

**Pebworth Parish Council**

**Minutes of the Ordinary Meeting of the Parish Council**

Held at the Pebworth Village Hall at 7:00 pm on Monday 6<sup>th</sup> March 2017.

**Present:** Cllrs. John Hyde (Chairman), Richard Weller, David Cranage, Simon Shiers, Pam Veal & Denise Meynell

**In attendance:** The Clerk- John Stedman, Cllr Alastair Adams and four members of the public were present

**262. Chairman:**

- a) **Resignation:** Council received the formal resignation from the post of Chairman from Cllr. John Hyde.
- b) **Election of a New Chairman:** The retiring Chairman asked for nominations for Chairman and having Cllrs Richard Weller and Simon Shiers nominated and seconded a paper ballot was held and Cllr Simon Shiers was elected Chairman of the council by a 5:1 majority.
- c) **Declaration of Office:** Cllr Simon Shiers read out and signed the Chairman's declaration of office.
- d) The Chairman thanked members for their support in electing him as Chairman and sincerely thanked Cllr John Hyde for his long and successful term as Chairman.

**263. Resignation:**

Members noted the resignation of Cllr. Sue Peace on 15<sup>th</sup> February which was reported to WDC instigating the statutory procedures for filling the vacancy.

**264. Apologies: None**

**265. Disclosures of Interests:**

- a) Members were reminded of the need to keep their register of interests updated.
- b) To declare any Disclosable Pecuniary Interests 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.

**266. Open Forum:**

- a. The Chairman adjourned the meeting for open forum.

A parishioner outlined the suggestions and intention of a community group who are interested in retaining the Masons Arms public house as a community asset now it has gained community asset status. The group wish the council to make investigation into the public funding option for the asset if it becomes available for sale. It was suggested public works loans, mortgages, grants and commercial loans are considered. The Chairman confirmed the matter was on the agenda and consideration would be given to the suggested funding options

Traffic speed control measures in Middlesex were raised as all options so far had not been implemented. A request for a "30" to be painted on the road surface was made and a request for a permanent VAS in Middlesex was suggested.

A request was made to have the verge grips cleared out by the bus shelter in Middlesex.

**Ward Members Report:** Cllr Alastair Adams's report is appended to the minutes.  
The Chairman closed the adjournment at 7:36

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**267. Minutes:** The Council agreed the wording of the minutes of the February ordinary meeting and the Chairman signed them as a true record of the meeting.

**268. The Clerk's Progress Reports.**

- a. The letter sent to the Head of WDC Housing department regarding the housing need questionnaire and the response letter was noted
- b. Members noted comments from the residents of Middlesex and Broad Marston that the housing need questionnaire was not received by all households in the parish
- c. An email received from Yvonne Rose regarding the clearance of the WDC land off Chapel Road was noted
- d. Letters sent to four properties in Elm Close regarding bags of rubbish dumped over the fence; no response received and the handyman reported further dumping had taken place.
- e. HMP Long Lartin purchase order confirmed to construct 3 new hardwood notice boards pending delivery.
- f. Service bus 27 parking on the pavement in Broad Marston causing surface damage. Stagecoach apologised for the inappropriate parking and had instructed the driver to park elsewhere if he needed to wait.
- g. Highway verge protection agreed for the planted verges in Front Street; PIB will carry out protection measures when appropriate
- h. Parish Council vacancy, request co-option received from a parishioner, noted

**269. Planning Matters:** None

**270. Neighbourhood Development Plan:**

- a. It was agreed that the Chairman adjourns the meeting to allow public participation in discussing the draft questionnaire.  
A member of the NDP group outlined several issues with the draft questionnaire and councillors also had concerns over the wording of some questions, the main issues were: -
  - i. No provision for youth participation, 10 to 18-year-olds
  - ii. The introduction is considered very wordy
  - iii. Some questions are considered ambiguous
  - iv. Housing allocation is not consistent with the SWDP
- b. The Chairman closed the adjournment at 8:05 and re-convened the meeting
- c. It was agreed to consider the use social media, i.e. Face Book, to embrace the youth of the parish to contribute to the NDP, Cllr Denice Meynell and Richard Weller will investigate this to encourage high school children to get involved.
- d. The Clerk to collate all the comments and proposed amendments and forward the council's response to Brodie Manning with a suggestion a meeting is arranged to finalise the draft questionnaire.

