

Friday 31st October, 2025.

Dear Members,

You are summoned to attend a Meeting of Broadwas and Cotheridge Parish Council at St Leonard's Church, Cotheridge, on Wednesday 5th November 2025 at 7pm to transact the business identified on the Agenda below.

Yours sincerely,



Lisa Law

Clerk, Broadwas and Cotheridge Parish Council.

Members: Cllrs R Burrows (Chairman), M Cullen (Vice-Chair), J Guest, J Worrall and S Hensher.

Members of the public and press are welcome to attend.

Agenda 25/231-25/249

AGENDA

25/231 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.

25/232 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.

25/233 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.

25/234 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. The Parish Council cannot pass a resolution on matters raised during public participation.

25/235 District Councillor or County Councillor reports. To receive any reports from the District or County Councillors.

25/236 Chairmans Report. To receive a report from the chairman of the council.

25/237 Clerk's Report. To receive a report from the clerk.

25/238 To approve the minutes of the Parish Council. LGA 1972 Sch 12 para 41(1)
To confirm as a correct record and sign the council meeting minutes of the
Meeting of the Council held on 8th October, 2025.

25/239 Planning.

1. Planning applications to be determined by MHDC. For members to consider the following planning applications:

(i) **M/25/01584/HP** High Croft, Broad Green Broadwas, WR6 5NW. Two storey rear extension, addition of porch and changes to external envelope. Valid. Comments by 7th November

(ii) **M/25/01507/FUL** Whitcott, Little Green, WR6 5NH. Subdivision of existing detached bungalow, including replacement raised roof with dormer windows. First floor accommodation to form two self build semi detached dwellings and creation of new access to serve plot A. Valid. Comments by 13th November

2. Planning applications that have been determined by MHDC. For members to note the following planning applications that have been determined by MHDC:

(i) **M/25/01479/PIP Vine House**, Ankerdine Road, Cotheridge. Permission in principle for the erection of one building. **Refused.**

(ii) **M/25/01336/HP Wyneyard, Cotheridge. WR6 5LZ.** Erection of single storey side extension and two storey garage with living accommodation above. **Refused.**

3. Planning Appeals that have been determined by the Planning Inspectorate.

(i) Inspector's Decision Notice for **M/24/01439/PIP** Appeal Ref: APP/J1860/W/25/3365077 Land at SO 76286 55166, Adj to Brook Farm, Broadwas, Worcester WR6 5NE. **Appeal dismissed.**

25/240 Broadwas and Cotheridge NDP review. To receive a report from the NDP working group and consider any recommendations.

25/241 Speeding on the A44 in Broadwas and Cotheridge. To receive an update from Cllr Burrows and consider any actions.

25/242 Malvern Hills Legacy Grant Scheme. To receive an update on the Council's application and consider any actions.

25/243 Grant Application. For members to consider a grant application from St Leonard's Church. Amount requested £250.00

25/244 Finance.

1. Payments received. For members to note the receipt of:

- £320.00 from Worcestershire County Council for the lengthsman scheme

2. For members to consider the below payments:

Payee	Supplied	Amount
Countrywide October 658949	Grass Contractor	£599.36
J Moore October	Lengthsman	£320.00
L Law October	Salary	As per contract
St Leonard's Church	Room Hire	£25.00

Worc CALC	Training	£42.00
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3. For members to approve the bank reconciliation dated 29th October, 2025.

See finance report. (Cashbook sent to the Finance Working Group for scrutiny).

4. Broadwas Village Hall. To consider a request from the Village Hall to fund a children's activity at the upcoming Christmas Event. Amount requested £200.00

5. Berryfields Bank Account. For members to consider the closing of the Berryfields bank account in favour of adding to the main account whilst a savings account is researched.

6. Draft Budget 2026-27. For members to consider the draft budget for the financial year 2026-27.

25/245 Council computer hardware and software. For members to consider the purchase of:

1. a laptop for the clerk, including budget.

2. of software Microsoft business 365.

3. of anti-virus software.

25/246 IT & Digital Governance Policy. For members to consider and adopt the draft IT & Digital Governance Policy.

25/247 Consultation on Revised Draft Licensing Policy – Licensing Act 2003. For Members to consider the Parish Council's formal ratification of the response submitted to Worcestershire Regulatory Services in relation to the consultation on the draft Licensing Policy. To meet the consultation deadline, 31st October a response was prepared and submitted on behalf of the Parish Council, following consultation with the Chair and members via email.

25/248 Review of Car Parking Agreement between Worcestershire County Council and Broadwas and Cotheridge Parish Council. For members to review and consider any clauses requiring clarification or amendment before further consideration.

25/249 Councillor's reports and items for future agenda. To receive any reports from councillors or items for future agenda.