

Pebworth Parish Council
Minutes of the Ordinary Meeting of the Parish Council
Held at the Pebworth Village Hall at 7:00 pm on Monday 2nd April 2018.

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

In attendance: four members of the public, John Stedman (Clerk) and Cllr Alastair Adams

284) Apologies: Cllr. Pam Veal

285) 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.

286) Open Forum:

Summary of matters raised by the public:

- A member of PIB informed the meeting of an Open Village Meeting arranged for April 19th at the Village Hall at 6.30 pm.
- PIB asked if the requested notice board keys will be available and John Hyde confirmed the key cutting is in hand.
- Verge damage throughout the village is extensive and many areas are clearly damaged by agricultural tractors driving on the grass carriageway edge. It was suggested the Parish Council write to local farmers bringing the matter to their attention.
- A request was made to use the Recreation Field for car parking for the Open Gardens event on 27th & 28th May – the request was agreed in minute 294a
- Enquiry as to the use of the MUGA as its not finished, the Chairman confirmed it is fully usable and the line painting will be completed shortly.
- Dog fouling on The Close was reported and the chairman confirmed the matter is on the agenda for consideration later. See minute 297c
- It was reported that the No Dogs sign by the MUGA has been removed and found in the hedge, the handyman will be requested to reinstall the sign.
- The highway potholes on the road to Middlesex are still not filled, the Clerk will report the matter again to County Highways.

Ward Members Report: Cllr Alastair Adams gave his report part way through the meeting which is appended to the minutes on page 1019

Chairman re-convened the meeting at 7:20

287) Minutes: The Council agreed the wording of the minutes of the March ordinary meeting of the council and the chairman signed them as a true record of the meeting.

288) The Clerk's Progress Reports were noted.

- a) Jamie Lee our PCSO is invited to give a crime report at the APM – noted
- b) Sec 106 and CIL funding from the Simms Metal development – the WDC officer confirmed no sec 106 or CIL funding is available from the development – noted

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- c) To confirm the September event on The Close is covered by the Council insurers for public liability for up to 500 attendees – noted
- d) WDC confirmed that sec 106 funding cannot support the purchase of a litterbin for the Recreation Field - noted and considered under minute No 296b
- e) Back Lane pavement surface problems reported to County Highways – members reported no action to date
- f) Further reports of verge and footway damage reported to the Severn Trent Water contractors- the contract manager informed the Clerk all the damage will be repaired in the spring

289) Planning Application

- a) **18/00509/FUL** Telephone Exchange Building, Back Lane, Pebworth: Proposal: Change of use from telephone exchange to B1 office use. Amendment to Ref. W/16/01038/CU; Applicant: Mr Jarrett –
The council objects to the application as the onsite parking offers no opportunity to turn a vehicle around creating a potential to reverse on to the highway on a bend with inadequate visibility for safe egress from the commercial site. The opportunity to reverse into the site would also cause an unacceptable hazard on the bend in the busy road. The proposals are untenable on highway safety grounds
- b) **18/00364/HP** Location: Field Cottage Pettiphers Farm, Long Marston Road, Proposed rear and side extension to principal dwelling, together with conversion of roof space above garage. Applicant: Mr & Mrs M Seys
The Council has no objection or comment on the application.

Meeting Note at 8:15

The Chairman adjourned the meeting and invited Cllr Alastair Adams to offer his report. The Chairman reconvened the meeting at 8:35.

- c) **Application to note**, dealt with by the Clerk under delegated powers
- d) **18/00280/HP** Location: Old School Cottage, Dorsington Road, Dorsington, Pebworth, Description of Proposal: Replacement of 4no windows to front roadside elevation (east) with hardwood painted windows. Applicant: Shepherd
The Council has no objection or comment on the application.
- e) **18/00215/OUT** Location: Marston Grange, Mickleton to Long Marston Road, Long Marston, Description of Proposal: Outline Application for 4 Dormer Bungalows on vacant land which is currently within the garden curtilage area of Marston Grange, Long Marston. The Council has no objection or comment on the application.
- f) **16/01618/RM** Reserved Matters application for Phase 1A residential development comprising of 16 dwellings relating to the outline permission W/13/00132/OU. Amended description, Location: Land Adjacent to, Sims Metals UK (South West) Limited, Long Marston, Pebworth
The Council has no objection or comment on the application.

