

Pebworth Parish Council

Minutes of the Ordinary Meeting of the Parish Council

Held at the Pebworth Village Hall at 7:00 pm on Monday 4th January 2016.

Prior to the meeting,

PC Jamie Lee, introduced himself as the local area police constable standing in for Julie De Paris who is currently on sick leave. He is covering the 8 parishes in the Evesham North area and will be carrying out traffic speed checks in most villages. He will be on patrol throughout all the 8 villages and asks to be approached with any issues of concern. He can be contacted at Evesham Police Station by phoning 101 or email: jamie.lee@westmercia.pnn.police.uk

Jane Cromack gave a report on the Village Hall project funding and the requirement of New Homes Bonus for the project, a summary is appended to the minutes.

Richard Shepherd Group Co-ordinator Evesham Area Community First Responder gave a presentation on community Defibrillators and First Responders, a summary is appended to the minutes.

The Chairman convened the Parish Council meeting at 7:40 pm and moved to Open Forum to help expedite the meeting, a summary of comments is appended to the minutes.

Present: Cllrs. John Hyde, Pam Veal, David Lees, Sue Peace, Richard Weller, & Simon Shiers

In attendance: 3 members of the public and The Clerk, John Stedman.

Ward Member Cllr. Adams sent apologies and his written report is appended to the minutes.

160. Apologies were accepted from: Cllr David Cranage & Cllr Alastair Adams

161. 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 –

Cllr David Lees declared a disclosable interest in minute 170b – oil leak in Back Lane.

162. Minutes: The Council agreed the wording of the minutes of the December ordinary meeting and the extraordinary meeting held on 14th December, the Chairman signed them as a true record of the meetings.

163. The Clerk's Progress Reports.

- a) Confirmation of the Rooftop Housing public presentation for the development of land off Chapel Road is arranged for Thursday 28th January 5 till 7 pm
- b) Flood alleviation scheme update; Mr Robert Woodthorpe Browne the sites property owner has confirmed his permission to carry out the necessary works on his property. A site meeting with Tony Jones (Technical Engineer) for WDC will be arranged as soon as possible.
- c) Planning; Strong objections were sent to WDC and the planning inspectorate reference the Simms Metal site new application for amendments to condition 9
- d) The Bus shelter adoption by the Parish Council has been reported to WCC and added to the council's asset register
- e) Streetlights 29,30 & 42 all reported for repairs and resolved.

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164. Planning Decision noted:

- a. **W/15/02793/PP & W/15/02792/LB:** The Rowans, Priory Lane, Broad Marston: Proposal erection of log store in garden, removal of the water tank, Internal and external alterations to cottage involving removal of modern partitions and stairs, installation of new staircase, replacement windows - retrospective. *The Parish Council made no objections or comments on the application*

165. Finance:

- a) **Payments:** Council approved the Clerk's schedule of Payments receipts and balances which is appended to the minutes. An error of 5p was identified in the payment of Chq 1581 and will be resolved on receipt of a current bank statement.
- b) **Reconciliation:** Council checked and approved the third quarterly bank reconciliation, account balances and budgets.
- c) **Precept:** Council considered and agreed the finance group's recommendations for income and expenditure budgets for the financial year 2016-17. The suggested precept of £28,565 was further debated as it constitutes a 0.9% increase amounting to 66p per year for a band D property. The Chairman proposed that the Council's precept levy for 2016-17 should be £28,565.00, the proposal was carried by five votes in favour and one abstention. Clerk to make the precept demand on the District Council.
- d) Council considered the options for opting out of the Sector Led Body Audit procurement for 2017. It was agreed to stay with the NALC recommendation by using the Sector Led Body Audit procurement for 2017 and reassess the audit procurement for 2018.
- e) The Clerk reported on the cancellation of cheque No 001577 for £35.65 written in error to Pebworth Discretionary Fund as this is the wrong title of the account. The Clerk made a payment to the fund personally to ensure adequate funds were in place for the funds Christmas dispersal.
The Clerks payment was reimbursed from the Parish Council's account on Chq. No 1581.

166. New Homes Bonus

- a. **Defibrillator:** Consideration of using the New Homes Bonus to procure a defibrillator for the village and its possible site location. Cllr David Lees informed the meeting that the estimated cost is less than £2,000 for the device, its special containment box and the full installation. The New Homes Bonus funding would be available after 6th April 2016. Possible sites for the Defibrillator could be the Village Hall, the Fire Station and the School, all of which had issues to be resolved. There was a general agreement that the containment box should be a lockable type due to the rural nature of all the sites. The Parish Council agreed to the proposals in principal and the Clerk will make enquires with various location owners for siting the Defibrillator on an external wall.
- b. **Village Hall:** The Council agreed that the currently available New Homes Bonus fund of £19,300.00 can be used to support the Village Hall enhancement project. It was further agreed the Parish Council would submit the application for New Homes Bonus funding on behalf of the Village Hall committee. The Village Hall Chairman, Jane Cromack, has completed the application form and liaised with the WDC funding officer and all the necessary criteria have been fulfilled for the application of £19,300 which will be lodged by the Parish Council in time for the Localism board meeting on 8th February. A further meeting with Jane Cromack, the Clerk and Councillors was agreed to take place to consider other financial matters and finalise the NHB application.

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167. Pebworth Discretionary Fund.

- a. The Council agreed to close the PDF bank account No 00341988 when the account balance is £0.00
- b. The Council agreed that when closing the bank account, to donate any surplus PDF funds to St Peters PCC as this is an acceptable option agreed by the Charity Commission.
- c. The Council agreed to the formal closure of the Pebworth Discretionary Fund charity as no funds are available and the charity has no income to support the fund.
- d. Members noted the receipt of many offers of thanks for the PDF Christmas gift.
- e. Cllr David Lees proposed a Vote of Thanks to Cllr Pam Veal and the Clerk for all the administration work they had carried over the last four years in distributing the PDF fund to selected parishioners. The proposal was unanimously supported.

168. Highway Matters:

- a) New highway matters to be reported.
 - i. The kerb drain by car park Back Lane is blocked and needs jetting
 - ii. Dorsington Road, the general condition is very poor and resurfacing is needed
- b) Members received a report on the oil emanating from the drains in Back Lane whereby the source of the oil leak had been identified. The matter has been reported to the Environment Agency and Severn Trent Water and their reports are awaited.
- c) The Clerks report on the clearance of blocked drains in Back Lane whereby the County Highways were aware of the blockages and remedial works to clear the drainage pipes will be carried out shortly. It was noted the drains on both sides of Back Lane are blocked. Clerk to chase up County Highways to resolve the matter.

169. Public Rights of Way: PROW

- a. PROW matters in need of attention.
 - i. Very poor or missing way-marking on PROW 511 at off Dorsington Road to be reported to the Council's PPW for investigation.

170. Lengthsman/Handyman

- a. New Lengthsman or Handyman matters.
 - i. Honeybourne Road verge levelling to be checked in the spring prior to the mowing season.
 - ii. New verge grips are needed in various site throughout the parish as ponding occurs.

171. Section 106 funded Projects:

- a. Consideration for the next consultation letter: To enable comprehensive information to be included in the next consultation letter it was agreed to invite a MUGA supplier representative to visit the Recreation Field and bring along samples of fencing materials. A request will be made for a digitised plan of a MUGA sited on the southern boundary of the Recreation Field. It was suggested that the size and position of the MUGA is pegged out on the field to enable the size and siting to be identified.

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172. The Close and Recreation Field:

- a. The monthly safety inspection found no matter of concern on The Close
- b. The Chairman reported on the damage to the spring chicken equipment and suggested the Clerk obtains a quotation for its replacement. Quotation to be considered at the next meeting.
- c. **Dog ban on the Recreation Field:** After consideration of correspondence and the current circumstances it was agreed to review the dog ban proposal when more facilities are in installed and in use on the field.

