

**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, & David Cranage

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

**Apologies were agreed from:** Cllr John Hyde

**279. 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**

**280. Open Forum** No public or ward members present

**281. 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.

**282. Minutes:**

- a) Members considered and approved the wording of the minutes the 6<sup>th</sup> July Parish Council meeting which will be signed by the chairman.

**283. Planning Applications**

- a) **20/01465/LB** Associated Ref:20/01464/HP Location: Broad Marston Manor, Broad Marston Road, Broad Marston, Description of Proposal: Demolition and rebuilding of lean-to of Tythe Barn to provide bat accommodation. Applicant: Miss Charlotte Harris  
The council has no objection or comments on the application

**284. Planning Matters**

- a) To note: a WDC planning enforcement officer has opened an enforcement file for the hedge removal and replacing it with hardcore for parking off Chapel Road
- b) **Street naming for the Simms Metal site;** members considered themes for naming the 18 roads associated with the site and agreed to delegate the matter to the Clerk when members suggestions are agreed. Clerk to consolidate the members proposals and have a list of street names agreed as soon as possible.

**285. Finance:**

- a) Council approved the schedule of payments to be made by internet banking see appendix A in the minutes
- b) The Clerk reported on lodging a VAT claim for £9895.15
- c) The Clerk reported on transferring £40,000.00 from the treasurers account to the deposit account for banking security reasons

## Pebworth Parish Council

### 286. Village Hall:

Cllr James Pearson reported on the progress of the Village Hall refurbishment works: -

The Chairman and I had a meeting with Jane and Dawn a couple of weeks ago to tie in with the first valuation/invoice for the project. We went through the current costings and schedule of works thoroughly and everything appears to be going according to plan. A lot of the internal and external preparatory works have been undertaken and a few additional costs have come to light. The positive is that with the works that have been done it is hoped that the majority of overruns have been identified during this phase of the project. We are still on target to hit the overall budget as some savings have been achieved but the overruns have materially reduced the contingency, we had in place so the project will need close monitoring as it progresses.

There have been some delays with materials but the anticipated completion date remains unchanged despite those – that has resulted in some weekend working which was not originally anticipated however I haven't noticed that to be particularly noisy but we should be watchful in case there is any feedback from residents on that.

- a) The Clerk reported on the payment made by BACS within the due date for the invoice received from Arden Construction for the Village Hall works.

### 287. Community & Council Matters:

- a) Report on the Pebworth response group's activities and finances; Cllr James Pearson reported he had analysed the spreadsheet of accounts for the group and will ask for a more detailed analysis of the income and expenditure to enable a report for the next meeting
- b) The Clerk confirmed that PIB were informed of the council decisions on the requests made by PIB at the July meeting.

### 288. The Close and Recreation Field

- a) No monthly safety inspection report was available for the meeting.
- b) Members agreed to reopening the play equipment area on Friday 7<sup>th</sup> August in conformity with the latest Government regulations and in compliance with the council insurers requirements. A risk assessment was adopted for the specific use of the play equipment on The Close and the requirement for daily spray cleaning was debated and removed as it was considered to be an unmanageable requirement. It was further agreed the council will not carry out any sanitising or cleaning of the play equipment and will fully inform all users by way of signage to ensure they clean and sanitise the play equipment and their hands before and after use. Extensive safety signage will be attached to all play equipment items and information notices placed in the area reminding users of the Covid regulations.  
The council will ensure the site is regularly inspected and the waste bins are checked and emptied, as necessary. The signage will also be placed in the recreation field on the MUGA and table tennis table. A public information statement will be published to inform the parish of the council actions and Covid regulations and requirements.
- c) Members noted the information received from the council's insurers for playground use under Covid-19 conditions and the requirement for a risk assessment to cover the Covid-19 regulation requirements.
- d) Members declined an offer from a resident to help with the sanitation requirements for the play equipment on The Close as none will be administered by the council.
- e) Council agreed to the annual safety inspection offer from Wicksteed which will be an accompanied inspection to ascertain the exact remedial requirements of any safety issues.

### Pebworth Parish Council

- f) The Clerk confirmed The Rooftop Housing Association's reimbursement of 50% of the ditch clearance costs.
- g) Council agreed to accept the quotation from Timberplay for an inspection of the Zip Wire safety issues identified by the RoSPA inspection, Clerk to action the inspection.
- h) The Clerk reported on issues raised regarding the mowing contractors causing damage on The Close and confirmed all issues are now resolved.  
It was noted that the contractors raised concerns over the condition of the picnic tables and members agreed to inspect them to ensure they are safe for public use, members report to be considered at the next meeting.

#### 289. Cemetery:

- a) Council considered a review of cemetery regulations and agreed to a proposed new regulation to prohibit any artificial flowers or plastic adornments including flower wrappings and sleeves made of plastic being placed in the cemetery. The new regulation is to mitigate plastic products polluting the environment and littering the cemetery as many artificial flowers are blown away and extensively litter the cemetery boundary. The new regulation will be enforced from November 1<sup>st</sup> when the council will remove any items in breach of the regulations. Notices of the new regulation will be displayed in the cemetery as soon as possible.
- b) Members noted the interment of ashes in grave of OPJ Rochfort No 646 and the removal of the headstone for new engraving

#### 290. Allotments

- a) Members reported on their inspection of the allotment ditch and consider no immediate remedial action is required for flood alleviation, furthermore, the cutting of the adjoining hedge will be considered in the autumn.

#### 291. Street Lighting:

- a) Faulty lights to be reported for repair. – none reported.
- b) The Clerk reported there is no progress with the streetlight upgrade installation, but it is pending to start as the required goods are now available and an invoice has been received for the contract works.

#### 292. Highway Matters:

- a) New highway matters reported
  - i) Council agreed to have the un-mown sections of the verges on Long Marston Road mown by the council's contractor as the County Council contractors have not mown to the Mill Field junction.
- b) Council considered a request for resolving traffic speeding through Little Meadows and noted a report from PC Jamie Lee stating he had carried out a speed check over a 45-minute period and no vehicles exceeded the 30-mph limit in Little Meadows.  
In consideration of the ongoing speeding problem the Clerk is requested to investigate any available grants to support the purchase of a portable VAS device for deployment around the parish, matter to be considered at the next meeting.
- c) Traffic calming between St Peter's Church and Corner Cottage – no further information available to date, Cllr Alistair Adams will be requested to pursue the request for action

**Pebworth Parish Council**

**293. Lengthsman or Handyman Matters.**

- a) New highway or maintenance matters in need of attention.
  - i) To carry out the regular checking of the non-return valve in the ditch on Priory Lane
  - ii) The tree clearance for the ditch in Priory Lane to be referred to the landowner
  - iii) Missing Oak bollard on Front Street is in need of replacement
  
- b) The blocked gullies by the Church and in Back Lane are beyond clearance and require jetting; Clerk to report the issue to County Highways

**294. Public Rights of Way:**

- a) Reports of any new PROW matters in need of attention.
  - i) It was reported that the footpath gate is locked shut on PROW 532C off Long Marston Road preventing access to the footpath, Clerk to pursue the matter with the landowner
  - ii) PROW 538B from The Close to Friday Street is overgrown with weeds and requires cutting back, Clerk to contact the landowner and or resolve the problem

**295. Matters Raised by Members:** for consideration and or items for future agendas. - None

**296. Meeting Dates**

- a) It was confirmed the next council meeting is scheduled for September 7<sup>th</sup> venue to be announced.

There being no further business the chairman closed the meeting at 8.55

**Finance and Payments**

	<b>Bank Accounts</b>	<b>Verified and Confirmed Account Balances</b>	
Statement	14/07/20	Current Account Balance	£138,926.30
Date	09/07/20	Deposit Account Balance	£55,381.38

<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>
22	Mr J Targett	Neighbourhood watch support	72.54	72.54
DD	Npower	Streetlight Energy	89.63	85.36
DD	Npower	Streetlight Energy	523.25	498.33
28	Arden Construction Ltd	Village Hall contract works	34,694.76	28,912.30
29	Candela Traditional Lighting	Streetlight installation	15,623.16	13,019.30
30	X2 Connect	Defib Kiosk Refurbishment	3,570.00	2,975.00
31	Limebridge RS	Amenity mowing contract	852.00	710.00
32	J Stedman	Clerk's salary and expenses	***	***