

# BROADWAY PARISH COUNCIL

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## Minutes of the Ordinary Meeting of Broadway Parish Council held in Broadway Village Hall on Tuesday 6<sup>th</sup> February 2024 at 7.30p.m.

### 874. Attendance

**Present:** Cllrs Neate, Champion, Toms, Preece, Frayne and Jones;  
Mrs Larsson (Clerk)

875. **Apologies:** None

### 876. Parish Council Vacancy

The 14-day period in which an election could be called expired on 30<sup>th</sup> January 2024, and the Council may now fill the vacancy by co-option. As per the adopted policy, the Council agreed to set a date of the 29<sup>th</sup> February for interested applicants to apply, with a view to co-opt at the March meeting.

Any parties interested in joining the Council should contact either the Clerk or one of the Councillors for more information.

877. **Declarations of Interest** Cllr Champion declared an interest in Item 8 (minute 882). It was agreed he would be excluded from discussion and voting as a councillor on the matter but allowed to remain in the room during debate of the item.

### 878. Minutes of the Parish Council meeting held on 16<sup>th</sup> January 2024

Minutes were approved unanimously by councillors as a true record and duly signed by the Chairman.

### 879. Public Question Time, Including Somerset Council Cllr Report

A resident had advised that goldfish had been seen in Vardens Pond. These can sadly disrupt the environment for inhabitants the pond was intended for; Cllr Preece will look into it and take actions or seek advice as appropriate.

Comment was made with regards to weeds encroaching on the track to the play area. Methods of treating will be investigated.

There was not a Somerset Councillor present at the meeting. Their written report will be circulated to Councillors once received.

### 880. Planning Applications

- a. 23/03053/FUL: Fairfield Barn Broadway Road Broadway Ilminster Somerset TA19 9RE - Proposed construction of detached dwelling, detached garage and associated works  
Councillors reviewed the application and agreed unanimously to SUPPORT the application. They noted that the property was unlikely have any negative impact on visual amenity or the overall outlook to open landscape. They also felt the proposed access would be an improvement in terms of highway visibility.
- b. 24/00153/FUL: Land OS 8332 Paulls Lane Broadway Somerset TA19 9RB - Change of the use of the land to residential for the erection of 3 dwellings, including access arrangements, new pedestrian footway, landscaping and associated works.  
Councillors discussed the application in detail, and agreed unanimously to OBJECT to the application. Councillors concluded that, although a reduction of dwellings from the original outline application (18/03939/OUT) would offer some reduction of risk from a highways perspective, the amendments did not sufficiently address the issues of highway safety. Councillors did note that although they were objecting to the application, there were no specific objections relating to the design and layout of the dwellings within the site and positive comments were made in this respect.

The Council's full responses will be submitted to the planning authority and will subsequently be available to view on the Somerset Council planning portal <https://www.somerset.gov.uk/planning-buildings-and-land/view-and-comment-on-a-planning-application/?district=South+Somerset>

**881. Accounts and Financial Information**

- a. Financial Report: The Clerk had circulated the financial report in advance of the meeting. It was noted that an up-to-date bank statement had not been received since the previous report.
- b. Payments: The following payments were authorised:
  - i. TEEC - 2 year domain registration - £120.00 + vat

**882. Grass Cutting Contract**

The Council had requested attempting to obtain at least one further quote, however, no further contractors had been willing to provide a quote. The Council agreed they had followed best practice and endeavoured to seek a minimum of three quotes, however, felt that a decision should be made based on the two quotes received in order to have the new contract in place for the start of the growing season. After consideration, the Council agreed to re-award the contract to Grinters, who they felt had previously provided an excellent standard of work as well as offering an additional valuable service in cleaning the village signage as part of the contract.

**883. Standerwick Orchard Maintenance**

Having consulted with the appointed arborist, Cllr Champion advised that the double depth hedge would be addressed as part of their existing contract. The costs to address the overgrown ash stems and hedge opposite Brookside were quoted at £340 +vat. Councillors agreed unanimously to proceed with the works. Further quotations were not sought as the existing approved contractor was to be used.

**884. Churchyard Grass Cutting Contribution**

Councillors considered a request to increase the donation towards grass cutting in the churchyard from this year's figure of £600. Councillors agreed that the church is an important part of the parish and want to continue to support its maintenance, agreeing unanimously to increase the donation to £650.

**885. Updates**

- a. Website: The new domain has been applied for, along with dedicated .gov.uk council email addresses. Updates will be provided as the implementation progresses.
- b. Local Community Network: The Clerk attended and reported much of the meeting focussed on the Somerset Council financial crisis, asset and service devolution and discussing different approaches to preparing for the unknown following confirmation of the Somerset Council budget this month.  
A presentation was given on the Highway Steward scheme to be provided by Keir and a working group is being set up for any parishes that may be interested in the service. A 'services price list' is still awaited from Keir. There was also a presentation on Active Travel. The next meeting is planned for Thursday 21<sup>st</sup> March.

**886. Correspondence/Matters for Report**

- a. Suggs Lane Drains: Cllr Frayne advised there has been some progress with Wessex Water who have been tracing drainage lines. They have advised the drains at Horton are a major factor in the problems so they are looking at ways to re-route the water from there.
- b. Suggs Lane Bridge: Cllr Frayne advised he understands there is to be a survey for replacement of the bridge, which if/when it progresses could result in a lengthy road closure.

**887. Items for the next meeting:**

- a. Maintenance list/schedule for the parish.
- b. Update on fish in Vardens Pond.
- c. Standard planning considerations for responses to applications.
- d. Cllr Toms tendered his apologies for the next meeting.

**888. Exempt Business:** The Council resolved to exclude members of the public and press for item 16 on the agenda (minute 889) in accordance with the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the item.

**889. Clerk Recruitment:**

Cllrs Neate and Champion undertook review of the requirements for the Clerk role following resignation of the former Clerk. Cllr Neate produced a draft job description which encompassed areas not previously been undertaken as part of the role, which included but was not limited to being responsible for the full procurement process for goods and services, management of the Council's website, social media accounts and general communications as well as undertaking regular playground inspections. In addition, it included the responsibility to undertake tasks in relation to management of service devolution as a result of expected losses of service from Somerset Council. Taking into account the additional responsibilities, it was proposed to increase the Clerks hours upon recruitment of a replacement, with exact hours and salary SCP to be confirmed following a final review of the requirements of role. It was also recommended that the Clerk be employed on the terms of the NALC Model Contract of Employment.

Councillors agreed unanimously to the proposals.

**890. Date of next meeting:** Tuesday 5th March 2024, at 7.30pm at Broadway Village Hall

The Chairman closed the meeting at 9.00pm.

Signed .....

Date .....