

Pebworth Parish Council

Minutes of the Ordinary Meeting of the Parish Council

Held at the Pebworth Village Hall at 7:00 pm on Monday 1st June 2015.

Present: Cllrs. John Hyde (Chairman), David Lees, Sue Peace, David Cranage, Pam Veal & Richard Weller

In attendance: John Stedman (Clerk) and two member of the public.

Prior to the meeting Mr David Manning of WDC addressed the meeting to make the council aware of the Rural Communities Programme.

An introduction to his proposals is appended to the minutes and key points included: -

- The programme is aimed at vulnerable people in the community
- The need to have a village based Community Connector with local knowledge
- The programme needs the support of the community and Parish Council
- Calling on residents will only be by prior arrangement
- Confidentiality is highly important at all levels
- The Community Connector to retain a folder of health and wellbeing information
- There is a lot of unused and unknown services available to residents

The Chairman thanked David Manning for his informative presentation and started the formal Council meeting at 7.20 pm.

11. Apologies were accepted from : Cllrs Simon Shiers & Alistair Adams

12. 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.

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

Open Forum:

County & District Ward Member Cllr. Alistair Adams was not in attendance but his report on District and County Council matters is appended to the minutes.

A member of the public asked when the water supply for the allotment site would be installed, the Chairman confirmed the matter would be considered later in the meeting.

Concerns were raised over the complete removal of a sizable section of field hedge in the field on the eastern boundary of the allotment site. It was confirmed that the Parish Council has not received any planning application consultations for its removal and further concerns was raised over the environmental impact on wildlife with the removal being carried out in May. Members requested the Clerk to make enquiries as appropriate.

An enquiry was made regarding the naming of Honeybourne Road as no progress has been reported, the Chairman confirmed that the District Council had withdrawn their support for the case therefore it progress is suspended.

The Chairman closed the adjournment and reconvened the meeting at 7:30

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14. Minutes: The Council agreed the wording of the minutes of the May ordinary meeting and the Annual Meeting of the Council, the Chairman signed both of them as a true record.

15. The Clerk's Progress Reports.

- a) Ditch clearance request from WDC to GCC; members confirmed the section opposite the old Fire Station is completed but the section on Broad Marston Road is not completed and the Clerk was requested to bring the matter to the attention of the District Council drainage officer.
- b) Water leaking from the verge in Front Street reported to STW – members reported this matter is resolved following the repair by STW but the leak in Back Lane remains. The Chairman and Cllr David Lees will try to establish the source of the running water as it may be a road gully blockage or a mains water leak.
- c) Council noted the confirmation of the receipt of the Annual Return from Grant Thornton

16. Planning Application to Consider:

- a. **W/15/00929/PN:** The Close Cottage: Revised front elevation detail - reduced gable element. Council considered the proposed amendment to reduce the size the gable design and agreed to continue their support of the heritage officer consideration not to have a gable on the front of the new building. Clerk to inform the planning officer of the Council's consideration.

17. Planning Decisions to note:

- a) **W /15/00686/PP** Mrs M Mulraine, Hylton, Friday Street, Pebworth, Proposal: Replacement of windows **Granted** with 4 conditions.

18. Neighbourhood Development Plan (NDP)

- a. Members considered the future advancement of the suspended Pebworth Neighbourhood Development Plan. The current NDP group were reluctant to continue as the housing developments within the parish were overwhelming as the 380 house development near the Simms Metal site was now underway. It was pointed out that this new development is in the NDP scoping area and therefore the residents of the development will have to be consulted on the draft plan and also be part of the necessary plan referendum. Cllr David Cranage having attended a recent NDP seminar suggested the NDP should continue without the consideration of housing numbers and work on a criteria based plan of quality and not quantity. Investigations will be made to gain new members for the group and restart the NDP process as much of the background work is completed to enable it to be carried forward.
Council agreed to the continuance of the NDP and members will seek new plan group members to restart the process.

