

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 5th October 2020.

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

In attendance: Cllr Alistair Adams, Dawn Lodge and J Stedman (Clerk),

Apologies all members present

- **Disclosures of Interests:**

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

None declared

Open Forum

Dawn Lodge, the Village Hall's contract QS, gave an update on the Village Hall refurbishment works detailing the reasons for the 8 week delay in the construction works caused by site management issues, Covid-19 delays and material supplies. The Site manager has now been replaced and many delay issues resolved, the refurbishment works are now scheduled to be completed by late December. Late completion penalties may be claimed for the 8-week delay. Dawn reported the works quality is very good. Question referring to the contractor's finances were raised, and Dawn gave an assurance there is not a problem with the company's finances. Members requested update reports are issued more frequently and weekly reports would be preferred as reports in the Piper newsletter have preceded the reports to the council. A site meeting will be arranged next week when the Chairman and Cllr James Pearson will attend.

A detailed report on the refurbishment from Cllr James Pearson is appended to the minutes.

- County Councillor Alastair Adams and District Councillor Thomas Havemann-Mart provided their reports which are attached to the minutes.

314. 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. Letters to Mr Longford, Norton Hall and Persimmon Homes Charity were noted.

315. Minutes:

- a) Members considered and approved the wording of the minutes from the 7th September Parish Council meeting which will be signed by the chairman.

316. Planning matters noted

- a) **20/01790/HP:** Location: Brookfields, Broad Marston Road, Broad Marston, Proposed side extension:
The council has no objection or comments on the application
- b) **SDC site allocation proposals:** Members agreed to response to the SDC site allocation proposals for the Long Marston air filed and Meon Vale development sites as the lack of new road infrastructure and intensification of house building will potentially impact on Pebworth with added through traffic.

Note: At 7.45 Cllr James Pearson left the meeting for personal reasons

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317. Finance:

- a) Council considered and approved the clerk's second quarterly bank reconciliation, accounts, and budget balances.
- b) It was agreed that the Clerk can make the formal application to the PWLB for the £100K public works loan when required to enable Village Hall project payments.
- c) Members noted the Clerk's report on payments made since the last meeting.
- d) Council agreed the schedule of payments to be made by internet banking as below.

	Bank Accounts	Verified and Confirmed Account Balances	
Statement	11/09/20	Current Account Balance	£39,920.37
Date	09/09/20	Deposit Account Balance	£95,384.19

Payments Authorised

Cheque Number	Payee	Details	Gross Payment	Net Payment
	Building & Plumbing			
41	Supplies	Cemetery paint	10.93	9.11
42	Robert Millerchip Designs	Village Hall contract works	400.00	400.00
43	Arden Construction Ltd	Village Hall contract works	27,743.16	23,119.30
44	Limebridge RS	Amenity mowing contract	852.00	710.00
45	J Stedman	Clerk's salary and expenses	***	***
46	Timberplay Ltd	Zip Wire inspection	354.00	295.00

- e) The receipt on the second precept payment from WDC was noted.
- f) Council considered a donation request from Stratford CAB for a support for an ex-residents Microwave oven. A donation of £50 was agreed by 5 votes for, and 1 abstention to make an unconditional grant to the SDC CAB.

318. Community & Council Matters:

- a) The report on the Pebworth response group's activities and financial analysis was not available and will be presented to the next meeting.
- b) Council agreed with the reports from ward members on the resolve of problems with traffic and signage on Priory Lane, Broad Marston. It was noted that the WDC and WCC will not supply any signage for private roads and it is the landowner or property owner's responsibility to install appropriate signage if they wish to do so. Clerk to inform Mr Longford that the local Councils cannot help with any signage and it is the property owners' responsibility to install any signs. Council noted the contents of email from Mr Longford.
- c) The Clerk reported on a funding request sent to Persimmon Homes Community Champions for traffic calming funding, as no response has been received to date council requested a follow up letter be sent.
- d) The Handyman reported that the Defibrillator status is satisfactory and confirm regular checks are carried out to ensure its operational.
- e) Members noted the Defibrillator was recently used by the ambulance services and it has been re-installed and checked to ensure it is operational.
- f) Council considered a report from PIB and agreed the following actions on their requests:
 - i) PIB to be requested to liaise directly with Rooftop Housing Association regarding any works relating to the Leylandii trees on the Boundary of The Close.
 - ii) The tree debris on The Close caused by storm damage to be cleared and disposed of, it is suggested Mr Raffe Wood is asked to carry out this clearance for the council.

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- a) Culvert at Orchard Dene: Council agreed in principal to progress the upgrading of the culvert at Orchard Dene to a bridge crossing as WDC has confirmed the £4,500 support grant is available for the works. Clerk to liaise with the approved contractor to confirm costs and schedule the works and to proceed if the costs are agreed within budget. The budget is agreed to be £5,300 for the Broad Marston ditch and culvert works combined. An information letter to be sent to all neighbouring properties informing them of the pending works.
- b) Ditch Clearance at Broad Marston Road: It was agreed to proceed with the clearance as recommended by Cllr Alistair Adams whereby some 100m of ditch will be cleared of slit and a drainage pipe removed to create improved flow within the drainage ditch. Cllr John Hyde will liaise with the contractor regarding the details of the requested works.
- c) Collapsed Culvert: The Clerk reported on the collapsed culvert blocking a watercourse on the farmland north of the old fire station. It was confirmed the land is owned by Mr Mark Rainbow and it was agreed to write to Mr Rainbow asking for the watercourse blockage to be cleared to help flood alleviation. Clerk to action the letter.
- d) The Clerk reported on correspondence received requesting action for flood relief in Broad Marston. The action listed in minute 319 will resolve all the issues raised.
- e) Members reported the watercourse between Broad Marston Manor and the Priory is still obstructed by fallen tree branched for trees in the grounds of Broad Marston Manor. As the riparian responsibility is uncertain the Clerk will write to both properties requesting the watercourse is full cleared before winter.
- f) Cllr Alistair Adams reported the blocked drain gully by the Church is scheduled for jetting in the near future.
- g) Cllr Alistair Adams reported the culvert under Chapel Road by the Village Hall is possibly silted up, it was agreed the Lengthsman will investigate and report to council.

320. Village Hall:

- a) Cllr James Pearson reported on the progress of the Village Hall refurbishment works, his full report is appended to the minutes.
- b) Members noted the Clerk's report on the payments made by BACS within the due date for the second invoice received from Arden Construction and Mr Millerchip for the Village Hall works. Also noted the bank account current balances and cleared payments to date.

321. The Close and Recreation Field

- a) The monthly safety inspection found no safety matter of concern.
- b) The annual safety inspection by Wicksteed has been requested for an accompanied inspection. Visit date confirmation is expected by November.
- c) Council considered the extensive play equipment inspection report from Timberplay and agreed the report requires an in-depth comparison with the RoSPA report to identify the issues in need of attention, Cllrs Morrow, Meynell and Hyde will consider the reports and recommend future actions to be considered at the next council meeting.

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- d) Council considered a suggestion from the Village Hall (see the Village Hall report appended) for improving public seating near the play equipment on The Close and an option to move the youth shelter to the play equipment area giving an improved visual aspect from the Village Hall. A cost of £500 was muted for the youth shelter moving and in consideration of this the council agreed the shelter can be moved but the council has no budget for the move or any new seating therefore the Village Hall can move the shelter at their own expense if they wish to do so. A budget for new public seating will be considered at the November budget meeting.
- e) It was reported that all the recreation field hedges have been cut by the council's hedge cutting contractor as the recreation field surface conditions are deteriorating with the current wet weather condition.
- f) It was noted the hedge cutting was not fully completed as a heap of manure is blocking the track access around the allotment site denying access to the tractor, The heap has been in place for some months and the council agreed to write to all tenants confirming the access track must not be blocked at any time to allow free movement of vehicles and maintenance machinery. The heap of manure to be moved as soon as possible.
- g) Council agreed to undertaking the required annual visual tree inspection on The Close and suggested Mr Clive Warren (Parish Tree Warden) is asked to carry out the inspection and issue a report to council – Clerk to action the request.

322. Cemetery:

- a) Council considered re-planting the 35m long hedge line fronting the cemetery and agreed the matter should be considered at the November budget meeting when funds may be available for the works.
- b) The Clerk reported on the purchase of grave 828 by Mr Hastings for the interment of Angela Tammis – non-resident fees applied.
- c) The Clerk reported on the interment of Mr John Jordan in the pre-purchased grave 878.
- d) The Clerk reported on the reinstatement of the notice at the cemetery bin area is completed by the Handyman.

323. Street Lighting:

- a) Faulty lights to be reported for repair. – none reported.
- b) Members reported Candela's contractors have completed most of the streetlight installation works and some new columns are awaiting painting before a final inspection takes place.
- c) Members noted the Clerk's report on correspondence with Candela regarding the relentless monthly demands for payment.
- d) Members noted the comments from Mr Deeming regarding the streetlight replacement on his property in Dorsington Road – The streetlight is now sited in in the pavement instead of his private garden – matter resolved.

324. Highway Matters: New highway matters reported – none.

- a) The Clerk reported on the storm damaged trees and a dead tree on the verge in Friday Street being reported to WCC, no clearance has taken place to date and the situation will be monitored and reported again if necessary.

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325. Lengthsman or Handyman Matters.

- a) New highway or maintenance matters in need of attention. None reported
- b) Works completed from last month.
 - i) The debris grill in the watercourse by the Village Hall has been cleared of debris
 - ii) The Lengthsman reported the Nolan Brook in Broad Marston is still partly blocked with fallen trees, the Clerk will write to the riparian owners of the watercourse requesting the trees are removed as soon as possible.

326. Public Rights of Way:

- a) Reports of any new PROW matters in need of attention. None reported.
- b) Cllr John Hyde informed the meeting that the PROW volunteers are now active again but only clearance works will be carried out due to Covid conditions.

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

328. Meeting Dates

- a) It was confirmed the next council meeting is scheduled for November 7th venue to be announced and the budget meeting date will be considered for later in November.

There being no further business the chairman closed the meeting at 9.06

Village Hall refurbishment report from Cllr James Pearson

A site meeting was attended by a new site manager along with Arden's MD who apologised for the various delays to the project and promised to get things on track. Physically there has been significantly more progress since that point in time. There are however delays to the completion programme which was apparent at our last parish council meeting. The original target date was mid-October which will be missed by circa 8 weeks. I think in the last meeting I suggested that they were a month behind but having taken stock of the position since their change in staffing their new programme looks like they will deliver the completed project in early December.

The contract enables the charging of up to £500 per week for late delivery of the project. Those losses (termed LAD's) have to be a 'real' loss so we have to adjust the rental income the village hall would have had for the impact of Covid but that sum is also there to cover additional professional fees (eg additional meetings with the architects etc) so I think that we will be realistically claiming the full sum (or certainly the majority of it).

There may be some additional funds sourced by the village hall committee (but received by the parish council) which may facilitate some additional works e.g. new roller shutters to the kitchen area.

Subject to clarification re the above the project remains on track financially, and as I've said I will circulate a more detailed financial summary of the current position after the next site meeting.

Lastly, just to prime people, there is an agenda item in relation to something I suggested in the last meeting relating to potentially moving the youth shelter.

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The idea first came up in some of the research for the NDP, in particular from the focus groups with parents with children of an age where they use the play equipment and there was an opinion expressed by a number of people that more seating was needed near to the play equipment for parents.

I have also been approached by Dawn, Jane and others on the Village Hall committee asking the parish council to consider relocating the youth shelter from its current location, which is virtually in front of the next extension, to a site nearer to the play equipment. Their argument is one of practicality, the new room and the patio area outside it will be a key asset to the village and the location of the youth shelter doesn't work well with the alignment of the extension (particularly if for example we use the back patio area to host concerts or events).

Dawn has enquired and has been provided with a costing of just under £500 to move the shelter.

County Councillor Report- Pebworth

Month: September 2020

Prepared by Alastair Adams

Littletons Division, Worcestershire County Council

The Government announced new restrictions on 22nd September to help tackle the rise in Covid-19 cases across the country.

They include:

- workers should work from home where possible
- all pubs, bars and restaurants must be table service only and must close at 10pm from Thursday 24 September
- the requirement to wear a face covering has now extended to staff in retail, staff in hospitality and passengers in taxis
- weddings are now limited to 15 people, funerals remain at a limit of 30 people

Changes have also been made to the exemptions list for the rule of 6.

You can find full details of the changes using the links below:

New restrictions announced on 22 September 2020

Meeting with others safely

Coronavirus FAQs: What you can and cannot do

In Worcestershire we are now starting to see the increasing number of cases of Covid-19 lead to a rise in hospital admissions, although still relatively small numbers.

COVID-19 STATISTICS

Official statistics and information are available on the link below:

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

Face Coverings on Home to School Transport

In light of the continued and rising increase in community transmission and COVID-19 infection rates, Worcestershire County Council with advice from Public Health have decided to make the wearing of face coverings mandatory on Home to School Transport from Tuesday 6th October.

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Children under the age of 11 will be exempt and the Council will follow the same guidance that is in place for Public Transport which can be found on the Department for Transport website

Read Coronavirus (COVID-19): safer travel guidance for passengers

Worcestershire County Council is working with schools to ensure they will have a supply of face coverings for those pupils who do not currently have one and these will be available from school.

Read guidance on safe use of face coverings

Due to the short timescale we will be unable to send out letters to all pupils so we would appreciate your help in distributing this message to pupils, parents and carers.

WHERE CAN I GET FURTHER INFORMATION, HELP AND ADVICE?

Worcestershire County Council website

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

NHS Website for information on Coronavirus

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

Download the NHS COVID-19 app today

<https://covid19.nhs.uk/>

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.

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Support for businesses

The Council's new business support programme, Here2Help Business is live
http://www.worcestershire.gov.uk/info/20807/here2help_business

It is a £3m programme designed to assist local Worcestershire Businesses to recover, adapt, develop and support future resilience as lockdown measures reduce

Also see the Government website www.businesssupport.gov.uk which has details of all the support available to businesses.

Highways:

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 Pebworth in the top right box to search. www.roadworks.org

1. Blocked gullies Back Lane – reported, and marked up for jetting
2. New “Narrow Road” sign to be erected before the bend (coming in from Little Meadows) between St Peter's Church and Corner Cottage
3. Mickleton Rd in Honeybourne to be closed 5th October for overhead electrical works
4. Speed limit in Ullington – at the moment the speed limit through Ullington is 60mph, but there is a good argument to reduce this to 40mph. I had a meeting in July with West Mercia Safer Road Partnerships and WCC Highways and they agreed to re-look at the speed limit and will be doing a traffic speed survey in the next few months.
5. Back Lane Pebworth to be closed between Front Street and Friday Street for carriage repairs/patching in week commencing 26th Oct (Half-term) . Also Kerbs on corner of Back Lane/School Lane to be renewed/adjusted.
6. 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. Now planned for October 2020. This means Front Street will be closed during the daytime between 5 Oct to 16 Oct
7. Buckle Street Road from Station Rd to Sheenhill Rd - Closure - Severn Trent meter renewing works - 3 days from 7 Oct
8. Stratford Rd Honeybourne Road Closure - 2/11/20 for Bridge inspection by Network Rail
9. Honeybourne pedestrian crossing on Station Rd –Up until early June the works were planned to begin in July/August. However, Western Power Distribution have informed the council that it will take 3-6 months to install the electricity. I have working with the council to see if we can get an improvement from WPD but they are blaming COVID and a backlog in work. Earliest date for works to begin looks now to be March 2021 as the anti-skid surfacing can not be laid in cold weather.
10. Fallen tree branches on grass verge, Friday Street, Pebworth – reported to highways, and tree surgeons to remove fallen branches.
11. Hardcore laid by Severn Trent last year on field entrance off Friday Street causing flood water to travel down Friday Street. – reported to Severn Trent. Simple solution to dig a channel to right of gate to divert flood water back into the ditch. Awaiting response from Severn Trent.
12. Flood alleviation scheme at back entrance to Orchard Dene Hall – culvert to be widened. Quote received from contractor. Parish awaiting go ahead from WDC.

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13. REMINDER to clear all brooks, gullies and ditches and gullies before winter flood season – a reminder to all land owners and Parish councils to check all ditches, gullies and brooks NOW to ensure no obstructions that could make things worse in flood situations.

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.

Broadband in Broad Marston

Just a reminder that Fibre to the premises is coming to Broad Marston with speeds up to 100Mbps. See <https://www.superfastworcestershire.com/build-progress>

Post codes that are covered - CV37 8XT, 8XY, 8XZ

Flooding Update

Good meeting occurred in Broad Marston/ Mickleton Rd on 21st August with the WCC and WDC to consider the Heart of England proposal to build a wetland and a flood plain upstream of Broad Marston to help alleviate flooding. Very positive meeting, so I am keeping my fingers crossed. The WDC are surveying the HoEF field at the beginning of October.

Also, we had a meeting on looking at ways to solve the flooding at the crossroads near the Gate Inn in Honeybourne. Again WDC have agreed to survey the land upstream in Honeybourne and we are working with the local farmer to build a flood plain.

Speed checks in Little Meadows

PC Jamie Lee was out last month checking speeds through Little Meadows and issuing speeding tickets where necessary. He will be out again this month, so a reminder to WATCH YOUR SPEED! And obey the speed limits, or risk a speeding ticket. Not the kind of present you want for Christmas!

County Council Divisional Fund

- Bretforton Allotments – grant requested for a strimmer.
- Honeybourne Harriers – grant for portable flood lights so the youngsters can continue training on the Honeybourne Sports Field during the dark evenings.
- Pebworth In Bloom have applied for a grant to help cover the cost of the bedding plants and hanging baskets planted around the village.

If you run a community organisation that needs a little support to buy equipment or some essential service, then please apply for a Divisional Fund 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

Pebworth parish report October 2020

Your District Councillor, Thomas Havemann-Mart can be contacted on
Thomas.Havemann-Mart@Wychavon.net or mobile 07817 873 054

We are all being asked to download the NHS test and trace app.

The app allows people to report symptoms, order a coronavirus test, check in to venues by scanning a QR code and it helps the NHS trace individuals that have coronavirus.

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Wychavon will be administrators of the £500 self isolation test and trace payment to those that are on certain benefits and need to self isolate. Anyone wishing to make a claim is being asked to fill out a form on the Wychavon website they will then be contacted and asked for the required documentation to receive the payment.

There is a zoom meeting being held by Wychavon on Wednesday 7th of October at 6pm to give a briefing to parish councils of the new timetable for the review of the south Worcestershire Development plan it will also include a summary of the latest government consultation on planning reform.

I have spoken with engineering, however as of yet not got to Martyn Cross, who have told me they will be in Pebworth on Wednesday to do some extra inspections to see if they can offer any more assistance in regards to the flooding situation. I am still waiting on a call back from Martyn to get an update on the works to replace the bridge I hope to have news this week.

I have contacted Wychavon about the traffic problems on Priory lane to see if they can provide a sign but they told me it is a matter for the owners to resolve with signage and there really wasn't much more they could do to help the situation.

For anyone that may be interested in the numbers of EU citizens applying for settled status (to stay and continue living and working) the stats for Wychavon are as follows;

In Wychavon 6,150 applications have been made, 5,780 have been completed with 3,460 people being given settled status and 2,230 pre-settled status. The majority of applications have come from Polish (2,280), Romanian (1,400) and Bulgarian (1,000) nationals.

As always if there is anything I can look into for the parish or do to help please just let me know.

Kind regards,

Tommy.