Wodzianski (AW)
Attendees:	Debbie Braiden – Clerk (arrived at 7.45 pm), Cllr David Cunningham (DC), Cllr Dilys Neill (DN) & 1 MOP Note: Cllr Wodzianski started the notes until the clerk arrived at 7.45pm.
Minute 2309/1	Apologies – Apologies were received from Cllr Brindley
Minute 2309/2	Interest to Declare – Cllr Neill abstained from voting for project contracts in motion 7.4.
Minute 2309/3	<p>Public Recess – MOP was present for item 6 on the agenda. The Chairman invited Cllr Dilys Neill to take the floor and moved motion 6 to motion 3. Cllr Neill confirmed she had been in contact with Joseph Walker at CDC who confirmed he was only able to supply facts. Submission has been delayed, the consultation formed part of the draft plan not yet published on website or submitted to CDC. There were 305 comments made and circa. 100 comments received from Broadwell alone. Formal plan and report on housing consultation due to be submitted next week. Once submitted, then Regulation 15 submission; final draft and documents required.</p> <p>Basic conditions, national and local regulations are considered e.g., Stow considered as part of the A.O.N.B. boundary. Discussions between CDC and Stow will continue during Regulation 15 and a decision will be taken whether to go to next stage.</p> <p>The next stage being Regulation 16 operated by CDC, and at this point Broadwell should be included for representation. The plan will be made public at this point and a further consultation process will take place. To include formal statutory consultees like, Highways and parish councils. Members of the public can feedback to District Council (rather than Stow Town Council) and these comments will be made available to planning officers.</p> <p>Following on from this an independent examiner is appointed. They can suggest modifications to align with National Planning Policy Framework and Local Plan, but not make improvements. The examiner can approve the plan, but with recommendations of certain policies be removed. This process can take six weeks or longer.</p> <p>If the examiner is happy, they will issue a report with recommendations back to the District Council for final stage referendum. If scope is extended for referendum, Broadwell may well be included. The referendum has no requirements for particular voter turnout, only simple majority.</p> <p>A reminder that the plan includes 170 new dwellings on land in Stow with 80 dwellings planned on Broadwell parish land (although this is not included in Bloor planning application). Bloor will want to gain planning for the other 80 if they get planning for the 170 in Stow.</p> <p>RR – Stated King George’s Field meets the social housing needs. DN & DC – Forward Planning team are aware of social housing needs and this site does largely account for the housing in Stow. Grace is given to NDPs as time allowed from</p>

	<p>starting to completing the plans whilst other planning applications are raised and approved. However, the site at King George’s Field could weaken the NDP application.</p> <p>It was noted Regulation 15 is more stringent and prudent which is to have further conversations with CDC. The consultation should be available on the website next week, but there has been little engagement from STC with CDC officers, only their agent has been in contact.</p> <p>Joseph from CDC confirmed going through all the processes, the plan should be completed by March next year if all goes smoothly.</p> <p>DN confirmed that if anyone is interested, more information for NDPs is available on the government website, www.gov.uk. James Brain has offered to attend one of Broadwell’s public meetings to talk after Section 15 Regulation has been achieved.</p> <p>TL asked if anyone would attend the STC meeting tomorrow evening. It was thought someone should attend.</p> <p>It was also noted Tesco’s extension was permitting a public footpath but no vehicular access. Also, the transport report was not comprehensible. However, the Tesco extension was not in alignment with the Stow NDP and completely separate.</p> <p>DC mentioned the upcoming Town and Parish Forum being held on 28/9/23 in Moreton. He confirmed that concerns for Stow NDP could be raised.</p> <p>Members agreed that the next step would be to have a Broadwell Village open meeting to discuss the outcome once the next stage had been completed. We discussed that it is important to keep the village updated.</p> <p>It was agreed that the parish council would hold a village meeting once we had further information to pass on to everyone.</p> <p>Note: MOP left the meeting. POST MEETING NOTE: The Stow NDP has now been confirmed as having been submitted to Cotswold District Council.</p>
Minute 2309/4	<p>Minutes – It was resolved to approve the minutes from the parish council meeting held on 15th August 2023 and the Extraordinary Meeting on 7th September as true records with the Chairman duly signing both sets.</p>
<p>Action: Clerk to post minutes on website.</p>	
Minute 2309/5	<p>Report from District Councillor – The District Councillor gave his report which can be found on the parish council’s website. NOTE: DC left the meeting.</p>
Minute 2309/6	<p>(The Chairman moved motion 6, to join motion 3)</p>
2309/7	<p>7.1 The clerk informed the members that the request to GCC Highways had been sent back saying they had been to site and deemed no work was required to the drains. It was approved for the clerk to write to County Cllr Stow and request that the drains be revisited and for works to be carried out before inclement weather starts.</p>

