

Pebworth Parish Council

Minutes of the Ordinary Meeting of the Parish Council

Held at the Pebworth Village Hall at 7.00 pm on Monday 13th April 2015.

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

In attendance: Cllr Alistair Adams, John Stedman (Clerk) and one member of the public.

270. Apologies were accepted from : Cllr Simon Shiers, away on business

271. 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.

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

Open Forum:

Mr Tim Longford informed the meeting of the details for the development of agricultural buildings to dwellings at Priory Farm. Questions regarding access and design were discussed and it was confirmed the development access will be of Broad Marston Road by the Holt. It was also confirmed the whole farm complex would be a residential site of 11 houses and all farming activities would cease.

County & District Ward Member Cllr. Alistair Adams reported on District and County Council matters, his report is appended to the minutes.

The Chairman closed the adjournment and reconvened the meeting at 7.17

273. Minutes: The Council agreed the wording of the minutes of the March meeting and the Chairman signed them as a true record.

274. The Clerk's Progress Reports.

- a) Members noted the letter of thanks sent to David Bliss regarding the Profound Decisions event cancellation.
- b) Insurance request for the vehicle registration of the potential vehicle involved in the destruction of the streetlight by the Church was forwarded to Came & Company
- c) Matters reported to County Highways
 - i) Dorsington Road poor surface condition – inspections are ongoing
 - ii) Open inspection chamber in the verge on Pebworth Road- Chamber is filled and covered, Resolved
- d) Abandoned car on Town Pool car park: the PCSO confirmed the owner is not local, the road tax and insurance has expired and the matter has been referred to WDC for waste collection – the matter is ongoing
- e) Members noted the list of the eight election candidates is posted on the village notice boards.

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275. Planning Application to Consider:

- a. **W/15/00367/CU:** Mr T Longford, Priory Farm, Priory Lane, Broad Marston, Proposed change of use and conversion of existing 'grain' barn into three dwellings and removal of existing Dutch barn. The Council has no objection or comment on the application.
- b. **W/15/00686/PP:** Mrs M Mulraine, Hylton, Friday Street, Proposal: Replacement of windows: The Council has no objection or comment on the application.

276. Planning Decisions to Note:

- a. **W/15/00242/LB:** Mr and Mrs C Warren: Bank House, Front Street: Proposal, Internal works and exterior alterations to doors and windows.
Granted with 2 conditions

277. Planning Matters:

- a. **GPMB/14/02815/GPMB** Bank Farm Front Street, Prior approval of proposed change of use of agricultural buildings to 3 dwelling houses(use Class C3)
The Parish Council commented on potential flooding problems caused by the development.

278. Profound Decisions:

- a. Council considered a letter received from Mr Jon Snow (Chairman of The Heart of England Forest) via David Bliss regarding Profound Decisions. The letter addressed to Councillors invites council representatives to join a committee to discuss Heart of England Forest and Profound Decisions event matters. The Council welcomed the proposal and wished to request a member of the public be permitted to join any consultative committee. Clerk to write to Mr Snow accordingly.
- b. An email received from John Bicknell regarding the Jon Snow letter suggested having an independent person on the stakeholder committee as Councillors may have a conflict of interest if a planning application were to be lodged.
Council resolved to inform Mr Bicknell of the letter to be sent to Mr Snow.
- c. Members noted an email invitation for Councillors to attend the Profound Decisions events at Spennall, no members have attended but are aware of future events.

279. Finance:

- a. **Payments:** Council approved the Clerk's schedule of Payments which is appended to the minutes
- b. **Reconciliation:** Council agreed the fourth quarterly account balances, budgets, and bank reconciliation, no queries were raised.
- c. **Audit:** Council agreed to engage the internal audit services of Mr Geoff Bradley. The Clerk reported on having the administrative audit carried out already as time to complete the external audit is very short. The accounts will be audited when the year-end bank reconciliation is completed.
- d. **Audit:** Council noted the external audit closing date of 25th May and the posting of the statutory audit notice on the notice boards on 7th April
- e. **Global Gathering Donation:** Cllr Simon Shiers had informed the Clerk that the wording of a flyer for the proposed Oil buying promotion was unlikely to materialise. The donation from the Global Gathering is to fund the flyer and the council resolved to request the donation expenditure is now split equally between the Pebworth in Bloom group and the Village Hall, Clerk to make the request to Cllr Mike Brain, the coordinator for the Global Gathering local charity donations.

