

**Pebworth Parish Council**

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

Held at the Pebworth Village Hall at 7:00 pm on Monday 5<sup>th</sup> June 2017.

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

**In attendance:** The Clerk- John Stedman and six members of the public were present

**42) Apologies None**

**43) 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.

**44) Open Forum: Chairman adjourned the meeting for open forum:**

**Summary of matters raised by the parishioners present**

The carpets remaining on an allotment plot are now rotted and unsightly and a request was made to have the carpets removed from the site; The Chairman confirmed the removal instruction would be sent to the tenant with a time limit and cost recovery if the council has to carry out the removal and disposal.

A request to keep the weeds under control on vacant plots, it was confirmed that the Handyman would apply weed killer as necessary.

The installation of the new highway signage at Little Meadows was confirmed to be imminent as the sign was paid for and on order with County Highways.

Following questions on the replacement of parish streetlights the Chairman confirmed the process of replacing all the 40 parish council streetlights over a period of some four years.

Enquiries regarding super-fast broad band in Little Meadows were made and will be referred to Cllr Alastair Adams as he is aware of the current situation.

The poor state of the footway alongside the cemetery and towards Middlesex was questioned and the Chairman confirmed its re-instatement is in hand with County Highways.

A comment was made regarding a phone call received offering to review household council tax banding which was possibly a commercial scam.

A parishioner asked if the building work at Norton Hall had been reported to planning enforcement as it is a listed building. The Chairman confirmed the matter will be investigated.

**Ward Members Report:** Cllr Alastair Adams gave his report mid-way through the meeting which is appended to the minutes. The Chairman congratulated Cllr Alastair Adams on his re-election as County Council ward member and thanked Alastair for his many years of service and enthusiasm as our ward member.

**45) The Chairman closed the adjournment at 7.15**

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**46) Minutes:** The Council agreed the wording of the minutes of the May ordinary meeting and the annual meeting of the council and the Chairman signed them as a true record of the meeting.

**47) The Clerk's Progress Reports.**

- a) Confirmation that the amended 2017 financial regulations were circulated to members by email.
- b) Confirmation that a memory stick of all Parish Council computer files has now been issued to the Chairman as a remote file archive.
- c) Update on the highway sign for Little Meadows, confusion arising from the payment cheque not being received by County Council is unresolved, Clerk to investigate the matter.

**48) Planning Applications: None**

**49) Planning Decisions Noted:**

- a) **Planning Inspectorate** APP/H1840/S/16/3158916: Land adjacent to Sims Metals UK (South West) Limited Appeal to reduce the affordable housing from 35% to 20% is **dismissed**
- b) **17/00373/FUL** Land off Chapel Road, development of 12 dwellings for Rooftop Housing – **Refused** for 2 reasons
- c) **17/00576/FUL** Low Furrow Farm, Dorsington Road, Dorsington: Demolition of Class B1 commercial building (Barn 2) and erection of 4 bedroom Bed & Breakfast building. Granted with 5 conditions

**50) Neighbourhood Development Plan:**

- a) Members reported that 200 questionnaires were returned (30%) and they are now being processed by Infocorp, the questionnaire analysis is expected to be returned this week when the NDP members will create reports from the data.
- b) The Clerk confirmed receiving a funding draw down of £5,000 from WDC for NDP expenses.
- c) Members noted the report on correspondence from the Chairman of Pebworth school governors regarding the NDP questionnaire and the responses made by the NDP members

**51) Finance:**

- a) The Clerk's report on receiving the proforma invoice payment request of 50% for the Candela streetlight project. As the payment request was not conducive with the council's financial procedures the invoice was withdrawn and an account opened with Candela to regularise the accounts and payments procedure.
- b) **Payments:** Council approved the Clerk's schedule of payments receipts and balances which is appended to the minutes.
- c) **Internet Banking:** The Clerk reported on the ongoing problems in achieving internet banking, Cllr Denise Meynell offered to help resolve the problems with Lloyds Bank. It was further agreed a small transfer of money could be made to confirm the correct financial procedures are in place. Clerk to send bank account details to all members to allow them to log on to the bank website.

