

**Pebworth Parish Council**

**Minutes of the Ordinary Meeting of the Parish Council**

Held at the Pebworth Village Hall at 7.00 pm on Monday 5<sup>th</sup> January 2015.

**Prior to the Parish Council meeting** Mr. Bob Keith from Planning Aid attended an informal meeting to discuss the progress and future of the Neighbourhood Plan. A summary of the discussion is appended to the minutes.

The Parish Council meeting commenced at 7.15

**Present:** Cllrs. John Hyde (Chairman), David Lees, June Haycock, Simon Shires, Albert Jeffrey & Pam Veal

**In attendance:** Cllr Alistair Adams, John Stedman (Clerk) and One member of the public.

**193. Apologies were accepted from:** Cllrs David Cranage

**194. Disclosures of Interests:**

- a) Members were reminded of the need to keep their register of interests updated.
- b) To declare any Disclosable Pecuniary Interest in Items on the agenda and their nature.
- c) To declare any Other Disclosable Interests in items on the agenda and their nature.

**Disclosable Pecuniary Interests** – None declared

**Other Disclosable Interests** – None declared

**195. Chairman Moved:** The meeting be now adjourned for Open Forum.

**Open Forum:** No members of the Public wish to address the meeting

**County & District Ward Member** Cllr. Alistair Adams reported on District and County Council matters, his report is appended to the minutes.

The Chairman closed the adjournment and reconvened the meeting.

**196. Minutes:** The Council agreed the wording of the minutes of the December meeting and the Chairman signed them as a true record.

**197. The Clerk's Progress Reports.**

- a) Housing allocation - Cllr Alistair Adams confirmed that the new tenant in New Road is compliant with the housing allocation short list has his family members reside within the parish. Noted.
- b) Foul water leaking into the ditch on the western side of the Long Marston Road. Chairman reported no progress with the Environment Agency so far, as the matter has been reported twice it was agreed to report it again to Severn Trent Water.
- c) The dead willow tree in School Road has been removed by Rooftop Housing as requested and a new tree planted on the green.
- d) Fly tipping on the Long Marston Road reported to WDC 23<sup>rd</sup> December – the matter is unresolved as the WDC officer wishes to visit the site.
- e) Report from WDC that the next scheduled cleanse of Pebworth where they sweep and litter pick is on the 20th of Feb. Noted
- f) Letter of thanks to Mary Harrison and Jenny McLeish for their presentation at war time event. Noted
- g) WPD power line tree clearance on The Close is completed after the complaint made by Cllr Alistair Adams. Further complaints were made to WPD over the mess left by the contractors. Cllr Alistair Adams requested compensation to the Parish Council for clearing up the debris.

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### 198. Planning Application to Consider:

- h) . SDC 14/01186/OUT** Application accompanied by an Environmental Statement has been made to Stratford-on-Avon District Council for Planning Permission in respect of:

Proposed: Outline Planning Application (with means of access) for the development of up to 550 dwellings Use Class C3/C2 (Use Class C2 not to exceed 85 dwellings); a one-form entry Primary School (Use Class D1) with associated open space; a leisure village comprising up to 300 units of self-catering lodges and holiday homes (Use Classes C1/C3), ancillary facilities building(s) to incorporate reception and administration facilities (Use Class B1a), entertainment areas (Use Classes D1/D2) and retail uses (Use Classes A1/A3/A5), a touring caravan and camping site with up to 80 pitches and ancillary facilities building; the creation of landscaping, open space and ecological habitats; new accesses for vehicles, pedestrians and cycles; new internal highways; car and cycle parking; sustainable drainage measures, including storage ponds for surface water attenuation; provision of utilities infrastructure; earth works and all ancillary enabling works including demolition of buildings and structures and ground remediation. At Meon Vale, Campden Road, Long Marston

Council agreed to resubmit their previous objections to the application and reinforce the over development of the area and request strong conditions to ensure holiday let's do not become permanent residents.