**271. Finance:**

- a. **Payments:** Council approved the Clerk's schedule of payments receipts and balances which is appended to the minutes.
- b. **Internet Banking:** The Clerk reported no progress with internet banking as no further information had been received, Clerk to investigate the delay in the matter.
- c. **New Homes Bonus:** Members noted the WDC update on New Homes Bonus funds

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**272. Community Asset:**

- a. The WDC decision to grant the community asset status for the Masons Arms was noted and following on from comments in open forum it was agreed to make preliminary investigation into possible funding facilities for the purchase of the property if it becomes available. Clerk to make enquires for gaining a public works loan or a mortgage to secure the property as a community asset and Cllr Denise Meynell agreed to investigate commercial funding opportunities.

**273. Recreation Field and MUGA:**

- a. **Planning:** Council considered and approved the council's Architects cost estimate for the discharge of condition 3 of the MUGA planning approval. Condition 3 will be discharged when a procurement contract is agreed.
- b. **Tenders:** Clerk reported 4 tender invitations for the MUGA procurement have been sent to major play equipment companies. Two have requested site visits and the closing date for tender returns is 31<sup>st</sup> March. It was agreed the returned tenders would be shortlisted into a two-stage tender process when final details can be considered.
- c. **Goal Nets:** Council considered a request from Cllr Alastair Adams to purchase goalpost nets for the Recreation Field goalposts. Cllr John Hyde informed the meeting that nets are already available. It was agreed to fit the nets with a support hoop to allow field maintenance unhindered by the nets. The Handyman to create the hoops and fit the nets.

**274. The Close:**

- a. **Inspection:** The monthly safety inspection found no safety matters of concern.
- b. The Clerk confirmed the safety inspection by RoSPA will take place in March.
- c. Members reported the boundary fencing is fully installed and satisfactory; matter resolved.
- d. The replacement part for the Timber Play equipment is in hand but is still awaited.

**275. Street Lighting:**

- a. Faulty lights to be reported. None reported
- b. **New LED Lights:** The requested cost reduction to the original quotation from Candela was considered by council with the cost of traffic management being removed which reduced the scheme to approximately £13,000.00. Having received some negativity from members and residents it was agreed to bring the proposed scheme to the annual parish meeting on April 10<sup>th</sup> to gain parishioners opinion on the proposals
- c. Members noted concerns over the streetlight proposals in an email from a resident.

**276. Highway Matters:**

- a. New highway matters to be reported. –
  - i. Verge erosion caused by storm water at the junction of Friday Street and Long Marston Road. Lengthsman to investigate and report to the Clerk.
  - ii. Footway surface breaking up on Dorsington Lane leaving a dangerous surface
  - iii. Footway surface breaking up on Back Lane by Pettifer House
  - iv. Verge damage caused by tractors on Long Marston Road; Lengthsman to investigate and dig out grips
  - v. Verge grips cleared out by the bus shelter in Middlesex; Lengthsman to investigate and dig out grips
- b. Members considered the County Highways officer's report on the request for a SLOW sign to be installed on the eastern approach to Middlesex and agreed to request a 30 is painted on the highway to enhance the SLOW marking.

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### 277. Public Rights of Way: PROW

- a. The broken stile on PROW 522C off Dorsington Road is now repaired, matter resolved.
- b. **Permissive Footpath Request:** The Clerk reported on correspondence from Gloucestershire County Council which confirmed that requests for permissive footpaths are not normally granted but our request was forwarded to a senior officer for consideration.

### 278. Lengthsman/Handyman

#### a. New and outstanding Lengthsman or Handyman matters.

- i. The steps from Front Street into the Churchyard are in need of attention as some stone work is unstable; The necessary works will be carried out following the County Highways works on Front Street.
- ii. Carry out restoration works to the verge damage in Friday Street; to be carried out when the verge dries out and the grass starts to regrow.
- iii. Two fallen trees were removed from the highway and disposed of following the recent storm damage.  
**New jobs :**
- iv. Carry out weed control in various locations as requested by PIB
- v. Verge grips need to be cleared out by the bus shelter in Middlesex

### 279. Mowing Contract Review:

- a. Council considered and agreed a quotation of £15.00 from the mowing contractor for the added maintenance of the war memorial site and mowing the boundaries of the allotment site in the Recreation Field.
- b. Council considered and agreed a quotation £35.00 from the mowing contractor to add a section of verge mowing on the Long Marston Road to extend the mowing beyond the Mill Field access

### 280. Allotments:

- a. Following the relinquishment of two allotment plots (1 & 3) as of April 1<sup>st</sup>. the Clerk reported plot 1 was now re-let to a new tenant. To ensure any refund of deposits is acceptable the Handyman will check the state of the plots and take photographs for evidence.
- b. Council reviewed the allotment tenancy agreement and the conditions and agreed to change the wording of condition 12 as it is slightly ambiguous in its wording over dogs on the allotments and on the Recreation Field. Clerk to amend the condition.