173. Street Lighting:

- a. Faulty lights to be reported.
 - i. The streetlight by the Church is reported to stay on all night. The matter will be reported for attention when the streetlight engineer is in the parish thus saving a callout fee.

174. Cemetery:

- a. The council agreed the accumulation of rubbish by the water tap continues to grow and needs to be cleared as soon as possible, the amenity contractor to be instructed to complete the clearance as soon as possible.

175. Allotments

- a. To receive details of a contractor from a parishioner to level the ground on the headland round the allotments. No information was available for the meeting and the matter will be pursued.

176. Pebworth in Bloom:

- a. Cllr Simon Shiers gave a PIB news update and a report on the proposed adoption of the Ullington cross roads telephone box which is appended to the minutes.

177. Correspondence:

- a. Police and Crime Commissioner Precept Consultation 2016/17 – Council noted the letter
- b. Consultation of Draft Sex Establishment Licensing Policy - Wychavon District Council - Council noted the consultation letter
- c. Supporting mitigation of the effects from proposed major housing development > South West of Stratford upon Avon – Council agreed to the principals of the proposed railway extension to Stratford upon Avon and new Station at Long Marston as local car journeys would be reduced aiding the sustainability of the new developments. Clerk to inform the campaign organisers of the Parish Council's support.

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

179. Confirmation of meeting dates:

- a. Council confirmed the next Ordinary Meeting of the Council is scheduled for Monday 1st February at 7.00 pm in the Village Hall.

180. Exclusion of the Public from the Meeting. Council agreed the following resolution: -

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

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181. Amenity and Mowing Contract

- a. Council considered three options for the procurement for the mowing contract renewal for 2016-19 and it was agreed to continue the existing contractor under the same terms and specification as in previous years.

182. Staffing matters

- a. Council consider the Clerk's monthly paid hours' allowance and agreed an increase of two hours per month was acceptable, commencing 1st January 2016
- b. It was further agreed that any extra hours needed for the administration of the Village Hall project and the MUGA installation would be paid as extra hours.

There being no further business the Chairman closed the meeting at 9.55 pm

Chairman _____ Date _____.

Payments Authorised			Gross	Net
Cheque Number	Payee	Details	Payment	Payment
1577	Cancelled Cheque	Writing Error	0.00	0.00
1578	Pebworth PCC	Grant request	250.00	250.00
1579	Pebworth In Bloom Group	Grant request	300.00	300.00
1580	P D Long	Streetlight repairs # 29,30 & 42	174.00	145.00
1581	J Stedman	PDF fund transfer	35.65	35.65
1582	HMRC	Clerks PAYE	341.98	341.98
1583	Cancelled	Writing Error	0.00	0.00
1584	J Stedman	Clerks Salary and Expenses	***	***
1585	WDC	New Dog waste bin	578.73	493.05

**Summary report from Jane Cromack's Presentation
New Homes Bonus for funding Village Hall**

After completion of the Public consultation, a formal request from the Village Hall to apply for the present allocation of NHB monies (£19,300) for creation of meeting room, revamp of toilets and staging.

Wychavon protocol is that applications over £10,000 should show new facilities and not a shopping list of requirements, Jane has spoken to Tracey Perkins the Officer at Wychavon District Council. The next Localism board meeting is on 8th Feb and requires that the application is received by the 25th. January

Jane wants evidence of PC consulting with village re NHB monies

If the NHB application is approved Jane will then apply to Awards for All for additional funding to cover project

The Village Hall have additional funds of £5,000 to cover additional costs and to go towards new boiler installation and access requirements and will have a series of fundraising activities in 2016 to complete the projects.

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Evesham Area Community First Responders presentation by Richard Shepherd

Richard Shepherd gave a detailed presentation on the voluntary services given by community first responders and the use of defibrillators. In 2014 some 60,000 out of hospital cardiac arrest cases occurred with 80% occurring in the home.

Community public access Defibrillators are fully automatic and will not work if it's not necessary to shock a patient. The storage cabinets can be either locked or open access depending on local circumstances. The cabinets need to be placed in an ideal site within the community to allow ease access. The cost of the defibrillator is around £900 plus the cabinet and installation, a small running cost will apply as the device needs to be charged up and kept warm. A responsible person is required to check on the defib each week and record the checks.

If a local cardiac arrest occurs, then two options are available to access the defib and unlock the cabinet. Local members of the public can be involved and receive training from the West Midlands Ambulance Services.

Richard requested the Parish Council to consider at its next meeting a donation to the First Responder scheme as the cost to equip a first responder is now £2,432.72 and any amount would be appreciated.

Richards full report was circulated to the councillors and is available from the Clerk on request.

Pebworth in Bloom meeting report presented by Cllr Simon Shiers

The Christmas tree lights switch on event at St Peters Church was well attended and very enjoyable. Investigation are underway to remedy the uneven state of the brick faced public footpath across the Churchyard.

The adoption and removal of the telephone kiosk from Ullington Cross Roads to the village centre is still under investigation as several problems of various costs and logistics have arisen.

Open Forum comments

The flash flooding in the Broad Marston area was reported whereby the road side ditch overflowed and caused the road to flood, concerns were raised over the whereabouts and suitability of the discharge from the ditch handling the storm water flow. The Chairman said he would investigate the matter and carry out any remedial works to assist the clearance of storm water.

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District Councillor & County Councillor Report - Pebworth Month: January 2016

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

WISHING YOU ALL A VERY HAPPY AND A PROSPEROUS NEW YEAR

Since my last report, we had lots of rain at the end of December which led to some flooding of the road down towards Pebworth Holt along Broad Marston Rd on 27th December, but fortunately no flooding of homes occurred. See photos below:



Most of this storm water disappeared within hours, and appeared to be run off from the fields. I have sent photographs showing this run off to WCC Highways to see what can be done.

It was good to see the flood alleviation schemes carried out last year all seemed to work; the alleviation ponds and flood plain on the Cala Homes site all worked well preventing flooding in Elm Close. Also the non-return valve by the bridge in Priory Lane worked well and even though Noleham Brook was very high, and above the non-return valve, no water flooded Priory Lane. See the photos below:



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One last thing, I totally agree with Graham Fowles who emailed saying "I don't want to be a spoilsport but a number of drivers appear to be finding it great fun to travel at warp speed through the flood water with subsequent bow waves created causing water to encroach on our property and causing further verge damage. The correct way to progress through flood water is at a measured slow speed showing courtesy to local residents and also minimising the potential for accidents and vehicle breakdowns - alternatively find another route."

So if we do suffer any more road flooding please can everyone comply, and drive slowly through any flood water.

Other things to report this month are as follows:

- The main news hitting the national press is about the Leader of Worcestershire County Council being stopped before Christmas and breathalysed as part of a routine Police "Don't Drink and Drive" check, and being over the limit. As a consequence, he has lost his job. This is a sad story as Adrian Hardman has been an excellent leader of the council and steered the ship in very stormy waters through what is probably the worst ever period in the council's history with severe austerity cuts. However it goes to show it is never worth having that extra drink and then driving home. Never take the risk. He has been replaced by Simon Geraghty who has been the Deputy Leader of Worcester County Council for many years and has also been leader of Worcester City Council.
- Blocked drains and oil leaking down Back Lane – WCC Highways attended and tried to clear the drains. The oil was identified by a local resident as heating oil leaking from his oil tank. So a timely reminder to all of us to double check our oil tanks to make sure there are no leaks on ours!
- Also the WCC have identified that someone has connected a foul drain to the road drain in Back Lane, so investigations are continuing to find the culprit
- The ditches near Pebworth Holt were to have their inlet and outlet headwalls rebuilt by WCC Highways to prevent the pipe connecting the 2 ditches getting blocked again. This work has now been postponed from December to Jan/Feb.
- Can anyone have problems connecting to Superfast Broadband, please let me know. Honeybourne and Cleeve Prior both had capacity problems which I have managed to resolve.

Your District & County Councillor, Alastair Adams can be contacted on adams.pebworth@gmail.com or mobile 07725 979 277