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### 52) Community Matters:

- a) The Clerk's report on the unroadworthy car parked in the Town Pool car park is now removed without council intervention, matter resolved.
- b) **Town Pool car park:** It was agreed the Handyman should carry out any necessary repairs to the damaged fence at Town Pool car park.
- c) **Dog Waste Bin:** Council considered a request for moving the dog waste bin from the Village Hall main gate to the car park area on The Close. It was confirmed that the WDC would not empty the bin if it was not accessible from the public highway and therefore the move to the car park was not an option, many other sites were considered but none were acceptable therefore it was agreed to leave the bin where it is.
- d) **Baby Clinic:** The Council agreed to continue supporting the Baby Clinic's Village Hall fees for June 2017 to end May 2018 at a cost to the Council £240 per year.

### 53) Recreation Field and MUGA:

- a) Cllr Richard Weller presented his detailed report on the MUGA tender specifications and prices received from three suppliers. Having scrutinised the report details it was agreed to reject the tender from Sovereign Play on the bases of price and lack of detail. Several aspects of construction details need clarification from the other two tenders received. Cllr Richard Weller agreed to list the queries raised in the tender documents and council agreed to invite representatives from the two preferred suppliers to attend a meeting to discuss final detail and options for the MUGA installation.
- b) Council fully supported a request from the Honeybourne under 11's football team to use the Recreation Field for a full season. Several conditions for parking arrangements and field availability were agreed and the winter usage of the field would be at the discretion of the council. It was further agreed that no fees would be charged for the use of the field.
- c) A request for the removal of the old noticeboard on the recreation field was considered and it was agreed to leave it in place for future use when the MUGA is installed.

### 54) Street Lighting:

- a) Faulty lights to be reported. None reported
- b) **Streetlight upgrade:** The Clerk reported on issuing a purchase order to Candela for the streetlight replacement after resolving the invoicing issues with the company.

### 55) The Close:

- a) **Inspection:** The monthly safety inspection found no safety issues needing attention. However, the bump stops on the play house doors need replacing and a canopy lift to some trees would be advantageous, it was agreed these matters should be resolved by the Handyman.
- b) The Clerk reported that the fitting of the new cradle seat on the junior swings is complete. Matter resolved
- c) Council agreed to a request from PIB to replace the Perspex panels in the youth shelter at a cost of £178.48, PIB will carry out the fitting and the Clerk will order the Perspex sheets

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### 56) Highway Matters:

- a) New highway matters to be reported. –
  - i) Overhanging bushes and tree branches onto Front Street footpath from Norton Hall - Lengthsman to investigate and prune as necessary
  - ii) Road surface outside Norton Hall entrance is crumbling causing a pothole – report to County Highways
  - iii) Gas main indication post outside Orchard Dene Hall, Broad Marston has fallen over. - Lengthsman to reinstate the post
  - iv) The collapsed verge on the Friday Street & Long Marston Road junction is continuing to deteriorate – report again to County Highways officer for urgent action
  - v) Verge damage on School Road opposite the school - Lengthsman to investigate and carry out remedial works as necessary to restore the grass verge.
  
- b) **7.5 ton weight limit**; members requested the Clerk to make enquiries with WCC for a 7.5 ton weight limit throughout the village. Report to be considered at the next meeting
  
- c) **Little Meadows Sign**: The Clerk confirmed the payment for the new highway sign to be sited at Little Meadows was made but the cheque was mislaid at County Council. Clerk to check the cheque has cleared and the sign will be installed imminently.
  
- d) **Bollards**: The Clerk reported that the new bollards for the continuation works in Front Street are due for collection this week and the Lengthsman will collect and install them. Council also agreed to consider the continuation of the oak bollards down Front Street and on School Road verges. Clerk to agenda the item for the July meeting.