### 281. Cemetery

- a. Members noted the Clerk's report on an added memorial inscription
- b. In consideration of the annual review of cemetery fees it was agreed to add 10% to all fees and round up the addition to the nearest £10, Clerk to inform all necessary stakeholders.

### 282. Pebworth in Bloom(PIB):

- a. Cllr Simon Shiers gave a full report on PIB activities which is appended to the minutes

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**283. Kiosk and Defibrillator:**

- a. The Chairman reported the suppliers had confirmed the kiosk was ready and expected to be fully installed by the end of March. Checks to be made regarding the power supply installation to the kiosk.
- b. Defibrillator and associated cabinet costs; Having received four extensive quotations with many options the Chairman proposed that PIB studies all the options and services offered and returns a preferred option to the next meeting, members agreed to the proposal.

**284. Matters Raised by Members:** for consideration and or items for future agendas.  
**None**

**285. Parish Council Chairman's Group**

- a. Members agreed to support the Cropthorne Parish Council chairman's offer for the creation of a Parish Council Chairman's Group, Clerk to respond accordingly.

**286. Annual Parish Meeting**

- a. The Annual Parish Meeting is scheduled for April 10<sup>th</sup> when the main topic will be the proposed streetlight replacement scheme. Cllrs Pam Veal and Denice Meynell will arrange refreshment. Clerk to inform all village organisations of the meeting and request their reports are concise and minimal.

**287. Confirmation of meeting dates:**

- a. Council confirmed the next Ordinary Meeting of the Council is scheduled for Monday 3<sup>rd</sup> April at 7.00 pm in the Village Hall
- b. The APM scheduled for April 10<sup>th</sup> @ 7.00 pm in the Village Hall

There being no further business the Chairman closed the meeting at 9.33 pm

**Chairman** \_\_\_\_\_ **Date** \_\_\_\_\_

**Appendix A**

**Payments Authorised**

Cheque Number	Payee	Details	Gross Payment	Net Payment
1540	Limebridge RS	Rec Field sward treatment	1116.00	930.00
DD	IOC	ICO FOI fees	35.00	35.00
1541	PD Long	Streetlight repair School St	72.00	60.00
1542	D Cowan	Mileage expenses	20.25	20.25
1543	BPS	PROW post fix	6.32	5.27
1543	BPS	RF Bench fitting goods	10.50	8.75
1544	Honeybourne Village Hall	VH Hire fees Mar 19 to Feb 17	350.00	350.00
1545	J Stedman	Clerks salary and expenses	***	***

**Payments Authorised**

**Cheque** \_\_\_\_\_ **Gross** \_\_\_\_\_ **Net** \_\_\_\_\_

## Pebworth Parish Council

Number	Payee	Details	Payment	Payment
1657	Pebworth PCC	PCC Annual Grant	250.00	250.00
1658	BPS	Maintenance goods	16.72	13.93
1659	J Stedman	Clerks salary and expenses	***	***
1660	John Hyde	Lengthsman works	77.25	77.25

### A summary of the PIB report from The Chairman:

#### 2017 Britain in Bloom judging

- 2017 Regional Competition - Judging date is confirmed as 6th July.
- 2017 National Finals - National level judging will take place during the first week of August.

Exact date for Pebworth should be known sometime in May.

- Pebworth is one of only 5 villages in our size category who have made it through to the finals. The others are Filby (Norfolk), St Aubin (Jersey, Channel Islands), Sark (Channel Islands), and Donaghmore (Northern Ireland). Link here to the full list of finalists:

<https://www.rhs.org.uk/communities/pdf/bloom/Finalists-2017>

#### Other news

- 6 x fruit trees (2 x apple, 2 x conference pear, 2 x victoria plum) have been planted on the recreation field next to the allotments.
- A new wooden bench has been installed on Friday Street
- A refurbished red phone box provided jointly by PIB and Parish Council is scheduled to be installed during March/April and will house a defibrillator for the village

#### Recent events

- 11th February - A bulb sale was held on behalf of PIB funds and raised in excess of £650.
- 4th March - Annual WI litter pick. Parishioners collected large amounts of rubbish from verges and ditches surrounding the village

