

**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> December 2016.

**Present:** Cllrs. John Hyde (Chairman), Richard Weller, Simon Shiers, Sue Peace, Pam Veal & Denise Meynell

**In attendance:** 11 members of the public, The Clerk- John Stedman and Cllr Alastair Adams.

**192. Apologies were accepted from:** Cllr David Cranage

**193. 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.

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

**195. Open Forum:**

A resident expressed his concerns regarding the planning proposals for the MUGA installation and considered vehicle access to be field would be restricted when events took place, the visual impact of the basketball goalposts would be intrusive as they will be visible over the boundary hedge and further concerns over any possible section 106 funding shortfalls being made up from the council's reserves.

Several residents commented on the Rooftop planning application for 14 dwellings off Chapel Road. Comments included, the problems with the existing power supply being inadequate, the local housing need claims are questionable, the density of dwellings on the site is too high and not conforming to planning policy and the changes to the SUDs and dry pond proposals. A request was made for the Parish Council to make further representation to the proposed amendments and to agree a Parish Council speaker at the planning committee meeting on 15<sup>th</sup> December when the application will be considered by WDC.

**Ward Members report:** Cllr Alastair Adams report is appended to the minutes

**196.** The Chairman closed the adjournment at 7.25 and resumed the Council meeting.

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

**198. The Clerk's Progress Reports.**

- a. Further information submission for the community asset application for the Masons Arms was noted
- b. Request for the ex Bishampton Clerk to attend a meeting to discuss the community asset procedures and procurement, it was agreed to wait until further information was available on the status of the property
- c. The Elm Close BT telephone kiosk offer for adoption by the council was not supported by the council and the box will be removed by BT

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**199. Planning applications considered:**

- a. **W/16/02561/PP:** Orchard View, Back Lane, Pebworth, Proposal: Proposed single storey rear/side infill extension with new flat roof linkage at single storey level, Applicant: Mr & Mrs. Morrow. Under the Clerk's delegated power The Council offered no objection or comment on the application.

**Clerk's Note:** This application was considered under the Clerk's delegated powers in consultation with councillors. Cllr Pam Veal declared an interest in the item and took no part in the consultation.

- b. **W/16/01038/CU** Applicant: Miss S Jarrett Ashlow Priory Lane Broad Marston, Proposal: Change of use from telephone exchange to B1 office use. Location: Telephone Exchange Building, Back Lane, Pebworth. Description of amendment: Change to the location plan due to repositioning of the access. Under the Clerk's delegated power The Council offered no objection or comment on the application.
- c. **W/16/02573/PP** Location: Evening Hall, Dorsington Road, Proposal: Two storey side extension, Applicant : Mr Smith  
After careful consideration the Council has no objection or comment on the application.
- d. **W/16/02733/PN:** Land opposite, Mason Arms, Broad Marston Road: Proposal MUGA (multi-use games area). Adjustment of size and position of football pitch approved under planning permission W/07/02690/CU Applicant: Pebworth Parish Council. As applicants, the council will not comment on the application.
- e. **W/16/01928/PN** - Land off, Chapel Road, Pebworth Rooftop Housing Association  
Proposal: Rural exception housing development (14 dwellings) with associated access and landscaping Location: Land off, Chapel Road, Pebworth  
Description of amendment: Revised design and amended layout; provision of covered parking area; increase in Green Infrastructure on site; provision of traditional fencing within site layout; amendments to materials to include blue lias plinths, timber cladding, brick and render; parking decreased to 28 residents' spaces and 3 visitor spaces; revised design and Access Statement; statement concerning affordable housing need.  
The council agreed to make further objections to the application and the proposed planning amendments and will put the following comment to the planning officer.  
It was also agreed that Cllr David Cranage would represent the Parish Council as a speaker at the WDC planning meeting on 15<sup>th</sup> December when the application will be considered by the planning committee.

1. We refer to the original policy comment in response to this application made by Denise Duggan, WDC Senior Planning Officer (Policy), on 11th October 2016: "SWDP13 states that windfall (i.e. on non-allocated sites) housing developments in the villages should achieve an average net density of 30 dwellings per hectare (net figure i.e. excluding e.g. GI) relative to their locality and character of the built and historic environment, and any heritage assets. The gross density of the scheme is 31 DPH, but if 20% GI is excluded and the number of dwellings remains at 14, then the density would be approx. 39 DPH"  
The applicants revised scheme increases GI to approximately 20% but the overall net density remains at approx. 39 DPH. This far exceeds the density requirements of policy SWDP13.

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Pebworth Parish Councils position is therefore that the revised application still fails to comply with the density requirements of Policy SWDP13, in that the maximum number of dwellings that this size of site should support would be 11.

2. We refer to the letter dated 15th November 2016 from Mr David Jones of Evans Jones listed within the correspondence as “Affordable Housing Rebuttal Letter”. Mr Jones attempts in his letter to justify the proposed development in line with the key policy SWDP16 which states that there must be a “proven and as yet unmet local need”.

He sets out current affordable housing occupancy levels for Pebworth which we reproduce below and which we have no reason to dispute:

- 4 x Families with a 2 bed need in Bronze Plus
- 2 x Families with a 3 bed need in Bronze Plus
- 2 x Families with a 4 bed need in Gold and Gold Plus
- 3 x Single with a 1 bed need in Bronze Plus
- 1 x Pensioner/DLA with a 3 bed need in Reduced Preference
- 1 x Pensioner/DLA with a 1 bed need in Bronze Plus

Mr Jones then makes the statement “The above data clearly demonstrates that within Pebworth there is a significant unmet need.....”

The WDC Banding System classifies Bronze Plus as "all applicants who live, work or have a local connection to a particular district of the Home Choice Plus partnership, but who have no housing need”

Gold and Gold Plus applicants would have both a local connection and an identified need, however this applies only to 2 x families with a 4 bed need, neither of which could be correctly accommodated within this development as there are no 4 bed dwellings proposed. The current data in fact clearly demonstrates that within Pebworth there is only a need for 2 x 4 bed dwellings which this development would not be able to meet.

Pebworth Parish Councils position is therefore that the revised application still fails to comply with the requirements of Policy SWDP16 as there is no "proven and as yet unmet local need” within this village. Anecdotal local evidence suggests that there may be an unproven need for a very small number of such dwellings, but certainly not at the proposed level. We do not consider it appropriate, sustainable, or in compliance with NPPF or SWDP policies that a rural exception site within a category 3 village such as Pebworth with minimal infrastructure or facilities should be chosen to meet the housing needs of the wider area.

#### **200. Planning Decision noted:**

- a. **W/16/01755/CU** Chalford House, 1 Mill Field, Pebworth. Change of use application for part of a field to residential to allow equestrian facilities ancillary to enjoyment of the property. Extension of stabling and external landscaping (retrospective) – **Granted** with 5 conditions
- b. **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) **Granted** with 12 Conditions

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**201. Neighbourhood Development Plan:**

- a. Karen Pearson gave a brief outline report of the recent focus group works and indicated the next step is to consult with the village teenagers and a further consultation with parents over their needs and aspirations. A Survey of young adults about the point in life at which they want to be able to live in Pebworth will be part of a fully distributed questionnaire sent to all households in January with one questionnaire per adult. A Power Point file has been created and will be forwarded to the council. To assist the NDP process the Clerk will send Karen the original NDP questionnaire analysis spreadsheet.

**202. Finance:**

- a. **Payments:** Council approved the Clerk's schedule of payments receipts and balances which is appended to the minutes.
- b. **Internet Banking:** It was agreed to sign the Lloyds Bank application form for the Clerk to have delegated access to all bank accounts to enable internet banking.
- c. Council agreed to sign a new bank mandate to remove signatories no longer on the council.
- d. Council considered the finance group's report for budget and precept recommendations for 2017-18. The council agreed to the proposal to request a precept on WDC for £28,500 for the 2017-18 financial year. It was noted that the band D property increase could not be calculated as the tax base number for next year is unknown at this time.

