

Pebworth Parish Council

Minutes of the Ordinary Meeting of the Parish Council

Held at the Pebworth Village Hall at 7:00 pm on Monday 6th July 2015.

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

In attendance: Cllr Alistair Adams, John Stedman (Clerk) and 11 member of the public.

31. Apologies were accepted from : All members in attendance

32. 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.

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

Open Forum:

Residents from Wesley Gardens and Orchard Close presented a petition to the Council signed by almost all the residents on both sites. The petition requested the Parish Council to adopt the mowing of the highway verges fronting both sites on Honeybourne Road and Chapel Road. A spokesperson for Wesley Gardens outlined the petition making a strong request for the council to adopt the verges as it takes eight hours for someone to trim both of them. The spokesperson also confirmed the residents would carry out the mowing if the verges were flattened sufficiently to be mown with domestic lawn mowers. The Chairman confirmed the petition and the matters raised would be considered later in the Parish Council meeting.

Allotments: A request was made for the water tank to be installed on the allotments, the Chairman confirmed the matter was in hand as a contractor had been instructed to carry out the installation. Further concerns were raised over the weed growth on the un-let plots and surrounding areas.

Concerns were raised over the removal of the section of hedge on the field boundary adjacent to the allotment site. The chairman confirmed that the WDC planning enforcement officer had been informed of the removal and he confirmed no enforcement action is necessary.

Ward Members Cllr Alistair Adams gave his report which is appended to the minutes.

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

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

35. The Clerk's Progress Reports.

- a) A request for New Homes Bonus to retrospectively fund the development of the allotment project was prohibited by the District Councils policy.
- b) The response from WDC regarding the rules for wheelie bin storage was noted and Members requested an article be placed in the village newsletter asking for householder co-operation.

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- c) Hedge removal on GCC land adjacent to the allotment site reported to planning enforcement. The Officer confirmed that no enforcement was necessary and he was waiting for a response from the EA.
- d) Fly Tipping on Long Marston Road reported to WDC, members reported the matter is now resolved
- e) Fly Tipping on Broad Marston Road by The Holt also by Tim Longford's farm, members reported the matter is now resolved
- f) Rural Communities Programme - the need to have a village based Community Connector with local knowledge was considered and Cllr. Weller indicated he knew a parishioner who was interested in the post and will ask him to contact the Clerk for further details.

36. Planning Applications to Consider: None

37. Planning Decisions to noted:

- a) Ref W/15/00848/PN - Little Meadows Farm, Little Meadow, Pebworth Road, Pebworth. Compliance with Condition 8 to allow unrestricted occupancy **Granted** with 6 conditions.
- b) **GPMB/15/00860/GPMB**: GCC Little Meadows Farm, Little Meadow, Pebworth Road: Proposal: Prior approval application for change of use of agricultural building to a dwellinghouse and associated operational development. **Refused**
- c) **Ref W/15/00929/PN** - The Close Cottage, Friday Street, Pebworth Demolition of existing farmhouse and the erection of a new farmhouse **Granted** with 9 conditions

38. Neighbourhood Development Plan (NDP)

- a) Council noted the winding up of Planning Aid and subsequently the NDP support from them via Mr Bob Keith. In view of this and the pending 380 housing development on the east of the parish and the SWDP delay it was agreed to suspend the NDP until April 2016 when a further review will be considered.

39. Finance:

- b) **Payments:** Council approved the Clerk's schedule of Payments receipts and balances which is appended to the minutes.
- c) Council considered and agreed the first quarterly bank reconciliation, account balances and budget expenditure. It was noted that the June bank statement for the current account was not available from the bank, therefore the reconciliation was agreed on the May bank statement. The Clerk is pursuing the statement problem with the bank and will issue a new reconciliation when the June statement is available.
- d) Council declined a request for a donation to the Children's Kayak Charitable Trust.
- e) Council agreed the new bank mandate and the two new council members to be cheque signatories. Retired councillors will be removed. Clerk to complete the mandate and return it to the bank.