19. Finance:

- a) **Payments:** Council approved the Clerk's schedule of Payments receipts and balances which is appended to the minutes.
- b) **Donation request:** Council declined requests from two resident to make a donation to the Crohns Disease charity. Members considered it to be inappropriate to donate public funds to national charities with limited local need, furthermore the Council cannot sponsor an individual person.
- c) **Allotment expenditure:** Council agreed to a budget for the supply and installation of a steel galvanised water tank to be sited by plot 7 and supplied from the existing onsite water main. The Clerk was instructed to invite quotations from local contractors to carry out the installation as soon as possible and award the works contract if a quote is within budget.

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- d) New Homes Bonus:** Members requested the Clerk to investigate the availability of New Homes Bonus for retrospective financial support for the allotment project. Information to be considered at the July meeting.

20. Cemetery:

- a) Plot 862:** The Chairman reported on the partial clearance of the graves' trees, shrubs and artefacts. Photographic evidence showing that plants and artefacts still remained on the grave were considered and the Council agreed to completely clear the grave of all unauthorised items, The Clerk will instruct the Handyman to carry out the clearance forthwith.
- b) Cemetery fees** and regulations were amended to ensure clarity when considering applied fees for parishioners and non-parishioners as non-parishioner fees were agreed to increase considerably to help ensure the longevity of the cemetery for the parish. New fees and regulations to be posted on the Council website and circulated to all interested parties.
- c)** The Clerk reported the return, by hand, of the grave payment receipt to Mrs Stowe for plot 677.
- d)** Council noted the purchase of plot 952 for the interment of Brian Nixon of Ullington.
- e)** Council noted the pre-purchase of plot 951 for Mrs Nixon (spouse) – in accordance with regulations the purchase was agreed by Cllr's J. Hyde, P. Veal & S. Shiers.
- f)** The Clerk reported on member's agreement for the purchase of a non-parishioner plot by Mr R Holland for the late Hilda Evans. The Interment will take place on Friday 5th June.
- g)** The Clerk reported the completion of the eastern boundary clearance works which is weather dependant and is ongoing with pending completion.

21. Highway Matters:

- a)** New highway matters to be reported.
- i. Very poor surfacing on the pavement in Back Lane - Lengthsman to attend
 - ii. Large pothole in the carriageway at Martins Corner – Report to WCC
 - iii. Dumped rubbish on the "S" bends on Long Marston Road - Report to WDC
- b) Abandoned car:** The Clerk reported that the District Council's tow truck contractors had been prevented from removing the car by its owner. The owner had informed the Clerk that she had phoned the District Council on the number provided on the notice attached to the car two days prior to the removal truck arriving and that the car was taxed and insured therefore cannot be towed away. Furthermore, the car was in regular use by a family member who would not be using the Town Pool car park in future for fear of being towed away. The Clerk's enquires made to the District Council regarding the alleged phone call had not been responded too and the Officers dealing with the matter considered the Parish Council might have to pay the tow truck fees. The Clerk confirmed the car is still not taxed at this time according the vehicle enquiry website and members agreed to wait for a District Council's response before any further action.
- c) Verge Mowing:** Members considered a request for regularly mowing of the verges fronting the Wesley Gardens and Orchard Close. Not wishing to set a precedent for verge and frontage mowing it was agreed to ask the residents of Wesley Gardens to add the verge mowing to the estates grounds maintenance contractor's schedule.

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- d) **20mph zone:** Council considered two reports from Cllr Alistair Adams on the WCC criteria for a 20mph zone in Back Lane and Front Street. The report did not support the proposal for the speed limit reduction but the Council wished to keep the option open for future consideration by the County Council.

22. Lengthsman/Handyman

- a) Report on works carried out by the Lengthsman and Handyman. – none at this time
- b) Council requested the following new works for the Lengthsman or Handyman.
- a. Pavement surface repairs in Back Lane
 - b. Clearance of weeds and grass from footways and gutters at The Holt
 - c. Check and clear verge grips throughout the parish
 - d. Clear the unauthorised items from the grave No 862 in the cemetery.

23. Public Rights of Way: PROW

- a. PROW matters in need of attention.
- i. It was agreed to have the mowing contractor clear the undergrowth from the PROW through the Slingate. Clerk to action this with the contractor.
- b. **PROW 520c:** No report was available on the land owner's actions to remedy the access problems on PROW 520c north of Back Lane. Cllr Sue Peace agreed to inspect the access problems and report to the Clerk any further actions required.
- c. **PPW:** Council agreed to a request for Mr Ken Wood to be the Parish Council's accredited Parish Paths Warden (PPW) also for Mr Les Madden as secondary PPW. Clerk to inform Fiona Argyle the County Council footpath office of the council wishes and to commence the accreditation process.

24. Section 106 funded Projects:

- a. **MUGA** layout plans from Wicksteed were considered and it was agreed to include integral facilities for Tennis, 5a-side football and Basketball. Further quotations from reputable suppliers will be obtained for the MUGA for consideration at a later meeting. The siting of the MUGA on the Recreation Field will be reconsidered in consultation with local residents. The clerk will check the funding availability from WDC and enquire if planning permission is required for the MUGA.
- b. **Quote:** In consideration of the Wicksteed quotation for the installation of the MUGA it was considered to be achievable within the budget of the available sec 106 funding.
- c. **Sports Pitch:** The pitch drainage and pitch creation will be reconsidered when the MUGA siting is resolved.
- d. **Table tennis table:** The outdoor table tennis table and its necessary hardstanding will be reconsidered if funding permits when the MUGA is completed.
- e. **Village Hall:** Members noted the information exchanges for the Sec 106 funding request made to WDC for the Village Hall sports changing rooms.
- f. **Funding:** Members noted the Clerk's Sec 106 funding availability and cash flow forecast for all development projects.

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25. The Close:

- a. Inspection:** There were no matters of concern with the regular visual inspection of the play equipment. Some inconsiderate littering was cleared from The Close
- b. RoSPA:** There were no matters of concern arising from the RoSPA annual play area inspection report. Minor details in the report were noted.
- c.** Members considered matters relating to the Party in the Park event in September and reaffirmed The Close would be mown and the grass collected. No other matters were raised at this time.

26. Street Lighting:

- a.** Faulty lights to be reported. None at this time

27. Pebworth in Bloom:

- a.** In the absence of Cllr Simon Shiers a Committee update report was submitted via the Clerk and considered by the Council, the following matters were approved: -
 - i. Full mowing of the parish in the last week of June
 - ii. Agreement to allow them paint the parish notice boards and street sign posts
 - iii. Agreement to use the notice board opposite the Masons Arms
 - iv. Get the dumped rubbish removed from Long Marston Road
 - v. Ken Wood (Front Street) and Les Madden (Wesley Gardens) to become PPW's
- b.** Members noted the remaining report which is appended to the minutes. Member's congratulated the Pebworth in Bloom group for their efforts in parish enhancements.

28. Correspondence: None at this time

29. Matters Raised by Members: for consideration and or items for future agendas.

- a.** Following the presentation by David Manning members will pursue the need for a Community Connector to enable the project to start.

30. Confirmation of meeting dates:

- a.** Council confirmed the next Ordinary Meeting of the Council is scheduled for Monday 6th July at 7.00 pm in the Village Hall.

There being no further business the Chairman closed the meeting at 10.00 pm

Chairman _____ **Date** _____ .

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Payments Authorised

Cheque Number	Payee	Details	Gross Payment	Net Payment
1535	Geoff Bradley	Internal Audit	85.00	85.00
1536	BPS	Railings opposite Masons Arms	162.42	135.36
1536	BPS	Railings opposite Masons Arms	62.43	52.02
1537	Pebworth In Bloom Group	Grant passed on from GG	500.00	500.00
1538	Pebworth Village Hall	Grant passed on from GG	500.00	500.00
1539	Worc's CALC	Clerks Audit training	17.50	17.50
1539	Worc's CALC	Clerks Training	5.00	5.00
1540	J Stedman	Clerks Salary and Expenses	***	***
1541	Limebridge RS	Mowing Contract	746.40	622.00

Rural Communities Programme

Introduction from David Manning

The past three months have seen rapid developments in the Rural Communities Programme. Having identified our 13 priority wards, initial meetings with parish councils have taken place. The parishes have responded very positively to the Rural Communities Programme, identifying community contacts (connectors) and agreeing to hold our community folders and take part in our new Rural Health Check.

This means that we currently have 13 community connectors working with us on the project with more coming on board all the time. Another major development has been the launch of the Rural Communities website (www.wychavon.gov.uk/ruraJ). This micro site has been developed as a way for community groups and parish councils to share and access local best practice and find out more about their own communities.

The health check takes people through an assessment of their own community, looking at its strengths and weaknesses and then pointing towards some local best practice to help strengthen the communities.

A working group consisting of key community contacts from a range of villages has been established as a project sounding board and a test bed to trial new ideas.

The group is very informal and meets every couple of months and provides us with invaluable feedback about the project.

Most recently our new door knock programme has been launched, enabling us to refer vulnerable residents to key services and helping us to identify key local projects at community level that we can help to support.

District Councillor & County Councillor Report - Pebworth Month: June 2015

Prepared by Alastair Adams
Honeybourne & Pebworth Ward, Wychavon District Council
Littletons Division, Worcestershire County Council

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Broadband – GOOD NEWS - the new Superfast Broadband cabinet has been installed by the old telephone exchange. All that remains to do is to wire up the cabinet. I would think we will have Superfast Broadband in Pebworth by the end of July at the latest!

Reminder - once BT have installed Superfast Broadband into Pebworth, any resident will then have to contact their ISP and ask for an upgrade to Superfast. It does not happen automatically, you need to subscribe to it!

For more information on upgrading <http://www.superfastworcestershireshire.com/broadband-providers>
Or
<http://www.uswitch.com/broadband/>

Remember BT call “Superfast Broadband” BT Infinity

Also WCC have launched a voucher scheme that can fund up to £3000 to cover the cost for Superfast Broadband connection to your business or voluntary organization! Find out more on
<http://www.superfastworcestershireshire.com/media/1091092/Broadband-Connection-Voucher-Scheme.pdf>

Highways

1. Pavement repairs and road repairs needed in Dorsington Rd – reported

Flood alleviation

1. **Priory Lane. – Worcestershire County Council** - WCC have nearly completed the flood alleviation scheme in Green Lane; just the non-return flaps need to be fitted. These are at the depot and will be installed soon.
2. **Priory Lane. – Severn Trent** - seals on the manhole covers will be installed. No date yet confirmed.
3. **Ditches by Pebworth Holt** –The pipework that connects the 2 ditches by Pebworth Holt will be jetted by Highways.
4. **Environmental Agency visited Pebworth last month** to inspect Noleham Brook and have agreed to organise the clearing of fallen trees and bank vegetation in Autumn.

Other issues:

1. **Untidy condition of land affecting local amenity – next to Thatch End Cottage, Broad Marston** – with Planning Enforcement at WDC
2. I asked the Parish Council to add the **grass verge cutting opposite the village hall** as part of the ongoing monthly parish maintenance as it covers 23 new houses. It is unfortunate that they have decided not to add this to the monthly parish maintenance.
3. I have the new Wychavon District Council “Meet your Council” leaflets which I will distribute. It would be good to have them on display on all the notice boards in the village.

PACT

1. I attended the PACT meeting in June, and the good news is that PACT (Police & Community Together) has referred roads in this area as a “Community Concern Area”. Hopefully this will lead to some speed enforcement – so make sure you are not speeding! See their web site <http://www.srpwestmercia.org.uk/> for more information.
2. For more information on what is happening in your area, go to your local police website - www.westmercia.police.uk/article/2204/Evesham-Rural-North
3. We still have some wheelie bin stickers “Slow Down” and “30 drive carefully”. If you want some, please ask the Parish Clerk, or contact me directly on adams.pebworth@gmail.com .

Councillor’s Divisional Fund

In addition to the good causes already authorised, the following actions have happened this month :

1. Flower planters for Badsey – grant requested – **paid**
2. Honeybourne Sea Cadets – grant requested for new toilets – **paid**
3. Offenham Cricket club junior section – grant requested for lawn mower - pending

End of report.