

Friday 3<sup>rd</sup> July, 2026.

Dear Members,

You are summoned to attend a Meeting of Broadwas and Cotheridge Parish Council at Broadwas Village Hall, Broadwas on Wednesday 8<sup>th</sup> July, 2026 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 26/106-26/125

## **AGENDA**

- 26/106 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.
- 26/107 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.
- 26/108 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.
- 26/109 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.

**26/110 District Councillor or County Councillor reports.** To receive any reports from the District or County Councillors.

**26/111 Chairman's Report.** To receive a report from the chairman of the council.

**26/112 Clerk's Report.** To receive a report from the clerk.

**26/113 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 Annual Meeting of the Council held on 10th June, 2026.

**26/114 Planning.**

**1. Planning Appeals.** For members to note the following Appeals to the Planning Inspectorate;

- [M/26/00133/PIP](#) appeal number 6006301 Land At (Os 8027 5578) Upper Lightwood Farm Broadheath Common Lower Broadheath. Permission in Principle for the erection of between 5 and 7 dwellings. Hearing to be held on Tuesday 18<sup>th</sup> August 2026 at 10am.
- [M/25/00216/FUL](#) appeal number 6010973 Cedars Farm Broadwas. Erection of a detached two storey dwelling and double garage. Comments by 14<sup>th</sup> July 2026.

**26/115 Speeding on the A44 in Broadwas and Cotheridge.** To receive any update from Cllr Burrows and consider any actions.

**26/116 Malvern Hills Legacy Grant Scheme.** To receive an update on Legacy Grant works and consider any actions.

**26/117 Broadwas and Cotheridge NDP update.** To receive an update and consider any actions.

**26/118 Verges and Footpaths.** For members to discuss the condition of verges and footpaths in the parish and consider any actions.

**26/119 Berryfields. For members to discuss the following and consider any actions:**

1. The boundary fence at the rear of Berryfields Close. To receive an update.
2. The height barrier at entrance of the School car park as part of the ongoing Car Park agreement.

**26/120 Broadwas Village Hall Management Committee.** To consider correspondence received from the Broadwas Village Hall Management Committee regarding the appointment of a Parish Council representative and to determine future arrangements for liaison with the Village Hall Management Committee and its role as Custodian Trustee.

**26/121 Broadwas and Cotheridge Parish Council Emergency Plan.** For members to consider the development and adoption of an Emergency Plan for the Parish Council.

**26/122 Finance.**

- 1. Payments received.** For members to note the receipt of:
  - £352.00 from Worcester County Council for the Lengthsman Scheme.
  - £3315.00 from MHDC first payment of NDP Grant.
- 2. Payments made between meetings.** For members to note the payments made between meetings:
  - Service Charges £4.25
- 3. For members to consider the below payments:**
  - Lengthsman June £176.00
  - Clerk Salary June £616.75
  - Countrywide June £617.18
  - BVH 1501 Hall Hire July £31.00
  - Hugh Davis 0046 £650.00
  - SLCC Membership MEM259628-5 £50.00Hard copies of the invoices will be available for scrutiny at the meeting.
- 4. Payment of Cheltenham Surfacing Ltd Invoice (Minute Ref. 26/41).** To consider authorising the Clerk, in consultation with the Chairman, to arrange payment of the final invoice from Cheltenham Surfacing Ltd between scheduled meetings, following satisfactory completion and sign-off of the Berryfields Recreation Ground car park resurfacing works. This authority is sought in accordance with the Council's resolution of 25 February 2026 (Minute Ref. 26/41), as the next scheduled meeting of the Council is not until 9<sup>th</sup> September 2026.
- 5. For members to approve the bank reconciliation dated 30<sup>th</sup> June, 2026.** See finance report. (Cashbook sent to the Finance Working Group for scrutiny).
- 6. For members to receive and note the year-to-date expenditure.** See finance report.

**26/123 Policies.** For members to review and approve the following policies:

- 1. Complaints Procedure Policy.**
- 2. Disciplinary Policy.**

**26/124 Parish Priorities July-December 2026.** For members to consider the three parish priorities for six months July-December 2026. Previously:

1. Speeding on the A44
2. Anti-social behaviour
3. Cybercrime

**26/125 Clerk Annual Leave.** For members to note annual leave of the Clerk for two weeks in August, dates to be confirmed.

**Date of the next meeting will be on Wednesday 9<sup>th</sup> September at 7pm at St Leonard's Church, Cotheridge.**