40. Audit:

- a. Members noted the closure of the 2014-15 audit and the posting of the closure notice on the village boards.
- b. The chairman read out a letter from Grant Thornton in respect of the 2015 Audit figures – no action was required and the letter was noted.

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41. Insurance

- a. Members scrutinised the council's asset register for insured items and their insurable values. Some valuation amendments were made and the register was agreed to be correct.
- b. The Clerk was requested to source appropriate quotations for the council's insurance policy renewal in September.

42. Highway Matters:

- a) New highway matters to be reported.
 - i. Blocked gullies in Back Lane one each side of the lane
 - ii. Martins Corner potholes still not attended too.
 - iii. Hedge intruding onto the highway at The Forge on Broad Marston Road - Cllr Simon Shiers will request the property owners to cut it back.
 - iv. Roadside hedges on Broad Marston Road and Mickleton Lane need cutting back from the highway – matter to be referred to Cllr Alistair Adams for County Highways intervention.
- b) Alleged abandoned car on the Town Pool Car Park. Having received an invoice from WDC for the cars removal it was agreed to pay the invoice as the Parish Council had ordered the removal. In view of communication issues with Parish Council it was agreed by a 6:1 vote that a justified claim for re-imburement will be made on the car owner.
- c) The Clerk reported there was no further information from the County Council on the proposed siting of the new bus shelter on Broad Marston Road funded by sec 106. Council requested the matter is passed to Cllr Adams to expedite the enquiries.
- d) The Council considered the residents petition and correspondence requesting the regular mowing of the verges fronting Wesley Gardens and Orchard Close. It was agreed to be inappropriate to adopt the mowing as requested as it would set a precedent for other verges to be adopted. In consideration of the residents offer to mow the verges if they were levelled, the council agreed to have the works carried out by the handyman and contractors to achieve a more mowable surface.
- e) Council noted a letter from WDC confirming the ditch clearance on GCC land on Broad Marston Road was completed.
- f) A letter from WDC confirmed the ditch clearance on Broad Marston Road; Watkins land was satisfactory.
- g) Cllr Alistair Adams confirmed the WCC flood prevention works in Priory Lane is now completed and further works need to be completed by the EA. and STW

43. Public Rights of Way: PROW

- a. PROW matters in need of attention. – None reported
- b. **PROW 520c:** Members reported some remedial works had been carried out but it is very difficult to walk the path as the surface is very uneven, the path will be monitored by members and further reports made to Council.
- c. The accreditation of new Parish Paths Wardens, (PPW) Mr Ken Wood & Mr Les Madden was discussed at length as recent correspondence relating to the matter was very ambiguous and caused some distress for the current PPW Mr Peter Pearson. The accreditation of Mr Ken Wood & Mr Les Madden is progressing as training is to be arranged by the County Council Officer to enable them to take on the responsibility of footpaths on the west side of the parish.

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44. PPW:Lengthsman/Handyman

- a. Report on works carried out by the Lengthsman and Handyman
 - i. Pavement surface repairs in Back Lane, work in progress pending completion.
 - ii. Clearance of weeds and grass from footways and gutters at The Holt, completed last month.
 - iii. Check and clear verge grips throughout the parish, many cleared and monitoring will continue.
 - iv. Clear the unauthorised items from the grave No 862 in the cemetery. Clearance completed.

- b. Council requested the following new works for the Lengthsman or Handyman.
 - i. Clear the weeds on the footway under the Holt Bridge as re-growth is excessive.

- c. Spraying certificate: Cllr Alistair Adams confirmed that the County Council will allow trained and certificated Lengthsman to apply weed killer on the public highway and footways. The training and certification will be carried out by Pershore Collage of Horticulture and the council agreed to have the Lengthsman trained. It was suggested that Honeybourne Parish Council be asked to share the costs as they share the Lengthsman. Clerk to action the training arrangements.

45. Section 106 funded Projects:

- a. Following a meeting at 3.30 pm on 7th July with a representative from sovereign play when MUGA sizes and sites were considered. It was agreed to continue the project and allow extra meeting time in August to consider the quotations received and a public consultation at a later date.

