

**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 6<sup>th</sup> July 2020.

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

**In attendance:** J Stedman (Clerk),

**Apologies:** None

**258. 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.  
 Cllrs. **Simon Shiers** declared a nonpecuniary interest in cemetery matter Minute 269A

**259. Open Forum** No public present

**260. 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.

**261. Minutes:**

- a) Members considered and approved the wording of the minutes the 25<sup>th</sup> May Parish Council meeting which will be signed by the chairman.

**262. Planning**

- a) **20/01240/S106** Location: Land Adjacent to, Sims Metals UK (South West) Limited, Long Marston, Pebworth, Description of Proposal: Application under section 106A of the Town and Country Planning Act 1990 to modify the requirements relating to legal agreement dated 12 November 2013 and associated with planning reference 13/00132/OU Applicant: Elizabeth Woods  
 The council has no comments to make on the application.
- b) **20/01124/OUT:** The council wished to make observation on the neighbouring Honeybourne parish planning application: -  
 Location: Land Off, Stratford Road, Honeybourne; Proposal: Outline planning application for the construction of up to 65 no. dwellings.  
 The council considered the addition of 65 dwelling on Stratford Road Honeybourne will have a potential impact of increasing traffic volumes through Pebworth and exacerbate the existing flooding problems at the two railway bridges between Pebworth & Honeybourne.  
 Clerk to respond to WDC planning department expressing the council concerns over the impact of the development and support Honeybourne Parish Council's consultation response on flooding and highway matters.

**263. Finance:**

- a) Council approved the schedule of payments to be made by internet banking, Clerk to action the payments and Cllr Richard Weller to authorise.
- b) Council considered and approve the first quarterly bank balances, bank reconciliation, receipts and payments and budgetary expenditure, Cllr Richard Weller confirmed the accounts balanced accord with the internet bank statements for May.

## Pebworth Parish Council

### 264. Audit

- a) Members noted the external audit (AGAR) was emailed to PKF Littlejohn on 11th June and the statutory notices posted on all noticeboards on 11th June.

### 265. Village Hall:

- a) Cllr James Pearson reported the Village Hall refurbishment works was delayed due to new bricks not matching the existing bricks, The QS and WDC have carried out site works inspection and the works are now progressing well. The first payment to the contractors is expected later this month.
- b) The Clerk reported on receiving £57,946.00 NHB funding and the Legacy grant funding of £80,000.00 from WDC

### 266. Community & Council Matters:

- a) Members noted the report on the Pebworth response group's activities and finances, and it was confirmed the group activities are now running down, a further report will be considered at the next council meeting. It was noted some of the council financial support may be credited back to the council later.
- b) The clerk confirmed the nuisance bonfires in Elm Close were reported to Worcestershire Regulatory Services and the matter will be monitored, no further action at this time.
- c) The clerk confirmed the alleged antisocial behaviour of speeding traffic in Elm Close with was reported to Rooftop Housing Association and no response has been received to date.

### 267. PIB requests considered by council: –

- a) The Parish Council to request Rooftop Housing to have the Leylandii hedge removed from the bungalow garden next to the Close and the garden fencing replaced, Council approved the proposal, Clerk to make enquires with Rooftop Housing.
- b) If necessary, PIB to carry out further tree or shrub planting to help hide the hedge if the hedge not remove; Council approved the proposal
- c) To purchase painting materials for the repainting of the metal fencing on the recreation field. Council approved the proposal and agreed to delegate to the Clerk the expenditure budget of £250 for the council to purchase the materials necessary to carry out the painting. Clerk to liaise with PIB to action the works and Cllr John Hyde will estimate the quantity of paint required.
- d) To place small white gravel within the tree rings on the Memorial site on the recreation field; Council approved the proposal
- e) To place two wooden half-barrel planters either side of the bench at the Memorial site paid for and maintained by PIB. Council approved the proposal

### 268. The Close and Recreation Field

- a) To receive the monthly safety inspection report and consider any actions arising.
- b) The Clerk reported on a further email sent to Rooftop Housing on June 25<sup>th</sup> requesting reimbursement of 50% of the ditch clearance costs, as no response has been received to date the Clerk will pursue the matter with Rooftop Housing Association.
- c) Council considered the reopening of the play equipment on the Close in consideration of the latest Covid-19 regulation and agreed the sanitising requirements set out in the regulations are unachievable within the council's resources therefore the play equipment will remain closed. It was further agreed to renew all the public notices on the play equipment and The Close. Cllr John Hyde will post the new notices as soon as possible.