### 199. Planning Decisions Noted:

- a. W/14/02286/PP:** Mr R Prior, Field View, 6 Chapel Road, Pebworth: Proposal, Single storey extension to provide shower/wc facility and extended utility room and construction of double glazed conservatory to rear. **Granted** with 6 conditions
- b. W/14/02182/CU** Mr A. Cotgrave Pebworth Fields Cottage, Pebworth Fields Stratford Road, Proposed; Garage change of use to holiday cottage. Erection of new stables and implement store **Granted** with 6 conditions
- c. W/14/02347/CU** Mr T Longford: Priory Farm, Priory Lane, Broad Marston. Description of Proposal: Change of use of redundant agricultural barn into single dwelling. **Granted** with 8 condition

### 200. Neighbourhood Plan (NDP):

- a)** Cllr David Lees proposed that the Clerk make enquiries with WDC planning officers asking if the Neighbourhood Plan designated area of the whole parish could be changed to exclude the CODEX site on the Long Marston boundary. The enquiry results will be considered at the February meeting.

### 201. Pebworth Discretionary Fund.

- a.** Cllr Pam Veal reported that 11 letters and cards of thanks had been received from the gift recipients. The Clerk confirmed the fund's bank balance is now £539.35 after making 23 gift payments. Cllr Pam Veal has retained custody of the cheque book.

### 202. Finance:

- a.** Council approved the Clerk's schedule of Payments, Receipts and Balances.
- b.** Council approved the third quarter bank account balances, bank reconciliation and budgets balances. Cllr June Haycock verified the bank reconciliation as correct.

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- c. Precept: having received the council tax base number Council consider the budgets and precept report from the finance group, Cllr David Lees proposed a parish precept of £27,900.00 for 2015-16 financial year. Cllr Albert Jeffrey seconded the proposal and it was unanimously agreed. Clerk to make the precept demand on the District Council. Members noted the increase on a band D property will be 10p per year or a 0.1% increase.

### 203. Honeybourne Road Street Signage:

- a. The Chairman confirmed the content of a letter received from WDC and marked confidential by the Clerk which was circulated to members would not be disclosed to the meeting. In consideration of the letter the council agreed to write to the chief executive of WDC expressing the council's dismay at the officer's proposals and procedures. Clerk to draft the letter and have all members confirm its content before sending it.

### 204. Highway Matters:

- a. New highway matters to be reported. – all action items to be referred to the Lengthsman
- b. The **No Parking Signs** for Front Street will be installed by the Lengthsman shortly.
- c. The litterbin by the Village Hall on Chapel Road has a broken lid which needs replacing. The matter will be reported to WDC.
- d. **Bus Shelter:** Members requested the Clerk to pursue the Cala site sec 106 agreement to install a new bus shelter on Broad Marston Road as no action has been taken over the matter.
- e. **Church Wall:** A members report stated that the Church wall repair work is in hand but is subject to a one month faculty notice from the diocese and work will commence shortly.

### 205. Lengthsman/Handyman

- a. Council noted the Lengthsman's report on works carried out and some outstanding.
- b. Council agreed the following Lengthsman or Handyman works.
  - i. Restore the grass verge at the top of Back Lane, damage caused by vehicle impact while manoeuvring around parked vehicles on the bend.
  - ii. Clear verge grips throughout the parish.
  - iii. Check on flash flooding on Dorsington Road.
  - iv. Repair a sink hole in the footway outside the Cemetery.

### 206. Drainage matters funded by Cala Homes:

- a. Correspondence with Mr Rainbow confirmed he is not responsible for the clearance of the ditch from The Close to this house as it is beyond the boundary of his property. The Clerk will write to the neighbouring property owner requesting the ditch is cleared under the Cala scheme.

### 207. Public Rights of Way: No matters reported

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### 208. The Close:

- a. **Inspection:** The Chairman's report: The regular visual inspection of the play equipment found no safety problems with the equipment or the site. Tree debris was cleared from the safety surfaces.
- b. **Ditch Clearance:** The Clerk reported the Parish Council's contractors had followed up the WPD tree top clearance by clearing a fallen tree and many small branches from the ditch. The ditch clearance contract works will be completed shortly.

### 209. Street Lighting:

- a. Faulty lights to be reported: none at this time.
- b. The Clerk reported that the replacement of streetlight #24 near the Church is scheduled for the end of January.