290) Planning Decisions: Noted

- a) **17/02583/HP** Ullington Hall, Buckle Street, Ullington, Proposal: Erection of domestic garage and workshop; repair of existing garden wall; new access gates.
Granted with 7 conditions

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291) Neighbourhood Development Plan:

- a) Members reported on the last NDP meeting and confirmed the Green Open Spaces were the main issue along with the allocation of 3 development sites with up to 8 to 10 dwellings per site and the Fibrex Nursery site where only half the site is developed and only as far back as the building line of Wesley Gardens. Flooding matters and the conversion of Manor Farm were also considered
- b) Council considered a requested from Brodie Planning Associates for the designation of council land as green space land in the policies of the NDP, the request was agreed to be applied to The Close and Recreation Field. Clerk to inform Brodie Planning.

292) Finance:

- a) A request from Cllr Alastair Adams for the re-imbursement of £51.00 for website funding and to permanently adopt the annual website costs was agreed and the payment was authorised. The Clerk will request Parish Council information is placed on the site along with a link to the council's website.
- b) **Payments:** Council approved the Clerk's schedule of payments receipts and balances which is appended to the minutes.
- c) Council considered and approved the fourth quarterly bank reconciliation and account and budget balances. Questions were raised over the budget imbalances which will be clarified at the next meeting in the end of year accounts reconciliation.
- d) Council noted the receipt of the VAT claim of £2,534.16 for January and February 2018.
- e) Council considered a grant request from St Peters Church PCC and agreed to continue their support with a grant of £250
- f) Council noted the amended Joint Practitioners Advisory Group revised version of Governance and Accountability.
- g) The Clerk reported no new information on the new internet banking delegates registration.

293) GDPR

- a) The Clerk circulated the new 64-page regulations document to all members and outlined the implication and the need to comply with GDPR, it was agreed to wait a further month before any actions are taken as further regulatory changes may arise shortly.

294) Community Matters:

- a) A request from Pebworth Open Gardens to use the Recreation Field on 27/28 May for car parking as agreed subject to field surface conditions.
- b) The Npower electricity supply tariff options and increases on standing charges were noted and the Clerk was requested to pursue a possible offer from Southern Electric for the streetlight energy supply with a fixed price contract.

295) Village Hall:

- a) No further reports were available on the progress with the Village Hall refurbishment project due to the absence of Cllr Pam Veal.
Council noted the information from Cllr Alastair Adams regarding the possible project funding from WDC via the New Homes Bonus Legacy fund of £3m

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296) Recreation Field and MUGA:

- a) **MUGA:** Cllr Richard Weller reported that the MUGA construction snagging works is now completed and the surface painting is imminent. Progress on the soil removal is held up due to wet surface condition.
- b) **Litterbin:** The Clerk confirmed that sec 106 funding is not available for a litterbin on the Recreation Field, therefore it was agreed the Parish Council would purchase a litterbin as the purchase and ongoing costs for a WDC bin was prohibitive. The village Handyman will be tasked with emptying the bin as necessary.
- c) **Storage Box:** The clerk reported the suppliers of the storage box for the tennis net would not accept a cheque payment. The council agreed the Clerk can pay the £399.00 on his credit card to expedite the procurement.

297) The Close:

- a) **Inspection:** The monthly safety inspection found no safety issues needing attention, but the back rest of the wooden horse is broken, it was agreed the Handyman to replace the back rest.
- b) **Fenland Play:** a quotation for a roundabout was tabled along with a quote for other equipment. In her absence, Cllr Pam Veal requested a deferral of the item and it was agreed to consider the options at the next meeting.
- c) **Dog Fouling:** To consider the extensive dog mess reported on The Close it was agreed to write a generic letter to all households on the periphery of The Close stating the problem and a reminder of the consequences of dog fouling in public play areas. The matter will also be published in the village newsletter. If the problem persists, an option to completely fence off the play area will be considered. To further the public awareness 6 new dog fouling signs will be requested from WDC via Cllr Alastair Adams
- d) Council agreed to a request from the Pebworth Fringe Festival committee for permission to fence off The Close for the duration of their event on September 1st. It was also confirmed the public footpath across The Close must not be fenced off or obstructed for the event

298) Street Lighting:

- a) Faulty lights to be reported. None
- b) Members reported the Candela streetlight replacement project is still not completed as some columns are waiting to be painted. The delay is due to wet weather conditions
- c) The Clerk reported the streetlight maintenance contractor will be E-on as they have offered competitive maintenance costs and will attend without a formal contract.
- d) Council considered the next phase in the streetlight replacement project and wishing to maximise the project within the set budget, individual cost will be found from the various replacement options and the project considered at the next meeting.

