

Meeting of Broadwell Parish Council

Members Present: Cllr E Ashton (EA), *Cllr W Neill (WN), Cllr R Ross (RR), Cllr N Brindley (NB).

Members of Public (MOP) Present: 4 **Officers Present:** Debbie Braiden Clerk & Cllrs. David Cunningham (DC), *Cllr Dilys Neill (DN) Cotswold District Council & Cllr Lynden Stow (LS) County Councillor. * Arrived at 19:07

Draft Minutes for Meeting 13th March 24 – Broadwell Parish Council		
2403/1	Apologies	<p>Apologies were received from Cllrs Leonard and Wodzianski. In the absence of the Chairman, Cllr Ross (RR) was voted in as Chairman for this meeting.</p> <p>The Chairman moved to deal with motion 5 as the first point of business to accommodate the County and District Councillor’s timings.</p>
2403/5	Reports	<p>County Councillor LS – Speed monitoring strips were installed for 2 weeks from 23/1/24 to 7/2/24. LS informed the council that the first week’s data collated from the speeding strips laid in the village was not available due to faulty equipment, but the 2nd week’s data collated was usable. The data confirmed that there were 14000 trips over the strips in one week, with 85% of the vehicles travelling below or on the speed limit, and 15% of vehicles speeding. LS confirmed that the 30 MPH limit was correct for the areas. He confirmed that the other available options he could assist with for traffic calming would be two sets of white gates and shark teeth painted on the road to slow traffic. The council was encouraged to obtain contractor quotes for these so that we could work together to get the best deal.</p> <p>ACTION: NB agreed to obtain these quotes.</p> <p>RR stated trees could be planted at the other two entrances and there was a discussion about whether the PC wanted to install white gates. Agreed to proceed with white gates and getting a quote.</p> <p>RR stated that the speed data was affected by work being carried out at the house next to the speed strips by the church, causing cars to slow down when they wouldn’t normally. The survey in January was highlighted as being at a low traffic volume in the year (14000 trips in one week) and perhaps we could look to repeat this in July/Aug to understand the seasonal fluctuations in traffic volumes. LS confirmed the council could install the strips again in the summer for approximately £200.</p> <p>LS went on to say the Community Grant Form is required to be completed as a future project.</p> <p>LS confirmed he would speak to Rhodri regarding parking and resurfacing.</p> <p>ACTION: NB to send LS a report for all of the works to be discussed.</p> <p>LS went on to confirm a council tax rise from the County of 4.9% to cover rises in adult and children social care services. WN asked for the drains to be cleared by the church, as we have reported it twice to GCC with no success. The flooding around The Old Rectory was discussed and CCTV will be carried out in April by Craig Church’s team to understand what the next set of actions are It was discussed whether this flooding is related to the Gigaclear work at this point in the village and the blocked drains opposite the Old Bakery at The Rectory. The CCTV should clarify this.</p> <p>ACTION: LS asked WN to plot the drains on Google Earth and forward them to him by Tuesday; he pointed out gullies were metal-topped drains and grips were slanting ditches by the side of the road. All agreed CCTV would help source any blockages. LS confirmed resurfacing of the roads through Broadwell is due 24/25.</p>