### 210. Allotment Gardens:

- a. **Spraying:** Members reported the herbicide spraying of the allotment site is successful and complete.
- b. The **next phase** for the creation of the allotment plots will be considered at the February meeting as hedge and ditch clearance works are ongoing.
- c. **Extra ditch clearance:** the Chairman presented a quotation for £450.00 from the current contractor to carry out extra ditch clearance on the Broad Marston Road side of the allotment site and adjoining ditches, Council agreed the quotation and brief works specification, Clerk to instruct the contractor to complete the work as detailed.

### 211. Parish Projects:

- a. The Clerks report on matters relating to the planning application for the BMX track and youth shelter. The company DL Leisure who quoted to install the BMX track will not submit the necessary planning application but will offer track design details to an architect of the council's choice to create the required topographical plans for the application. The Council's architect indicated to the Clerk that a full topographical OS plan backed up by a field survey would cost approximately £1,500.00 plus the WDC planning fees. The Council agreed that the planning criteria and policy for BMX tracks and Youth Shelters should be fully investigated before the planning application is lodged and requested the Clerk to make enquiries with the WDC planning officers reporting back to the February meeting.

### 212. Cemetery

- a. Eastern boundary clearance works, the Clerk confirmed the vegetative clearance works is due to commence shortly and the soil levelling will be carried out when conditions are favourable.

### 213. Parish Council Newsletter

- a. It was agreed to publish a winter newsletter in March. Published articles to include: - The sec 106 questionnaire analyses, The NDP update report, The agreed parish precept, Highway verge parking problems, A Pebworth in Bloom report and the May parish election details. Other articles will be considered at the February meeting.

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**214. Pebworth in Bloom:**

- a. Cllr Simon Shires requested the accounts for the war memorial site be put to WDC for funding from the Sec 106 arts fund and a copy of the account forwarded to the Pebworth in Bloom committee.
- b. Simon informed the meeting that the committee is proposing to create a 2016 village calendar with village photographs from a photo competition running throughout the summer
- c. The County Council notice board on Broad Marston Road which is adopted by the Parish Council has a broken leg and maybe unsafe – members agreed the handyman should carry out any necessary remedial works.

**215. Matters raised by members:**

- a. Cllr David Lees informed the meeting that the NHS baby clinic held at the Village Hall has a regular 16 attendees
- b. Cllr Simon Shires informed the meeting that the Oil Group had received a £1,000 cheque from the global gathering event via the Stratford District Councillor Mike Brain. The cheque is payable to the Parish Council and will be forwarded to the Clerk. Various options for its expenditure are being considered and these will need the approval of Cllr Mike Brain. The matter will be considered further at the February meeting.

**216. Next Meeting:**

- a. It was confirmed the next ordinary meeting of the Council is scheduled for the 2<sup>nd</sup> February at 7.00 in the Village Hall. Cllr David Lees gave provisional apologies for the meeting.

- 217. Exclusion of the Public from the Meeting.** Council agreed the following resolution: -  
*That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw*

- 218.** Council considered the Clerk's Salary review in accordance with the 2014 - 2016 national salary pay award and agreed the proposed salary increase including two single payments, one for December 14 and one in April 15.

There being no further business the Chairman closed the meeting at 9:38 pm.

**Chairman** \_\_\_\_\_

**Date** \_\_\_\_\_.

## Pebworth Parish Council

### Summary of the 6.15 pm Neighbourhood Plan meeting with Mr. Bob Keith

#### **In attendance:**

Cllr's, Pam Veal, Albert Jeffrey, John Hyde, David Lees, Simon Shires, June Haycock and the Clerk.

Mr. Bob Keith from Planning Aid attended an informal meeting to discuss the progress and future of the Neighbourhood Plan.

Cllr David Lees opened the meeting with a synopsis of the Neighbourhood Plan's progress and why it had been suspended by the working group, Cllr. Lees stated the following local factors have impacted on the enthusiasm to continue.

- 380 new homes on the CODEX site in the parish having been granted outline planning at appeal
- The SWDP has had a further 4,500 homes added to the original allocation
- Several parcels of land in the parish were offered for development but were rejected by the SWDP.
- Many farm buildings in the parish are now being converted into dwellings and there is a potential for many more
- The St Modwen site at Long Marston will have a further 550 new dwellings and Cala Homes are proposing a further 3,000 new homes in the local area.
- The Neighbourhood Plan has only achieved a vision statement to date after a full parish consultation.
- The Neighbourhood Plan working group members have become disillusioned in proceeding

Mr. Bob Keith posed the question of what type of planning application the parish could expect in the next 15 years, which is the life of the Neighbourhood Plan and then, will the SWDP have a detailed policy to protect the parish from any such application which could be expected.

