

Minutes of the meeting of the Council held on 15th April 2026, held at St Leonard's Church, Cotheridge, at 7pm.

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

Officers Present: L Law, Clerk.

Also present: Ward Councillor Barbara Jones-Williams. There were no members of the public.

Councillor Burrows conveyed condolences to the family of the driver recently killed in an accident in the parish.

26/59 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. Apologies had been received from Cllr Guest, work commitments. **Noted.**

26/60 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.

There were no declarations of interest of written requests for dispensation received. **Noted.**

26/61 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.

There were no items to go into private session. **Noted.**

26/62 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.

There were no members of the public in attendance at the meeting. **Noted.**

26/63 District Councillor or County Councillor reports. To receive any reports from the District or County Councillors.

Ward Councillor Jones-Williams Report. Cllr Jones-Williams reported on available funding opportunities, including neighbourhood planning grants and the Malvern Hills Growth Fund to support local businesses. A consultation is underway on the Homelessness and Rough

Sleeping Strategy 2026–2031. Updates were provided on recycling improvements, planning team recognition, housing land supply monitoring, and community engagement initiatives, including awards and local tourism successes.

District Councillor Fordingtons Report. Cllr Fordington reported ongoing casework across the division, including support with highways, school transport, care services, and local infrastructure. Concerns were raised regarding the 8.98% council tax increase and continued cost-of-living pressures, with signposting to available support. Updates were provided on opportunities to develop local health services, apprenticeship initiatives, scrutiny vacancies within the council, and community engagement, including the forthcoming “Built for Worcestershire” event. Reports from both the ward and district Councillors were **noted**.

26/64 Chairman’s Report. To receive a report from the chairman of the council.

The Chair reported on activities undertaken since the previous meeting, including liaison with the Clerk, District and County Councillor, and parishioners, as well as progressing agreed actions. Engagement has taken place with the NDP consultant, working group, and AECOM regarding the draft Design Guide, and an Expression of Interest has been submitted for the MHDC Defibrillator scheme. Preparations are underway for the Annual Parish Meeting on 6th May, providing an opportunity to review achievements and consider future priorities. **Noted**.

26/65 Clerk’s Report. To receive a report from the clerk. The Clerk reported ongoing administrative duties and routine inspections of parish assets, including the defibrillator. A site visit to Berryfields was undertaken, with preparatory works progressing for the installation of new playground equipment, alongside routine grounds maintenance. The Lengthsman completed drainage, vegetation clearance, and general highways works across the parish. Grant agreements for the Berryfields project have been signed, with funding expected shortly, and applications submitted for NDP and defibrillator funding. A new dog waste bin has been installed at Cotheridge. **Noted**.

26/66 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 11th March, 2026. The minutes from the meeting held on March 2026 were **approved** and the Chairman signed a copy. Proposed Cllr Cullen seconded Cllr Hensher.

26/67 Planning.

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

- **M/2600129/HP 2 Weston Hill Little Green, Broadwas, WR6 5NH.** Cabin for ancillary purposes (retrospective). It was **approved** to oppose the application. Members felt that the property still fails to meet the definition of an ancillary building by its position within the curtilage of the host property and describing it as a Shepherd’s Hut which is not reflected in submitted drawings.
- **M/26/00480/HYB Tack Farm, Broadwas WR6 5NE.** Hybrid application for the proposed erection of 5 dwellings (including one low-cost market dwelling and 3 self or custom builds) comprising:
 - (1) Full planning permission for the means of access, the service road, infrastructure and associated landscaping and
 - (2) Outline planning permission with matters of appearance and landscaping reserved for development of the development of the plots for 5 dwellings. Comments by 22/04/26 It was **approved** to oppose the application due to visual impact, access issues to the A44 and service road, drainage issues and that the application is outside the development boundary for the parish.

