

Pebworth Parish Council
Draft Minutes of an Ordinary Meeting of the Parish Council
 Held at the Pebworth Village Hall on Monday 5th March 2012.

Present: Cllrs. John Hyde (Chairman), Pam Veal, Albert Jeffrey, June Haycock, Simon Shiers and David Lees

In attendance – John Stedman (Clerk), Ward Member Cllrs. Alistair Adams, Cllr. Tom Bean

Prior to the meeting Frank Gould-Fellows and Debbie Ashton made their request for further funding for Debbie's first responder equipment. Frank outlined the 22 calls he had attended in the last year and as he worked for the Ambulance service in the day time no first responder cover was available in the area, Debbie is able to cover this time giving a 24/7 cover for the area. Debbie introduced herself and informed the meeting of her army medical training, emergency training as a police officer and subsequent first responder training and considerable experience in dealing with emergency situations. The Chairman thanked them both for their informative presentation.

183. Apologies for absence were accepted from: Cllr. June Haycock

184. 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 None declared

Personal and Prejudicial Cllr Simon; Shiers, Bank Farm matters if discussed

185. Chairman Moved: The meeting be now adjourned for Open Forum

Open Forum

Cllr. Tom Bean's verbal report is appended to these minutes.

Cllr. Alistair Adams issued his report which is appended to these minutes. Alistair informed the members he had arranged a visit to the waste recycling plant at Norton for 2.00pm on 28th March, any members wishing to go to inform him as soon as possible.

186. Chairman Moved: The adjournment closed at 8.05

187. Confirmation of the Minutes: Council agreed the wording of the minutes of the February 6th and 13th meetings and the Chairman signed them as a true record of the meeting.

188. The Clerk's Progress Reports.

- a) Evesham Volunteer Centre presentation on community transport was agreed for the Annual Parish Meeting on 16th April.
- b) Honeybourne Road street signage letters sent and one reply received to date
- c) RoSPA play equipment inspection is ordered for March
- d) An amendment to the Bank Farm planning application landscaping was noted as there were no material changes to the main application.
- e) The neighbourhood plan funding application was reported to be successful. Further details will follow.

189. Planning – New Applications.

- a) W/12/00174/PP Mr A Cotgrave, Pebworth Field, Stratford Rd. Extended Bay to Kitchen
The Council has no objection or comment on the application

f) Private Proposal for 2 cottages and a conversion of workshops at Windy Ridge; Mr. Zubeck requests comments. Council noted the information received and agreed to reserve comments for the formal application.

Pebworth Parish Council

190. Planning Decisions to note

- a) W/12/02602/LB& PP Dr Foist, 3 St Peters Court, install two skylights Granted with 2 conditions
- b) W/12/02409/OU Stansgate Planning – A. Jeffrey transport yard development for 10 dwellings – Granted with 19 conditions.

191. Highways:

- a. Update on reported highway defects; Ditch clearance, with the absence of Cllr. David Cranage there was no report on any actions taken.
- b. To report any new highway matters.
 - a) Surface deterioration around a manhole in Back Lane
 - b) Blocked gullies in Buckle Street south of Ullington cross roads
 - c) Excessive verge damage in Front Street to be reported to Roy Fullee as an on-going problem which has been previously reported.
 - d) A culvert head-wall has fallen into the ditch on the Long Marston road by the Simms Metals junction
 - e) The hedgerow on the railway bridge near Long Marston camp is still obstructing the highway and requires cutting back, it was noted it could be in Warwickshire.

192. Lengthsman/ Handyman:

- a. Matters outstanding for the Lengthsman's attention –
 - (a) Blocked gully on the bend between Middlesex and the Cemetery.
 - (b) Kerb sets dislodged at the junction of Dorsington Lane

193. Public Rights of Way Reports. Requests for the PPW's attention – None at this time

194. Street Lighting –

- a. **Streetlight faults to be reported.** No's 12, 1, and 24 to be reported as on all day
- b. The Clerk reported on streetlight 15 in Friday Street. The Council's insurers have failed to progress with the claim and the Clerk has now contacted the third party's insurers directly who have promised to pursue and settle the claim as soon as possible; the Clerk will continue to chase up the matter.

