

**Pebworth Parish Council**

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

Held at the Pebworth Village Hall at 7:00 pm on Monday 7<sup>th</sup> December 2015.

**Present:** Cllrs. Pam Veal, David Lees, Cllr Sue Peace, David Cranage, Richard Weller, & Simon Shiers

**In attendance:** 2 member of the public.

**Prior to the meeting,** Cllr David Lees gave a report on the Village Hall project funding and the requirement of New Homes Bonus for the project, a summary is appended to the minutes.

**133. Apologies were accepted from:** Cllr John Hyde

**134.** In the absence of the Chairman, Cllr John Hyde, the Vice Chairman David Cranage chaired the meeting.

**135. 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.

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

**Open Forum:**

The editor of a parish newsletter questioned the council's reasoning for not issuing draft minutes as done so in the past and now issuing a prepared report of council business instead. The Chairman confirmed that on occasions the published minutes did not portray the full details of an item which has caused misunderstandings in the past. Furthermore, the full draft minutes are available on the council's website about a week after a meeting.

It was suggested that planning notifications and a link to the full minutes is added to the report, this was noted by the Clerk.

**Ward Member Cllr Adams** gave his report which is appended to the minutes

**136.** The Chairman closed the adjournment and reconvened the meeting at 7.35 pm.

**137. Minutes:** The Council agreed the wording of the minutes of the November ordinary meeting the Chairman signed them as a true record.

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

- a) Arrangements for our new PCSO, Elliot Wilson, to attend a future meeting to introduce himself to the Council; it was suggested the PCSO's are invited to the annual parish meeting in April
- b) Member's noted the publication of the advertisement for Pebworth Discretionary Fund Christmas fund distribution.
- c) Notification of a letter from WDC regarding the parish precept which will be circulated for the informal budget meeting on 14<sup>th</sup> December
- d) Member's noted the information from Cllr Alistair Adams regarding the clearance of Nolan Brook by the Environment Agency.
- e) Member's noted an email from the Village Hall Chairman sent to Heather Peachey at WDC withdrawing the Village Hall's interest in applying for sec 106 funds.

**Pebworth Parish Council**

**139. Planning Applications to Consider:**

- a) **W/15/02793/PP & W/15/02792/LB:** The Rowans, Priory Lane, Broad Marston: Proposal erection of log store in garden, removal of the water tank, Internal and external alterations to cottage involving removal of modern partitions and stairs, installation of new staircase, replacement windows - retrospective. *The Parish Council made no objections or comments on the application*
- b) **W/15/02841/LUE:** Meadow Bank Farm, Dorsington Road, Proposal: Application for Certificate of Lawfulness (Existing) Change of Use as 2 separate dwelling houses, under Class C3 of the Town and Country Planning (Use Classes) Order following sub-division of a single dwelling. *The Parish Council made no objections or comments on the application*
- c) **W/15/02817/OU:** Sims Metals UK (South West) Limited, Long Marston, Pebworth: Outline planning application for a mixed use development, comprising up to 380 dwellings, up to 5000m<sup>2</sup> of employment (ClassB1(c)) floor space, a minimum of 400 sq metres of community (Class D2) building(s), public open space and associated landscaping and infrastructure, straddling the administrative boundaries of Wychavon and Stratford District Council. Proposed access arrangements and associated infrastructure (comprising a new roundabout at the access/egress onto Campden Road) lying with Stratford District Council. As approved by Secretary of State under application ref. no. W/13/0013/OU but without compliance with condition no. 9 to allow re-wording of the condition and to allow additional flexibility).  
The Clerk informed the Council that the appellant has now lodged an appeal for the application and advice from the District Council planning officer is that the Councils comments are made to the appeal inspector and the District Council planning department. The council agreed the following objection is made to the appeal inspector and District Council planning department: -

The Parish Council objects to the proposal to remove condition 9 from the original granted application.

The connectivity of the development is needed to minimise the need to travel and maximises the sustainability of transport in order to access local facilities without an unnecessary distance to travel. The condition requiring a connectivity scheme is needed to successfully integrate the proposed development and to create a sustainable extension to the adjacent St Modwen site albeit in the parish of Pebworth, the connectivity will help to promote community cohesion within the two developments. The Parish Council considers that without such connectivity the proposal would not be a sustainable development therefore condition 9 should be retained and the application dismissed.

