

Pebworth Parish Council
Minutes of the Ordinary Meeting of the Parish Council
Held at the Pebworth Village Hall on Monday 1st July 2013.

Present: Cllrs. John Hyde, David Lees, June Haycock, Pam Veal & Albert Jeffrey

In attendance: John Stedman (Clerk), Ward Member Cllr. Alistair Adams and two members of the public.

Carla Homes: Prior to the meeting at 6:45 Mr Dan Forester of Carla Homes gave a short briefing on the construction process, issued the site contract method statement including contact details for the site manager and the local point of contact, Mr Brian Griffin on Mobile 0782 483 7273. Mr Forester also informed the meeting that Cala Homes had withdrawn their offer to carry out sewer pipe renewals and connection to the Village Hall due to delays caused by the Charity Commission but Cala would make a financial contribution to the Village Hall to enable the works to be carried out. The sewer connection would now be made in the highway instead of on The Close.

Note: As members of the public wished to comment on the Cala development sites the Chairman moved Open Forum to before the formal meeting.

Open Forum: Clerk's report.

Ms Summers commented on the current planning application for changes to the house sizes on the Cala homes development site and reiterated her concerns over the lack of one bedroom dwellings in the village when a need was identified. She also made comments over the retrospective application for the hoarding on the Cala site as it is too large.

Mr Roy Jeffrey reported that the blocked road gully in Priory Lane was still not resolved and after further investigation the discharge site was found to be at the sleeper bridge behind the woods on Long Marston Road. A proposal to find the drainage pipe on the property of White Cottage and divert it into the nearby ditch is under investigation as this should improve the discharge flow rate. The WDC flood engineer is to oversee the proposals to ensure it is practical to carry out the proposed diversion.

County & District Ward Member Cllr. Alistair Adams gave his report which is appended to the minutes.

Meeting Minutes

45. Apologies were accepted from: Cllr. David Cranage & Cllr. Simon Shiers

46. Disclosures of Interests

- a. Members were reminded of the need to keep their register of interests updated.
- b. To declare any Disclosable Pecuniary Interest in Items on the agenda and their nature.
- c. To declare any Other Disclosable Interests in items on the agenda and their nature.
 - Disclosable Pecuniary Interests None declared
 - Other Disclosable Interests – None declared

47. Confirmation of the Minutes: The Council agreed the wording of the minutes of the June ordinary meeting and the Chairman signed them as a true record of the meeting.

48. The Clerk's Progress Reports.

- a) Simms latest Fire – Cllr Alistair Adams the reported the smoke was not a fire at the Simms Metal yard and its origin is unknown.
- b) Coiled razor wire at Mickleton; The Chairman reported the police had visited the occupier of the property and informed him of his legal liabilities and that the placement of razor wire must be clearly signed for public safety.

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- c) Overhanging greenery in Back Lane- Chairman reported that the property owner has cleared the problem.
- d) A request from the School to place banners on the recreation field fence was agreed.
- e) A parishioners concern over the Pebworth bier being moved from Evesham Almonry Museum to St Lawrence Church will be investigated by the Clerk and reported to the August meeting.

49. Planning Application considered

- a) **SDC 13/00126/OUT** Codex Land Promotions Ltd Long Marston Camp: Proposed 4-Arm roundabout access
- b) **W/13/00132/OU** Codex Land Promotions Ltd Long Marston Camp: The proposal has been amended to change the 5000m² of employment floor space from Class B2 to Class B1(c).
The Parish Council made the following comments on both the above applications: -
Having strongly objected to the original applications for these proposals the Parish Council re-affirm their objection as the amendments do not change the Parish Council concerns or reasons for their objection.
- c) **W/13/01235/PN**: Cala Homes: Land West of, Stratford Road, Pebworth: Description of Proposal: Erection of 13 no. units together with access road; surface water attenuation pond; landscaping and all associated works all as approved by planning permission ref. no. W/12/02817/PN but not in compliance with condition 19 and so as to allow increase in size of 3 plots and re-orientation of garage to plot 13.
The Council objected to the proposed changes to house designs and bedroom count and request no changes are made to agreed external finishes. This observation also extends to application W/13/01217/PN: Cala Homes: Chapel Road, substitution of house type on plot 8.
- d) **W/13/01279/PN**: Cala Homes: Land West of, Stratford Road, erection of a V shaped hoarding. Council considered the hoarding, which is already in place, is not in conformity with the submitted plans as it is considered to be higher than the 3m shown on the plans, furthermore it is an intrusive feature on the rural landscape and must be removed on completion of the development. These observations will be made to the planning application officer.