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280. Highway Matters:

- a. Highway matters to be reported. –
 - i. Honeybourne Road, verge erosion has caused the carriageway edge to become rutted from the Tee junction to Fibrex Nursery.
 - ii. Water leaking from the verge in Front Street and Back Lane to be reported the Severn Trent Water
 - iii. A fallen tree on Back lane by Rainbow’s farm needs removing from the verge
- b. **20mph zone:** Members requested the criteria for implementing a 20mph zone for Back Lane, Front Street and School Street, Clerk to gain the information for the next meeting.
- c. **Rain water discharged** directly onto Back Lane. Investigations confirmed the water is not emanating from any properties but from the highway verge. It was agreed to report the matter to Severn Trent Water and request the drains in Back Lane are jetted by County Highways. Further investigation will be made to substantiate the actual source of the water.
- d. **Salt-grit bin:** Members considered a request for a salt-grit bin to be placed on the Priory Lane and Broad Marston Road junction. Following a site inspection by member’s it was concluded that there is not a suitable site for a grit bin to be placed.
Resolved
- e. **New Bus Shelter.** Site 3, opposite the Masons Arms was proposed to the County Council officer but no formal response has been received only an acknowledgement of the request. Clerk to pursue the matter.
- f. **Church wall:** Cllr Pam Veal reported the re-building of the Church wall is well underway and will be fully funded by the PCC

281. Lengthsman/Handyman

- a. Council noted the Lengthsman’s report on works carried out and some outstanding.
- b. Council agreed the following Lengthsman or Handyman works.
 - i. Reinstate the verge damage on the Friday Street and Long Marston Road junction.- partly done with grass seeding ongoing
 - ii. Remove the fallen tree in Back Lane
 - iii. Strim the bonfire site in the Recreation Field
- c. Council agreed to the renewal of the Worcestershire County Council Lengthsman scheme contract for 2015-16
- d. Council noted the report on the Lengthsman scheme reimbursement claim for 2014-15, Clerk to chase up the overdue payment from WCC

282. Public Rights of Way:

- a. A stile near a field gateway on PROW 520c is inaccessible due to deep mud, the Clerk will raise the matter with the landowner and inform the CC PROW officer.
- b. Members noted the completion of the ditch crossing installation on PROW 520C

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283. Recreation Field Projects:

- a. **MUGA:** Members reported on the meeting with the representative from Wicksteed Playscapes and noted the advice given on the installation of a Multi-Use Games Area (MUGA). A plan of options and a quotation is awaited and will be considered at a later meeting. The running track option was considered and consideration will be given in delineating the track with markers once the MUGA site is resolved.
- b. **Table tennis tables:** Council noted information on outdoor table tennis tables and their siting. The Clerk confirmed the cost of the tables is circa £1,500 to £2,500 plus the installation of a suitable surface for its usage.
- c. **Village Hall:** The section 106 funding request for the Village Hall sports changing rooms was put to the WDC officer who raised several questions to validate the funding request. To expedite the project the Council agreed the Village Hall Chairman would liaise directly with the WDC Officer and keep the Parish Council informed of progress. The Village Hall Chairman will supply the requested information to the Officer.

284. Allotment Gardens:

- a. The Clerk reported the cultivation of the allotment site was now completed after three cultivation visits to attain a good tilth on the site.
- b. **Fees:** The Clerk reported that two tenants had paid their rent and deposit and signed agreements had been received.
- c. **Half plots:** Members reported having received a request for a half plot. After consideration it was agreed to allow half plots to be rented.
- d. **Further development:** it was agreed no further infrastructure work would be undertaken until more plots were let.
- e. **Fencing:** It was agreed tenants could erect fencing around their plots as long as it was in keeping with the rural aspect of the site and no more than 1.2 m high.