	<p>7.2 EA & RR submitted a report to the council for all the litter bins and dog bins in the village. Members opted to remove the bin from the bus shelter wall and provide a free standing, larger bin. It was approved for the clerk to purchase two black bins of 120 litres, with internally galvanised lining @ £248 vat inclusive, plus fittings as extra, total cost £503.98. They will be delivered to RR’s house and await to be sited.</p> <p>7.3 WN obtained three quotes, only one was received in writing for £275 to rebuild the small bit of wall by the Splash that was vandalised. Members resolved to go with the quote received verbally for £160 providing we can obtain a written quote for the same.</p> <p>7.4 TL confirmed he had been in contact with the Fox Inn and after seeing the lease agreement, the occupiers will bring the land in front of the public house back to standard. The parish council will monitor to ensure they are maintaining PC land under the lease agreed. It was noted the PC could amend the lease if need be.</p> <p>A query was held for works at Watery Lane and was deferred to the next agenda or extraordinary meeting if called upon. Members were still unable to make a decision for Monarch’s Way as it is not council owned land. It was noted that the PC made a donation to the last maintenance works to the wardens. It was noted that GCC would match fund some projects. Members received the update from NB & WN, that the railings by the splash was booked in to be done by Highways in December 23, with the ones by the public house following in the next financial year of 2024/25. RR noted that the railings by the Tites were dangerous and requires immediate attention. TL noted we do have the money from the fete that could be used and this to go on the next agenda.</p> <p>* All members (except WN) voted and resolved to go ahead with the quotes received form NB’s report for the swings and cottages, £950 & £850 respectively (contractor 3 & 4). This will come from the CIL money earmarked for projects.</p> <p>POST MEETING NOTE: NB has confirmed these quotes were out of date. New quotes are being acquired. * NOTE – The motion for approving these has new comments at the following meeting under motion 2311/5 – Cllr Brindley.</p> <p>7.5 An update was received from John regarding the bus shelter roofing works. He has sprayed woodworm, wet rot and dry rot with Wykamol, 5-star water-based treatment. He has strengthened the bottom rafters with treated 4x2s, with steel wall plate straps. Extra work will be carried out to fit two additional collars.</p>
<p>Minute 2309/8</p>	<p>8.1 Planning applications received. Members resolved to make the following comments.</p> <p>23/01678/FUL Annex at Manor Farm Barn – Additional details for information only. Full application for Addition of entrance door, replacement windows and other associated works. No comments to make as advisory.</p> <p>8.2 There was no planning correspondence received.</p> <p>8.3 There was no decisions and comments made by email with delegated authority (Minute 221109/8/3 & Broadwell PC SO 15/b)</p> <p>8.4 There were no post agenda applications received.</p>
<p>Action: Clerk to add comments to planning portal & update planning overview spreadsheet</p>	
<p>Minute 2309/9</p>	<p>9.1 Members received the clerk’s update regarding the new clerk, Lisa. Lisa has requested a salary to start from scale point 24 – 28, and she has asked to start on the 8th November, the night of our next meeting to take notes and will take over from that date. The old clerk has asked Lisa to meet prior to the meeting for</p>