2. **Planning applications that have been determined by MHDC. For members to note the following planning applications determined by MHDC:**
 - **M/26/00016/LB and M/2600017/HP Inglenook, Broad Green, Broadwas WR6 5NW.** Rear and side extension. Front and side porch. **Refused. Noted.**
3. **Planning Enforcement matters.** For members to consider any enforcement matters conveyed by the Enforcement Officer. Members were informed of ongoing enforcement matters. **Noted.**

26/68 Broadwas and Cotheridge NDP review. To receive a report from the NDP working group and consider any recommendations. The Chair reported progress on the Neighbourhood Development Plan Review, including engagement with the consultant and Working Group, approval of the revised Design Guide, and submission for funding. A revised timeline and project plan have been received. The final draft is expected for consideration at the May meeting, prior to submission to MHDC and progression through the statutory consultation and examination stages, with an indicative completion date of June 2027. **Noted**

26/69 Speeding on the A44 in Broadwas and Cotheridge. To receive an update from Cllr Burrows and consider any actions. The Chair reported ongoing concerns regarding speeding and safety on the A44 following a further fatality, with continued engagement with the County Council, Police, and relevant stakeholders. Actions include the ordering of new VAS signage, requests for updated highways data and safety measures, and ongoing discussions regarding speed limits, drainage improvements, and enforcement activity. The Parish Council continues to press for a coordinated and strategic response to improve road safety. **Noted.**

Councillor Jones-Williams left the meeting at 8.26pm

26/70 Malvern Hills Legacy Grant Scheme. To receive an update on the Council's application for the grant and consider any actions. The Chair reported progress on the MHDC Legacy Grant Scheme, including acceptance of the funding offer and submission of revised quotes. Funding of £46,391, alongside Parish Council match funding, will support delivery of the project. Preparations are now focused on implementation, including contractor arrangements, final design elements, signage, and parking layout. Ongoing liaison with the school and local residents is in place to manage the impact of works. **Noted.**

26/71 Lengthsman. For members to consider the following:

1. **The approval of the Lengthsman for the year 2026-27.** It was **approved** that the Lengthsman for the year 2026-27 would be J Moore at an hourly rate of £22.00 per hour. Proposed Cllr Cullen seconded Cllr Worrall.
2. **To note the budget for the Lengthsman from WCC for 2026-27 is £2,802.91**
The budget of £2,802.91 for the year 2026-27 was **noted** by members.

26/72 Berryfields. For members to consider the annual ROSPA play equipment inspection at a cost of £62.50 by Combined Playground Services. It was **approved** to engage Combined Playground Services to conduct the annual ROSPA play equipment inspection at a cost of £62.50. Proposed Cllr Cullen seconded Cllr Hensher.

26/73 Finance.

1. **Payments received.** For members to note the receipt of:
 - £642.50 from Worcestershire County Council for the lengthsman scheme.
 - £2,500.00 from Worcester County Councillor Fordington. Members **noted** payments received.

- 2. Payments made between meetings.** For members to note the payments made between meetings:
- Glasdon SI934194 £171.00 Bin for St Leonard's Church.
 - Handyman Services HS1704 £100.00 For installation of bench Broad Green.
 - Worcestershire CALC 9968 £48.00 Training for the Clerk.
 - Elan City SO-UK07427 £7,883.96 Payment for three VAS signs.
- Members **noted** payments made between meetings.
- 3. For members to consider the below payments:**
- Lengthsman March £160.00
 - Clerk Salary March £532.41
 - Broadwas Village Hall 1461 £31.00
 - Andrea Pelligram SI443 £3,144.05
 - Parkinson Wright Solicitors 1052270 £823.20
 - St Leonard's PCC Hall Hire April £25.00
- Hard copies of the invoices will be available for scrutiny at the meeting.
Members **approved** payment of the all the payments listed above. Proposed Cllr Hensher seconded Cllr Worrall.
- 4. For members to approve the bank reconciliation dated 31st March, 2026.** See finance report. (Cashbook sent to the Finance Working Group for scrutiny).
The bank reconciliation dated 31st March 2026 was **approved**. Proposed Cllr Worrall seconded Cllr Hensher.
- 5. For members to note the year-to-date expenditure.** See finance report. Members received and **noted** the year-to-date expenditure with no queries.

Meeting ended at 9.00pm

Signed:

Dated: