

Pebworth Parish Council

DRAFT Minutes of an Ordinary Meeting of the Parish Council
Held at the Pebworth Village Hall on Monday 2nd April 2012.

Present: Cllrs. John Hyde (Chairman), Pam Veal, June Haycock Albert Jeffrey, and David Lees
In attendance – John Stedman (Clerk), Ward Member Cllrs. Alistair Adams.

- 208. Apologies** for absence were accepted from: Cllr. Simon Shiers & Cllr. Tom Bean
- 209. Register of Interests:**
- a. Members were reminded of the need to keep their register of interests updated
 - b. Declarations of Members Personal or Prejudicial Interest in Items on the Agenda.
Personal None declared
Personal and Prejudicial None declared
- 210. Chairman Moved:** The meeting be now adjourned for Open Forum
Open Forum: No members of the public present
Cllr. Alistair Adams issued his report which is appended to these minutes. Members thanked Alistair for arranging the Norton recycling plant visit which was of great interest.
- 211. Chairman Moved:** The adjournment closed at 8.05
- 212. Confirmation of the Minutes:** Council agreed the wording of the minutes of the March meeting and the Chairman signed them as a true record of the meeting.
- 213. The Clerk's Progress Reports.**
- a. APM arrangements and notices – it was brought to the council's attention that the Village Hall is double booked for the 16th April. To resolve this matter it was agreed to make a request to the Pebworth Fire Station for use of their meeting room for the APM. Clerk to make the arrangements.
 - b. Evesham Volunteer Centre presentation on community transport is confirmed for the APM
 - c. Ditch and culvert problem on the Long Marston road has been reported to WDC and investigations are under way with the drainage officer.
 - d. Confirmation received for registering to take part in The Queen's Diamond Jubilee Beacon event
 - e. Correspondence regarding double yellow lines in Front Street - Noted
 - f. Confirmation of the application to the Big Tree Plant - Noted
 - g. Vandalised litter bin on the Broad Marston Road – Council's decision at minute 217c
 - h. Public liability insurance for the Jubilee Beacon event – the Council agreed to delegate the necessary insurance procurement to the Clerk.
 - i. PCSO newsletter circulation by email – Noted
 - j. QPS re-accreditation portfolio required by September - Cllr Pam Veal agreed to assist in the application and requested a new QPS folder is obtained from CALC. The Council agreed to the £50 fee to NALC for re-accreditation.
 - k. Wychavon Games: invite to enter the 2012 games – It was agreed the Chairman would make the games application for the Parish.
 - l. WCC Think Local in Worcestershire consultation – Issued by the Clerk to enable members an opportunity to study the full document online and make an informed response at the next meeting.

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214. Planning – New Applications.

- a. **W/12/00405/PP Icknield Barn**, Friday Street, Pebworth, Proposed Garden Room.
The following comments were made under the Clerks delegated power.
The Parish Council are concerned over the impact the proposal will have on the conservation area street scene and request this matter is given due consideration in deciding the application.
Furthermore, it is noted the proposed Garden Room is an extension to a converted barn and therefore must be commensurate to the existing structure and falls within planning guidelines

215. Planning Decisions to note

- a. **W/12/00174/PP Mr A Cotgrave**, Pebworth Field, Stratford Rd. Extended Bay to Kitchen
Granted with 3 conditions
- b. **W/11/00019/OU Mr Redfern- Bank Farm**; Demolish farm buildings and construct 6 dwellings
Refused with 4 reasons

216. Planning Matters

- a. Consideration of a letter from Boughton Butler offering to visit the Council regarding neighbourhood planning – It was agreed to request Mr Andrew Ford the principal planning officer from WDC to visit the Parish Council and give an overview of the Neighbourhood Plan procedures. The Boughton Butler offer will be further considered at the next meeting if necessary.
- b. Council noted the JPCWP meeting minutes on the St Modwen's development site at Long Marston Camp. A draft letter to SDC will follow shortly for further consideration.

