

Minutes of the meeting held on 7th February 2024

Members Present: Cllrs Burrows (Chair), Cullen (Vice-Chair) and Worrall.

Officers Present: L Law Clerk.

Also present: Jeremy Moore, Lengthsman. No members of the public were in attendance.

23/65 Apologies: From Cllrs Guest and Longley. Also, apologies from Cllr Jones-Williams and Cllr Richardson Brown.

23/66 Declarations of interest and written requests for dispensation:

(1) **Disclosable pecuniary interests.** None received.

(2) **Other registrable interests.** Cllr Burrows declared a non-registerable interest on agenda item 23/80 as he knew one of the contractors who had provided a quote.

(3) **To consider written requests for dispensations.** A dispensation was granted to Cllr Burrows for agenda item 23/80.

23/67 To approve the minutes of the Council meetings:

(1) It was **resolved** to confirm as a correct record and sign the minutes for the meeting held on 10th January 2024. Proposed Cllr Cullen seconded by Cllr Worrall. Chair then signed the minutes.

23/68 District or County Councillor reports.

Cllr Jones-Williams (MHDC). Written report had been circulated. **Noted.**

23/69 Public Participation: No Members of the public were present.

23/70 Lengthsmans Report. Thanked the council for his employment, he had reported Butts Bank and Lightwoods Lane for drainage issues with gulleys to Worcestershire CC. Cllr Cullen asked if the lengthsman thought that the issues with the gully at Lightwoods Lane contributes to the flooding on A44, the lengthsman answered the gulleys he had reported were further up the lane and that he had visited that day and all was working correctly and it was just sheer volume. Cllr Burrows added that there had been a meeting with MHDC and WCC two years ago for a solution that included clearing run offs from landowners land, down to riparian responsibilities of landowner and the district council. The lengthsman had been approached by a member of the public regarding flooding by the Old Police House, all drainage there is working correctly, again just sheer volume of water. Reports to Worcestershire CC initially sent to the clerk. Grit salt if the council has a supply? All grit bins need refilling. Clerk to investigate to get supply from Worcestershire CC. Green bins are PC responsibility. Lengthsman is responsible for spreading grit salt for footpaths. Cleaning of signage if it safe to do so, please report to clerk any other signage that members feel need cleaning. Ankerdine Lane verge on southern part, grips done, signage done aswell. Clerk to investigate new contract for the lengthsman.

No other questions for the lengthsman from the members.

The lengthsman then left the meeting at 7.25pm.

23/71 Chairs Report: Chair gave a brief outline of supplied written report. **Noted.**

23/72 Clerk's Report: Clerk gave an outline of supplied written report. **Noted.**

23/73 Exclusion of members of the public and Press: It was **resolved** that agenda items 23/79 and 23/80 would be held in private session.

23/74 Planning:

To comment on planning applications to be determined by Malvern Hills District Council:

1. [M/23/01699/FUL](#): **Tack Farm, Broadwas, WR6 5NE.** Provision of a new entrance and access track. Consultation end 14/02/24. After discussion it was **resolved** that the clerk in

conjunction with the chair would make a comment on the application in that more information was required as highlighted by comment from Highways.

2. To note the following planning applications that have been determined by Malvern Hills District Council:

[M/23/0145/NMA](#) **Ridgeacre Farm, Broadgreen, Broadwas, Worcester, WR6 5NW.** Non-material amendments to Ref 22/00871/FUL for minor change of external wall and window materials. Approved 16/01/24.

[M/23/00733/HP](#) **1 Cotheridge Court, Cotheridge, Worcester. WR6 5LZ.** Replacement of oil tank (retrospective). Refused 02/02/24. Cllr Cullen had been approached by the resident concerned regarding the refusal and details relayed to the council. Suggested that the applicant phone the planning department and Cllr Jones-Williams. **Noted.**

3. To discuss the following enforcement enquiry and propose any actions needed. Enforcement Ref: M/ENF/24/0022. Tack Farm, Broadwas, Worcester, WR6 5NE. **Noted.**

23/75 Broad Green SSSI. To discuss yearly grass cutting of Broad Green. The clerk had received correspondence from Geoffrey Winkworth that he and his associate, Colin Hemming, who would no longer be able to cut the grass at Broad Green SSSI. The Chair wanted to personally thank Geoffrey Winkworth and Colin Hemming on behalf of the council, for all their dedication to Broad Green SSSI over the years. The clerk to contact Natural England to ensure that all guidelines are followed to find a replacement. **Proposed** that the clerk find expressions of interest for the works at Broad Green.

23/76 Berryfields. For members to discuss the following:

1. Inspection report. It was **resolved** to set up a working group for Berryfields so that recommendations can be made to the council. Members include Cllr Burrows, Cllr Cullen and Cllr Worrall. Cllr Burrows to arrange a meeting.

2. Maintenance Contract for 2024/25 for Berryfields. To consider the maintenance contract for Berryfields for the financial year 2024/25. The document prepared by the clerk was reviewed and approved by the council. It was decided to extend the contract for three years not one year and to include hedge cutting. It was **resolved** to give the clerk delegated powers in conjunction with the Chair to finalise the document and to send out to interested contractors, including current contractor. Proposed by Cllr Worrall seconded by Cllr Cullen.

3. Correspondence. To discuss received correspondence regarding Berryfields. The relocation of the container that is sited on the playground and the tree overhanging his property. The reply currently is that we continue to discuss the future of the container and a contractor has been appointed to address hedge and tree works.

23/77 Finance:

(1) **Finance report:** It was **noted** to receive the finance report and it was **resolved** to pay invoices presented for payment. Clerks' salary will be made and reported at the next meeting. Proposed Cllr Cullen seconded by Cllr Worrall.

(2) **Bank Reconciliation Statements for January.** Members **noted** to receive the Bank Reconciliation Statements for January.

(3) **Bank Mandate.** It was **resolved** that the clerk be added to the council bank account. Proposed by Cllr Cullen seconded by Cllr Worrall.

23/78 Dates for the Annual Parish Meeting and the Annual Parish Council Meeting. The Annual Parish Meeting must meet between 1st March and 1st June. It was proposed that the Annual Parish Meeting and the Annual Parish Council Meeting to be held on 22nd May 2024. **Approved.**

The next two items were held in private session:

23/79 Website Copyright Issue. The current position and history was discussed by members and possible future position of the council, it was **resolved** that the same amount will be offered to the group concerned to settle the issue and not increased. Proposed by Cllr Worrall seconded by Cllr Cullen.

It was proposed that a dispensation would be given to Cllr Burrows for agenda item 23/80. Cllr Burrows had declared a non-registerable interest on agenda item 23/80 as he knew one of the contractors who had provided a quote.

23/80 To consider any quotations received by the clerk for hedge and tree works at Berry-fields. Clerk had received five quotations for the work. Once all quotes had been reviewed by council it was **resolved** to accept the quote from the Outdoor Management Group for £1645.83 ex VAT. Proposed Cllr Worrall seconded by Cllr Cullen.

23/81 Councillors reports and items for future agendas.
Internal Auditor.

Meeting ended at 9.00pm

Signed:

Date: