

Pebworth Parish Council
Minutes of the Annual Council Meeting of the Parish Council held
At the Village Hall, Pebworth on Monday 9th May 2022

Present: Councillors: Richard Weller (Chairman), Simon Shiers, Denise Meynell, James Pearson, John Hyde, Sam Parkins & David Cranage

In attendance: Mrs D Bowles (Clerk)

Also in attendance: 3 members of the public.

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| 1. | Apologies Considered for Absence: None |
| 2. | Register of Interests: 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 |
| 3. | Open Forum: The Chairman suspended the formal meeting for the Ward Members and public participation. a) 3 members of the public were in attendance: <ul style="list-style-type: none"> - Neil Champs introduced himself as Head of Pebworth and shared his vision for the school. Members thanked him for his time. - Queries were raised: <ul style="list-style-type: none"> • regarding the police and whether the Safer Neighbourhood Team remains the same. Cllr Weller is in contact with PC Beards and will investigate. • Whether Members of the Parish Council had visited any other villages to investigate their play equipment. Some Members have been gathering ideas although Cllr Weller stated that the questionnaire had been sent out to all households for everyone's participation. - The 5 pieces of gym trail equipment is now in place with quotes for signage being sought. - PIB stated: <ul style="list-style-type: none"> • there is a lot of plastic from the tree guards in amongst the hedging and the play equipment and requested this be cleared. Cllr Hyde to look into this. • Judging for Britain in Bloom is on 14th July. All Councillors invited. • The area for the commemorative stone for the Queen's Canopy has been marked out. b) District Councillor Havemann-Mart send his apologies and will provide a report. The Chairman closed the open forum and reconvened the meeting at 19:30. |
| 4. | Ward Member's Report: County Councillor Adams (19:45) £600 has been donated for the Queen's Jubilee celebrations. |
| 5. | Acceptance of Minutes: The Minutes of the Ordinary Parish Council Meeting held on Monday 4 th April at the Village Hall, Pebworth were considered and approved by the Council to be a true record of the meeting and were signed by the Chairman. |
| 6. | Planning Matters: a) W/22/00935/DEM Location: New Buildings Farm, Priory Lane, Broad Marston, Pebworth, Worcestershire, CV37 8XZ Description of Proposal: The buildings to be demolished are steel portal framed modern agricultural buildings (Building 2, 3 & 4). The building to be partially demolished is concrete framed (Building 1). Following discussion, the Council has no objection or comments on the application. Considered: b) W/22/00548/HP Location: Charnwood, Back Lane, Pebworth, Stratford Upon Avon, CV37 8XA Description of Proposal: Raising of roofline to create first floor accommodation. No comment. c) 20/00606/REM – Submission of Reserved Matters (internal access, appearance, landscaping, layout and scale) for a Community Hub (containing Class E(a) (retail) and Class E(f) (Nursery) and Class F.2(b) Community Building uses), and Employment Hub (Class E(g)(i) Offices), including all associated works, pursuant to planning permission 14/03579/OUT (Outline application (with all matters reserved (access, appearance, landscaping, layout and scale) for future determination) for the erection of up to 400 dwellings (Class C2/C3), up to 4,000m2 employment hub (Class B1(a)-(c)) and a community hub (Class A1-A5/B1(a)/C3/D1/D2). Provision of new open space including parks and amenity space. Upgrading of existing access junction and provision of new emergency access off Campden Road and associated infrastructure, engineering and landscaping works including a new pedestrian/cycle link from Campden Road to the |

| | <p>Stratford Greenway, sustainable urban drainage systems and all ancillary enabling works including demolition of existing buildings and structures) dated 28th February 2017. At: Long Marston Airfield, (predominantly The South Eastern Corner),, Campden Road, Lower Quinton CV37 8LL. No comment.</p> <p>Decisions:</p> <p>d) W/22/00623/HP - New doors at first and second floors into existing end elevation with balcony at first floor Location: Windyridge, Buckle Street, Honeybourne, Evesham, WR11 8QQ. Planning Approved.</p> <p>e) W/22/00659/HP - Erection of garage and log store. Location: The Birches, Friday Street, Pebworth, Stratford Upon Avon, CV37 8XW. Planning Approved.</p> | | | | | | | | | | | | | | | | | | | | | | | | |
|--------------|---|-----------------|---------------|--------------|---------------|-----|-----|------|-------------|-----------|--------|-------|--------|------|---------------------------|-----------------|--------|-------|--------|--------------|--|--|---------------|--------------|---------------|
| 7. | <p>Finance:</p> <p>a) Individual questions comprising the Annual Governance & Accountability Return Section 1 for Local Councils FY 2021/22, Sections 1 to 8 were all agreed affirmative with trust fund response being not applicable. Confirmation of these findings was proposed by Cllr Meynell and seconded by Cllr Hyde and agreed by all Councillors. Clerk to prepare Section 1 entries for Minute Reference, dating and signature.</p> <p>b) A copy of Section 2 Annual Governance and Accountability Return FY 2021/22 was provided for inspection and debate by all Council Members, having been signed by the Clerk in the role of Responsible Finance Officer. Confirmation of acceptance was proposed by Cllr Meynell, seconded by Cllr Hyde and agreed by all Councillors. Clerk to prepare Section 2 entries for Minute Reference, dating and signature by Chairman.</p> <p>c) Council noted the internal auditor report for FY 2020/21 with the following recommendations:</p> <ul style="list-style-type: none"> • The Council should develop a Reserves Policy and process for setting its general reserve level and for allocating earmarked reserves for future year commitments. Clerk to produce a policy for the June meeting for consideration. • The Asset Register could be further enhanced to show the inspection and projected maintenance requirement (planned and responsive provision), the cost estimates for short term works, which should be recorded and linked to the annual budget requirement. The inspection requirement should link to the Council's risk assessment and register with evidence being retained that the inspections have taken place and the outcome of these. Some of the assets will, at some point require significant maintenance or replacement, the projected spend requirement should be recorded on the Asset Register and the Council should make provision for this through its earmarked reserve process. Council considered and noted the recommendations. <p>d) Council noted the first precept and grant payment of £19,508 has been received.</p> <p>e) Council noted the Clerk's report on payments made since the last meeting.</p> <table border="1"> <thead> <tr> <th>PAYMENT</th> <th>PAYEE</th> <th>DETAILS</th> <th>TOTAL</th> <th>VAT</th> <th>NET</th> </tr> </thead> <tbody> <tr> <td>BACS</td> <td>Circlewaste</td> <td>Skip Hire</td> <td>252.00</td> <td>42.00</td> <td>210.00</td> </tr> <tr> <td>BACS</td> <td>Limebridge Rural Services</td> <td>Mowing Contract</td> <td>234.00</td> <td>39.00</td> <td>195.00</td> </tr> <tr> <td>Total</td> <td></td> <td></td> <td>486.00</td> <td>81.00</td> <td>405.00</td> </tr> </tbody> </table> <p>f) Council approved the schedule of payments to be made by internet banking as appended to the minutes.</p> | PAYMENT | PAYEE | DETAILS | TOTAL | VAT | NET | BACS | Circlewaste | Skip Hire | 252.00 | 42.00 | 210.00 | BACS | Limebridge Rural Services | Mowing Contract | 234.00 | 39.00 | 195.00 | Total | | | 486.00 | 81.00 | 405.00 |
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| 8. | <p>Council & Community Matters:</p> <p>a) Members resolved to repair the Town Pool car park wall. Cllr Hyde to investigate.</p> <p>b) Council noted Cllr Parkins has now set up the Parish Council Facebook group. https://www.facebook.com/groups/3148914518683778</p> | | | | | | | | | | | | | | | | | | | | | | | | |
| 9. | <p>Pebworth In Bloom:</p> <p>Nothing to report.</p> | | | | | | | | | | | | | | | | | | | | | | | | |
| 10. | <p>Queen's Platinum Jubilee:</p> <p>Council noted:</p> <p>a) the mowing contractor has confirmed they will carry out a cut and collect service on The Close in the week leading to the Jubilee weekend.</p> <p>b) response from BHIB (emailed 7.4.22) the Parish Council's Public Liability insurance only covers events that the Parish Council have the sole responsibility of organising. Clerk to seek advice from insurance company to see if it covers the event if it is run by a sub-committee. If this is not applicable the Collective to obtain quotes for public liability insurance which the Parish Council will look to pay for. These decisions to be made via email as the next Parish Council meeting is being held after the event.</p> <p>c) Clerk has applied for the grant of £128 from Wychavon District Council towards Jubilee costs</p> | | | | | | | | | | | | | | | | | | | | | | | | |

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| 11. | <p>The Close & Recreation Field Council noted:</p> <p>a) the RoSPA report and considered recommendations.</p> <ul style="list-style-type: none"> - Cllr Hyde to: <ul style="list-style-type: none"> • remove the wire from the zipwire • Replace basketball string • Investigate the goalpost queries - Clerk to challenge the comments regarding the zipwire. <p>b) the new pieces of trim trail equipment have been added to the Parish Council's insurance</p> <p>c) Wicksteed has confirmed instructional signage does not come with the new pieces of equipment. Clerk has requested a quote for these.</p> <p>d) the RoSPA Inspector has advised that the restrictor should remain on the old rocking horse as there is a crushing factor involved.</p> <p>e) Cllr Weller had emailed an update to the rules and regulations of The Rec & The Close. Members to confirm by email.</p> <p>f) All questionnaires relating to the Community Legacy Grant have been posted through every door in the parish, a survey monkey page has been set up along with advertising on Facebook and via email. Several replies have been received to date. Cllrs Pearson, Parkins & Clerk to meet to put the grant application together.</p> <p>g) Members noted graffiti on play equipment. Cllr Hyde has painted over.</p> <p>h) It was resolved for Clerk to purchase a sign for the MUGA stating the dates for Tennis is 1st Apr-30 Sep and 1st Oct – 31st Mar for all other sports.</p> |
| 12. | <p>Cemetery : Following Clerk's recent audit of the Cemetery a notice will be placed advising that unsafe memorials after 1st June will be laid flat on the graves. Cllr Hyde to remove lock on noticeboard and replace with bolts.</p> |
| 13. | <p>Allotments: Council noted 10/11 payments have been made. Clerk to send reminder for final payment.</p> |
| 14. | <p>Street Lighting:</p> <p>a) Council noted Clerk has requested a date from Candela for the remaining streetlights to be replaced.</p> <p>a) Members confirmed the timing of the streetlights appear to be correct.</p> |
| 15. | <p>Highway Matters:</p> <p>a) Clerk has contacted Highways seeking approval for further VAS sites to all the entrances to the village and is awaiting a response.</p> <p>b) Council noted VAS has now been delivered, Clerk has chased for a date for the pole installation. Clerk reminded Lengthsman to invoice for charging.</p> <p>c) Council noted the 30mph roundels are due to be installed at Little Meadows by the end of May</p> |
| 16. | <p>Lengthsman/Maintenance Matters:</p> <p>a) Future tasks:</p> <ul style="list-style-type: none"> • Clear plastic from The Rec • Look into repairing the Town Pool car park wall • Remove wire from zipwire • Replace basketball string • Treat and repair teenage shelter • Investigate the goalpost on the Rec • remove lock on noticeboard in cemetery and replace with bolts. • Check the noticeboard on Town Hall car park as water is getting in. <p>c) Members ratified the decision to accept the Lengthsman Contract, appointing Cllr John Hyde as Lengthsman.</p> |
| 17. | <p>Public Rights of Way: Nothing to report.</p> |
| 18. | <p>Matters Raised by Members: The following matters were raised by Council Members for consideration for future agendas:</p> <p>a) Persimmon have agreed to pay for a noticeboard on the new estate. Clerk has emailed requesting confirmation of budget.</p> <p>b) Clerk to investigate whether data protection fee should be paid to ICO</p> <p>c) CCTV was mentioned for the village hall however there are several legal issues relating to this.</p> <p>d) Invite Matt Beards to next Parish Council meeting.</p> |

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| | e) Cllr Parkins proposed changing the verge opposite the school into a layby. Clerk to contact County Councillor Adams. |
| 19. | Correspondence Noted: a) the Executive Officer's report from CALC & the minutes from the meeting 2.3.22 b) letter from Rosemary Kidd, Chair of Meon Vale Residents Association |
| 20. | Date of Next Meeting: Council confirmed the date of the next Ordinary Parish Council Meeting on Monday 13 th June 2022 at 7.00pm in the Village Hall, Pebworth. Members have confirmed the agenda can be issued slightly later due to Clerk's holiday. |
| 21. | Closure of Meeting: The Chairman closed the meeting at 21:05 hrs |

Chairman: _____ Date: _____

FINANCE

Verified & Confirmed Account Balances as 12th April 2022

| | |
|-----------------------|-----------|
| Treasurers Account | 4,360.44 |
| Business Bank Instant | 28,462.14 |
| Total | 32,822.58 |

| PAYMENT | PAYEE | DETAILS | TOTAL | VAT | NET |
|---------|-------------------------------|---------------------------|--------|-------|--------|
| BACS | HMRC | Clerk & P C Tax & NIC | *** | | *** |
| BACS | Mrs D Bowles | Clerk's Salary & Expenses | *** | | *** |
| BACS | DKE Audit Services | Internal Audit | 203.50 | | 203.50 |
| BACS | CALC | Annual Fee | 596.01 | 90.35 | 505.66 |
| BACS | Worcestershire County Council | Roundels | 900.00 | | 900.00 |
| BACS | Mike Hawkins | Gravedigger Fees | 470.00 | | 470.00 |
| BACS | Limebridge Rural Services | Amenity Contract | 468.00 | 78.00 | 390.00 |
| BACS | M Parkinson | Cemetery Contract | 396.00 | | 396.00 |
| DD | O2 | Mobile Phone | 13.20 | 2.20 | 11.00 |
| DD | NEST | Clerk's Pension | 43.65 | | 43.65 |
| DD | Yu Energy | Streetlight Energy | 38.94 | 1.85 | 37.09 |
| DD | Yu Energy | Streetlight Energy | 214.04 | 10.19 | 203.85 |
| DD | 1&1 IONOS Ltd | Ionos Email | 4.80 | 0.80 | 4.00 |

County Councillor Report – Pebworth

Month: May 2022

Prepared by Alastair Adams

Littletons Division, Worcestershire County Council

Council Tax Rebate

Around 20 million households in council tax bands A to D - including 95% of rented properties - are set to benefit from the £3 billion council tax rebate, which does not have to be repaid. It is part of an extensive package of government measures to help families with rising energy costs.

People who pay council tax by direct debit will see the cash go directly into their bank accounts from 9th May. Those who do not pay by direct debit will be contacted by their council and invited to make a claim. (See Police warning about a linked scam)

An extra £144 million will also be given to councils to provide discretionary support to vulnerable households who may not qualify for the £150 council tax rebate. This includes people on low incomes in council tax bands E to H.

The council tax rebate is part of a £9.1 billion government support package.

For more information see <https://www.gov.uk/government/news/households-urged-to-get-ready-for-150-council-tax-rebate>

Also see the Wychavon District Council webpage <https://www.wychavon.gov.uk/benefits-and-council-tax/council-tax/council-tax-bill-explained>

Police warning about a linked scam Fraudsters are using this opportunity to phone/email/text members of the public claiming to be from “*The Council*” and requesting their bank details so the payment can be made. Those who have fallen for the scam have then found large sums of money have been taken from their bank accounts.

Councils will never ask for your bank details over the phone, if you have not got a Direct Debit set up for your Council Tax, then they will contact you in writing for the details.

If you receive one of these calls, put the phone down and report it at www.actionfraud.police.uk

Campaign to open local Rail Link - Here is an interesting article looking at the possibility of re-opening the Stratford upon Avon to Cheltenham railway. For more information see

<http://www.greengauge21.net/missing-main-lines/>

Three Missing Main Lines That Could Be Re-Opened

The first of these is the line from Stratford upon Avon to Cheltenham via Honeybourne. The report authors say that the loss of this connection as a useful diversionary route is a critical factor in the case for its re-instatement. We agree. And alongside linkages between Oxford and Stratford upon Avon (of great value to tourism flows), there is the ability to re-create a linkage from Cheltenham to Stratford and on into Birmingham's Moor Street – which is set to become a new rail hub, alongside Curzon Street HS2 station.

Much of the line exists today as a heritage line, and applications have been made to the DfT 'Restore Your Railway' fund to re-open the line in stages.

Besides new passenger services, it could provide a useful freight route including for intermodal traffic between national distribution centres in the Midlands (for example, at Daventry and East Midlands Airport) and South Wales (and the South West in due course), overcoming network limitations in the Birmingham and Bromsgrove areas.

As is often the case with such schemes, the biggest problems arise in urban areas. The route southwards from Stratford-upon-Avon station remains unhindered by property development but would need major highway bridging work. The route northwards across Cheltenham is now a valued walk/cycle-way and is regarded by report authors Austin and Faulkner as in effect lost for re-use as a railway. A short new connection across open country north of Cheltenham is more likely to be an acceptable approach.

The second is the Oxford-Cambridge line, closed in 1970. It has already been partly restored and a company, East West Rail (EWR) established, with full



Update on Home for Ukraine Support in Worcestershire

Data as at 28/04/2022 inc. number of children split by school stage

| District | No of Host Properties | No of Guests | No of Children by School Stage | | |
|----------------|-----------------------|--------------|--------------------------------|------------|-----------|
| | | | Pre-school | Primary | Secondary |
| Bromsgrove | 33 | 82 | 5 | 12 | 9 |
| Malvern Hills | 72 | 185 | 14 | 35 | 22 |
| Redditch | 14 | 29 | 2 | 5 | 1 |
| Worcester City | 49 | 108 | 3 | 19 | 18 |
| Wychavon | 93 | 228 | 15 | 31 | 34 |
| Wyre Forest | 28 | 68 | 6 | 9 | 9 |
| Total | 289 | 700 | 45 | 111 | 93 |

- District Councils are leading on conducting safeguarding and welfare checks and will also be administering the £200 welcome payment. County Council teams are also working through the DBS checks needed for all Host family members aged 16 and over are completed as soon as possible. As previously communicated, whilst these checks are very important, they are able to be done after the Guests have arrived so will not prevent visas being issued by the Home Office for Ukrainian Guests arriving in the county.
- WCC are now in receipt of the expression of interests that have been submitted to central Government from households who are interested in sponsoring Ukrainian guests. Work has now commenced to analysis the spread across the county and the potential demand this may bring on education, transport, health etc. If you want to help our Ukraine guests – see https://www.worcestershire.gov.uk/info/20953/information_for_residents_concerned_about_the_situation_in_ukraine
- WCC are issuing more information out to schools, this includes the expectation that Ukrainian children will be able to access free school meals.
- To date (27/04/2022), 72 school applications from these Ukraine families have been received with 41 children and young people already offered places in schools across the county through the application process. There are currently an additional 23 applications currently being processed.
- NHS colleagues have produced a health guide which covers resources to help both Guests and Hosts to make the most of the NHS services available in the county. The guide can be accessed using this link <https://www.swhealthcare.org.uk/homes-for-ukraine> and we would like to encourage you to share this where appropriate.
- The first welcome event for Guests has been held at the Fairfield Learning Centre in Worcester with around 20 - 25 people in attendance including Guests and Hosts. You can read more about the event in the [news story](#).

COVID-19 Update



This is my last report on COVID statistics as fewer people are being hospitalised because of the success of the vaccination programme, and people are now living with the fact the disease is here to stay and we have a responsibility to manage our own risk.

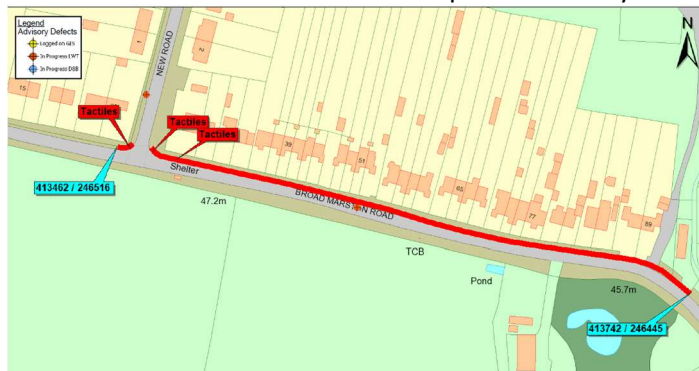
Further information on COVID statistic are available on the link below:

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

Highways:

Spring is **the** season for road patching and surface dressing, so please check <https://one.network/> to see all the temporary road closures on a regular basis. Please note although One.Network may say a road is shut for up to 2 weeks for resurfacing, this is because the work is weather dependent so the legal permit that closes a road will cover more days than is required to be on the safe side. Also once the road has been re-surfaced, the road sweepers need to clean the road of surplus stones. And then the white lines and road markings need to be painted onto the new surface. In the majority of cases the road is only closed for one or 2 days for patching and surface dressing, and then a few hours for the road sweeping and line painting.

- 1. Full pavement resurfacing along Broad Marston Rd from the New Rd to the Old Fire Station –** Good news, works has started – see the stretch of pavement being resurfaced below currently. Broad Marston Rd closed from 29th April to 20th May.



- 2. Steps Front Street, Peabworth –** More good new, works has started and steps are being re-built with Blue Lias stones. Front Street closed from 5th May to 13th May.

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.

Queen’s platinum Jubilee celebrations

For more information and how to organise road closures for street parties free of charge, see <https://www.wychavon.gov.uk/community-and-living/the-queen-s-platinum-jubilee>

County Council Divisional Fund

The new Divisional Fund has re-started Applications are invited from local community organisations that are manned by volunteers and require a little help to buy equipment or services. To apply, please contact me. New grants processed so far:

1. The Peabworth Collective – for the Platinum Jubilee celebrations - £600
2. Honeybourne Bowls Club – new mat and storage
3. Honeybourne Cricket Club – Cricket equipment
4. 1st Littleton Scout Group – improvements to the toilets
5. Cleeve Prior Heritage Trust – Poetry books for school visits

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