299) Highway Matters:

- a) New highway matters to be reported.
 - i) Lengthsman to clear grips on Dorsington Road

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b) Lengthsman's report on VAS data collected in January and February was noted

- i) Honeybourne Road 16 days 7856
- ii) Long Marston Road 16 days 4964
- iii) Middlesex 14 days 2571

3 days at Middlesex includes the snow period

It was agreed to consider a traffic monitoring service from WCC to obtain an accurate assessment of the speed issues on Honeybourne Road, a quotation will be obtained from WCC and considered at the May meeting.

c) Information from Elan City on radar speed signs will be kept on file until further traffic monitoring and a speed analysis is completed.

d) Council considered the installation of 17 new wooden bollards extending to the bottom of Front Street and after consideration of available budgets it was agreed by a majority vote to proceed with the installation, Clerk to action the works.

e) Cllr Alastair Adams requested the council considers installing wooden bollards on School Road and around the corner onto Back Lane. The Lengthsman will check the quantity of bollards required and if any problems arise from the installation, The Lengthsman's report and costings will be considered at the next meeting.

300) Public Rights of Way: No new PROW matters reported

a) The Clerk reported the resignation received from Peter Pearson as Pebworth PPW. The vacancy of the PPW will be advertised locally

b) Cllr John Hyde reported on attending the Evesham footpath volunteers group meeting and confirmed it was a productive meeting and well attended, the County Council are fully supportive of the local initiative and will help in the supply of maintenance materials for the volunteers to install on PROW's Some financial support from Parish Council's will be expected for materials such as kissing gates. Mr Alan Saunders who is the PPW for Cleeve Prior and a member of the Evesham Ramblers will be attending the Pebworth APM to explain the new groups involvement and answer any questions.

301) Lengthsman/Handyman

a) New and outstanding Lengthsman or Handyman matters. –

- i) See minute 299a
- ii) Cemetery Laurel hedge weeding and bramble removal is completed and will be monitored
- iii) Report: The new centre support post fitted to the Village Hall notice board is off centre due to tree roots obstructing its installation
- iv) The Broad Marston notice board has been removed and alterations are underway

Note: Cllr John Hyde left the room for the debate on the following item

b) Council consider a review of the Lengthsman's paid hourly rate and agreed a £1 per hour increase as of April 1st. The Handyman pay rate remains unchanged and will be reviewed in the next financial year

302) Cemetery

a) The authorisation of a memorial in the cemetery for the late Audrey Coldicott was noted

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303) Allotments

- a) the Clerk confirmed all rent invoices were sent to tenants for 2018-19 and all but one was fully paid up.
- b) Members considered matters arising from the Allotment tenants meeting and agreed to source a small notice board to be installed on the allotment site. Cllr John Hyde confirmed he may have a suitable notice board and will install it if it's suitable.
- c) The field ditch adjacent to the allotment site is level full with flood water caused by a blocked ditch pipe at the adjacent field access

304) Matters Raised by Members: for consideration and or items for future agendas. None

305) Confirmation of meeting dates:

- a) Council confirmed the next Ordinary Meeting of the Council is scheduled for Monday 7th May at 7.00 pm in the Village Hall

306) Confidential Matters

- a) **Exclusion of the Public** from the Meeting. The following resolution was agreed: -
That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded, and they are instructed to withdraw
- b) The consideration of a review of the Clerk's allocated monthly working hours and the Clerk's hourly pay rate was deferred until later in the year when the impact of GDPR is fully known

There being no further business the Chairman closed the meeting at 10:50

Chairman _____ **Date** _____.

Payments Authorised			Gross	Net
Cheque Number	Payee	Details	Payment	Payment
1755	BPS	Repair materials noticeboards	19.77	16.48
1756	Edward Adams	Website costs Pebworth.org	51.00	51.00
1757	Brodie Planning Associates	NDP fees	312.60	260.50
1758	HMRC	PAYE	398.58	398.58
1759	John Hyde	Lengthsman Works	116.85	116.85
1759	John Hyde	Handyman Works	30.00	30.00
1760	J Stedman	Clerk's salary and Expenses	***	***