

Pebworth Parish Council

Minutes of the Ordinary Meeting of the Parish Council

Held at the Pebworth Village Hall at 7:00 pm on Monday 3rd October 2016.

Prior to the meeting two Candela Light company representatives presented their options and technical details for upgrading the parish street lighting to heritage type lanterns with LED lights.

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

In attendance: two members of the public & The Clerk, John Stedman.

140. Apologies were accepted from: Cllr Pam Veal and Cllr Alastair Adams

141. 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 – None declared.

142. Chairman Moved: The meeting be now adjourned for Open Forum

143. Open Forum:

A resident raised the matter of excessive traffic speed on Honeybourne Road and Long Marston Road and suggested the 30 MPH zones are extended further out of the village. Chairman confirmed the Council would consider this at a future meeting.

Ward Members report: Cllr Alastair Adams was not in attendance

144. The Chairman closed the adjournment at 7.40 and resumed the Council meeting.

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

146. The Clerk's Progress Reports.

- a. Sec 106 funding request form returned to WDC on 10th Sept: Members Noted the return was for general recreational facilities.
- b. Report on herbicide damage on the verge in Broad Marston Road, the person responsible confirmed the damage was temporary and the grass will re-grow, the matter will be monitored.
- c. Report of lawn mowing grass being dumped in the roadside ditch on Broad Marston Road; Members reported this was taking place in several areas of Broad Marston Road and it was agreed a flyer will be delivered to each household confirming this practice is fly-tipping and is illegal.
- d. Tree height reduction on The Close to be carried out by Western Power Distribution was noted, PIB members are in consultation with WPD to help insure a tidy job is done.

147. Planning applications considered:

- a. **W/16/01999/PN** - Low Furrow Barn, Dorsington Road, Pebworth, 2 stables, hay barn, associated groundwork; Under the Clerk's delegated power the council has no objection or comment on the application.

Pebworth Parish Council

- b. **W/16/01562/PP:** Corner House, Dorsington Road, Proposal: Replacement of windows and front door. Applicant: Mrs H Morgan; Under the Clerk's delegated power the council has no objection or comment on the application.
 - c. **W/16/01038/CU** - Telephone Exchange Building, Back Lane, Pebworth, Change of use from telephone exchange to B1 office use. Applicant: Miss S Jarrett
Following a majority vote to not support the application the council resolved to question the sites capacity to enable vehicles to turn around within the site to allow egress in a forward gear and the lack of planning details for the new access as it will involve the removal of the existing hedgerow.
It was also agreed to re-confirm the previous application comments: -
The site lies outside GD1 therefore any development should be resisted.
The site is adjacent to the Conservation area and opposite Old Manor Farm, one of the most significant Grade 2 listed buildings in the village, which dominates the northern access to the village. Therefore, if permission was granted, special care and conditions are needed to ensure that development fits in with the Northern aspect of the village and to also limit any additional future development of the site by removing permitted development rights.
 - d. **W/16/01986/PN** - Fend House, Front Street, Pebworth: Installation of heat pump module Applicant: Mr D Garner. The Council has no objection but request the WDC conservation officer is consulted and their comments considered.
 - e. **W/16/02200/CU:** Priory Farm, Priory Lane, Broad Marston, Proposal: Change of use and conversion of existing grain barn into three dwellings and removal of existing Dutch barn (amended scheme to extant planning permission W/15/00367/CU) The Council has no objection or comment on the application.
- 148. Planning Decision noted:**
- a. **W/16/01537/PP** - Evening Hall, Dorsington Road, Pebworth **Refused** on building design standards.
- 149. Neighbourhood Development Plan:**
- a. Cllr David Cranage reported he attended the NDP focus group meeting in September and considered the progress was good and positive.
- 150. Finance:**
- a. **Payments:** Council approved the Clerk's schedule of payments receipts and balances which is appended to the minutes.
 - b. **Accounts Review:** Council considered and agreed the second quarterly bank reconciliation and account budgets, the Chairman's copy bank statement was used to confirm the bank balances.
 - c. **Internet Banking:** The member's internet banking access applications are in progress. The Clerk, Cllr Pam Veal and The Chairman have completed their applications and other members have theirs in hand. Clerk to re-send the banking details and internet link for the application.
 - d. The Clerk reported on the receipt of the second precept payment of £14,282 from WDC; Noted

Pebworth Parish Council

151. Audit

- a. The Clerk issued to all members the Audit report regarding audit matters raised by Grant Thornton the external auditors. The two issues were noted and the Clerk confirmed the annual return and audit report were posted on the Council's website and the notice of conclusion of audit is posted on the Village Hall noticeboard.

152. Recreation Field and MUGA:

- a. The Clerk reported that the Sovereign site plans for the MUGA were confirmed as not suitable for submission to WDC for a planning application and Mr Bury had produced new plans which were agreed by the council and would be used to lodge an application to WDC.
The Clerk also reported that Mr. Trevor Bury as the Council's architect has been asked to make the planning application on behalf of the Council as other necessary plans and documents were not available to the Clerk to make the planning application for the MUGA.
- b. Council considered preferred suppliers for the MUGA and requested the Clerk to obtain three quotations in accordance with the approved size, design and siting.
- c. Members noted the Recreation Field and allotment hedge cutting is now arranged with the amenity contractor and will be carried out in October. The Honeybourne Road section to be cut to three metres high.

153. Training

- a. The Clerk's reported on the two training events on the 8th and 22nd of September and that the invoicing through CALC would be done by Pebworth Parish Council as primary organiser. Clerk to action invoicing.

154. Community Matters:

- a. Cllr Richard Weller made a request on behalf of the Party in the Park group to use the Recreation Field and The Close on September 10th 2017 to fully facilitate the Party in the Park event, the Council agreed to the request.

155. The Close:

- a. **Inspection:** The monthly safety inspection found no matters of concern but the poor state of the fencing between the ditch and The Close was reported to need replacing. It was agreed to consider its replacement at the precept meeting in November.
- b. **Ditch Clearance:** It was agreed to request the Handyman to clear the vegetation and debris from the ditch on The Close and dispose of arisings with a hired skip. Rooftop Housing will be requested to contribute 50% of the cost as they are responsible for half of the ditch.
- c. **Springer:** Council noted the report from the Clerk on the request made to Sovereign for the return of the £176.88 deposit paid for the springer following the cancellation of the order. The cancellation prompted Sovereign to make an offer to install the springer within a week and reduce the cost by £200 for the inconvenience caused to the council. It was proposed and agreed that the council accepts the reduced offer on condition that the installation is completed by 14th October. Clerk to action the works.

Pebworth Parish Council

156. Public Rights of Way: PROW

- a. PROW matters in need of attention. – it was reported that the PROW 532C off Long Marston Road is obstructed by a locked field gate and a large bull and some cows loose in the field that the path crosses. The Chairman will check the situation and report as appropriate.

157. Highway Matters:

- a. New highway matters to be reported.
 - i. The highway sign on Friday Street pointing to Long Marston is bent over
 - ii. The road re-surfacing of the top end of Front Street is still outstanding and will be brought to the attention of Cllr Alastair Adams
- b. **Front Street verge:** After considering a quotation for wooden oak bollards, the Council agreed to make a proposal to County Highways to install 100mm square unpainted oak bollards on the edge of the verge, two metres apart, and sited from the access to The Knoll down Front Street to the small steps in the verge. The bollards would be fitted with reflector discs for night visibility, the Lengthsman would carry out the installation and the bollards would not be concreted into the verge as requested by County Highways.
- c. The installation of similar bollards on School Road will be considered when the Front Street installation is completed.
- d. The Friday Street tree surgery report from County Council indicated further inspection reports from the tree officer will be forthcoming.

158. Lengthsman/Handyman

- a. **New Lengthsman or Handyman matters.**
 - i. Weed killer application in various sites including the Holt
 - ii. Clear the vegetation and debris from the ditch on The Close and dispose of arisings with a skip
 - iii. Clear verge grips in various locations
- b. **Report on works carried out by the Lengthsman and Handyman**
 - i. Re-fix a highway sign between Middlesex and Ullington - resolved
 - ii. Clear tree bases of epicormic growth on Long Marston Road and Broad Marston Road - ongoing
 - iii. Cut back bushes to clear visibility at the top of Back Lane - completed
 - iv. The Broad Marston Road bus shelter interior light needs a panel re-fixing - completed

159. Cemetery

- a. The Clerk reported on the change of grave plots from 955 to 953 following the misplacement of a double size memorial: Matter resolved
- b. **Cemetery Hedge:** Pebworth in Bloom members considered the extensive work required for the hedge restoration was beyond PIB's resources and declined to take on the task as they agreed the hedge would be best removed and a fence put in its place while the weeds were brought under control.

Pebworth Parish Council

160. Street Lighting:

- a. Faulty lights to be reported. – none at this time
- b. **New LED Lights:** Following a presentation from the Candela Light Company representatives who gave detailed technical information of their heritage lanterns, LED streetlighting and the controls available for light colour, the Council agreed the following preferences:
 - i. The preferred lantern is the Candela Aston model with controllable LED lights
 - ii. The preference to have LED streetlights throughout the parish by replacing all existing streetlights with the Aston lantern.
 - iii. All existing and new columns and lanterns will be painted dark grey.
 - iv. Part-night timers will be fitted to all new streetlights to maintain status quo.
 - v. Existing metal columns will be converted to accommodate the new lanterns
 - vi. All existing concrete columns will be replaced with new metal columns.
 - vii. The streetlight replacement program will be on a street by street rolling program over several years as finance's permit.
 - viii. The first phase will be to replace all the streetlights in Front Street and Back Lane.
 - ix. A full survey will be carried out to enable a detailed specification and bill of quantities to be created for obtaining quotations in conformity with financial regulation.
 - x. Alternative suppliers for the Aston lantern and installation work will be sought and quotations requested.

161. Allotments:

- a. **Boundary Clearance:** The Chairman reported the site maintenance and boundary clearance was still not started by the contractor and it was agreed to wait a further week before the maintenance is re-arranged. Chairman to monitor the site.
- b. Council considered reports of alleged misuse of allotments and non-compliance of the allotment agreement conditions numbers 5 and 13. Council agreed to inform the tenants of plots 1,3,5 and 7 bringing the matter to their attention and requesting remedial action is taken as soon as possible.
- c. It was agreed to advertise the availability of allotments plots in the village newsletters. Clerk to action the adverts.

162. Parish Notice Boards: Council agreed to defer the matter until the next suitable meeting due to meeting time constraints.

163. Pebworth in Bloom(PIB):

- a. The Council congratulated PIB for their efforts in winning a gold award in the national competition. A formal letter of congratulation to be sent to the PIB committee for their splendid efforts in been chosen as best overall village in Heart of England area and will now go into the national finals in 2017
 Cllr Simon Shiers reported on the PIB awards in the Britain in Bloom competition – his report is appended to the minutes
- b. Members noted a resident's offer of volunteering to help in the creation of a Community Orchard in Pebworth and PIB members will carry out investigations into the Slingate being used for such a project.

Pebworth Parish Council

164. Kiosk and Defibrillator:

- a. After investigating several refurbishment options for paint stripping, glass removal and re-painting of the kiosk the council agreed to accept a quotation from a specialist company to deliver a full refurbished kiosk and take away the existing one for the sum of £1,700. The option was considered best value against the total cost of refurbishing the existing kiosk and the extended time scale in having the works completed. Clerk to action the exchange.

165. Matters Raised by Members: for consideration and or items for future agendas. Cllr Richard Weller – Speeding traffic in the village

166. Confirmation of meeting dates:

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

There being no further business the Chairman closed the meeting at 10.55 pm

Chairman _____ Date _____.

Appendix A

Payments Authorised			Gross	Net
Cheque Number	Payee	Details	Payment	Payment
1631	HMRC	PAYE for the Clerk	384.73	384.73
1632	Limebridge RS	Mowing contract	698.40	582.00
1633	J Stedman	Clerks salary and expenses	***	***

Pebworth in Bloom Report 2016 Britain in Bloom

Scoring was as follows in the 3 categories:

Horticultural Achievement 87%

Environmental Responsibility 86%

Community Participation 88%

Overall score 87% - GOLD

Pebworth has been chosen as best overall village in Heart Of England area and will now go into the national finals in 2017

Elm Trees

PIB are liaising with Pershore College who have recently developed a strain of Dutch Elm resistant elm trees. We have agreed to experiment with reintroducing a small selection of these trees within the village to try and recognise the importance of these trees in Pebworth historic past.

Other projects

We ran an Autumn welly walk for children and parents on 25th September and provided bacon butties and a scavenger hunt at the Forest School

We are developing and planting a new feature flowerbed in front of the Rooftop bungalows in School Road. A working party for this and other areas is being gathered on 22nd October.