### Pebworth Parish Council

- d) Cllr John Hyde reported on the problems with the tennis net winding gear as the net has been over tightened which then loosens the weak support post. The net is now tightened to just under the correct height and the winding handle is removed to prevent further problems.
- e) The Timberplay Zip wire rotted wood as indicated in the RoSPA report will be reported to Timberplay requesting a quotation to remedy the problem and have the Zip Wire operational as soon as possible.

#### 269. Cemetery:

- a) The Chairman reported on parishioner's work carried out on the burial ground eastern boundary during lockdown whereby all the ground ivy and weeds have been removed from the fence line and the soil heaps levelled where possible. He also reported on the large amount of plastic and silk flowers and other flower arrangement items made of plastic materials scattered over the length of the boundary potentially blown there by the wind. The Chairman requested the cemetery regulations are reviewed in the near future and consideration given to ban plastic and silk flowers in the cemetery.
- b) In consideration of the works carried out on the eastern boundary the Council agreed the regular ongoing maintenance of the boundary will be included in the council's cemetery maintenance contract. Clerk to action the contract addition.
- c) Members noted the report on the request for a headstone for T/L Mrs E Rimell.

#### 270. Allotments

- a) The Clerk reported half of plot 7 is now vacant and will be advertised to fill the vacancy.
- b) It was agreed the Handyman will be requested to trim the weeds on the half plot to prevent weed seed proliferation.
- c) Members raised the outstanding ditch clearance at the allotment site and agreed members would carry out a site inspection to establish if the clearance is necessary or not.

#### 271. Street Lighting:

- a) Faulty lights to be reported for repair. – none reported.
- b) The Clerk reported there is no further progress with the streetlight upgrade installation as the lantern factory is still on covid-19 lockdown.

#### 272. Highway Matters:

- a) Members reported the following matters.
  - i) Blocked Gully opposite the Church by the bus shelter.
  - ii) Blocked Gully in lower Back Lane.  
Both matters to be referred to the Lengthsman.
- b) A request for traffic calming on the narrow bend between St Peter's Church and Corner Cottage was considered by council and it was agreed to request County Highways officers to carry out a safety audit of the area as traffic volumes have greatly increased in recent times, Cllr Alistair Adams to be informed of the request to County Highways.

#### 273. Lengthsman or Handyman Matters.

- a) New highway or maintenance matters in need of attention.
  - i) Inspect and clear if possible, the two blocked gullies.

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### 274. Public Rights of Way:

- a) To receive reports of any new PROW matters in need of attention. None at this time.
- b) Members noted the report on action taken regarding concerns over the safety issues on the watercourse bridge on the PROW 538B from the Close to Friday Street – the safety issues were brought to the attention of Worcestershire County Council PROW officer who considered the risk was very minimal as no incidents had been reported in all the years the bridge had been in place. Council agreed to continue to monitor the safety of the bridge and take no immediate remedial action.

### 275. Matters Raised by Members: for consideration and or items for future agendas.

- a) **Chairman:** Review of cemetery regulations to be placed on the next meeting agenda.

### 276. Meeting Dates

- a) It was confirmed the next council meeting is scheduled for August 3<sup>rd</sup>

### 277. Exclusion of the Public from the Meeting. Council agreed the following resolution: -

- a) 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.

278. The Clerk outlined the changes to his personal circumstances and the results of his enquiry with SLCC regarding the clerk's holiday and pay arrangement. The Clerk has now confirmed his holidays will be taken as advised by SLCC and his monthly salary adjusted accordingly with immediate effect. Council confirmed the new holiday arrangements are accepted.