### 57) Public Rights of Way: PROW

- a) Members reported the PROW off Dorsington Road through the Slingate is blocked by vegetation – the Lengthsman to be requested to clear the path as necessary.

### 58) Lengthsman/Handyman

- a) New and outstanding Lengthsman or Handyman matters.
  - i) The steps from Front Street into the Churchyard. - ongoing
  - ii) The finger post sign on the corner of The Close requires repainting and lettering. - ongoing
  - iii) The banks of the drainage ditch on The Close need to be strimmed - Done once and ongoing due to excessive growth.
  
- b) A report from the Lengthsman on his training event attendance was noted
  
- c) Confirmation was received for the Lengthsman's public liability insurance for 2017-18
  
- d) To consider any new Lengthsman or Handyman matters.
  - i) Continue weed control throughout the village
  - ii) Several items listed in other minutes

### 59) Allotments:

- a) The Handyman reported on the boundary clearance and restoration works is now completed and the mowing contractors can now mow the periphery of the site.
  
- b) The Clerk reported on letting plot 3 to Ms Frances, 10 months' rent charged plus the plot deposit, all fees received in cash at the meeting.

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**60) Cemetery**

- a) **Unstable Memorials:** The Handyman reported all memorials are now in a safe condition after some were laid flat and the bases removed.
- b) Members noted the interment of Thomas Ladbrook in grave 810 non-parishioner fee of £770 paid
- c) The Handyman confirmed a small fallen tree had been removed from the cemetery as it posed a hazard to grave memorials.
- d) The Chairman reported that several areas of Bee Orchids in the cemetery were identified and not mown off by the mowing contractors.

**61) Pebworth in Bloom(PIB):**

- a) Cllr Simon Shiers gave a summary report on PIB activities which is appended to the minutes.
- b) The proposed tree base protection and enhancement will be reported on at the next meeting. It was agreed that bark or gravel were acceptable as long as measures were in place to contain any gravel and prevent any hazard to mowers.

**62) Kiosk and Defibrillator:**

- a) The Chairman reported the kiosk minor damage which occurred in transport is now resolved and the power supply is installed ready for the Defibrillator.
- b) The Clerk reported the agreed Defibrillator and cabinet is now paid for and ordered with delivery expected within three weeks.
- c) The Clerk's reported on updating the insurance value for the kiosk to £2,500 and adding the Defibrillator to the insurance policy at £1,500. A policy premium of £27.00 was charged for the additions

**63) Members Training:**

- a) Members confirmed their agreement to attend specific CALC training sessions during the coming year and the Clerk to book the places for members attendance.

**64) Matters Raised by Members:** for consideration and or items for future agendas.

- a) **Cllr Pam Veal:** To consider requesting a one-way traffic system for Front Street and Back Lane, Clerk to make initial enquires and report to the next meeting

**65) Confirmation of meeting dates:**

- a) Council confirmed the next Ordinary Meeting of the Council is scheduled for Monday 3<sup>rd</sup> July at 7.00 pm in the Village Hall

There being no further business the Chairman closed the meeting at 9.10 pm

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

**Date** \_\_\_\_\_.

## Pebworth Parish Council

Payments Authorised			Gross	Net
Cheque Number	Payee	Details	Payment	Payment
1682	Vale Press	NDP printing Questionnaires	936.00	780.00
1683	Sutcliffe Play	Swing Seat replacement	186.00	155.00
1684	Aon UK Ltd.	Kiosk and Defib insurance	27.50	27.50
1685	Worcestershire CALC	Training Fees Chairman	30.00	25.00
1686	P D Long	Kiosk power connection	132.00	110.00
1687	John Hyde	Lengthsman Works	140.25	140.25
1687	John Hyde	Handyman Works	165.00	165.00
1688	J Stedman	Clerks Salary and Expenses	***	***
1689	Limebridge RS	Mowing contract	734.40	612.00
1690	Pro Plant UK Ltd	Digger Hire for allotments	129.82	109.35
1691	Defib Central	Defibrillator + Box	1,851.00	1,542.50

### A summary of the PIB update

#### Recent events

- NGS Open Gardens (plus scarecrow competition) 28th and 29th May was a great success and raised £4,830 in entrance money which has been sent to NGS. A further £2,000 (approx) was raised from teas and cakes, books and plant sales. This will go to PIB funds to be used for village improvements.