50. Planning Decisions Noted:

- a) **W/13/00691/PN**: Crabtree Farm, Dorsington Road, erection of agricultural building (retrospective) – **Refused** 1 reason.
- b) **W/13/01001/PN**: Crabtree Farm, Dorsington Road, Covered silage pit and cattle yard.
Granted with conditions.
- c) **W/13/01013/CU**: Crabtree Farm, Dorsington Road, Demolition of agricultural buildings, change of use of agricultural buildings to workshop, live-work unit and associated storage.
Granted with conditions.

51. Funding:

- a) New Homes Bonus and section 106 funding: As a considerable fund will be available the Council agreed the parish should be consulted on what facilities should be provided from the fund and a brief questionnaire will be circulated with the next newsletter to gain the opinion of parishioners, further consideration will be given to this next month.
- b) Members considered the request by Jane Cromack at the last meeting for support from NHB funding for the Village Hall. Cllr David Lees will inform the Village Hall committee of the Council's intentions as in Min 51a.
- c) Members noted the reports on the Sec 106 meeting at WDC and received the Essential Criteria report from Heather Peachey and the meeting report from Cllr David Cranage.

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52. Neighbourhood Development Plan (NP) Working Group

- a) The NP Chairman Cllr David Lees gave an extensive report to the meeting which is appended to the minutes at appendix B.
- b) Cllr David Lees report the ownership of the land off New Road is established and it was agreed Cllr David Lees would make contact with the owners to investigate future development of the land.

53. Finance:

- a) Council agreed and approved the Payments, Receipts and Balances as in Appendix A
- b) Council agreed and approved the first quarter bank reconciliation, budgets and account balances as presented by the Clerk

54. Highways:

- a) New highway matters to be reported.
 - (a) Gully by the bus shelter opposite the church is blocked.
 - (b) A new access has been created in Back Lane whereby a hedge and wall have been removed within the conservation area. The matter will be reported to the planning enforcement officer.
- b) **New Salt grit bins:** in consideration of a report from Cllr David Cranage and the need for highway safety it was agreed to install a green grit bin in Friday Street by the field gate, the Chairman will supply photographs of the site to enable the bin to be ordered from County Highways. The proposed site at Priory Lane road junction proved to be unacceptable as no suitable verge site could be identified for a bin.
- c) **Honeybourne Road Signage:** progress will be reported to the August meeting following a meeting on 2nd July with officers at the Civic Centre.
- d) **Verge Mowing:**
 - (a) Council wish to receive quotes to regularly mow the unattended verge areas in School Street, the quotes will be considered at the next meeting.
 - (b) Council wish to receive quotes to mow all the village highway verges within the 30 MPH area and mown twice per year starting in 2014, the mowing to be carried out in coordination with the County Highways contracts, the quotes will be considered at the next meeting

Lengthsman/ Handyman:

- a) Matters for the Lengthsman and Handyman's attention;
- d) New jobs agreed: -
 - (a) Mickleton Lane highway signage in the area of The Holt Bridge is obscured by foliage and all need clearing
 - (b) Chase up outstanding works from June
 - (c) Gully by the bus shelter opposite the church is blocked.

55. Public Rights of Way Reports. (PROW) – nothing to report

56. Street Lighting:

- a) The streetlight by the School is possibly staying on all night; members will monitor the light and report to the next meeting.
- b) **Relocation:** Council agreed to a request from Cala Homes to re-locate the streetlight at the access to the Cala homes site in Chapel Road as it currently stands in the site access.

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- c) Council considered the submitted plans for streetlights on the Cala homes sites in Chapel Road and Honeybourne Road and it was agreed the four streetlights proposed for each site should be reduced to two lights per site the first and last in each site plus one on the site access off Honeybourne Road. An assurance will be requested that all the lights will be on part night timers as in the rest of the village.

57. The Close and Recreation Field:

- a) **Inspection:** The Chairman's report: The regular visual inspection of the play equipment found no safety problems with the equipment or the site. The safety surface under the swing continues to deteriorate and it was agreed to seek quotations for its replacement.
- b) Both sets of new swing seats have now been fitted by the Chairman
- c) **Funding application:** Recreation field grant funding: Cllr David Lees and Cllr Pam Veal requested the Clerk to investigate the Sport England funding application for the development of the recreation field and proceed with it if possible. The application is an on-line process only and Cllr Pam Veal offered to help fill in the details.
- d) **Land registry:** Council agreed that Mr Richard Holland should proceed with registering the title of The Close with the land registry as he offered his professional services free of charge. It was confirmed that there will be a registration fee payable to the land registry.
- e) **Easement:** Members considered the request put forward by Mr Richard Holland for an easement to allow a sewer connection on The Close for the Village Hall's sewer improvement. The request was initiated by Cala Homes offering to carry out the connection in conjunction with their development works but they had now withdrawn their offer to the Village Hall. The Council agreed the easement can be granted to the Village Hall if required as the Village Hall might carry out the works themselves.
- f) **Skate board ramp:** The provision of a skate board ramp is to be considered when the parish consultation on the use of pending funding is concluded.

58. Allotments:

- a) Members reported on the meeting on Tuesday 18th June at Pershore Civic Centre with Mr Vic Allison along with planning and housing officers to discuss the proposed Community Land Trust project. Positive intentions arose from the meeting for the Chapel Road site but not so for the Broad Marston site which will be considered as a land bank site. It was agreed the next step was a full site visit of the Chapel Road site to check boundaries and the layout of the proposals.
- b) The Chairman reported on his attendance at the site visit with Mr Vic Allison and Jonathan Edwards earlier in the day. Following difficulties in seeing the full site it was considered to be big enough to facilitate two blocks of dwellings and the required allotments. Draft plans will be drawn up by WDC and site clearance will be considered after August 1st.

59. **Pebworth in Bloom:** It was reported that judging will take place on July 9th and a presentation with tea and cakes will be made in the Village Hall at 10.00am

60. Correspondence for consideration:

- d) **Save our Pre-school:** An email from Cllr David Cranage outlining the dire financial situation with the pre-school was considered by members who wished to support the Pre-school any way they can. A letter of support will be sent to the Governors of the Federation for the retention of a pre-school in parish. As the Pre-school is a private business the Council has no power to offer any financial support.

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61. **Correspondence to note:** Clerks and Councils Direct
 62. **Matters Raised by Members** for Consideration and or items for future agendas. None

63. Next Meeting:

- a) It was confirmed the next ordinary meeting of the Council is scheduled for the 5th August at 7.00 pm

Note: *The Clerk withdraw from the meeting for this item*

61. Staffing:

Exclusion of the Public from the Meeting. Council agreed the following resolution: -
That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw

Council considered the Clerk's salary review letter and it was agreed a single spinal column point increase should be awarded as from 1st July 2013

There being no further business the Chairman closed the meeting at 10:25 pm

Chairman _____ Date _____

APPENDIX A: FINANCE

PAYMENTS TO BE AUTHORISED

Jul-13

Meeting

Cheque No.	Payee	Details	Total Payment	VAT Element	Net Payment
1385	Pebworth Village Hall	Village Hall Hire charge 1 year	270.00		270.00
1385	Pebworth Village Hall	NP 3 months meetings	60.75		60.75
1386	Cancelled	Cancelled			
1387	Limebridge RS	Mowing contract	508.80	84.80	424.00
1388	J Stedman	Clerks salary and expenses	136.20		136.20
1389	HMRC	PAYE	469.96		469.96
1390	Wicksteed	Play Equipment Spares	388.00	64.67	323.33
			1,833.71	149.47	1,684.24

Received from	Description	Amount	Date
		Total	0.00

All Paid Up Bank Accounts	
DEPOSIT ACCOUNT	35,041.76
CURRENT ACCOUNT	10,699.36
TOTAL FUND BALANCE	45,741.12
Reserve Lighting Fund	2,660.00
Reserve Capital Fund	5,000.00
Neighbourhood Plan Fund	6,268.93

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Revenue available	31,812.19
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Appendix B

Pebworth Parish Council NDP report July 2013

The working party has commenced scoping the plan which is expect this to be ready in draft form to discuss with the Parish Council in September / October time frame

Response from local self-employed is disappointing School and WI and PCC have all contributed

MR Bob Keith has been appointed by Locality and Planning Aid England. Our initial meeting was on 14th June. Bob Keith gave a short review of his background, he is a Chartered Town Planner and has spent over 30 years in planning and helping communities with planning issues. He is current assigned full time to Planning Aid England, for NDP activities.

The Statement of work provided by Locality was discussed and the breakdown of effort in the various stages was noted

Funding was discussed; Bob Keith is available at no charge to PNDP for approximately 13 days. WDC will receive additional funds to the order of £30k over the Front Runner funding for each NDP. Post the meeting Andrew Ford WDC has confirmed that an addition £8000 can be made available in stages during the plan submission)

Also it may be possible to apply again to Locality if further support is required in the submission phase, as this would be regarded as a Milestone 2 activity.

We need to work out how best to Use Bob Keith, it is likely that additional external resources will be required to

The next step is a training session on Monday 8th July at 7.30 it would be a good idea if Parish Council members attend this session to understand their role and obligations under the legislation

District Councillor report - Pebworth

Month: July 2013

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

1. **Fire at SIMS Re-cycling plant** –The Environmental Agency are still doing a detailed investigation of the fire, and interviewing all the staff on site and some of the neighbours.
2. **Planning - 380 new houses next to SIMS re-cycling plant in Pebworth/Long Marston**–still no further news when this application will go to the planning committee – it is not on the agenda in July. The applicant has organised a meeting to discuss with the planning officer.
3. **Planning - Carla Homes Sites** – There are some issues with variations on site and a question mark over the drainage for the village hall. I will contact Jonathan Thompson at Carla for clarification and to seek resolution. They are also offering to install a number of street lights into each site, and I suggest to the Parish Council these are not necessary – less light pollution =Better

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4. **Planning Honeybourne Rd signage** – I organised a meeting with Giorgio, head of planning and the representatives of the Pebworth Parish Councillors and hopefully this issue is resolved.

5. **Resident issues:**

- a. **Grass cutting:** Once again in the month it has been brought to my attention that the grass verges opposite the school is very long and urgently needs cutting. (it has now been cut). The parish Council have a grass cutting contract for the village that mows the grass in the cemetery. I suggest this grass verge is added to this contract so gets regularly done.
- b. **Fly posters:** The Circus flyers were still on the telegraph posts around the village. I reported it to Head of Community Services who have written to the circus. In the meantime, the posters were removed by local residents.

6. **Flooding** – I met with Tim Longford and Mark Rainbow in Priory Lane/Green Lane to look at the ditches. It was agreed I would get Tony Jones – Chief Engineer to meet with them to discuss and agree actions. Also it has been suggested that Green Lane is owned by WCC. AA to follow this up. I also met Dave Lavender and he has found the outlet of the road gully in Priory Lane.

7. **Broadband** —The tender for Broadband for the county is expected by 5th July so we should know very soon whats happening...

End of District Councillor report

County Councillor Report- Pebworth

Month: June 2013

Prepared by Alastair Adams

Littletons Division, Worcestershire County Council

The Good News:



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Highways –the roads in Back Lane and Long Marston have now been repaired. Hooray!

I also attended the O&S EEC meeting last month, and the head of Highways John Hobbs, attended and was put under the spotlight. He mentioned that highways were meeting their targets 100% and I questioned him on this and the following day emailed him with evidence that I thought showed discrepancies in his statistics – a pot hole in Dorsington Rd which I had reported over a month ago was still not repaired. The following day a lorry arrived and the pot hole was repaired!

We are making our mark and they are now knowing where Pebworth is!

I would recommend all residents to use the App on their smart phones called “Looking Local” or the one called “Worcestershire County Council”. Both Apps have a “Report it” feature which is the fastest way to report a Highways issue into the council. The Apps allow you to take a picture of the pothole, the smart phone locates it via GPS, and you simply type in the problem and give your name and contact details. Simple, but fast and effective.

DRAFT