

Pebworth Parish Council
 Minutes of the Ordinary Meeting of the Council
 Held at the Pebworth Village Hall on Monday 11th April 2011.

Present: Cllrs. John Hyde (Chairman), June Haycock, Pam Veal, Albert Jeffrey, David Lees, and Mike Sullivan
 In attendance – John Stedman (Clerk), Ward Member Cllr. Patrick Haycock,

- 258. Apologies** were accepted from: Cllr. David Cranage & Ward Member Cllr. Tom Bean
- 259. Register of Interests:**
- a. Members were reminded of the need to keep their register of interests updated
 - b. Declarations of Members Personal or Prejudicial Interest in Items on the Agenda.
- Personal;** Cllr. June Haycock in min 273e as a neighbour of the applicant
Prejudicial None declared
- 260. Chairman Moved:** The meeting be now adjourned for Open Forum
Open Forum – No public present
- 261. Ward Member Report** is appended to these minutes.
 The Chairman on behalf of the Council thanked Patrick for all his help and efforts over the past four years and wished him well in the future.
- 262. Chairman to Move:** The adjournment to close at 7:10.
- 263. Confirmation of the Minutes:** members agreed the wording of the March 11 meeting minutes.
- 264. The Clerk's Progress Reports.**
- a. Conducted a cemetery visit to re-establish a plot and reissue rights of burial for Mrs Coldicott
 - b. Elm Close car parking matters – the contract manager confirmed the matter would be conveyed to the builders
 - c. The PROW sign opposite the Masons Arms has two broken legs – it was agreed to request the handyman to carry out the necessary repairs in consultation with the Chairman
 - d. Elected councillors list – confirmation the list is placed on the parish notice boards
- 265. Planning – New Applications.**
- a. W/11/00514/CU , Mr N Holdsworth, Little Meadows Farm, Little Meadow; Conversion of existing brick barn into residential accommodation: Council has no objection or comment on the application
- 266. Planning Decisions**
- a. W/11/00190/PP Mr Longford The Bungalow, Priory Farm, Priory Lane, Broad Marston, Proposed alterations and extension - Granted with 2 conditions
- 267. Highways:**
- a. Highway potholes to be reported
 - a) Considerable surface deterioration over a large area at the top end of Back Lane
- 268. Lengthsman/ Handyman:**
- a. Report on matters raised with the Lengthsman; the tree at Ullington cross roads is now removed; Council requested the Clerk to ask the Lengthsman to confirm his charges for this work.
 - b. New matters to be reported to the Lengthsman or Handyman; as in Min 264 c

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- c. The Clerk confirmed the Lengthsman expenditure claim for £1,360.80 was received from the County Council after the deletion of the Town Pool car park works.
- d. Council agreed to the renewal of Lengthsman contract with WCC and reported the 2011-12 allowance is £1,851.00

269. Public Rights of Way Reports.

- a. Requests for the PPW's attention – none at this time
- b. PROW 569 Priory Farm referred to PPW; No further information was available for the meeting, Clerk to chase up the PPW over this outstanding matter.

270. Street Lighting –

- a. **Streetlight faults to be reported.** – None at this time

271. The Close.

- a. **Regular Inspection:** Cllr. John Hyde reported on his monthly inspection and found no new matters of concern.
- b. The Clerk reported on the receipt of the RoSPA inspection report stating the site was now a medium risk and no longer high risk because the roundabout is now removed; the full report will be considered at the next meeting when the Chairman will summarise the report.
- c. Council considered the options for the replacement of the rubber matting under the swings and deferred the matter to the May meeting when the area would be measured and the sub-base checked for suitability.
- d. The Chairman reported on the satisfactory removal of the roundabout and reinstatement of the site to grass. He raised concerns over the new turf suffering from drought and requested the Handyman applies some water urgently.
- e. Council considered the Clerk's proposed conditions to be applied to the Pebworth Summer Fete and following several amendments agreed the conditions should be applied and a letter sent to the Fete organisers outlining the council's decisions.

272. Recreation Field

- a. **Maintenance matters;** no further maintenance has been carried out and none required at this time and it was agreed that the existing contractor continues to mow the field on demand and leaving the grass four inches long to encourage new growth.
- b. **Over-seeding:** The Clerk reported all the agreed works of moss treatment, harrowing and seeding were now complete.

273. Cemetery Matters

- a) Cemetery Regulations; Council agreed to the Clerks draft amendments to the cemetery regulation, the updated regulations will be displayed in the cemetery and on the website
- b) Council agreed to a request from Davies Memorials to erect memorial to Elsie Tye
- c) Council agreed to a request from Geo. Clifford & Sons to erect memorial to Alfred Lane
- d) Council considered a request from a parishioner to purchase a grave next to her interred husband. The council agreed her reasonable request on compassionate grounds.
- e) Council considered a request to purchase two adjacent graves and declined the request as it is contrary to agreed regulations, however if an application for a second grave was made when one grave was required for use the Council would give a further application favourable consideration.
- f) The Clerk informed the Council of a complaint regarding the inscription on the Carla Bennett memorial stating it was not in the English language and contained a spelling mistake. After having the inscription translated and being unable to find any spelling errors the Council were satisfied the memorial was in order and no further action required. Concerns were raised over the matter of the mason not consulting the Council prior to the inscription update on an existing memorial.

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- 274. Annual Parish Meeting:** The Clerk informed the meeting all parish organisations had been informed and some had indicated their attendance.
- 275. Social Housing:** Nigel Potter the WDC Housing Officer requested answers to several question regarding the pending housing survey. The Clerk will return the council responses to enable the survey arrangements to proceed.
- 276. Audit:** Council considered the council's internal audit arrangements in compliance with the 2011 Accounts and Audit regulations and agreed the following items were satisfactorily conducted.
- a. Cheque signing, Bank reconciliation, budgetary checks, Account balances, security and internal auditor compliance.
 - b. The effectiveness and wording of the councils risk assessment.
 - c. The review and update of the council's assets register.
 - d. The review of the Councils financial regulation and the controls therein.
- 277. Finance**
- a. **Payments:** Council agreed the Payments and Receipts as listed in Appendix A.
 - b. Council considered a donation request from the Parish Magazine for £100 and after the Clerk confirmed no donation was requested in the last financial year and members considered the service the Magazine offers to the parish it was agreed to include a donation for last year making a payment of £200 to cover two years; this will be paid at the May meeting.
 - c. The Chairman checked the bank statements against the last quarter bank reconciliation and account balances and agreed the balances were correct. Members noted the budget balances.
- 278. Correspondence to be considered.**
- a. WCC Waste core strategy development plan document consultation, Council noted its contents
 - b. Letter from Peter Luff MP regarding Broad Band in Worcestershire, Council noted its contents
- 279. Documents Noted**
- a. WCC Concessionary Bus passes information on changes
 - b. Warwickshire CC Waste core strategy emerging spatial option
- 280. Matters Raised by Members**
- a. Cllr David Lees informed the meeting that the Village hall had installed new exterior lighting to help reduce vandalism, also the car park gate was now being locked at night and the cleaner is the key holder
He also reminded the meeting of the Albert Jeffrey Transport Yard development presentation is to be held on Wednesday 13th April
- 281. Next Meeting:**
It was confirmed the next Ordinary Meeting is scheduled for the 9th May at 7.00 and the APM is scheduled for 18th April at 7.00pm
- Note:** The Chairman thanked Cllr. Mike Sullivan for his long service to the Council and as Vice Chairman for many years. Mike has declined to be nominated for the next council term for personal reasons but said he had enjoyed his time in office. All members wished him well.
- 282.** There being no further business the Chairman closed the meeting at 9:25pm

Chairman

Date

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APPENDIX A: FINANCE

PAYMENTS AUTHORISED

Apr-11

Meeting

Cheque No.	Payee	Details	Total Payment	VAT Element	Net Payment
1196	J Stedman	Clerks Salary & Expenses	246.24		246.24
1197	HMRC	Clerks PAYE	257.69		257.69
1198	Worcestershire CALC	Clerks Gathering 50%	3.75		3.75
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1199	Limebridge Rural Services	Mowing Contract	254.40	42.40	212.00
1199	Limebridge Rural Services	Recreational Car Park	2640.00	440.00	2200.00
			3409.58	482.40	2927.18

Transfer			
	Payments Received	Amount	Banked
SM Shires	Donation for Cemetery hedge	300.00	
Davies Memorials	Memorial E Tye Inv160 grave665	110.00	
HMRC	VAT Repayment	603.03	17-Mar
		Total	1013.03

All Paid Up Bank Accounts	
DEPOSIT ACCOUNT	17893.89
CURRENT ACCOUNT	2395.40
TOTAL FUND BALANCE	20289.29
Reserve Lighting Fund	4000.00
Reserve Capital Fund	4000.00
Revenue available	12289.29

Ward Member, Cllr. Patrick Haycock

Planning Permission

Wychavon District Council has recently released a new publication to help local people who want to build or extend a property, but have not come into contact with the planning process previously. The document is entitled "Applying for Planning Permission? Get it right first time" Copies can be obtained at one of the community Contact Centres or by searching on www.wychavon.gov.uk/planning.

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Savings achieved

The last 12 months have been very difficult and challenging for Wychavon District Council (WDC). The major problem facing WDC being the uncertainty about the levels of funding and support coming from Central Government, regardless of it's political colour.

The final outcome of the Comprehensive Spending Review shows that funding for WDC will fall by a further 25%, or £1.8million over two years. Whilst WDC had planned for this level of reduction in cash terms it was expected to be spread over 4 years.

The senior management team and the Council Members have been focussed on saving cost wherever possible without reducing services to our constituents. Much has been done with savings already achieved of £1.71 million. These savings have been achieved by such actions as:

- Shared Services for Revenues and Benefits, IT, Internal Audit and Regulatory Services.
- Business Process Improvement
- Improved Purchasing
- Renting unused office space at the Civic Centre in Pershore
- Energy reduction at the Civic Centre.

The Next Steps

However, much remains to be done. Plans are already in progress to implement a further £1.9 million in savings from :

- Efficiencies and additional joint working by reduced opening hours at Community Contact Centres, additional shared services on CCTV and Personnel services
- Management and staff savings
- Increased charges for our services, such as increasing the charge for Green Waste disposal and some car parking charges
- Service reductions, removing the free bulky waste service and reduced street cleaning especially in rural villages
- Increased income from assets such as selling surplus land and rent reviews on investment properties

These changes taken in conjunction with the current economic climate in the UK mean that there are some very challenging times ahead for Local Government. We will also be faced with the introduction of the Localism Bill which will place additional, but as yet unknown, burdens on District, Town and Parish Councils.

Standing Down

As many of you will already realise I will not be standing for election in May. There are many reasons why I have taken this decision and this is not the place to discuss them.

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In conclusion

It has been a privilege to serve the residents of Honeybourne and Pebworth for the last 4 years. I have done my best and I hope that I have not disappointed too many of you.

We have achieved some notable successes during this period including:

- The removal of the threat of the proposed New Town at Long Marston
- The introduction of the new waste and refuse system which has helped WDC beat the levels of recycling imposed by Central Government
- Limited new housing in both Villages
- New allotments in Honeybourne
- New recreation fields in both Villages
- New Fire Station in Pebworth
- Low rates of increase in Council Tax charged by Wychavon

In closing, I wish to thank both Parish Councils for their support and a special thanks to John Stedman for his unwavering help. I wish you all good fortune in the coming years.

Patrick Haycock