217. Highways:

- a. Update on reported highway defects; Front Street verge damage - No action to date waiting for Highway's to report. Pot holes and manhole problems in Back Lane now resolved.
- b. New highway matters. Cllr Albert Jeffrey suggested a ditch drainage pipe feeding into the culvert by the Village Hall needs to be inspected by the WDC drainage officer as it might cause a flood problem due to possible silting build up in the culvert.
- c. Council agreed to purchase new post mounted litterbin to replace the vandalised bin in Broad Marston Road. The cost is £110 plus fitting at plus 15% admin charge and VAT. The Chairman offered to fit the bin to the post thus saving a further charge of £19.50
- d. Adoption of the maintenance of a new bus shelter supplied under the Sec. 106 agreement of the A. Jeffrey Transport site. Council agreed only in principle to the adoption as the proposed site and design of the shelter was not available for consideration.
- e. The Clerk reported on the Honeybourne Road street signage letters received to date. Of the nine letters returned six supported the Honeybourne Road signage with 3 objectors. It was noted that the previous nine letters sent to the Honeybourne Road resident's only one objection was received. Council supported an offer by Cllr. Alistair Adams to visit the objectors as none of them actually live on the Honeybourne Road but use it as their address. The matter will be reconsidered at the next meeting.
- f. Cllr. Alistair Adams had informed the meeting of his purchase of 100 speed aware stickers for placing on wheelie bins throughout the parish. As the council had previously agreed to pay for speed aware signage it was agreed to reimburse Alistair the £59.00 he had spent on the stickers.

218. Lengthsman/ Handyman:

- a. Matters outstanding for the Lengthsman's attention – None at this time
- b. The Chairman offered to re-paint the Bus Shelter in Broad Marston Road and only claim material costs for the work – the Council agreed to his generous offer.

219. Public Rights of Way Reports. Requests for the PPW's attention – None at this time

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220. Street Lighting –

- a. Streetlight faults to be reported. None at this time
- b. Clerk to report on the insurance claim for streetlight 15 in Friday Street whereby a cheque for £100.50 had been received from AVIVA for initial repairs and the order placed with E-on for the replacement of the streetlight column. AVIVA will pay the E-on invoice when received.
- c. The streetlight repairs carried out under the Clerks delegated power has resolved many of the technical problems and most streetlights are now working in accordance with the part-night timers.

221. The Close and Recreation Field

- a. **Regular visual inspection:** The Chairman reported that all the equipment was in good order. The Balance Scale new seats had not been received, the Clerk to chase up the order with Timberplay
- b. The Chairman reported that the installation of two new dog waste bins from WDC is complete - matter resolved.
- c. Councils considered further quotations for the two recreation field pedestrian gates and agreed to go ahead with the works. Clerk to instruct the Handyman to commence the works as soon as possible and source the material from Hartwell's timber yard as per their quotation.

222. Pebworth in Bloom Committee

- a. After full consideration the Council agreed to adopt the Pebworth in Bloom scheme with a three member working party and other parishioners to administer the scheme and report to council meetings. The working party members were agreed to be Cllr. Pam Veal, Cllr. Simon Shiers and Cllr. June Haycock. All funding will be fully administered by the Parish Council.
- b. Council agreed to purchase several planters and other items for the In Bloom competition subject to budgetary constraints.

223. Jubilee Event update:

- a. Cllr. David Lees reported that the Village Hall committee are holding a children's tea party on 2nd June and a BBQ on the 4th June. Council agreed to make a financial contribution towards the cost of Jubilee mugs for presentation at the children's party.

224. Finance

- a. Council approved the Payments, Receipts and Balances as appended to the minutes.
- b. As a £50 donation payment was agreed for CAB the Clerk informed the Council he had received a letter from CAB stating they might have to close down through lack of funding, the council agreed the Clerk should make investigations into the viability of the Charity before sending the cheque.
- c. Council approved the last financial quarterly budget, bank reconciliation and account balances.
- d. The Clerk reported on the receipt of the £278.50 re-claim of VAT from HMRC

225. Correspondence Noted

- a. NHS Gloucestershire: Application by Dr. Bointon to dispense to patients in Mickleton

226. Matters Raised by Members for the next meeting agenda

- a. Cllr David Lees reported on the progress with the Jubilee Beacon and informed the meeting that the Fire Service had offered to help build the beacon and attend the event. Some conflict had arisen that the Open Gardens event needed the recreation field for car parking on the same day but this would just require organising to mitigate any problems.

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The field will need to be cleaned up and re-seeded after the fire and plans are in place to complete this. It is planned to build the beacon in the last week of May but there is a risk of premature lighting by vandals. Adverts for the event will be placed in the Piper and village magazine.

227. Next Meeting:

- a. It was confirmed the next Ordinary Meeting is scheduled for the 14th May at 7.00 pm
- b. Annual Parish Meeting 16th April at 7.30 pm might have a venue change to the new Fire Station due to a booking error at the Village Hall, Clerk to make the necessary arrangements.

228. There being no further business the Chairman closed the meeting at 9.20 pm

Chairman

Date

APPENDIX A: FINANCE

PAYMENTS TO BE AUTHORISED

Apr-12

Meeting

Cheque No.	Payee	Details	Total Payment	VAT Element	Net Payment
1264	Hartwell Timber	Town pool maintenance	64.19	10.70	53.49
1265	Bidford comm. first responder's	First responder donation	200.00		200.00
1266	P D Long	Streetlight Maintenance	114.00	19.00	95.00
1267	CAB	Donation	50.00		50.00
1268	Wicksteed	Swing parts	10.08	1.68	8.40
1269	HMRC	PAYE	280.79		280.79
1270	J Stedman	Clerks Salary & expenses	344.09		344.09
1271	WDC	New Dog Waste Bins	326.00	54.33	271.67
			1,389.15	85.71	1,303.44

Transfer

Payments Received		Amount	Banked
HMRC	VAT Repayment	278.50	12-Mar
Total		278.50	

All Paid Up Bank Accounts	
DEPOSIT ACCOUNT	13051.29
CURRENT ACCOUNT	13321.25
TOTAL FUND BALANCE	26372.54
Reserve Lighting Fund	4000.00
Reserve Capital Fund	3000.00
Revenue available	19372.54

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District Councillor report - Pebworth

Month: April 2012

**Prepared by Alastair Adams – Honeybourne & Pebworth Ward,
Wychavon District Council**

1. Planning

- a. **Pebworth Parish Council awarded £20,000** from central government to help develop a neighbourhood plan
- b. **Making places better through local & neighbourhood plans** – I attended an all day conference on 20th March in Birmingham on neighbourhood plans with planning officer Andrew Ford and the chairman of the WDC planning committee, Councillor Robinson. I have also obtained copies for the Parish Council of the “Guide to neighbourhood planning” produced by the CPRE (Campaign to Protect Rural England).
- c. **Section 106 – Jeffreys transport yard** – I asked Worcestershire County Council why they had specified a new bus shelter using the monies from the this development. They agreed to listen to the views of the next Parish Council.
- d. **Honeybourne Road signage** –Awaiting responses from all residents and businesses on Honeybourne Road to the latest letter.

2. Resident queries:

- (a) **Dorsington Road** – The surface water on Dorsington Rd was inspected by Highways and the probable cause was a blocked drain outlet in the ditch further down the lane. This has now been cleared, but there is still water seeping from the road. Also the pavement still needs attention. near Evening Hall which is badly damaged and a trip hazard

4. Speeding: We are awaiting the “Check your Speed” signs for Middlesex from the WCC. In the meantime, Wychavon District Council have agreed that 30mph reminder stickers are allowed to be applied to their wheelie bins, and I have ordered for 100 stickers for Pebworth. Any residents that would like some to apply to their wheelie bin should contact me – adams.pebworth@gmail.com, or 07725 979 277.

5. The telephone kiosk at Ullington Crossroads –the WDC have now painted the telephone box at Ullington crossroads.

6. Broadband –I met with the BT Broadband manager on 14th March in Pebworth. Although the cost of the Broadband feasibility report for Pebworth & Honeybourne using Grey Sky Consulting and David Lewis has been agreed to be paid by WDC, PCC and HPC, Worcester County Council have asked us to put it on hold until their plans are approved with BDUK.

7. Visit to the Recycling plant in Norton for Parish Councillors – This occurred on 28th March and the I have received positive feedback .

End of report.