**203. Recreation Field and MUGA:**

- a. Council agreed the Clerk's draft letter for the procurement process through ESPO framework 115. It was further agreed to proceed with the tender process using the three companies recommended in the 115 framework.
- b. The Clerk reported that the planning application for the MUGA has now been verified by WDC and is in the consultation period.

**204. The Close:**

- a. **Inspection:** The monthly safety inspection found no safety matters of concern. A new wooden strut is in need of replacement on the Timberplay climbing equipment, Clerk to order the part for fitting by the handyman. Council agreed to close off an unauthorised access gate in the fence on the Elm Close car park boundary which is giving access to The Close. It was noted a ditch crossing by the gate was obstructing the ditch and bags of rubbish were dumped nearby, the obstruction and rubbish will be removed.
- b. Council considered two quotations to replace the ditch side fencing on The Close and agreed to accept the quotation from MJS carpentry as the most competitive quotation and MJS was the previous fencing contractors. It was also agreed to accept the contractor's suggestion to remove the 5m of damaged metal fencing and continue the post and rail fence to replace it. Clerk to progress the works with the contractor.
- c. The Clerk reported the youth shelter clean-up is in hand and will be completed shortly.
- d. The Clerk reported the ditch clearance on The Close is underway and will be completed shortly.

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- e. The Clerk reported ordering the new ladder rung for the Timber Play equipment as it has not been received the Clerk will pursue the order with Timber Paly.

### 205. Public Rights of Way: PROW

- a. PROW 532C off Long Marston Road obstructed by a locked field gate, members reported the gate is no longer locked and only sheep are in the field – matter resolved
- b. PROW matters in need of attention. – It was reported that the footpath sign on the School Road corner of The Close is faded and not visible, the handyman will check and report on resolving the problem.

### 206. Highway Matters:

- a. New highway matters to be reported. - none
- b. **Front Street verge:** The new oak bollards are now in hand and will be installed shortly by the Lengthsman.
- c. **Parking issues:** The Clerk’s report on sending a letter to a car owner regarding parking issues on Front Street, no response has been received and members reported the matter is resolved as the car is parked in Town Pool.
- d. **Traffic speed:** Cllr Alastair Adams reported on the Council’s application to County Highways for traffic speed mitigation and confirmed the police have carried out enforcement speed checks in Middlesex and other areas of the parish. He confirmed the County Council do not install chicanes but would allow the Parish Council to install sudo gates at the 30mph zone boundaries at the Parish Council’s expense. The Council agreed to carry out a feasibility study into installing sudo gates at all the parish boundaries and to consider the matter again at the next meeting.

### 207. Lengthsman/Handyman

- a. **New and outstanding Lengthsman or Handyman matters.**
  - i. Clear verge grips in various locations
  - ii. Removal of dead trees on Long Marston Road – this will be re-assessed in the spring to ensure the trees are dead.
  - iii. Removal of excessive brambles on Long Marston Road verges – to be co-ordinated with the ditch clearance to make use of the skip
  - iv. Clean up all street and highway signage – ongoing matter
  - v. Remove the brambles and other weeds from the new Laurel hedge in the Cemetery - ongoing matter

### 208. Amenity Contract

- a. Changes to the mowing and amenity contract specification for the Recreation Field maintenance and highway verges, the item was deferred to the February meeting

### 209. Street Lighting:

- a. Faulty lights to be reported.  
The Clerk reported that two streetlight repairs were carried out in Back Lane.
- b. **New LED Lights:** Having received only one quotation for the required streetlight upgrade scheme the council considered further details are required. The following information will be requested: A lump sum cost for the whole scheme, clarify the traffic management costs and confirm a test light will be installed at column 24 prior

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to the full installation. Also, to confirm the time scale for the installation once agreed and request a more competitive costing for the scheme.

