

## Pebworth Parish Council

### Minutes of the Ordinary Meeting of the Parish Council

Held at the Pebworth Village Hall at 7:00 pm on Monday 3<sup>rd</sup> February 2020.

**Present:** Cllrs. Simon Shiers (Chairman), Denise Meynell, Richard Weller, James Pearson, SJ Morrow, John Hyde & David Cranage

**In attendance:** Cllr Thomas Havemann-Mart, J Stedman (Clerk), eight members of the public and PC Jamie Lee

**172. Apologies** were noted from Cllr Alastair Adams

**173. Disclosures of Interests:**

- a) Members were reminded of the need to keep their register of interests updated.
- b) To declare any Disclosable Pecuniary Interests in Items on the agenda and their nature.  
**None declared**
- c) To declare any Other Disclosable Interests in items on the agenda and their nature.  
**None declared**

**174. Open Forum:** The chairman suspended the formal meeting for open forum.

Summary of matters raised in open forum

- Flooding matters were raised by residents from Broad Marston. Cllr John Hyde gave an update on the progress with three engineering contractors requested to carry out remedial works with the culvert at Orchard Dene and ditch clearance on Broad Marston Road, the works process is in hand and ongoing
- Cllr Thomas Havemann-Mart confirmed most of the ditches in need of attention are on land owned by Gloucestershire County Council who have riparian responsibility to keep the ditches maintained
- It was reported that the road drain in Friday Street by Low Furrow was found to be blocked and has now being cleared and is operational
- The roadside ditch at Wesley Gardens is still awaiting clearance and Cllr Pearson indicated that volunteers from the estate are being sought to carry out the works
- **PC Jamie Lee** confirmed two new police officers have now joined the Evesham Rural North team and police efforts are being aimed at preventing rural crime, particularly farm related thefts.

A new WhatsApp reporting group for farms and rural businesses has been set up whereby any suspect or actual crime related activities can be reported to everyone in the group.

Parishioners were requested to report any suspect matters to the Council Clerk who will pass on the information to PC Lee

**Traffic speed in Broad Marston** was raised and PC Lee confirmed he had carried out radar checks on three occasions recently and no cautions were issued and most motorists were on or only just over the 30mph limit. He did not consider it to be a problem but was requested to attend in rush hour time when traffic speed increases. The option for a community speed watch scheme is still available and volunteers need to contact PC Lee

PC Lee confirmed that the crime rate in Pebworth is still very low and the usual spike in crime during the dark winter hours has not so far been recorded in recent months.

**Ward Members Report:**

**Cllr Alastair Adams** No report is appended to these minutes.

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**Cllr Thomas Havemann-Mart** reported on the ongoing flooding investigation and confirmed that Gloucestershire County Council are the landowners of several ditches in need of attention.

**The Chairman** closed open forum and reconvened the meeting at 7.26

**175. Minutes:** The Council agreed the wording of the January ordinary meeting minutes and the chairman signed them as a true record of the meeting.

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

– all reports are itemised in the minutes

**177. Planning**

- a) **19/02772/FUL** Location: Cider Mill Barns, Long Marston Road, Pebworth Description of Proposal: Single storey extension to Barn 1 comprising hotel room and meeting room (retrospective) Applicant: Mr Adrian Roberts – due by 29th January  
The Council has no objection or comment on the application.
- b) **20/00005/HP** Location: Pebworth Fields Cottage, Stratford Road, Description of Proposal: Single storey extension to front. Applicant: Mr Anthony Cotgrave.  
The Council has no objection or comment on the application.
- c) **20/00179/LB** Associated Ref:20/00178/HP Location: Norton Hall, School Road, Description of Proposal: Retrospective Planning Permission for the replacement of exterior gates. Applicant: Mr David Ross  
The Council has no objection or comment on the application.

**178. Finance:**

- a) **Payments:** Council approved the schedule payments list as appended to the minutes.
- b) Members noted that Lloyds Bank has confirmed the update for account signatures but only Cllr Weller was listed, Clerk to pursue the matter to get members registered for internet banking.

**179. Village Hall:**

- a) Council agreed the proposal from the tender group meeting to allow Cllr James Pearson to fully administer the Village Hall contract procurement process on behalf of the council.
- b) Cllr Pearson gave a progress report on the issue of tenders for the refurbishment project and the posting of the tenders on the contract finder website on 2<sup>nd</sup> February to ensure compliance with sec 109-114 of the Public Contracts Regulations 2015. The closing date for tender return is set for February 28<sup>th</sup> when a tender opening meeting is arranged.
- c) Council agreed that an agreement needs to be in place with Village Hall's Quantity Surveyor, Structural Engineer and Architect to indemnify the council for any claims from contractors for design or construction issues, Cllr Pearson agreed to draft the document for members approval before its issue by the Clerk.
- d) Council agreed that the council's insurers must be informed of the contractual commitment with the Village Hall project to ensure any claims against the council are fully covered by adequate insurance
- e) Cllr Pearson confirmed he has completed the PWL application forms and sent them to CALC for verification and comments

**Note:** The Chairman thanked Cllr Pearson for taking on the administration of the tender process as the Clerk has personal matters occupying his time.