46. The Close:

- a. **Inspection:** There were no matters of concern with the regular visual inspection of the play equipment apart from damage to a cradle swing seat on the junior swings which requires a replacement, the Clerk to order a new seat from Sutcliff Play.
- b. A request for the temporary removal of a section of fence on the northern boundary to allow access to the adjacent field for the Party in the Park event was agreed with a proviso that the councils handymen carries out all the works.
- c. Cllr Richard Weller informed the Council he is on the Party in the Park committee and will liaise with the Council over Party matters
- d. Council agreed that the Recreation Field can be used for car parking for the PIP event providing surface condition are suitable and the parking must be marshalled to reduce potential field damage.

47. Street Lighting:

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

48. Allotments

- a. The Clerk reported on the letting of allotment plots 4 and 8 to new tenants leaving 3 vacant plots.
- b. The quotation options for the installation of the allotment water tank was considered and it was agreed to have one tank in a central position, Clerk to instruct the contractor accordingly
- c. Following the open forum report on weeds on vacant plots it was agreed to have the amenity contractor to either mow or spray them off and to include the periphery of the site
- d. Members noted the allotment projects total expenditure to date.

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49. Cemetery:

- a) **Plot 862:** The Chairman reported the clearance work is completed and the matter resolved.
- b) Council noted the purchase of grave 954 and the interment of Mrs Dexter of Front Street.
- c) The per-purchase of grave 955 for Mr Dexter of Front Street was previously agreed by Cllrs. Simon Shiers, John Hyde & David Lees and the Clerk completed the purchase.
- d) The specification and quote for the new cemetery notice board from HMP Long Lartin was agreed, the Clerk will place the order with the prison workshops.
- e) Cllr Simon Shiers reported on the maintenance requirements for the laurel hedge at the southern boundary of the cemetery and Council agreed the handyman should remove unwanted vegetation.
- f) Members reported on several sunken grave plots, the Clerk will request the grave diggers to top them up when a new grave is dug.

50. The Annual Parish Meeting; items from the public open forum for consideration

- a. Verge damage in Friday Street and Dorsington Road; works completed
- b. Traffic calming in Back Lane and Front Street; WCC highways confirmed that 20mph zones are not supported by their policies.
- c. Foot path restoration from Pebworth to Little Meadows, this will be considered when the Lengthsman has gained a spraying certificate to apply weed killer.

51. Pebworth in Bloom:

- a. Cllr Simon Shiers confirmed that judging will take place on Thursday 9th July and his report is appended to the minutes
- b. The Clerk reported on an information request from Pebworth in Bloom made to WDC for the adoption of the Red Telephone Box at Ullington cross roads. The contact information for WDC and WPD will be passed to Cllr Simon Shiers.

52. Correspondence noted:

- a. Introductory letter from Nigel Huddleston MP
- b. Correspondence from the council's PPW received via an email form Cllr Alistair Adams was considered and a response will be made to both Peter and Alistair to rectify ambiguous comments.

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

- a. **Cllr David Lees:** Reported that the £500 cheque presentation to the village hall will be used to help in the purchase a new commercial dishwasher.

54. Confirmation of meeting dates:

- a. Council confirmed the next Ordinary Meeting of the Council is scheduled for Monday 3rd August at 7.00 pm in the Village Hall.

There being no further business the Chairman closed the meeting at 10.20 pm

Chairman

Date

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Appendix 1

Payments Authorised			Gross	Net
Cheque Number	Payee	Details	Payment	Payment
1542	J Stedman	Clerks Salary and Expenses	***	***
1543	Grant Thornton	External Audit Fee	240.00	200.00
1544	A S Wilkes	Allotment ground preparation	396.00	330.00
1545	Limebridge RS	Mowing Contract	1347.60	1123.00
1546	John Hyde	Lengthsman work	78.60	78.60
1546	John Hyde	Handyman Works	7.50	7.50
1547	HMRC	Clerks PAYE	341.99	341.99

Appendix 2 Pebworth in Bloom

Cllr Simon Shiers reported that PIB volunteers worked hard to prepare St Peters churchyard for the first round of the 2015 "Best kept churchyard" competition and judging has now taken place. We await the results. Judging day for "Britain in Bloom 2015" is Thursday 9th July where a presentation will take place at 10.30am in the village hall, followed by the judge's tour of the village. All councillors were encouraged to attend the presentation. Simon commented on the many hours of effort that have been put in by PIB volunteers and parishioners to prepare the village and the wider parish. All areas are now looking as good as possible and ready for judging.