	<p>handover. It was resolved to agree the pay scale but members are happy to remain at the 6 hours per week to see how it goes.</p> <p>9.2 The clerk’s actions were received and noted with no comments. The Chairman signed the clerk’s timesheet for August. The clerk highlighted an error made previously on the July timesheet, where the monthly hours were listed as 21.40 instead of 26, following the recent increase in hours to 6 per week. This had registered hours over worked falsely and has now been corrected with the Chairman in agreement signing the amended timesheet for July. The clerk will balance up hours and monies owed at the final monthly pay.</p> <p>9.3 Members noted the clerk took 8 hours annual leave for 10th to 22nd September 2023, leaving a balance of zero hrs due up to first week in October.</p> <p>9.4 Following various discussions with the Chairman noting the parish council had been underpaying the clerk after receiving various information during the recruitment process. Members resolved that instead of giving a back pay for hours rendered, they would write off the clause in the clerk’s employment contract for having to pay back to the parish council, the money spent on the clerk’s study course for CiLCA. The total paid originally was £645 in September 2022. Broadwell PC invoiced the clerk’s other council, for half the amount back, as they had agreed to share the costs. Therefore, the total amount not having to be paid back by the clerk amounts to £322.50 (which is noted equates to approximately 26 weeks’ pay rise of £2).</p>
<p>Action: Clerk to create a new contract for new clerk. Clerk to contact PATA re new details going forward and closing date of 8th November for outgoing clerk.</p>	
Minute 2309/10	<p>Speed Signs – Various discussions took place. RR confirmed she had spoken to a member of the Donnington Traffic Group (DTG) and confirmed they were buying a speeding gun. Members asked if they could join up with DTG and maybe jointly use the gun. RR confirmed that DTG had already laid the data lines for collating speed averages that drove over them. RR will continue to liaise with DTG. CG confirmed he had put up all the 20 signs.</p> <p>The actions agreed from the above discussions around speeding was:</p> <ul style="list-style-type: none"> • RR to brief DTG that Broadwell would like to work jointly on this project and to give a summary of feedback from BPC meeting. • Debbie to attend DPM meeting on Sat 7th Oct on behalf of BPC • Broadwell PC would arrange a Broadwell Village meeting in November to assess the village public interest in speeding and what actions Broadwell Villagers would like to move the project forward if at all. This date was not agreed, and will be agreed at the next meeting.
<p>Action: Clerk will be attending Donnington Meeting and will report back re Cllr Stow. To add to next agenda to agree a village meeting date. RR to contact Donnington (DTG).</p>	
<p>FINANCE</p>	
2309/11	<p>Accounts System – TL asked for this to be deferred until the new clerk is in place to make a choice.</p>
<p>Action: Clerk to note with new clerk.</p>	
Minute 2309/12	<p>Income - Members received and approved income during August for £11.96 interest on savings account, and £5.50 from the clerk for printing as per minute 2308/13. Discussions were held as to whether the council should look into a better account with a higher interest margin. It was approved for members to look into other account’s yield potential.</p>
Minute 2309/13	<p>Expenditure – Members received and approved expenditure during August of £1025.37.</p>

Minute 2309/14	PAYMENTS List - Members received the list as Appendix A (copy in Minutes book) and approved payments made and payments due to be made. Resolved:
Action: Clerk to make approved payments and add to cash sheet.	
Minute 2309/15	2nd Quarter Bank reconciliation – The clerk asked for this to be deferred until the next meeting as the quarter didn't finish until the end of September.
Action: Clerk to add to next agenda	
SUNDRY ITEMS	
Minute 2309/16	Correspondence - Members noted the correspondence list at Appendix B. CG brought up the grass cutting not being carried out at Wheat Close – it was agreed for him to ask residents. Internet connection at the village hall was discussed and it was agreed for the PC to write to Gigaclear to put pressure on for delivery and to copy Shai into the email. EA received correspondence regarding the flood plan but the plans were not attached. All seems positive and they are in receipt of the document for signing (without the plans). EA confirmed she had done some research into online archives at Gloucester but there was not much available. Members will ask around the village to see if others are holding on to details. It was agreed for RR to write to school regarding anti-social behaviour in the bus shelter.
Action: Clerk to email Gigaclear and copy Shai in.	
Minute 2309/17	Next Meeting – The next meeting was arranged for the 8 th November 2023. No schedule for future meetings has been fixed as members agreed the new clerk should arrange to fit in with her timescales.
Minute 2309/18	Close of business - With all business concluded the chairman closed the meeting at 9.45 pm.

Chairman Signature:

Date: