

Pebworth Parish Council

Minutes of the Ordinary Meeting of the Parish Council

Held as a virtual meeting via the internet at 7:00 pm on Monday 25th May 2020.

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

In attendance: J Stedman (Clerk), and two members of the public

240. Disclosures of Interests:

- a) Members were reminded of the need to keep their register of interests updated.
- b) Members were asked to declare any Disclosable Pecuniary or other Interests in Items considered in virtual meetings and their nature.

None declared

Ward Member Report Cllr Alistair Adams report is appended to the minuted, no questions were raised on the report which was noted by members

241. Open Forum

- a) No questions or representations were received

242. Clerks Report

- a) All business matters were circulated to all members by email and all the documents required for consideration at the virtual meeting were circulated by email.

243. Minutes:

- a) The Clerks report for business from March 25th to April 10th was considered and agreed by members and will be signed by the chairman and form part of the council minutes.
- b) Members considered and approved the wording of the minutes the extraordinary Parish Council meeting held on March 23rd these will be signed by the chairman.

244. Planning

- a) **20/00778/FUL** Location: Noleham Brook Farm, Long Marston Road, Description of Proposal: Erection of agricultural building for livestock: Applicant: JLG Agri Limited
The council has no objection but wishes to make a comment that the building should not be converted into residential use in future.

245. Audit

- a) Members noted the information received from the external auditors PKF Littlejohn regarding the timing for the AGAR procedures
- b) Council considered the internal auditors report and noted the administrative matters arising which will be resolved at a future meeting when the council's risk assessment will be reviewed.
- c) Council considered and completed the questions in section 1 (page 4) of the Annual Governance Statement, all questions were answered in the affirmative. Members also approved the 2019-20 AGAR finance statement and approved that the chairman and Clerk signs the AGAR return.
- d) Council considered and approved the Clerk's explanation of variances in the AGAR finance statement

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246. Finance:

- a) Council approved the schedule of May payments as circulated by the Clerk
- b) Council considered and approved the end of year 2019-20 bank reconciliation, account balances and budgets. No queries were raised.
- c) Cllr Richard Weller confirmed the internet bank balances accord with the clerk's accounts for May
- d) Members noted the second payment of £1,000 to the Pebworth response group as agreed at the March meeting and payment made on April 2nd
- e) The Clerk confirmed the receipt of the first precept payment from WDC

247. Village Hall:

- a) Council noted the receipt of the PWLB approved letter for the public works loan and noted the applied conditions. The Chairman thanked Cllr James Pearson on behalf on the council for all the administrative work he carried out in making the successful PWL application
- b) Cllr James Pearson reported that a pre-contract meeting will take place on June 1st at the Village Hall with Arden Construction to confirm the refurbishment start date and other contract details. An onsite start date of the 8th June is proposed with anticipated completion of the works by the 16th October.
- c) Council agreed to a delegation to the clerk, in consultation with the chairman, to progress all matters relating to the Village Hall refurbishment works and the approved payments to the project contractors.

248. Community & Council Matters:

- a) The Clerk reported on outcome of investigation into an abandoned car in Elm Close and considered no further actions were necessary, members noted the report.
- b) Members noted the financial report issued for the activities of the Pebworth response group, it was agreed the report will be finalised and reissued when the response groups community service work is terminated.
- c) The Clerk confirmed the receipt of the County Highways licence for Pebworth Parish Council to install a bench on the verge by the village hall. It was also confirmed that PIB has been informed as PIB will install the bench on the verge.
- d) Council considered a request for funding the new Broad Marston Neighbourhood Watch Scheme on behalf of the 23 residential property owners applying for a grant of £70.00 for the purchase street signs and Neighbourhood Watch stickers for all properties. It was noted the application is retrospective and the formal process for grant applications was not adhered to. The council unanimously agreed the proposal to fund the application as it supports the community initiative in parish security. The Clerk will require evidence of payment to secure an auditable account for the payment to the Neighbourhood Watch Scheme before the payment can be made.

249. The Close and Recreation Field

- a) Members noted the monthly safety inspection report and agreed the suggested actions should be implemented. The report is appended to the minutes.
- b) The Clerk confirmed an email sent to Rooftop Housing requesting reimbursement of 50% of the ditch clearance costs; no response received to date, Clerk to pursue the matter

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- c) Council considered a request to plant a family memorial tree on The Close and agreed the proposal should be referred to PIB as they are considering a tree planting scheme for The Close which may include a family tree. PIB will be requested to consult the parish tree warden for a suitable variety of tree if the proposal is agreed. A request is to be made to the applicant to establish who the family the tree is intended for.
- d) The Handyman reported the MUGA was reopened on 14th May and restricted to playing tennis only; appropriate restriction notices were attached to the MUGA
- e) Council noted the reported abuse of the MUGA by youths playing football reported on 18th May and considered it was a one-off event. No further action required.

250. Cemetery:

- a) Members noted the interment of T/L Mrs Rimell in grave 811
- b) The Clerk reported on the extensive correspondence regarding grave soil being dumped in the cemetery by a recent gravedigger. Following several strong emails, the gravedigger removed the soil from site and the matter is resolved.

251. Allotments

- a) Council considered any ditch clearance requirements at the allotment site and confirmed the problem may have been very excessive water level and the flooding situation will be monitored.

252. Street Lighting: no matters reported

253. Highway Matters:

- a) The Clerk reported the Lengthsman's risk assessment embracing the Covid-19 risks has been created and approved by CALC and WCC allowing the Lengthsman works to resume.
- b) New highway or maintenance matters in need of attention
 - i) An oak bollard on the Front Street verge is broken off and needs replacing – Lengthsman to attend

254. Public Rights of Way: No new PROW matters in need of attention were reported

255. Annual Parish Meeting - The APM is suspended due the Covid19 regulation

256. Matters Raised by Members: for consideration and or items for future agendas. None

257. Meeting Dates -It was confirmed the next Ordinary council meeting will be scheduled for the 6th July to bring meeting dates back into regular times

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Finance and Payments

	Bank Accounts	Verified and Confirmed Account Balances	
Statement	18/05/20	Current Account Balance	£6,156.68
Date	18/05/20	Deposit Account Balance	£55,376.86

Payments Authorised

Cheque Number	Payee	Details	Gross Payment	Net Payment
11	Npower	Streetlight Energy	89.32	85.07
12	Npower	Streetlight Energy	522.94	498.04
13	Cosecha Limited	Pebworth support group funding	1,000.00	1,000.00
14	M Geoff Bradley	Internal Audit	85.00	85.00
15	Limebridge RS	Amenity mowing contract	1,236.00	1,030.00
16	J Stedman Building & Plumbing	Clerk's salary and expenses	***	***
17	Supplies	Tennis net concrete	14.62	12.18
18	John Hyde	Lengthsman Works	112.00	112.00
19	John Hyde	Handyman Works	90.00	90.00

The Handyman's inspection report for The Close and recreation field

- Following government guidelines concerning the covid19 pandemic I closed off the play area and the MUGA.
 - I also put up notices as supplied by the clerk on both areas.
 - I had to re visit The Close on the 6th April following reports that the tape and notices were being ignored.
 - I removed chain seats from the zip wire and the balance scales. Richard Prior kindly supplied me with some locks and chain to use on other items. Since then 2 of my 3" posts I used to disable the roundabout have been removed (stolen).
 - I have repaired the post on the MUGA and erected the tennis net. I have put a wire support as an extra strength while the concrete fully cures.
 - Notices concerning current guidelines are also posted.
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- I have re visited the ROSPA report from March and remind you of the main problem we have on the play equipment.
 - The zip wire support posts. At least one is going to need replacing and the others need to be inspected.
 - I suggest we contact timber play for costings and for the time being whatever happens with play area use the zip wire remains unusable ie the chain seat stays off.

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- While it is all out of use I can get on with water seal treatment as agreed previously.
- There is some minor wood repairs required and the horse needs painting.
- The inspector also dislikes the small amount of movement in the rocking horse which I can easily remove if wanted.
- It is suggested that we raise the swing seats by 100mm to save wear on the safety surface which I can also easily do.

County Councillor Report- Pebworth

Month: May 2020

Prepared by Alastair Adams

Littletons Division, Worcestershire County Council

Dear All,

Since my last report, the whole world has changed with the corona virus. Pubs, restaurants, shops, factories and borders are closed across the world. Never has anything like this ever happened before, and no one knows currently when we can all get back to normal.

Hopefully when you are reading this at the beginning of May, there will some good news with lower daily new infections rates and a loosening of the lockdown. Hopefully some businesses will be back at work, and maybe there will be news about schools re-opening. Lets hope so!

However, in the meantime, please follow the government's advice and stay safe and save lives.

The response from most residents to support each other and especially those vulnerable in the community during these difficult times has been brilliant. For example, the Pebworth Response Group has set up a website, see <https://www.pebworth.community/>, and most villages in my Division seem to have set up something to help the vulnerable in their community. So WELL DONE to all the volunteers that have been helping to procure and deliver food and medicines to all those that must self-isolate, and cannot go outside to shop. A really wonderful example of community self -help and neighbourliness.

Similar Groups are operating across Worcestershire, but anyone that does not have a local support group can contact Worcestershire County Council via its website <http://www.worcestershire.gov.uk/here2help> .

Other organisation are also helping such as the Police - as per this article below:-

PCC Launches Dedicated Fund For COVID-19 Support Groups

West Mercia Police and Crime Commissioner has launched a dedicated fund to ensure support groups at the heart of the community have the resources they need during the current COVID-19 pandemic.

The fund has been established to allow Town and Parish Councils across West Mercia to apply for money to purchase essential items that will allow them to continue providing support to those that need it most.

Community groups play a vital role in keeping spirits up and reducing the stresses of social isolation. Whilst face-to-face meetings and group gatherings are no longer possible there are still ways to ensure our most vulnerable neighbours are cared for.

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The Commissioner said: "COVID-19 is a concern for us all across West Mercia and during these uncertain times we must work together to ease the situation. Keeping everyone connected is crucial in ensuring that the most vulnerable are not alone. I have seen communities come together throughout West Mercia to provide services such as collecting medication, essential shopping and offering phone and video calls.

"This new fund will give volunteer groups the opportunity to fund essential items such as face masks, gloves and ID badges, enabling them to continue the vital work they are doing in our communities. As Commissioner I would encourage you all listen to guidelines issued by the Government, look out for each other and register for volunteer schemes in your area."

For more information about the fund and how to apply visit: <https://www.westmercia-pcc.gov.uk/about-your-pcc/pcc-grants-scheme/>

But as with everything, there are always those that try and take advantage, so please beware of fraudsters during these difficult times –

Trading Standards warn of Fake COVID-19 Appeals and Urge Safe Giving

Many charities are coming together to support people affected by COVID-19. Unfortunately, fraudsters are taking advantage of the pandemic by creating fake fundraising platforms and bogus crowdfunding, falsely claiming that donations will support research into a vaccine or help people who are ill or self-isolating.

At this time of national emergency, The Charity Commission and Fundraising Regulator are urging people to 'give safely'.

The regulators encourage people to support registered charities, including the National Emergencies Trust (NET) national coronavirus fundraising appeal, launched to raise funds for local charities responding to the pandemic, visit: <https://nationalemergenciestrust.org.uk/>

Thousands of other registered charities are also dealing with the pandemic or continuing to do important work throughout the country to support vulnerable people and communities.

Advice for the public on giving safely to registered charities is:

- Check the charity's name and registration number at <https://www.gov.uk/find-charity-information> most charities with an annual income of £5,000 or more must be registered
- Make sure the charity is genuine before giving any personal or financial information or a donation
- Be wary of emails and texts, even if they appear to come from genuine charities. Do not follow links or download attachments in suspicious emails.
- Contact or find out more online about the charity that you're seeking to donate to or work with to find out more about their spending. Visit their website by typing their genuine web address into your Internet browser.
- For more safe giving advice, visit: <https://www.fundraisingregulator.org.uk/more-from-us/resources/safer-giving-advice>

WHERE TO GET FURTHER INFORMATION, HELP AND ADVICE ON COVID-19?

<http://www.worcestershire.gov.uk/here2help>

or telephone **01905 768053** (staffed 8am-8pm 7 days a week)

<http://www.worcestershire.gov.uk/coronavirus>

NHS Website for information on Coronavirus

<https://www.nhs.uk/conditions/coronavirus-covid-19/>

Carers who support a family member or friend who require support should contact the Worcestershire Association of Carers on www.carersworcs.org.uk or call their Helpline 0300 012 4272.

Official statistics and information are available on the link below:

<https://www.gov.uk/government/publications/covid-19-track-coronavirus-cases>

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At the time I am writing this article, the number of people in Worcestershire that have been tested positive for COVID-19 is 916 people. This equates to a rate of 155 people per 100,000. Worcestershire has a population of 592,000 residents.

Financial support for you

If you are struggling financially then the advice is to make a claim for Universal Credit, Council Tax Support and other benefits you may be eligible for.

There is more information on the [coronavirus employments and benefits page](#).

Help paying your Council Tax

If you are of working age and already receiving Council Tax Support you will get a one off reduction of up to £150. This will be applied automatically to your bill. New bills will be issued in the next few weeks.

You can apply online for [Council Tax Support](#) if you are struggling to pay your bill.

More information is available on our [Benefits and Council Tax page](#).

Even if you are not eligible for Council Tax Support, you still may be able to defer your payments for a short period, or spread them over 12 months instead of ten.

Please contact the Council's team by emailing Revenues@southworcestershirevenues.gov.uk or call 03004 560560 to discuss your circumstances and they will do their best to help you.

Help to find a job

If you have been made redundant, are facing redundancy or are looking for work then the [Worcestershire Jobs Match scheme](#) can help. It has been created to help match businesses struggling to fill vacancies with individuals who have lost their jobs as a result of the Covid-19 outbreak.

We are also supporting the Pick for Britain campaign, to find thousands of workers to help support farmers to harvest fruit and vegetables and help feed the nation.

You can find out more about job opportunities available on our local farms, and other opportunities, on our [Local Job Opportunities page](#).

Support for businesses

We have paid out support payments totalling more than £19million to 1,683 businesses. If you are a business and have yet to apply, find out if you are eligible and more information on our [Business Rates Reliefs page](#).

The Government's furlough scheme is now open meaning businesses can apply for help to pay up to 80% of the wages of staff.

www.businesssupport.gov.uk has details of all the support available to businesses.

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Support for care homes

Worcestershire County Council is supporting care homes across Worcestershire and working closely with providers to ensure that care homes have adequate PPE.

WCC are running a recruitment campaign which is looking for people to come in and provide support to our frontline social workers. They're looking for relief workers to join for a short period of time to backfill and support a number of caring roles across the county, whether that be in our care homes, residential care settings and in people's homes.

The campaign has proved successful, so far, but they're still on the lookout for people and more information can be found at www.worcestershire.gov.uk/makearealdifference

WCC have added their support to the Step up Now campaign, which is encouraging final year social care students to step up and take on a role now to support those most in need at this time. More about this campaign can be found at <https://stepupnow.org.uk/>

They're also supporting the Come Back to Care campaign, which is appealing for former social workers to come back and support services with their much needed skills and experience. Find out more about this campaign at <https://comebacktocare.org.uk/>

REMINDER - Superfast Broadband is coming to Broad Marston

As part of the roll-out of Superfast Broadband by Worcestershire County Council, Fibre To The Premises (FTTP) is being installed in Broad Marston so residents will be able to enjoy speeds of up to 100MBps. The installation by BT should be completed by the end of December 2020, but could be ready early, but householders will have to sign up for Superfast via BT or their internet provider as a new box will need to be installed in their house. See: <https://www.superfastworcestershire.com/build-progress>. And look up Pebworth V5022. Alternatively using the interactive map on <https://www.superfastworcestershire.com/#where-when> and zoom into your house to see the latest.

Update on Broad Marston flooding

The meeting with the WCC flood alleviation and road drainage manager due on 27th Feb was postponed again due to the corona virus.

Highways:

Highways are still working but with a reduced team as some workers are self-isolating due to their health issues. However, all emergency works to Highways to keep them safe and roadworthy are continuing, and some planned work is also taking place.

To keep up to date on the roads affected see

http://www.worcestershire.gov.uk/info/20602/roadworks_in_worcestershire

Or look at the national roadworks website below, and type in Bretforton in the top right box to search. www.roadworks.org

1. **Closure C2113 Mickleton to Long Marston Rd from 27/4/20 for ditch work**
2. **Bretforton Rd/Honeybourne Rd** was closed for a few days in April to carry our urgent ditch work to help alleviate future flooding.
3. **Front Street repairs** – repair and patching of Front Street at the junction with Back Lane due in May.

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- 4. Cracks in pavement up Front Street** –It is a major project as a concrete raft is to be installed under the pavement to stop the subsidence. Latest date is estimated to be August/Sept 2020.

As always, if you have any issues on any Highways matters, please report it on the WCC website http://www.worcestershire.gov.uk/homepage/98/report_it

Also remember a photo of the Highways problem is as good as “a thousand words” so always take a photo where possible.

County Council Divisional Fund

The new financial year has started at the County Council, so new Divisional grants are available. So any community organisation that needs a little support to buy equipment or some essential service can apply by contacting me.

Your County Councillor, Alastair Adams can be contacted on adams.pebworth@gmail.com or mobile 07725 979 277 or www.alastairadams.org

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