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

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

ONLY WEEKS TO GO NOW BEFORE SUPERFAST BROADBAND ARRIVES IN PEBWORTH!

Broadband - the new Superfast Broadband cabinet installed by the old telephone exchange has been wired up. All that remains is testing and commissioning. 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! You should be able to place your order by the end of July at the latest.

For more information on upgrading <http://www.superfastworcestershire.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.superfastworcestershire.com/media/1091092/Broadband-Connection-Voucher-Scheme.pdf>

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I met the BT Openreach team in Bretforton last Friday 3rd July to celebrate the 200th cabinet to go live in Worcestershire, and discuss further roll-out to places outside the villages and the industrial estates in our area. I received positive assurances that even when Pebworth has Superfast Broadband, they will continue to reach out to the farms and business estates. They suggested the upgrade to the Honeybourne Industrial estates is imminent.

Bidford Bridge Closure – I had a meeting with the project manager responsible for re-building the bridge, and he recommends all residents look at the Warwickshire County Council Special website to see the progress on what is happening to the bridge over the next 6 months.

The web site is <http://www.warwickshire.gov.uk/bidfordbridge>

Highways

1. **Footpath wardens** – I met with Peter Pearson, the existing footpath warden and Les Madden who has kindly volunteered to help with the footpaths around Pebworth. (Ken Wood has also kindly volunteered but could not make the meeting) I have liaised with Fiona Argle at WCC to organise the training for both Ken & Les.
2. **Weeds on pavements and kerbs** – I have got agreement from WCC Highways will pay for the lengthsman to eradicate these weeds and grass that damage the fabric of the pavements and edges of the roads by applying weed-killer. However the parish council will have to pay for the training of the lengthsman to use weed-killer. I have supplied the Parish Council with the training information from Pershore College.

Flood alleviation

1. **Priory Lane. – Worcestershire County Council** - WCC have now completed the flood alleviation scheme in Green Lane and all 3 x non-return flaps have been fitted.
2. **Priory Lane. – Severn Trent** - seals on the manhole covers are planned to be installed. They are currently updating their hydraulic model to include the new flood alleviation scheme by WCC (as mentioned above) to ensure it accurately represents the drainage system in reality. They will run the updated model with the manholes sealed to see what effect it has on the whole system.
3. **Ditches by Pebworth Holt** –The pipework that connects the 2 ditches by Pebworth Holt has been jettied by Highways, but there was a blockage directly opposite the entrance to the fishing pond. They have marked the blockage on the verge, and will organise for a team to dig up the pipe and hopefully clear the blockage..
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. **Grass verge cutting opposite the village hall** - I asked the parish council to consider adding these as part of the ongoing monthly parish maintenance as it covers 23 new houses. They decided at their June meeting not to, however, the residents of the 23 houses have complained, and are petitioning the parish council in July to re-consider.
2. **Wychavon District Council “Meet your Council” leaflets** - I have displayed them on the notice boards in the village.
3. **Schools** – I attended the public consultation at Honeybourne First school on 29th June and urged all schools in the Pyramid (First, Middle & High) to work together to find a way forward to transferring to the 2-tier school system and long term sustainability.

Councillor’s Divisional Fund

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

1. Offenhams Cricket club junior section – grant requested for lawn mower – pending
2. Pebworth Marquee – I promised to find matched funding if Party in the Park managed to win £1000 from Aviva for a village marquee. I am please to say, they did win the funding, so I will apply to WCC for this matched funding. A BIG Thank You for everyone that supported the Aviva bid. A village marquee will be a great asset to the social functions in our village.

End of report.