#### Forthcoming events

- Britain in Bloom Regional judging 6th July
- Britain in Bloom National Finals judging 2nd August
- Party in the Park 10th September

#### Other news

- 50 troughs & containers have been planted up with orange and pink themed plants provided by PIB.
- St Peters has been entered into the Worcestershire best kept churchyard competition. Judging is expected mid-June.
- Thursday working parties around the village have become a regular event. Anyone is welcome to come and help!

End

### District Councillor & County Councillor Report - Pebworth

**Month: June 2017**

**Prepared by Alastair Adams**

**Honeybourne & Pebworth Ward, Wychavon District Council  
Littletons Division, Worcestershire County Council**

## Pebworth Parish Council

Sorry I could not attend your last Parish Council meeting but it was the first WCC meeting after the County Council elections.

### County Council Elections

Thank you for everyone that voted for me on 4<sup>th</sup> May, and I confirm I was duly elected with 1991 votes (63%). So I am your County Councillor for another 4 years, and I promise to continue to work hard to represent the interests of Pebworth, Broad Marston and Ullington residents, and all 8 parishes in the Littleton Division, and to make sure our voices are heard in County Hall.

### New Council Appointments

I have been chosen to be Chairman of the County Council Overview & Scrutiny Panel which oversees all Highways works (called the Economy and Environment Panel).

### Planning

The main news last month was the planning Committee on 11<sup>th</sup> May when the Exception Site off Chapel Rd for 12 new houses was considered. – the Planning Committee agreed with the village spokesmen that there was no proven & unmet need, and rejected the application on the same reasons as they rejected it in January 2017.

This was vindicated when a few days later the Building Inspector rejected the Appeal by Codex to reduce the affordable houses on the SIMS site, so the fact is 133 new affordable homes will be built in the Parish of Pebworth and Codex has suggested work will begin in the next 12 months. This means anyone living in Pebworth that wants an affordable house and applies on Homechoice Plus when the new homes are advertised will be able to obtain one because of their Local Connection as long as they meet the criteria. For further information, please see <https://www.wychavon.gov.uk/home-choice-plus>

### Rat issue in Front Street

Some residents in Front Street reported a problem with rats and the Worcestershire Regulatory Services visited and their belief is the clearing of the land off Chapel Rd by Rooftop has caused the rats to search for new homes and scatter. The pest controller is putting down poison and will hopefully resolve the matter.

### Broadband coming to Ullington

Works has been carried out along Pebworth Rd to install ducting for the Superfast Broadband fibre.

### Masons Arms

Still no news on the pub and any potential new owners

### Telephone Green Cabinet 3

Pebworth in Bloom requested this is re-painted and BT have completed the works so it no longer looks like someone has scrawled “3” onto it !

### **Highway issues:-**

1. **Sign at the entrance into “Little Meadows” hamlet** on Pebworth Rd has been agreed by WCC Highways. Date for installation to be confirmed
2. **Drains in Front Street to be unblocked** – All complete
3. **Speeding** –PC Jamie Lee and the CSO’s did carry out more speed checks in Little Meadows, and will continue to do so.

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.

**Your District & County Councillor, Alastair Adams can be contacted on [adams.pebworth@gmail.com](mailto:adams.pebworth@gmail.com) or mobile 07725 979 277 or [www.alastairadams.org](http://www.alastairadams.org)**

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