195. The Close and Recreation Field

- a. **Regular visual inspection:** The Chairman reported that all the equipment was in good order. A fully documented quarterly was carried out which identified several non-hazardous matters of general maintenance issues. Two new seats for the balance scales will be ordered along with four bushes for the swing chains.
With the mowing season about to start members requested the contractor to spray weed-killer around the legs of all Timberplay equipment.
- b. The Clerk reported the installation of two dog waste bins was completed but the one on the north side of The Close was installed in the wrong place. Actions to resolve the matter are in hand with the installation contractors.
- c. Council considered a Handyman quotation for the installation of two pedestrian gates on the recreation field. It was agreed to accept the quotation and have the works completed within a £400 budget, Clerk to action the works.
Cllr. Albert Jeffrey suggested short term sheep should be used to condition the recreation field surface and graze the grass, his suggestion was agreed and local farmers will be approached to pursue the idea with safety in mind. The field would need to be closed to public access to any areas used for such grazing.

Pebworth Parish Council

- d. Council considered the Village Hall Committee's request to use The Close for Saturday 2nd June to hold Jubilee celebrations including a children's party and agreed in principal to the proposals. Further details will be considered nearer the time.
- e. A request to use The Close for an event on the 9th September was received from the Fete committee and this was agreed in principal pending further details.

196. Cemetery:

- a. Excessive soil remaining on the recent grave of Mr Taylor. Members reported the clearance was now satisfactory and the matter is resolved.
- b. Members reported that the clearance work under the central tree was not completed but is in hand with the Handyman
- c. Members requested the mowing contractor be asked to remove an accumulation of old wreaths and other garden rubbish from by the water tap.
- d. The Chairman reported the wrought iron gate was now repaired and re-fitted

197. Annual Parish Meeting arrangements; it was agreed to arrange a slightly less formal format for the meeting. An Evesham Volunteer Centre representative would be asked to give a presentation and the Council will launch its proposed Neighbourhood Plan. Tea and coffee will be made available.

198. Social Housing

- a. Housing Officers and Councillors walkabout meeting report from members. Several potential sites were looked at and the general consensus was it may be premature to consider social housing sites as the outcome of the Albert Jeffrey site and SWDP consultation was yet to be concluded. Further consideration will be given when the housing officer's formal report is received.

199. Pebworth in Bloom Committee

- a. Cllr. Simon Shiers on behalf of the committee thanked the Parish Council for the tidy up of Town Pool and reported that funding requests to local businesses had returned pledges of £890, the RHS wild flower planting day is 14th April, In Bloom judging will be in the first two weeks of July, the offer to further landscape the town pool and to fund the works will be in conjunction with the committee's planting group, the stone wall in School Street needs tidying up and ownership is being investigated and the verge on Front Street will receive remedial attention. The Council agreed to pay half of its funding budget in cash to cover outstanding administration expenses and the Clerk would arrange a £100 cash payment to be received by Cllr. Simon Shiers.
- b. Cllr Alistair Adams reported the painting of the telephone Kiosk at Ullington will be completed by WDC before the in bloom judging day.
- c. Council declined the full clearance of the water course on The Close due to budget constraints and the lack of need for the works.
- d. An offer to enhance the landscaping of Town Pool with all expenses paid was received by the Clerk. Cllr Simon Shiers will liaise with the two residents making the offer to ensure a coordinated effort with the In Bloom arrangements, further details of the proposals are to be considered at the next meeting.

200. Interim internal audit: Council reviewed and agreed the internal auditor's report and noted the suggested actions. The Clerk will resolve the issue relating to holiday pay at the appropriate time.

201. Jubilee Event planning update: Cllr. David Lees reported that the Village Hall committee are holding a children's tea party on 2nd June and a BBQ on the 4th June following the open gardens event.

Pebworth Parish Council

202. Finance

- a. Council approved the Payments, Receipts and Balances as appended to the minutes.
- b. A donation request from the Evesham CAB was agreed to be £50
- c. The funding request for the First Responders equipment for Debbie Ashton was agreed at the requested £200
- d. Council agreed to a contribution of £250 for a local Broadband feasibility study.
- e. Council agreed the remaining £100 budget for the in bloom committee being carried forward to next year if necessary.

203. Correspondence Noted

- a. Email from Alan Smith regarding the Bank Farm application
- b. Warwickshire CC Waste core strategy consultation
- c. WCC Planning application for Simms Metals notification of meeting to be held on 20th March.
- d. WCC consultation on traffic routing for the new Evesham river bridge
- e. WDC land drainage Mr J Walters Dorsington Road ditch clearance demand
- f. WDC land drainage Mr J Walters Dorsington Road ditch clearance completed
- g. WDC land drainage Mr B Clatworthy Chapel Road ditch clearance
- h. WDC invitation to the Chairman's Charity Ball

204. Matters Raised by Members for the next meeting agenda

- a. **Cllr. David Lees-** New Homes Bonus and Neighbourhood Planning event 28 March, The Chairman, Cllr. David Lees and the Clerk wished to attend the meeting; the Clerk will make the necessary arrangements.
- b. **Cllr David Lees:** Jubilee Beacon – Cllr David Lees proposed the council has a registered jubilee beacon on the east end of the recreation field and this was agreed. The beacon will be lit at approximately 10.00pm. It was further agreed the Council would carry out any necessary field restoration needs following the beacon fire. The Clerk was requested to register the beacon as an official Jubilee beacon to enable a lighting time to be obtained.

205. Next Meeting:

- a. It was confirmed the next Ordinary Meeting is scheduled for the 2nd April at 7.00 pm
- b. Annual Parish Meeting 16th April at 7.00 pm

206. There being no further business the Chairman closed the meeting at 10.10 pm

Chairman

Date

Pebworth Parish Council

APPENDIX A: FINANCE

PAYMENTS TO BE AUTHORISED

Mar-12

Meeting

Cheque No.	Payee	Details	Total Payment	VAT Element	Net Payment
1260	Kevin Watkins	Lengthsman Works	37.40		37.40
1261	Kevin Watkins	Handyman	125.00		125.00
1262	Limebridge RS	Re-plant shrubs and trees	420.00	70.00	350.00
1263	J Stedman	Clerks Salary and Expenses	542.88		542.88
			1,125.28	70.00	1,055.28

Transfer			
Payments Received		Amount	Banked
WCC	Cllr. Bean Community Grant	300.00	21-Feb
Total		300.00	

All Paid Up Bank Accounts	
DEPOSIT ACCOUNT	13050.74
CURRENT ACCOUNT	14431.35
TOTAL FUND BALANCE	27482.09
Reserve Lighting Fund	4000.00
Reserve Capital Fund	3000.00
Revenue available	20482.09

County Council Ward Member Cllr. Tom Bean report

Cllr. Bean informed the meeting that the County Council and the H&W Fire Authority have both agreed a 0% increase in their 2012 budget. Over the next 1-2 year any officers or staff that leaves the County Council will not be replaced along with cuts in principal officer posts. A major properties and building rationalization will take place to save on expenditure. He also informed the meeting that the first responders might wish to make a funding application to Severn Waste community fund. He gave an update on the Hartlebury waste to energy plant; the public enquiry inspector has passed his recommendation to the Government Minister who will make the final decision on the planning application and Cllr Bean hoped he would grant the application. Cllr Bean indicated the current £6m landfill tax bill would continue to rise particularly if the plant is not granted permission.

District Councillor report - Pebworth

Month: March 2012

**Prepared by Alastair Adams – Honeybourne & Pebworth Ward,
Wychavon District Council**

Pebworth Parish Council

1. **As requested at the last Parish Council meeting, here is a summary on Section 106 payments** - The provision of the necessary infrastructure to serve a new development should be met by the landowner or developer. Section 106 of the Town & Country Planning Act 1990 makes this a legally binding planning obligation.

A "SPG" (Supplementary Planning Guidance) was written in 2003 by Wychavon District Council which outlines what financial contributions can be normally requested from the developer. These are in the following areas:

1. Highways & Transport
2. Education
3. Affordable Housing
4. Public Open Spaces
5. Leisure Facilities
6. Community Buildings/Facilities
7. Recycling Facilities
8. Arts & Culture

The SPG paper contains formulae and methodology on how the financial calculations should be made for each area, 1 to 8.

Please note, depending on the size of the development some of these areas (1 to 8) may not require any financial contribution.

Once the section 106 payments are agreed by the developer, the payments have to be made to the District Council or to the County Council depending on the areas of responsibility. These payments are made at agreed points during the construction of the site.

The payments made to the District Council can be used by the Parish Council but only on submission of written plans that have to be approved by the executive board of WDC (certain rules and guidance has to be followed).

However, I have still not found out whether the Parish Council has any power over the section 106 monies paid to the County Council ie to Highways. I am in contact with Heather Peachy in the Legal Department at WDC to clarify this.

Now you know all about section 106, I now have to tell you that it is likely all to change with the introduction of CIL regulations – Community infrastructure levy !

2. **Planning**

a. **A. Jeffrey's Transport yard 106 contributions -**

For the Jeffrey Transport site in Pebworth the section 106 payments were agreed as follows:

Worcester Transport Strategy - provision of a Bus Shelter at the junction New Road/Chapel Road - **£5000 (set by the Worcestershire County Highways)**

Education Contribution - 6 x £1180 (for 2 & 3 bed) - **£7080 (set by Worcestershire County Council)**

Formal Sports provision - **£9395 (figure determined by the Council's Community Development Manager, though is based upon the adopted SPG Developer Contributions document and Leisure / Sport Study)**

Off Site Public Open Space - **£25,717 (figure determined by Policy Planners based upon the adopted SPG Developer Contributions document)**

Cycling contribution - **£3350 (set by the Worcestershire County Highways)**

Recycling - **£378 (figure determined by Policy Planners based upon the adopted SPG Developer Contributions document)**

Affordable Housing – **40% (as set out in the Draft South Worcestershire Development Plan)**

Therefore, from the payments to be paid to the District Council, there is a pot of £35,112 from the section 106 payments that the Parish Council could potentially use for the benefit of the village as a result of this development.

- b. **SWDP** - The timetable for the SWDP has been extended by 6 months due to the huge response to the public consultation (over 5000 replies). However, in October this year, the WDC Council will be voting on the Submission Document of the SWDP and if passed, then the SWDP becomes an important factor in determining planning applications.

Pebworth Parish Council

The process continues with the Submission Document being submitted to the Secretary of State in February 2013, then there is an Independent Hearing in May 2013 and an Inspector's report that is planned to be received in Sept-Nov 2013 which finally means adoption of the SWDP will be likely in Nov-Dec 2013.

- c. **Honeybourne Road signage** –Awaiting responses from all residents and businesses on Honeybourne Road to the latest letter.

3. Resident queries:

- (a) **Dog fouling** on the close – The 2 dog bins have now been installed by WDC. Therefore, I suggest the Parish Council now consider following up the rest of the Community Warden's recommendations as follows:

- a. A sign is erected on the close stating the "Rules of the close" which can re-confirm that owners are responsible for their dogs on the green, and must tidy up after their dogs. It could also state that dogs should be kept away from all the play equipment
- b. Following the recent article in the parish magazine about dog mess on the close which reminding all residents to pick up their dog's mess, another article should be written in the next issue explaining why dog mess is a health & safety issue. "Toxocariasis" is a dreadful disease which is caused by the roundworm *toxocara canis*, present in dogs, and can cause severe eye damage and potential blindness in small children.
- c. If the problem continues, then the community warden said she would look at installing a surveillance camera overlooking the close.

- (b) **Dorsington Road** – (a)The surface water on Dorsington Rd was inspected by Highways and the probable cause was a blocked drain outlet in the ditch further down the lane. This has now been cleared, and time will see if this resolves the problem. (b) The pavement still needs attention. near Evening Hall which is badly damaged and a trip hazard

4. **Speeding:** We are awaiting the "Check your Speed" signs for Middlesex

5. **The telephone kiosk at Ullington Crossroads** –the WDC have agreed to paint the telephone box at Ullington crossroads before the inspection of Pebworth for Britain in Bloom competition.

6. **Broadband** –BT Broadband manager coming to Pebworth on 14th March!

WDC agreed to pay half of the Broadband feasibility report for Pebworth & Honeybourne using Grey Sky Consulting and David Lewis. See their web sites (<http://www.greysky.co.uk/> & <http://www.broadbandconsultancy.co.uk/>) The feasibility report which will cover the following:

"Grey Sky Consulting will provide a rural broadband feasibility report for Honeybourne & Pebworth detailing where all the BT Openreach cabinets and fibre nodes are in the area. In addition we will look at fibre availability from other providers. We will suggest various solutions on how to increase the average speed of Broadband to this area including examples of minimum and maximum speeds. We will consider different technologies including FTTC, FTTH and wireless.

For FTTC we will check all postcodes for cabinet assignment and identify any exchange-only lines.

The report will be independent and will allow the community or WCC to approach suppliers with an initial RFQ document with full open-book or typical industry costings.

If required, the report can be edited once the community has chosen the preferred solution i.e. a more refined and applicable RFQ document can be produced as an outcome of discussion surrounding the initial document."

Cost: Pebworth Parish Council £250, Honeybourne Parish Council £250, WDC £500

Approval required from the 2 Parish Councils before the report can be started.

7. **Visit to the Recycling plant in Norton for Parish Councillors**– date is now agreed as 28th March at 2pm. Any councillors interested in attending should let me know by 10th March.

End of report.