**210. Cemetery**

- a. The Clerk reported on the declined application for a wooden flower box memorial to be placed in the Cemetery as it was not acceptable under the cemetery regulations.
- b. **Cemetery Hedge:** Two quotations to replace the front hedge with fencing were considered and the quotation from MJS carpentry accepted as the most competitive quotation also MJS was the previous fencing contractors for the council. Members considered investigations should be made to extend the proposed fencing by some 17m to the south of the main access gates to the wooden field gate. The scrubby hedge to be removed and any trees to be retained in the extended section. The Clerk was delegated to deal with contractor liaison and accept a further quotation for the extended section on a prorate basis.

**211. Parish Notice Boards:**

- a. The design of the new noticeboards is underway and a quotation request to HMP Long Lartin will be made shortly

**212. Allotments:**

- a. **Boundary Clearance:** After pursuing further contractors none were able to carry out the required works. It was proposed that the Handyman could achieve the boundary clearance and levelling works using a small hired-in digger, the proposal was agreed by council and the Clerk will make the hire arrangements when the site conditions are suitable.

**213. Pebworth in Bloom(PIB):**

- a. Cllr Simon Shiers gave a full report on PIB activities which is appended to the minutes

**214. Kiosk and Defibrillator:**

- a. The Clerk's confirmed the purchase order to supply and install a refurbished K6 telephone box was sent to the supplier but no confirmation has been received, Clerk to pursue the matter
- b. The Clerk reported on receiving the County Council ward members grant of £1,700 from Cllr Alastair Adams

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

**216. Confirmation of meeting dates:**

- a. Council confirmed the next Ordinary Meeting of the Council is scheduled for Monday 2<sup>nd</sup> January at 7.00 pm in the Village Hall
- b. Council confirmed the Clerk's proposed meeting dates for 2017 and the list will be posted on the council's website

There being no further business the Chairman closed the meeting at 10:05 pm

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

**Payments Authorised**

<b>Cheque Number</b>	<b>Payee</b>	<b>Details</b>	<b>Gross Payment</b>	<b>Net Payment</b>
1639	Grant Thornton	Audit Fees	240.00	200.00
1640	BPS	Maintenance parts	7.51	6.26
1641	PD Long	Streetlight Maintenance	122.40	102.00
1641	PD Long	Street Maintenance	87.60	73.00
1641	PD Long	Credit Note on Statement	-0.80	- 0.80
1642	Limebridge RS	Rec Field hedge cutting	150.00	125.00
1643	J Stedman	Clerks salary and expenses	***	***
1644	Hartwell & Co Timber	Bollards and spikes Front St.	199.37	166.14
1645	SLCC	Membership fee 40% share	62.80	62.80

**PIB update report from Cllr Simon Shiers**

Recent events in November

- Remembrance Day - 75 people gathered at the memorial on the recreation field for a short service of reflection, followed by tea and cakes in the village hall
- Village Hall clear up - PIB volunteers assisted the village hall committee in clearing and tidying
- Churchyard leaf clearing - PIB volunteers filled a large farm trailer with leaves cleared from the church grounds. Thank you Nick Holdsworth for bringing the trailer.

Forthcoming events

- 10th December - Christmas tree lighting 5pm in the churchyard
- 13th December - Christmas wreath making in the village hall. 25 tickets already sold.
- PIB Christmas horticultural quiz compiled by Gill Thomas. Quiz sheets are on sale now for £1, just complete and return for a £20 first prize

Other news

- 5 new elm trees have been planted on the recreation ground
- Our new village tree wardens will be meeting with the Head Forester from Heart of England Forest and receiving training from WDC tree warden.
- A grant of £1700 from the WCC Divisional Fund has been received which will go towards completing the phone box / defibrillator project with Pebworth Parish Council. Thank you, Councillor Adams.
- Town Pool railings have been reported as damaged. Handyman to advise on possible repairs.