The Neighbourhood Plan must accord with the SWDP policies but can add policy detail or new policy to protect the local interest and issues.

The Neighbourhood Plan can focus on local planning matters such as the protection of rural views, local traffic management, green space protection and historical site protection. Any policy to protect green space or rural views must have sound reasons for the protection. Keeping large green spaces between developments is a planning policy that can be fully supported and local and specific detail added with good reason.

The extra 4,500 dwellings added to the SWDP is a minimum number which can be exceeded by any amount therefore more planning applications will be lodged over the next 5 to 15 years throughout the Wychavon area.

The need for an enthusiastic Neighbourhood Plan group backed up by experts will be essential to move the Neighbourhood Plan forward; currently 1,200 plans are underway with only 35 fully adopted with strong policies.

As the CODEX site of 380 dwellings was not granted at the initiation of the Neighbourhood Plan it is now apparent that as it is included in the plan's designated area of the full parish it gives an imbalance in the plans objectives, Bob suggested an application is made to WDC to exclude the CODEX site from the Neighbourhood Plan designated area.

The current support from Planning Aid will end in March 15 and a new scheme of support is expected to be put in place in April, Bob considered the Government will continue to support Neighbourhood Plans after the May elections.

The Chairman thanked Bob for his attendance and input and closed the meeting at 7.10.

## Pebworth Parish Council

### District Councillor & County Councillor Report - Pebworth Month: January 2015

Prepared by Alastair Adams  
Honeybourne & Pebworth Ward, Wychavon District Council  
Littletons Division, Worcestershire County Council

### WISHING YOU ALL A HAPPY 2015

A GREAT START to 2015 with central government agreeing a £78million 6 year funding to help Worcestershire roads. This will be spent on the maintenance and upkeep of the roads including mending pot-holes and cracks in the roads.

In addition there are a number of major capital investments that central government have agreed in Worcestershire that will enhance the road network around this area including upgrades to the M5/M6 network.

#### Planning

1. Cala Homes have submitted plans to Stratford District Council to build 400 + new homes on the Long Marston Airfield. No details are on the Stratford District Planning web site yet but when they do appear, I urge everyone in Pebworth to voice their concerns.

#### Flood alleviation

1. **Priory Lane.** – Worcestershire County Council - WCC to fit a new outlet with a non-return valve from ditch into Noleham Brook.
2. **Priory Lane.** – Severn Trent - awaiting the camera inspection of the sewer.
3. **The water in the ditch by the old Fire Station appears to be quite high** – The Wychavon Land Drainage Inspector has agreed to visit to inspect
4. **Cala Homes flood alleviation scheme** – following last month's visit by Cala's flood engineer, he has agreed to action all the points raised.

#### Highway Issues

1. **The collapsed road drain** on pavement at Pebworth Sign, Broad Marston – **Repaired**

#### Broadband:

I have had several meetings last month with BT, Openreach and WCC to see if we can find out when Cabinet 3 will be upgraded which serves the village of Pebworth. Still no date has been confirmed. If you want to help exert some more pressure, then please email the following person asking when Pebworth cabinet 3 will be upgraded, and why Pebworth Exchange cabinet 1,2, & 4 have been upgraded, but not cabinet 3 that serves the village of Pebworth! ;

Steve Ashton – project manager of Superfast Broadband – his email = [sashton@worcestershire.gov.uk](mailto:sashton@worcestershire.gov.uk)

More emails the better!

#### Other:

1. **Mess left by western Power when they cut the trees by the village hall Thursday 18th December** - I contacted Western Power to complain, but even after they returned to site, the mess was still not fully cleared up. I have suggested the Parish Council may want to submit an invoice to Western Power.

#### Councillor's Divisional Fund

In addition to the good causes already authorised, the following actions have happened :

1. Evesham Sea Cadets – grant for tools to help repair the boats used by the cadets – Approved & paid
2. The old Long Lartin Staff club building – a grant has been requested to help turn it into a community asset – pending further information
3. Roundabout charity that supplies furniture to low income families – a grant to help fund an apprentice - pending