#### Forthcoming events

- 25th March - Welly walk
- 9th April - Hedgehog / Wildlife information afternoon in the Village Hall in conjunction with All Things Wild from Honeybourne.
- 19th April - Hanging basket / container workshop in Village Hall A summary of the PIB update for the minutes:

### District Councillor & County Councillor Report - Pebworth

**Month: March 2017**

**Prepared by Alastair Adams**

**Honeybourne & Pebworth Ward, Wychavon District Council**

**Littletons Division, Worcestershire County Council**

**Masons Arms** – last month the WDC confirmed they had registered our local pub as an Asset of Community Value. This means the community will have the opportunity to purchase the pub if they can raise the monies required. I know there is a community group looking into this at the moment, and I have high hopes the pub will be rescued, and be back serving our local community soon.

**Annual Litter Pick** – Saturday 4<sup>th</sup> March – Well done to everyone that helped pick the litter out of the ditches and off the road verges around our beautiful village. It is fantastic that so many Pebworthians volunteered to help and shows a real community spirit and pride in keeping our village looking at its best. Also thanks to WDC for loaning some of the equipment and arranging for all the rubbish to be collected. Lets now keep our village clean and beautiful so please never drop litter, and if you do see a litter lout, please report them. Fixed Penalty Notices can be issued by the community wardens and Police with a fine of £75, and with a maximum penalty on conviction of £2,500

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**Goal Posts & nets** – following a request from one of the village youths to have the goal nets installed in the goal posts on the recreational field, I confirm these were bought with the posts as part of the WCC grant, and the Parish Council have now agreed to install them. Once they have been installed, when a goal is scored, the ball will be contained and not halfway into the allotments!

**Pebworth Housing Need Survey** – As I mentioned in last month's report, Rooftop Housing Association asked WDC to do a Housing Need Survey for Pebworth following the refusal of their planning application to build 14 dwellings off Chapel Rd. There was a lot of controversy about the survey questionnaire, and whether any information extrapolated from it would be meaningful or not. The closing date for the returns was 19<sup>th</sup> February. I have heard nothing since so I have chased for further information.

### Rural Cinema

The first Pebworth Rural Cinema on Friday 24<sup>th</sup> February was a huge success, with nearly 70 residents attending. The film was Eddy the Eagle, and there was a surprise at the interval when Eddy himself arrived in full skiing outfit. Unfortunately he could not speak as he had a sore throat, or maybe it was an imposter!

Rural Cinema is on the last Friday of every month and is held in the village hall. Doors open at 7pm with food and drinks available. The tickets cost £5 per person in advance or you can buy on the door. More details on the Rural Cinema are on the village website [www.pebworth.org](http://www.pebworth.org).

### Highway issues:-

1. **Front Street** will be repaired and re-surfaced in March 2017, and Highways have confirmed that they will use real blue lias stone kerbs to replace existing perished blue lias stone kerbs.
2. **Muddy area** in front of the Church gate/cemetery gate on Pebworth Rd. I have requested Highways to look at installing kerbstones and extending the pavement.
3. **Pot hole along Pebworth Rd** opposite Pear Tree House has been reported.

As always, if you have any issues on any Highways matters, please report it on the WCC website [http://www.worcestershire.gov.uk/homepage/98/report\\_it](http://www.worcestershire.gov.uk/homepage/98/report_it) Also remember a photo of the Highways problem is as good as “a thousand words” so always take a photo where possible.

### Divisional Funds.

As it is the end of the Council's financial year at the end of this month, there was a flood of applications for grants from local groups. I was pleased to be able to help them as follows:-

1. Honeybees WI have put in a request for some new tables – grant processed
2. Cleeve Prior Wharf – grant requested for life buoy, table and sign – grant processed
3. Bretforton Community Shop want some paint to decorate their shop floors - grant processed
4. Honeybourne Village Hall wanted some help to set up a rural cinema - grant processed
5. Littletons Juniors want some help with a new football kit for the team, and some footballs - grant processed
6. Cleeve prior Short Mat Bowls Club wanted some help with a new mat. The existing one is 30 years old - grant processed
7. Bretfest – Bretforton Music festival 15<sup>th</sup> – 22<sup>nd</sup> July wanted some help with the hire of a piano for the event - grant processed
8. Cleeve Prior Chroniclers wanted a document display stand to hold all the historical information on the village - grant processed
9. Pebworth Rural Cinema wanted some help with a new BluRay player and marketing material - grant processed
10. Offenham Youth Club – awaiting more info – will have to wait now for the WCC new financial year.

**Your District & County Councillor, Alastair Adams can be contacted on**  
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