Meeting of Broadwell Parish Council

		<p>District Councillor DC – A resident asked DC to raise parking issues by the corner of Wheat Close in light of the number of cars parked on the pavements and the imminent closure of the car park. CDC had previously confirmed they would give the land to the PC for parking, and 2 quotes were received from the Property Services Officer at CDC. DC to circulate these quotes. It was discussed that to accommodate the number of cars that needed parking, the PC should look to make a plan with how many cars can be parked on grid squares in the grass, and what area of this CDC land would need to be laid to grid squares to accommodate the necessary parking. Previously, the PC could not accommodate the amounts quoted.</p> <p>ACTION: NB to look at quotes for grid squares and follow up with Rhodri and LS. DC to circulate previous quotes.</p> <p>Resident asked - Grass growing closer to the wall on the path by the Ford and the high wall away from the Ford with mobility scooters or prams unable to access it. All agreed this was Highways land and about 50 yards in length. LS asked for details so that the lengthsman could be deployed around April-May time.</p> <p>The same resident also asked for the paths to be cleared along Wheat Close by the lengthsman at the same time, as this footpath is also overgrown and hard to access with a mobility scooter and pram. He also spoke about overgrown hedging over the footpath and this should be the responsibility of the resident who owns the hedge.</p> <p>ACTION: Clerk to email LS details as a priority.</p> <p>RR to speak to the resident about overgrown hedging and see if it can be cut back.</p> <p>RR confirmed she had sent grant funding details to the Village Hall Committee.</p> <p>Planning – DC confirmed that comments are taken into account until the case is passed to him.</p> <p>District Councillor DN – DN confirmed she had spoken with James Brain about the Stow Neighbourhood Development Plan. It was currently with the Inspector and the report was taking longer than expected, due to the number of comments made during the consultation period. (179 online comments, 320 comments in total) The possible outcomes could be: - The inspector approves ready for the referendum, if not approved the process would have to start again, or the inspector could suggest modifications by approving some and not other parts of the plan.</p>
2403/2	Interest declaration	None were received.
2403/3	Public Recess	<p>3.1 Q - An MOP raised concerns over the amount of dirt tipping by a dump truck from the new development being done at Church Road, Dutch Barn. All of the spoil is being put along the side of the field along the Fosseyway side. Various discussions were held regarding cross-contamination, waste exemptions, and bunds.</p> <p>ACTION: The clerk is to raise with the enforcement officer at CDC for advice as there are concerns about the plans being adhered to.</p> <p>The container storage visible at The Manor House was discussed: It was noted the trees have grown since the containers at the Manor went in so it would be difficult to move them off-site.</p> <p>ACTION: Clerk to look up planning application 00207 replaced by 00495.</p> <p>CLEUD– Q – This was approved for agricultural worker 00099 with planning, is it still tied? ACTION: Clerk to query</p> <p>Q - Flooding issues by the Public House area – NB confirmed he has had 3 contractors out to advise. We are investigating dredging the pond area to help alleviate flooding.</p>

Meeting of Broadwell Parish Council

		<p>Q - Mobile phone service was raised – The Clerk confirmed that in our last meeting, Cllr Morse looked into this and there is no easy way to improve the signals to the village.</p> <p>3.2 Members noted the following parishioners' views, and their comments listed below:</p> <p>a) Members noted the concerns raised about the number of lorries running through the village.</p> <p>b) Concerns about the water collecting on Church Lane, icing over and causing an accident. Agreed this is part of ongoing flood issues.</p> <p>c) Resident having flooding issues in his garden – video circulated. It is hoped CCTV will reveal the cause of the flooding in this area.</p>
2403/4	Minutes	<p>RESOLVED that the minutes of the Parish Council meeting held on 10th January 2024 were a true record of the meeting and duly signed by RR, today's chairman.</p>
2403/6	Planning	<p>6.1 To consider applications received.</p> <p>24/00254/FUL Sydenham Farm Cottage and Barn Sydenham Farm Broadwell Gloucestershire. Full Application for Erection of a replacement dwellinghouse with integral garage, annex and associated works following the demolition of existing established cottage, and barn benefiting from extant permission for residential conversion under reference 22/03811/FUL – Time extension until 14/3/24. Comments – No objections</p> <p>24/00495/AGPA Land (e) 419390 (n) 226619 Broadwell Gloucestershire Prior approval for a building to house sheep feed and agricultural machinery Closing date 5/3/24 – time extension until 14/3/24. Comments - The Parish Council fully supports the objections made by the three residents. The Parish Council concurs with these comments and has concerns regarding the excess stature of the building in a green field site. The Parish Council objects to the locality of the barn placement, as it will dominate the landline and the council fears that this will eventually create an infill situation by the proposed Bloor's Home Development, causing a linear connection of villages. If this should happen, the barn will have the potential of future conversion to domestic in such a dominant position. As this is an Area of Outstanding Natural Beauty, the Parish Council objects to this application.</p> <p>6.2 No planning correspondence was received.</p> <p>6.3 The following decisions and comments made by email with delegated authority (Minute 221109/8/3 & Broadwell PC SO 15/b) were noted.</p> <p>S/24/00207/AGFO - Agricultural or Forestry notification for prior notification for erection of an agri. Dutch Barn at land (e) 419390 (n) 226619, Broadwell. Comments – No objections</p> <p>24/00099/CLEUD - Cert of the lawful existing use of devt. for Certificate of Lawful Existing Use or Development under section 191 of the Town and Country Planning Act 1990 to ascertain commencement of development of planning permission CD.7320/A/AP (Erection of residential dwelling and garage) at New Dwelling At Sydenham Meadows, Broadwell. Comments – No objections.</p>

Meeting of Broadwell Parish Council

		<p>23/01086/LBC - Lower Farm House Donnington Road Broadwell GL56 0TN, Conversion of the open-fronted stone barn to create residential holiday let (amendment to approved consent - 20/00371/LBC) Retrospective. Comments – No objections.</p> <p>6.4 One post-agenda application was received. 24/00553/FULL (original 23/01678) – RESOLVED to make comments by the delegated authority after everyone has had a chance to view the application.</p>
2403/7	Projects	<p>7.1 LS comments for traffic calming were made above please see minutes 2403/5. RR confirmed the speed traffic strips were installed in two positions in the village for two weeks in February. It was noted the first week of data was not recorded. The second week 1/2/24 to 7/2/24 data was recorded. The results showed 85% were travelling at 30MPH or less, but RR pointed out that overall, 2000 vehicles were still doing more than the speed limit. White gates, shark teeth, and planting trees at village entrances will be costed to improve traffic calming. Road painting to happen in the summer months once resurfacing is completed in Broadwell.</p> <p>7.2 NB gave members an update on quotes received for further works around the village (see attached in minutes). Discussions took place about the pond clearing and where the spoil could be left to dry out. The clerk confirmed that there was an allocated amount of £5000 in the 24/25 budget for project works, and the remaining balance of CIL monies of £973.19. RESOLVED to use the £5k & the remaining CIL money for these projects quoted, together with the match funding from the County Council.</p> <p>ACTION: NB to ask Highways about the posts and rails at the Tites. This is now urgent as the railings are adjacent to a drop into the water from the highway.</p> <p>7.3 RESOLVED for Saturday 6th April as the village litter picking event.</p> <p>ACTION: RR will circulate the date on the village email.</p> <p>7.4 RESOLVED for the annual inspection of play equipment to take place in April by ROSPA.</p> <p>7.5 RESOLVED for the replacement of the defibrillator sign from the bus shelter.</p> <p>ACTION: Clerk to purchase a new sign and to order the litter picking equipment.</p>
2403/8	Clerk Items	<p>8.1 RESOLVED to approve the clerk’s timesheets for January and February and the remaining 11 hours of annual leave for 23/24 to be carried forward.</p> <p>8.2 The action sheet from the last meeting was noted with no further comments.</p> <p>8.3 RESOLVED to install EasyPC account system at £6 per month w.e.f. 1/4/24</p> <p>8.4 What is happening with Gigaclear? to be added to the next agenda.</p> <p>8.4.1 RESOLVED To defer discussions regarding awards/invitations and recognition for volunteers for the May annual parish meeting.</p>
2403/09		Item no. 9 was not listed and missed off the agenda.
2403/10	NDP & CDC Local Plan	<p>10.1 Stow NDP – please see minute 2403/5 above.</p> <p>10.2 RESOLVED for Cllr Ashton to write comments following her attendance at the Local Plan meeting.</p> <p>ACTION: EA to write PC’s comments for the Local Plan for MIM.</p> <p>10.3 RESOLVED to defer a Neighbourhood Plan for Broadwell to the next meeting.</p>
2403/11	Inspections	Reports for the play and defibrillator inspections made by AW were received.
FINANCE		
2403/12	Income	RESOLVED to approve receipts of Interest as £34.75 for January and February 24.