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**180. Community & Council Matters:**

- a) **PIB-** Council considered several requests for works in the village: -
- i) It was agreed PIB can replace the wooden retaining edging on the side of the bulb bed/stumpery bed running alongside the Close.
  - ii) The damaged Oak bollards running down the verge in Front St will be attended to by the Lengthsman.
  - iii) The increase of dog fouling around the Close and Churchyard will be reported in the Piper and Petrus by the Clerk.
  - iv) The Parish Noticeboards backs are in a very poor state due to wet conditions as the posted notices get very wet due to failed backing boards. The council agreed the Handyman will replace one of the back boards with a cork board to help resolve the problem and all will be replaced if the cork board is successful.
  - v) The verge opposite the school is damaged by excessive car parking. Cllr Adams is looking into this problem and has/is meeting with Highways to discuss remedial solutions. The council consider this is a matter for County Highways to resolve and will offer support to Cllr Adams to progress a solution of possibly installing new kerbs. It was also noted the site is in the conservation area and any construction works needs to be approved by the District Council Conservation officer. This consideration also applies to the proposed footway works in Front Street as the engineering work may impact on the street scene of the Front Street conservation area. Clerk to request the conservation office is made aware of the proposals for kerb installations
  - vi) The Council agreed to the request to place a water butt at the back of the bus shelter opposite the Masons Arms to facilitate watering the plants on the war memorial site
- b) Council noted the failed request to Cllr Alastair Adams for divisional funding the replacement of parish noticeboards as the fund is for charitable group support and council noticeboards are not a consideration.
- c) It was agreed the parish representative on the John Cooper Foundation will be Cllr SJ Morrow as Mrs Pam Veal has retired from the post. Cllr Morrow accepted the nomination, Clerk to inform all stakeholders

**181. The Close and Recreation Field**

- a) The monthly safety inspection report confirmed no actions are required and Cllr J Hyde advised that matting is sinking beneath play equipment due to saturated conditions. When weather permits and area has drained, he will remedy the problem.
- i) The remaining ladder rungs on the Timberplay equipment are showing signs of wood rot and their replacement is in hand
  - ii) The fixing of the dislodged tennis net post is in hand to be completed once the wet winter conditions have ended
  - iii) The ditch on the east boundary of the recreation field requires clearance to alleviate flooding the allotment site, it was agreed the Handyman will liaise with the amenity contractor to gain a works specification and quotation for the works
  - iv) The watercourse on The Close is very overgrown and requires extensive clearance, it was agreed to ask if Richard Prior would undertake the works and the council would provide a skip for disposal of arisings.
- b) Members reported the Leylandii hedge has not been cut back at 3, School Road and the matter will be referred to PIB as they offer to help resolve the problem

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- c) Members noted that RoSPA Playsafety have scheduled an inspection to take place in March

**182. Street Lighting:**

- a) Faulty lights to be reported. None at this time
- b) The revised quotation from Candela for the refurbishment of streetlights 1-5 and 25&27 is still awaited, the Chairman will pursue the matter with Candela

**183. Flooding:**

- a) Follow the report from Cllr Thomas Havemann-Mart in open forum Cllr Hyde reported the had requested three contractors to quote for the work on the culvert at Orchard Dene and a pipe replacement in the ditch on Broad Marston Road. only one contractor has carried out a site visit and agreed to quote for the works but the quotation was not available for the meeting, the matter is being pursued by Cllr Hyde
- b) It was further agreed the Clerk will contact Gloucestershire County Council requesting extensive ditch clearance is carried out on the land in their ownership in Broad Marston
- c) The field ditch on the east of the allotment site is in need of clearance and it was agreed Limebridge Rural Services manager will liaise with Cllr Hyde to enable a works specification and quotation to be put to the March meeting for consideration
- d) Members wish to request the Severn Trent Water report from the meeting held on January 4<sup>th</sup> in Friday Street when Cllr Alastair Adams met with the Severn Trent Water representative to resolve the foul water discharge for manhole covers.

**184. Highway Matters:**

- a) New highway matters to be reported. – none at this time

**185. Lengthsman/Handyman**

- a) New and outstanding Lengthsman or Handyman matters. – none at this time

**186. Public Rights of Way matters –**

- a) To report any new PROW matters in need of attention. –
  - i) The PROW finger post in Priory Lane has rotted off and the Handyman will reinstate it as it is still long enough

**187. Cemetery**

- a) Members noted the report on the interment of T/L Mrs Cotton in grave Number 659 previously purchased in 2007

**188. Allotments**

- a) Members noted report that the tenant of the half plot number 7 will relinquish the plot in April. Clerk to pursue a new tenant for the half plot

**189. Matters Raised by Members:**

- a) **Chairman** – Parish Council will be requested to provide funding of the Parish Games events once it has been agreed which events will be entered. Maximum fee is expected at £69.

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**190. Next meeting date:**

- a) Council confirmed the next Ordinary Meeting of the Council is scheduled for Monday 2<sup>nd</sup> March 7.00 pm. at the Village Hall.  
The Clerk will investigate the availability of the new Fire Station for council meetings from April to July as the Village Hall may not be available.

There being no further business the Chairman closed the meeting at 8.40

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

<b>Bank Accounts</b>		<b>Verified and Confirmed Account Balances</b>	
Statement	15/01/20	Current Account Balance	£5,664.61
Date	09/01/20	Deposit Account Balance	£45,618.03

<b>Payments Authorised</b>			<b>Gross</b>	<b>Net</b>
<b>Cheque Number</b>	<b>Payee</b>	<b>Details</b>	<b>Payment</b>	<b>Payment</b>
DD	Npower	Streetlight Energy	530.38	505.12
DD	Npower	Streetlight Energy	90.79	86.47
1922	John Hyde	Lengthsman Works	111.20	111.20
1922	John Hyde	Handyman works	60.00	60.00
1923	J Stedman	Clerk's Salary and Expenses	***	***