- d) **W/15/02886/AC** Mr K Thompson Orchard Cottage, Buckle Street, Ullington.  
Proposal: New access onto classified road (dropped kerbs not required)  
This consultation was delegated to the Clerk as no information was available for the meeting

**140. Planning Decision noted:**

- a. **W/15/02361/PP** Alveston Cottage, Broad Marston Road: Replacement of original shed for a larger more in keeping wooden cart house building with oak farm log store attached – **Granted** with 4 condition.
- b. **W/15/01198/CU** Miss S A Jarrett, Ashlow, Priory Lane, Broad Marston. Change of use of a redundant brick built telephone exchange into a single bedroom domestic residence. **Refused** with 3 reasons

## Pebworth Parish Council

### 141. Planning Matters to consider

- a) **Land off Chapel Road:** Council considered an email and report from Kirstie May-Jones on the proposed development of land off Chapel Road. Cllr David Lees distributed further information from the NDP survey which was considered by the Council and is appended to the minutes. After consideration of the local need for affordable and social housing including single occupancy dwelling and having no control over the allocation of housing it was agreed not to respond to the email until the Rooftop presentation has taken place and more information was available.

### 142. Parish Flood Alleviation Grant

- a) Parish Flood Alleviation Grant application for the ditch culvert improvements at Broad Marston.

Wychavon District Council has confirmed the Council's grant application has been accepted and the proposed scheme can proceed. The District Council's engineer outlined the procedures to be taken and offered to assist the Clerk in managing the project. The Clerk issued a schematic drawing of the scheme to enable the details to be understood and members requested the drawing be sent to all members.

The council agreed an architect's estimated fees of £500 to create the required technical drawings to enable various authority's agreements on the details of the proposal. The Clerk will liaise with the District Council's engineer to confirm the technical details of the proposed scheme. The Clerk will obtain a formal agreement from the landowner to carry out the proposed works on his land adjacent to the ditch. As the Clerk offered to manage the project Cllr David Lees proposed the Clerk should be remunerated for the extra hours involved in the project administration and the council agreed to the proposal. Cllr Alistair Adams welcomed the scheme and indicated extra funds from the District Council would be available if required to complete the works.

Clerk to progress the scheme with all stakeholders.

### 143. Finance:

- a) **Payments:** Council approved the Clerk's schedule of Payments receipts and balances which is appended to the minutes.
- b) **Grant:** Council considered a grant request from St Peters PCC and agreed a grant of £250, payment to be made at the January meeting
- c) **Grant:** Council considered a funding request presented by Cllr Simon Shiers for the Pebworth in Bloom committee for 2016 projects. The Council agreed a grant of £300, payment to be made at the January meeting.
- d) The Clerk reported no progress on receiving secondary bank statements and will continue to pursue the matter.

### 144. New Homes Bonus

- a) New Homes Bonus application request on behalf of the Village Hall committee for specific Village Hall projects. Cllr David Lees made a report prior to the start of the meeting, a summary is appended to the minutes. The council agreed that support would be given to the Village Hall improvement project by fully administering the finances of the project to enable full use of New Homes Bonus and manage the VAT aspect of the works.

**Pebworth Parish Council**

**145. Pebworth Discretionary Fund.**

- a. The Council agreed to making the annual Christmas gift payments to all parishioners over eighty years of age, Cllr Pam Veal will administrate the gift dispersal and a letter will be enclosed informing the recipients this is the last year of the gift as the charity has no further funds.

It was further agreed the Parish Council would support the funds shortfall in accordance with minute 82 of the September meeting with a contribution will be required to ensure sufficient fund are available to make all the 23 gift payments.

**146. Policy:**

- a. Council approved the Clerk's proposed meeting dates for 2016. Dates to be posted on the council's website and sent to interested parties.

**147. Highway Matters:**

- a) New highway matters to be reported. None at this time  
 b) **New bus shelter:** Council agreed to the formal adoption of the new bus shelter for Broad Marston Road as procured under sec 106 funding, the insurable value is £6,665.00 for a full replacement. The shelter will be added to the council asset register.

**148. Public Rights of Way: PROW**

- a. PROW matters in need of attention. – None reported

**149. Lengthsman/Handyman**

- a. It was reported that the following works are still outstanding and awaiting completion by the Lengthsman
- i. Filling holes in the Honeybourne Road verge to enable hand mowing. Still to be actioned.
- b. New Lengthsman or Handyman matters.
- i. Request to spray all the village footways with weed killer and algaecide before April to ensure a tidy village for the spring.
  - ii. Clear Grips on Long Marston road as ponding occurs
  - iii. The dead ash tree on The Close to be removed as soon as possible
  - iv. To check and clear any debris from the watercourse adjacent to The Close and Village Hall.

**150. Section 106 funded Projects:**

- a. Consideration for the next consultation letter will be made at the group meeting on 14<sup>th</sup> December, the Clerk will present photographs of suitable fencing materials for the proposed MUGA.

**151. The Close and Recreation Field:**

- a. To receive a report on the monthly safety inspection and consider any actions arising, no report available.
- b. To receive a report on the damage to the spring chicken equipment and what remedial works are required to restore its use. no report available.
- c. **Dog ban on the Recreation Field:** in consideration of this matter the clerk advised the proposal to ban dogs on the Recreation Field and install signs is carried forward for further consideration at the January meeting as correspondence received on the matter had not been considered by council.  
 Members confirmed the design and quotation for the proposed "No Dogs" signs for fixing to the Recreation Field gates. The inclusion of a penalty charge to be removed if the signs are ordered.

**Pebworth Parish Council**

**152. Street Lighting:**

- a. Faulty lights to be reported.
  - i. The streetlight #30 at the top end of Front Street stays on all day
  - ii. The streetlight #42 opposite the Village Hall flashes intermittently
  - iii. The streetlight #29 in Middlesex is not working

**153. Cemetery:**

- a. The autumn replacement of failed laurel bushes is in progress by the Clerk
- b. **Notice Board:** The Clerk confirmed the new Cemetery Notice Board is now installation and the chairman holds a key.
- c. **Build-up of vegetation and debris:** this is a considerable amount of material and the amenity contractor has been instructed to remove and dispose of the debris.

**154. Allotments**

- a. To receive details of a contractor from a parishioner to level the ground on the headland round the allotments. No information was available for the meeting and the matter will be pursued.
- b. The Clerk reported the pedestrian gate re-fitting is now completed by the Handyman.

**155. Pebworth in Bloom:**

- a. Cllr Simon Shiers gave a PIB news update which is appended to the minutes.
- b. Cllr Simon Shiers gave a report on the proposed adoption of the Ullington cross roads telephone box to be re-sited in School Road. The project costing is underway and further investigations, including planning consent, are required to finalise the project. It was suggested the Parish Council adopts the phone box as a parish asset and to ensure its insured for public liability. Further information will be available for the January meeting when the adoption can be further considered by the council.

**156. Matters Raised by Members:** for consideration and or items for future agendas.

**Cllr David Lees:** consideration of using New Homes Bonus to procure a defibrillator for the village and the possibility of siting it at the new fire station.

**157. Confirmation of meeting dates:**

- a. Council confirmed the next Ordinary Meeting of the Council is scheduled for Monday 4<sup>th</sup> January at 7.00 pm in the Village Hall.
- b. An Extraordinary Meeting of the Council is scheduled for Monday 14<sup>th</sup> December 7.00 pm.

There being no further business the Chairman closed the meeting at 10.15 pm

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

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

**Pebworth Parish Council**

**Payments Authorised**

<b>Cheque Number</b>	<b>Payee</b>	<b>Details</b>	<b>Gross Payment</b>	<b>Net Payment</b>
1572	Warwickshire College	Lengthsman Training	225.00	225.00
1573	SLCC	Membership fee 40% of £167.00	66.80	66.80
1574	J Stedman	Clerks Salary and Expenses	***	***
1575	John Hyde	Lengthsman work	114.15	114.15
1575	John Hyde	Handyman Works	41.25	41.25
1576	BPS	Handyman Works	66.32	55.27

**Summary report from Cllr David Lees  
New Homes Bonus and Village Hall funding**

Cllr David Lees gave an overview of the Village Hall's proposed improvement project and its funding needs. The main objectives are to build an extension on the rear of the Hall, a new heating boiler, modular staging and new lighting, toilet refurbishments and extra storage facilities. The current proposals which exclude the extension at the rear due to funding availability have a budget of circa £45,000 made up from: - £15,000 from the Village Hall's own funds, £10,000 from a Lottery Grant and £19,000 from New Homes Bonus via the Parish Council. David circulated to the members the results of a recent public consultation clearly demonstrating public support for the proposals. The Village Hall committee will request the Parish Council to apply for the necessary planning permissions and administrate the financial aspect of the project on behalf of the Village Hall committee.

**Pebworth in Bloom meeting report presented by Cllr Simon Shiers**

**Activities in November**

PIB organised a minute's silence and short ceremony of reflection on Remembrance Day at the peace trees on the recreation ground. Approximately 60 people attended, including descendants of those military personnel who died. A wreath was donated by S. Summers. By popular request this is to become an annual event.

Bulbs planted on the Close have been tended to and additional topsoil added

Churchyard leaf clearing day was attended by many volunteers. 1 x large and 1 x small owl boxes were installed into tall trees.

PIB produced 100 village calendars for 2016 which have been sold around the village to raise funds.

Ron Tracey has agreed to the planting of a climbing rose on the red brick wall of his property fronting Chapel Road in commemoration of the Queens 90th birthday in 2016

2016 Britain in Bloom judging criteria will now award 1/3 of the marks for conservation. Wesley Gardens/Orchard Close attenuation ponds have been identified as havens for wildlife and plants and PIB will work with residents to record wildlife and donate funds for new plants etc.

**Forthcoming Events**

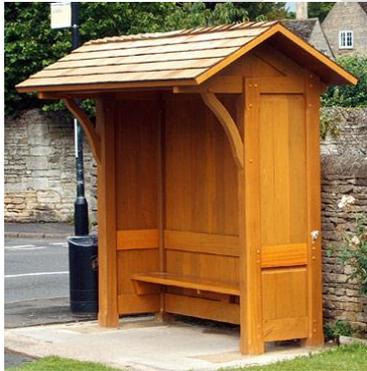
12th December - Xmas tree lighting ceremony in Churchyard

18th December - Joint PCC/PIB event. F Street band will play in village hall to raise funds for church path repairs

## Pebworth Parish Council

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

- Bidford Bridge is now open. I attended a conference with Warwickshire County Council officers, Bidford Parish Council, and the Police to discuss what further actions can be taken to prevent HGV's using this ancient bridge which has a weight limit. A review of all the signage will occur, and a traffic survey. Options include installing a turning circle so lorries can turn around at the Marcliff/Barton junction, warning flashing lights, width restrictions, etc
- Noleham Brook. The EA have written to the farmer to clear the Brook.
- Speed limit enforcement The Police are carrying out speed checks all around this area – so be warned!
- WDC flood alleviation grant. It was confirmed this month that Pebworth have won the grant to improve the culvert near Orchard Dene Hall in Broad Marston.
- Offenham Rd/Elm Road roundabout. A new roundabout was to be built when the new houses were being built at Lavender Fields/Poppy Field/Abbey Vale, but there has been a 3 year delay caused by poor communication between WCC and the developers. I organised a meeting with the Head of Infrastructure at WCC with 4 other councillors to demand progress. We now have assurances that in January/February the roundabout designs will be finalised so the developers can start to build this roundabout next year.
- 40mph speed limit Offenham Rd between Evesham and Offenham. I got agreement that the speed limit along this stretch of road would be reduced from 60 to 40 mph in June but the new signage has not yet been erected, and there was a fatal accident along this stretch of road this month. I have written to the WCC to chase up the signage.
- Bus Shelter opposite Masons Arms. The new bus shelter in hardwood has been ordered by WCC and will be installed in Q1 next year. Below is a picture of it, but ours will have 10mm toughened glass in the top half of the side & rear.



I visited The Houses of Parliament this month with the WDC O&S committee with our MP Nigel Huddleston to talk about rural Broadband.

- Ruts on verge Friday Street, Pebworth. WCC have filled these ruts in as requested last month
- Blocked drain outside Maple Barn, Back Lane. I did report this to Highways.
- WDC land behind Chapel Lane. Rooftop have secured some HCA grant funding to build an Exception Site on this land, and so are looking to build some social housing to be completed by March 2018. No planning application has yet been submitted, but a meeting with the Parish Council has been arranged for 14<sup>th</sup> December with Rooftop to discuss.
- Schools I attended a meeting with the Worcestershire County Council's manager for school placements to seek help for Blackminster School in moving forward now several of their feeder First schools are looking to add a 6<sup>th</sup> year. WCC will help look at future models, and 2- tier schooling using a consultant.

## Pebworth Parish Council

December 12, 2015

Pebworth Neighbourhood plan  
Vision Statement survey  
questionnaire analysis

**COUNT**

**PERCENTAGE %**

Sheets Received		COUNT				PERCENTAGE %			
		Agree	Disagree	Don't know	Comment	Agree	Disagree	Don't Know	% Questions Answered
76	<b>Sheet 1 Thriving and prosperous Community</b>	<b>Data From All Consultation Events</b>							
100%	1	54	16	3	19	74.0	21.9	4.1	96.1
	2	50	21	3	23	67.6	28.4	4.1	97.4
	3	53	17	4	23	71.6	23.0	5.4	97.4
	4	58	3	12	21	79.5	4.1	16.4	96.1
	5	43	13	18	25	58.1	17.6	24.3	97.4
	6	32	13	22	24	47.8	19.4	32.8	88.2
65	<b>Sheet 2 Active and Healthy Lives</b>								
86%	1	26	29	8	17	41.3	46.0	12.7	96.9
	2	18	1	21	37	45.0	2.5	52.5	61.5
	3	63	1	0	15	98.4	1.6		98.5
	4	24	37	2	32	38.1	58.7	3.2	96.9
	5	45	4	14	17	71.4	6.3	22.2	96.9
	6	49	7	6	22	79.0	11.3	9.7	95.4
61	<b>Sheet 3 Inclusive community and good social interaction</b>								
80%	1	54	1	2	11	94.7	1.8	3.5	93.4
	2	58	1	2	10	95.1	1.6	3.3	100.0
	3	57	1	3	8	93.4	1.6	4.9	100.0
	4	32	12	14	16	55.2	20.7	24.1	95.1
	5	36	9	14	13	61.0	15.3	23.7	96.7
	6	53	3	3	13	89.8	5.1	5.1	96.7
62	<b>Sheet 4 Special character of the village protected</b>								
82%	1	53	4	3	15	88.3	6.7	5.0	96.8
	2	58	2	0	15	96.7	3.3		96.8
	3	61	1	0	8	98.4	1.6		100.0
	4	59	1	1	7	96.7	1.6	1.6	98.4
66	<b>Sheet 5 To establish a safe clean environment</b>								
87%	1	40	17	5	26	64.5	27.4	8.1	93.9
	2	45	11	8	19	70.3	17.2	12.5	97.0
	3	21	1	18	43	52.5	2.5	45.0	60.6
	4	54	5	3	15	87.1	8.1	4.8	93.9
	5	18	29	3	27	36.0	58.0	6.0	75.8
	6	56	1	7	18	87.5	1.6	10.9	97.0
	7	22	0	18	33	55.0		45.0	60.6

330	Total Sheets returned
76	Total Respondents

	Asked	Answered	%
Total questions	1922	1770	92.09
Total Comments returned	1922	494	25.7

### The Questions

The NDP working party have been informed if we do not have a Neighbourhood Plan containing credible future housing proposals, Wychavon DC will determine our housing allocation for the period 2019 onwards. Therefore we should support some further targeted housing in a NDP.
Between 2019 and 2030 we should support the development of up to 8 one- and two-bedroom affordable houses in the parish suitable for single people/couples and young families
Between 2019 and 2030 we should support the development of up to 4 bungalows that will enable people to downsize and remain in the village, and/or accommodate disabled residents.
Would you like to see the reestablishment of a pre-school in Pebworth?
A twice a week bus service between Pebworth and Bidford upon Avon would improve access and should be implemented
Would you wish to see more employment opportunities created in the parish?
There are sufficient leisure facilities for residents in Pebworth.
In addition to the village hall and recreation field recreation field, what other facilities would you like to see in the parish that are not provided locally.
It is important to protect existing open spaces including footpaths.
There is sufficient access to local health services in Pebworth
Residents could benefit from allotments and / or community orchards
The children's play area on The Close should be maintained and enhanced with the addition of new activity equipment.
Established and new organisations that create and provide a sense of community should be supported and encouraged.
Improvements to the village hall for it to be used as the community hub should be encouraged.
Use of parish newsletters and websites to increase the levels of community awareness and cohesion should be encouraged
Any plans to provide improved facilities in St Peter's Church such as toilets, kitchen and disabled access should be supported and encouraged.
A wider Neighbourhood Watch scheme needs to be established
The capacity and facilities of the village hall for eg social/leisure activities, educational classes, access and provision of local medical services, need to be improved and extended
Any new development should take place within the existing village confine and not in the surrounding open countryside.
Any new development should conserve and enhance the built & historic environment & respect the setting & integrity of the Conservation Area & other historic features
The natural environment including the surrounding open countryside, ancient hedgerows & trees, & important green spaces within the village should be conserved & enhanced.
Biodiversity & nature conservation projects should be encouraged
Speeding vehicles are a constant danger to villagers – Would you support a 20 mph speed limit within the
Would you support a 7 ton weight limit for lorries within the Pebworth village boundary
What measures do you think are needed to overcome the speeding issues in Pebworth?
... Off-road parking and ensuring all new build homes and developments have off road parking needs to be encouraged
Is parking in Pebworth an issue for you?
Flood prevention measures are needed to alleviate vulnerable areas such as .... These should be included in any future building developments/improvements.
What flood prevention measures do you think are needed in Pebworth and where do you think they are needed?