Meeting of Broadwell Parish Council

2403/13	Expenditure	RESOLVED to approve expenditure for January and February 24 as £5,015.18 & £1695.99 respectively. It was noted the bank balance was £3088.
2403/14	Internal Audit	Members noted Cllr Ashton carried out the 2 nd bi-annual internal audit on 13/3/24.
2403/15	Payments List	RESOLVED for payments paid, payments due, and receipts for recompense, as listed in Appendix A (attached to minutes).
2403/16	Policies & Insurance	<p>16.1 RESOLVED to approve the asset register with the addition of the new dog bin at the Tites bus shelter.</p> <p>16.2 RESOLVED the existing insurance cover was adequate and agreed totals, ready for the clerk to procure for the next three years cover due for renewal 1st June 2024.</p> <p>16.3 RESOLVED to re-approve the following policies with no amendments made: - Publications Scheme, Half Yearly Internal Audit, Privacy & Data.</p> <p>It was RESOLVED for further amendments to simplify (NEW policy) the Climate Change, Biodiversity & Environmental Policy and Action Plan and refer back for approval.</p>
2403/17	Training	<p>17.1 RESOLVED for Cllr Morse to attend councillor training through GAPTC @ £25 each for parts 1 & 2.</p> <p>17.2 RESOLVED for the clerk to attend Land and Registration course with GAPTC 21/3/24.</p>
2403/18	Audit 23/24	Members noted the audit was started in February with the allocated, competent and independent auditor from GAPTC.
SUNDRY ITEMS		
2403/19	Correspondence Received	Members noted the circulated correspondence list in Appendix B (attached to minutes) with no comments made.
2403/20	Close of business	The Chairman closed the meeting at 21.40 hrs and confirmed the next meeting date as 8 th May 24.

Action Points from 13/3/24 Meeting

2403/05 – NB to obtain quotes for 2 white gates and the painting of shark teeth on the road at village entrances. NB to send LS a report for all of the project works to be discussed for funding. NB to look at quotes for grid squares for parking areas and follow up with Rhodri and LS.

LS asked WN to plot the drains on Google Earth and forward them to him by Tuesday;

Clerk to email LS details as a priority for the overgrown path.

2403/03 An MOP raised concerns over the amount of dirt tipping by a dump truck from the new development being done at Church Road, Dutch Barn. All of the spoil is being put along the side of the field along the Fosseyway side. Various discussions were held regarding cross-contamination, waste exemptions, and bunds. **The clerk is to raise with the enforcement officer at CDC for advice as there are concerns about the plans being adhered to.**

Clerk to look up planning application 00207 replaced by 00495.

Meeting of Broadwell Parish Council

CLEUD– Q – This was approved for agricultural worker 00099 with planning, is it still tied?
Clerk to query

2403/7 NB to ask Highways about the posts and rails at the Tites. RR to circulate litter pick date.
Clerk to purchase a new sign and to order the litter picking equipment.

2403/8 Clerk to c/fwd annual leave – create new year’s annual leave sheet and add 11 hrs.

Clerk to organise installation of new EASYPC accounts system.

2403/10 Cllr Ashton to write comments following her attendance at the Local Plan meeting.

2403/16 Clerk to add the new dog bin to the AR.

Clerk to procure for the next year’s insurance cover 1/6/24

Clerk to amend review dates and republish Publications Scheme, Half Yearly Internal Audit, Privacy & Data policies.

Clerk to resubmit the new biodiversity policy after amending.

2403/17 Clerk to book training for Cllr Morse and herself.

Items for next agenda

Broadwell’s NDP

Awards/invitations and recognition for volunteers for the May Garden parties at Buckingham Palace