

Dear Members,

You are summoned to attend an ordinary meeting of Broadwas and Cotheridge Parish Council at Broadwas Village Hall, WR6 5NG, Wednesday 6th March 2024 at 7.00pm for the purpose of transacting the business identified on the Agenda below.

Yours sincerely,



Miss Lisa Law

Clerk to Broadwas and Cotheridge Parish Council

Members of the public and press are welcome to attend.

Agenda 23/82-23/98

AGENDA

23/82 Apologies for absence: To receive apologies and approve any for absence.

LGA 1972 S85(1)

Schedule 12 of the Local Government Act 1972 requires that a record be kept of the members present and that this record form part of the minutes of the meeting.

Members who cannot attend a meeting should tender apologies to the Clerk as it usual for the grounds upon which apologies are tendered also to be recorded.

23/83 Declarations of Interest and written requests for dispensation:

Local Authorities (Model Code of Conduct) Order 2007 SI No 1159

Localism Act 2011, Part 1, Chapter 7, Section 28 (2)

Members are invited to declare:

- (1) Disclosable pecuniary interests (DPI)** and any
- (2) Other registerable interests** in items on the agenda and their nature.
- (3) To consider written requests for dispensations from Councillors.**

Requests for dispensation must be in writing addressed to the Clerk and received as soon as possible before the meeting.

23/84 To approve the minutes of the Parish Council.

LGA 1972 Sch 12 para 41(1)

- (1) To confirm as a correct record and sign the minutes of the council meeting held on 7th February 2024.**

23/85 District Councillor or County Councillor Reports:

To note any report from the District or County Councillors.

23/86 Public participation:

Residents are invited to give their views and raise questions to the Parish Council on issues on this agenda or raise issues for future consideration at the discretion of the Chairman. Individual members of the public are permitted to speak for no more than 3 minutes. Members of the public may not take part in any other part of the Parish Council meeting itself and the Parish Council cannot pass a resolution on matters raised during public participation.

23/87 Chairman's Report: To receive a report from the Chairman of the Council.

23/88 Clerk's Report: To receive a report from the clerk.

23/89 Exclusion of members of the Public and Press: **LGA 1972 ss101,102**

To agree any items to be dealt with after the public (including the Press) have been excluded as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted.

23/90 Planning:

1. To note the following planning appeal decisions that have been determined by The Planning Inspectorate.

APP/J1860/W/23/3315225. Upper Howsen Farm, Howsen, Cotheridge, WR6 5LR.

Appeal Dismissed 07/02/24.

APP/J1860/Y/23/3315226. Upper Howsen Farm, Howsen, Cotheridge WR6 5LR.

Appeal dismissed 07/02/24.

APP/J1860/W/22/331980. Upper Howsen Farm, Howsen, Cotheridge, WR6 5LR.

Appeal Dismissed. 15/02/24.

APP/J1806/W/23/3316818. Orchard View, Broadwas, WR6 5NH. **Appeal approved and planning permission granted. 14/02/24.**

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

M/2300905/HP 4 Bromyard Road, Cotheridge, WR6 5LP. Two storey extension. Approved 09/02/24.

M/23/01454/HP Walnut Cottage, Lower Lightwood Lane, Cotheridge, WR6 5LT. Demolition of garage, WC and porch structures. Erection of extension. Approved 20/02/24.

23/91 Berryfields For members to discuss any recommendations from the working group.

23/92 Internal Audit Arrangements. For members to consider an internal auditor for the year finances 2023/24.

23/93 Finance:

- 1. To receive the Finance Report and approve the invoices for payment.**
- 2. To receive the Bank Reconciliation Statements for February 2024.**

23/94 Website Copyright issue. For members to consider action to received correspondence on copyright issue.

23/95 To consider any quotations received by the clerk for the Maintenance contract for 2024/27 for Berryfields.

23/96 Policies. For members to consider adopting the following policies:

- 1. Publication Scheme.**
- 2. Data Protection Policy.**
- 3. Privacy Notice.**
- 4. Subject Access Policy.**
- 5. Retention Disposal Policy.**
- 6. Parish Council Information Guide.**
- 7. Subject Data Request.**
- 8. Data Breach Form.**

23/97 A report from the council representative for Broadwas Village Hall Committee, if available.

23/98 Councillor's reports and items for future agenda:

Councillors are requested to use this opportunity to report minor matters of information or action not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making.