285. The Close:

- a. **Inspection:** The Chairman reported all the equipment was in good order and the site is safe for public use.
- b. **Ash tree:** The Handyman reported the removal of the dead ash tree near the swings will take place when time permits.
- c. **Football Tournament:** Member's considered and agreed a request from the Scouts to use The Close on Sunday 28th June for their football Tournament.
- d. The **RoSPA** annual play area inspection report will be considered at a later meeting. The report has no significant issues to address and gives a medium risk rating for the whole site.
- e. **Grass collection:** A proposal for grass collection prior to the Village Show in September was agreed.
- f. **Show insurance:** The Clerk confirmed that the Church has public liability insurance for the village show.

286. Street Lighting:

- a. **Faulty lights to be reported:** none at this time.
- b. The Clerk reported that the installation of the replacement streetlight #24 near the Church is now complete but questioned the colour of the painted column. The matter to be considered at a later meeting when members have inspected the column.
- c. **Insurance Claim:** the council's insurers have confirmed payment of the claim for the new streetlight #24 at the Church and settlement expected this month.

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287. Cemetery

- a. **Clearance works:** The Clerk reported the eastern boundary clearance works was now completed except for final soil preparation and grass seed sowing which will take place in April.
- b. **Fencing:** The Clerk reported that the agreed purchase of 12 fence panels for the eastern boundary had been erected.
- c. **Funding:** The agreed 50% shared funding from the cemetery neighbour is fully paid up and complete.
- d. **Fees and Regulations review:** Following an query from the March meeting the Clerk confirmed that the Council can if it wishes refuse any request to purchase an exclusive Right of Burial or a burial plot.
The annual review of cemetery fees and regulations was discussed at length and the Clerk will offer a draft of amended fees and regulations to the May meeting for final agreement.
- e. **Plot 677:** Council considered the Clerk's report on the request for the relinquishment of grave plot 677 with an uplifted reimbursement of the fees. It was agreed to delegate further negotiations to the Clerk to conclude an amicable resolve.
- f. **Tree planting:** A parishioner has request that a tree planted on grave plot 862 is removed as it is planted very close to a neighbouring grave plot. Council agreed the tree and other shrubs must be removed as the planting contravenes cemetery regulations, Clerk to contact the relevant family requesting the tree and shrubs are removed within 28 days of writing or the Council will take remedial action to resolve the matter and re-charge any costs involved.
- g. **Notice board:** In consideration of the reinstatement of the cemetery notice board it was agreed to obtain a new notice board. The Clerk will make enquires with HMP Long Lartin asking if the prison workshops would make a new hardwood notice board to hold at least 3 A4 sheets. Clerk to report to the next meeting.
- h. **The Interment** of Agnes Kernahan in Grave no 777 on 31st March was noted.
- i. **Memorial placement:** a request from Clifford & Sons for a memorial cross for Marie O'Connor, plot 862 was agreed.

288. Annual Parish Meeting – 20th April

- a. Local organisations have been invited to offer a report for the meeting and a council report on the last four years of council business will be presented.
Cllr Pam Veal will make refreshments available at the meeting.

289. Pebworth in Bloom: (PIB)

- a. In the absence of Cllr Simon Shiers the Committee update report was presented by the Chairman and is appended to the minutes.
- b. **Fence painting:** The Clerk confirmed that the request to WDC for the remaining £120 sec 106 arts funding to purchase fence paint for the metal fencing around the Recreation Field was successful, the Council agreed to make up any small shortfall in funding. The Chairman will obtain the necessary paint from Building & Plumbing Supplies.

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290. Correspondence:

- a. From WDC:** Strong Community event and New Homes Bonus meeting 9th June – it was agreed to defer this item to the May meeting.

291. Matters raised by members:

- a. Cllr David Lees:** Wheelie bins left on property frontages.

Following a letter of complaint from a parishioner, Members concurred with Cllr David Lees as many wheelie bins are left on frontages over long periods and some left out permanently. It was considered this lack of environmental awareness depletes the attractiveness of the village aesthetics. It was agreed to bring the matter to the attention of all residents by publishing an article in the Piper and Village Magazine. The Clerk will make enquiries into the WDC regulations for wheelie bin storage locations.

292. Next Meeting:

- a.** The next meeting of the Council would be confirmed when the Clerk has made the arrangements for a time and venue.
- b.** The Annual Parish Meeting was confirmed for April 20th @ 7.00 in the Village Hall

Thanks to Members

The Chairman expressed his thanks to all members for their attendance and interest over the last four year term of office and wished them well in the forthcoming elections.

There being no further business the Chairman closed the meeting at 10.17 pm.

Chairman _____ **Date** _____

Payments Authorised

Cheque Number	Payee	Details	Gross Payment	Net Payment
1521	Limebridge RS	Allotment posts - Batsford Timber	98.64	82.20
1521	Limebridge RS	Mowing Contract	373.20	311.00
1522	N Holdsworth	Cemetery fence works	150.00	150.00
1523	Worcestershire CALC	CALC Service fee & NALC fee	352.37	299.38
1524	HMRC	Clerks PAYE	341.99	341.99
1525	John Hyde	Lengthsman work	18.75	18.75
1525	John Hyde	Handyman Works	150.45	150.45
1226	J Stedman	Clerks Salary and Expenses	***	***
1227	Playsafety Ltd	RoSPA inspection	96.00	80.00
1228	E-on	Replacement Streetlight #24	2276.15	1896.79
DD	Npower	Streetlight Energy	54.26	45.22
DD	Npower	Streetlight Energy	551.79	459.83

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Pebworth in Bloom reports to the Council

The judging date for Pebworth in this year's Britain in Bloom competition is Thursday 9th July (am). We would appreciate it if the PC could arrange for the verges, the Close, the church burial ground (and churchyard?) to be mown about 5/6 days beforehand if possible. Please don't mow just before judging day as we won't have sufficient time to sweep the grass mowings from the paths and sides of roads etc. Would you mind checking that the area opposite the school entrance is definitely on the mowing schedule. I believe that Ken/Clive and other volunteers will continue to mow down Front St if we ask.

Would it also be OK to try and coordinate our three monthly WDC road sweep to take place just before judging and is it possible for the paths to be sprayed to kill the weeds, particularly opposite Jean Cottons (the lay by etc) as this is where we lost valuable marks last year?

We will arrange to clean street road signs. Could you also ask Parish Councillors to reserve the morning of the 9th July in their diaries, we would be grateful if as many of them as possible are able attend the presentation.

Could you also mention the new litter bin which we were able to get for nothing from Wychavon DC.

We have also requested to meet with Rooftop Housing to discuss and hopefully remedy the mess around the bungalows and the area next to the school car park.

At our PIB meeting on Thursday we will be agreeing a Saturday in May to paint the railings opposite the Masons, many new Cala residents will be involved. Could we therefore please access the remaining new housing art installation monies which were bid for when we put in the WW1 commemorative garden, I think you informed us that there was about £170 left. We will purchase the white Hammerite, brushes etc ourselves unless John Hyde is happy to do that on his trade account.

Since the last PC meeting we have held a very successful Wellie Walk and a very large number (well over 60) people attended the annual litter pick up. The designated litter leads are doing a great job on keeping the mess down, using their own litter pickers purchased by PIB. We also held a Spring Churchyard cleanup (17 people attended) and the Town Pool car park is being maintained on an ongoing basis. Les at the pub is currently mowing and tidying the WW1 commemorative site.

We will be replacing the four stolen planters asap. The theft was reported to the police.

We will be running a village Scarecrow competition to coincide with the Gardens Open weekend and this will be advertised shortly.

PIB accounts are currently being audited (Roger Peace) and as we are a sub group of the Parish Council we will inform the PC of the outcome.

We have a new PIB member representing the village hall committee (Wendi Weller) and new plans to enhance the VH area will be developed over the next few weeks.

The new allotment area is starting to take shape, thank you Parish Council.