There being no further business the chairman closed the meeting at 8.33

## Finance and Payments

<b>Bank Accounts</b>		Verified and Confirmed Account Balances	
Statement	29/05/20	Current Account Balance	£3,312.60
Date	09/06/20	Deposit Account Balance	£55,379.10

### Payments Authorised

Cheque Number	Payee	Details	Gross Payment	Net Payment
20	Limebridge RS	Amenity mowing contract	852.00	710.00
21	Building & Plumbing	Water sealer The Close	22.99	19.16
22	Mr J Targett	Neighbourhood watch support	72.54	72.54
23	John Hyde	Lengthsman Works	80.40	80.40
24	John Hyde	Handyman Works	161.25	161.25
25	J Stedman	Clerk's salary and expenses	***	***
26	Limebridge RS	Amenity mowing contract	852.00	710.00
27	HMRC	PAYE for the Clerk's Salary	410.82	410.82

## Pebworth Parish Council

### Ward Members Report

**Month: July 2020**

**Prepared by Alastair Adams**

**Littletons Division, Worcestershire County Council**

Dear All,

Since my last report, the world is starting to get back to normal with shops and schools open, many people back at work, and more traffic on the roads.

I attach a colour newsletter from Worcestershire County Council which summaries the many things that have been done by the County Council during the Lockdown.

I also list the latest news announced in the last few days:-

- A "COVID summer school fund" is being set up by the government to help feed children during the holidays. Children eligible for free school meals in term time in England will get a six-week voucher.
- A total of 9 out of 10 schools in Worcestershire are now open daily to reception, year one, year six and year ten or twelve students, following the wider re-opening of schools throughout June. Attendance across the county's schools has risen to 17.7% of the total proportion of children in school, higher than the national average of 15.6%.
- Positive feedback received from parents, teachers and pupils regarding the experience within schools since the re-opening.
- Pupils in years 10 and 12 in secondary schools, sixth form and further education colleges across the county returned this week. A limit of 25% of pupil numbers is in operation to ensure compliance with social distancing guidelines.
- Town centres continue to be busy as non-essential shops have begun to open. District Councils (working in partnership with the County Council) have measures in place to enable safe shopping accepting that people need to be responsible for their own actions
- Six of Worcestershire's libraries are currently opened as from Saturday July 4th, in line with phase three of Central Government's relaxing of lockdown restrictions.
- Testing: The Regional Testing Facility at Worcester Warriors can process approx. 600 tests per day. Capacity is managed within the Department for Health and Social Care system, with availability being released to meet demand as required. Review of "pop-up" locations underway as some of the locations re-open, e.g. West Midlands Safari Park.
- Face-to-face birth registrations by appointment resumed last week at four sites across Worcestershire; Worcester (County Hall), Bromsgrove, Redditch and Kidderminster. Over 700 registrations have already taken place and it is expected that the backlog will be cleared by the end of the week.
- 10 of the 11 Household Recycling Centres in Worcestershire are now open. As expected, these are extremely busy and therefore additional traffic management measures have been put in place.
- The level of infections in Care Homes in Worcestershire remains stable and in line with levels across the West Midlands. All staff and residents in Care Homes with positive cases of COVID-19 have been tested.
- Pressure continues to ease on the Acute Trust with the number of active cases and new admissions to hospitals still falling.
- The Test and Trace service is live. A team of Environmental Health Officers and Public Health Practitioners will provide this locally in Worcestershire
- Emergency PPE packs delivered to 190 schools, 135 nurseries and childminders and 14 children's homes

### **COVID-19 STATISTICS**

Official statistics and information are available on the link below:

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

The methodology for reporting positive cases changed on 2 July 2020 to remove duplicates within and across pillars 1 and 2, to ensure that a person who tests positive is only counted once. Numbers of lab-confirmed positive cases throughout this website now include those identified by testing in all settings (pillars 1 and 2).

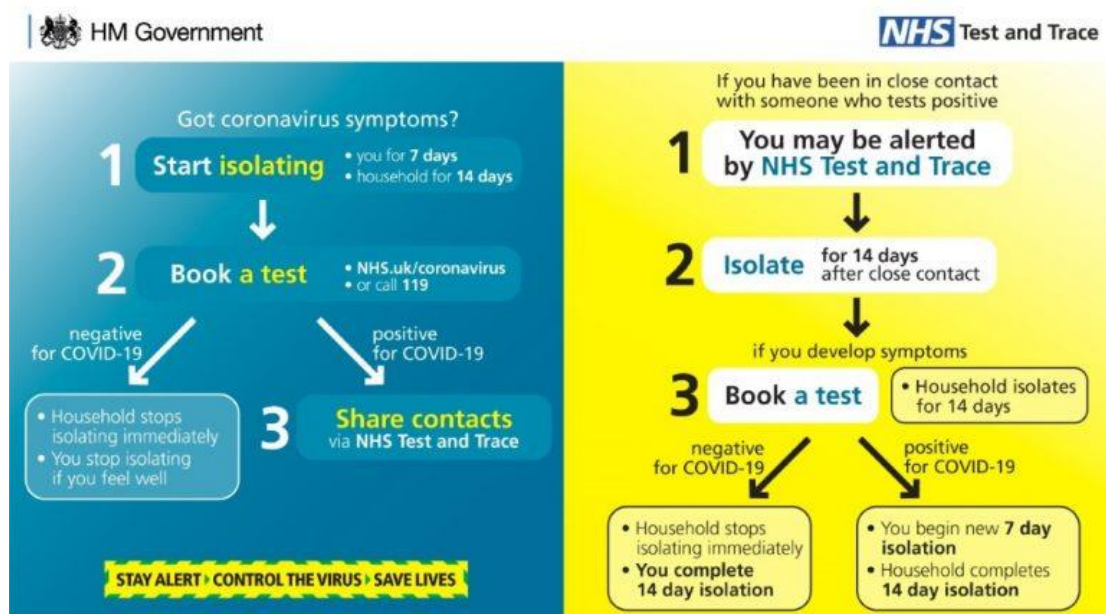
Pillar 1 and Pillar 2 are different kinds of data taken from coronavirus testing. Swab tests for Covid-19 are carried out in hospitals and surgeries as well as in the community all the time.

Each pillar comes with specific coverage goals and a set purpose from one or several organisations:

## Pebworth Parish Council

- Pillar 1 data comes solely from the tests carried out in Public Health England (PHE) lab and NHS hospital settings.
- Pillar 2 tests come from out in the community, such as care homes.
- Some key statistics being:

<b>Number Testing Positive in Worcestershire</b>	<b>2334</b>
<b>Number Testing Positive in UK</b>	<b>283757</b>



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

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

or telephone **01905 768053**

<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](http://www.carersworcs.org.uk) or call their Helpline 0300 012 4272.

#### **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@southworcestershirerevenues.gov.uk](mailto:Revenues@southworcestershirerevenues.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.

## Pebworth Parish Council

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](http://www.businesssupport.gov.uk) has details of all the support available to businesses.

### **Digital Libraries**

Nearly fifty thousand e-books, audio books and e-magazines (47,703) have been downloaded from Worcestershire County Council's digital library service in the last three months. This is an increase of 100% on the same period last year. More than a thousand people have joined the library service as digital members since the beginning of the lockdown.

### **Update on Broad Marston flooding**

The meeting with the WCC flood alleviation and road drainage manager due on 27<sup>th</sup> Feb was postponed again due to the corona virus. Another date has been organised for 9<sup>th</sup> July, time TBA.

### **Highways:**

1. **Front Street repairs** – repair and patching of Front Street at the junction with Back Lane -completed
2. **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.
3. **Mickleton Rd temporary closed 6/7 – 7/8** – road works by Gloucestershire County Council
4. Nearly 365 miles have been surface dressed as part of the yearly programme so far, and over 35,000 square metres of roads have been resurfaced.
5. During the pandemic, WCC has repaired over 6,000 carriageway defects, emptied over 8,000 gullies, cut nearly 5,000 miles of grass verges and responded to over 100 out of hours calls, across the county.
6. It's just been announced that Worcestershire County Council has been awarded £135,500 to support cycling and walking in the county. The funding has been allocated from Phase 1 of Central Government's **Emergency Active Travel Fund**, and it will help support increased walking and cycling routes on a number of key commuter routes across the county.

To keep up to date on the roads affected see

[http://www.worcestershire.gov.uk/info/20602/roadworks\\_in\\_worcestershire](http://www.worcestershire.gov.uk/info/20602/roadworks_in_worcestershire)

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

[www.roadworks.org](http://www.roadworks.org)

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](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**

- Offenham Cricket Club- grant request for a contribution of £500 towards a new mower – grant approved.

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](mailto:adams.pebworth@gmail.com) or mobile 07725 979 277 or [www.alastairadams.org](http://www.alastairadams.org)**

**Pebworth Parish Council**

**District Councillor Report- Pebworth**

**Month: July 2020**

**Prepared by Thomas Havemann-Mart**

**Honeybourne & Pebworth, Wychavon District Council**

Dear All,

I attach a colour newsletter from Wychavon District Council which summaries the districts recovery plan that puts the local economy at the core of what Wychavon is doing focusing on jobs and skills. To date £29 million has been paid out to businesses across the district in the form of coronavirus grants.

As Ali mentioned in his report the way reporting of coronavirus has changed to include pillar2 tests

Data released by Public Health England on 2 July showed there were 416 confirmed cases of coronavirus recorded in Wychavon District.

This is a significant increase that has been caused by the addition of Pillar 2 test results to the data and does not mean there has been a significant spike in Covid-19 cases in our districts.

Previously, the data only included Pillar 1 data – this is the result of swab tests done in Public Health England labs and NHS hospitals for those with a clinical need and health care workers.

Pillar 2 data includes swab testing for the wider community.

The number of cases in our districts, and Worcestershire as a whole, has been in decline over the past two weeks. The current rate is 318.8 cases per 100,000 of the population in Wychavon. This is significantly lower than Leicester where the rate is 1,034 per 100,000 population and has spiked in the last 7 days with no sign of any fall in levels.

That is why Leicester is going into local lockdown. There is no need for that in Worcestershire currently. Rates are still higher than Public Health England would hope to see at this point in the pandemic, so we continue to promote the message to our residents to follow social distancing advice closely and to seek a test if they have symptoms.

Pillar data is just one of many indicators Public Health England uses to predict where infection rates are rising significantly. To use the data on its own is not appropriate as it does not give a complete picture of what is happening locally.

There were 3 further deaths from Covid-19 in Wychavon in the 7 days from 12 to 19 June, with 2 occurring in care homes and 1 in hospital. The total number of deaths in the district is now 105 with 48 occurring in care homes.

The county has a local outbreak control programme.

**Reopening of district services**

The play areas in Wychavon reopened on the 4<sup>th</sup> of July, apart from Crown Meadow play area which is closed until 20 July as repairs are still being carried out due to flood damage.

Signage has been installed reminding people to follow social distancing rules and an enhanced cleaning regime is in place. Hand sanitiser stations will be installed shortly. We are currently awaiting delivery from the manufacturer.

From Tuesday 7<sup>th</sup> of July Wychavon will be offering face to face appointments for people who genuinely need them at the Civic Centre. Residents must call first to arrange this though and a face to face appointment will only be offered if it is genuinely needed and the customer cannot be supported another way.



### **Pebworth Parish Council**

Worcestershire County Council is opening some libraries, including Evesham, from 4 July but not for general browsing, so Wychavon's Customer Contact Centres will remain closed.

The Civic Centre itself will remain closed to the public for now.

Some news

- Resettlement of refugees in Evesham has already hit its target with 142% of funding, having received £200 from us.
- Evesham Community Prescription is halfway towards their target with backing of £200 from us to fund prescription delivery to the most vulnerable.
- We've also given £200 to St Andrews Centre for environmental improvements to reduce running costs by 75%.
- We have several organisations that are developing projects to bid for funding using the platform but have yet to launch. You will be able to see them here when they go live: <https://www.spacehive.com/profile/wychavondistrictcouncil#funds>

#### **Domestic abuse awareness campaign**

Wychavon will be promoting several domestic abuse awareness campaigns over the next few weeks in response to an increase in incidents of domestic abuse as a result of lockdown restrictions.

The campaigns will focus on encouraging perpetrators to recognise their behaviour is unacceptable and to seek help. It will also remind victims that they have a right to leave their home if they are fleeing domestic violence, regardless of any lockdown restrictions, and where they can seek help.

Alistair has mentioned the below in his report but it is extremely useful information so I'll add it again.

#### ***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.

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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](http://www.businesssupport.gov.uk) has details of all the support available to businesses.

Kind regards,  
Tommy

**Your District Councillor, Thomas Havemann-Mart can be contacted on [Thomas.Havemann-Mart@Wychavon.net](mailto:Thomas.Havemann-Mart@Wychavon.net) or mobile 07817 873 054**