

**Pebworth Parish Council**  
**Minutes of the Ordinary Meeting of the Parish Council**  
Held at the Pebworth Village Hall at 7:00 pm on Monday 8<sup>th</sup> January 2018.

Prior to the start of the meeting the Chairman invited David Chidlow, Outdoor Play Consultant for Fenland Leisure to address the meeting regarding the supply of new playground equipment – a summary of his report is appended to the minutes.

**Chairman opened the meeting at 7:22**

**Present:** Cllrs. Simon Shiers (Chairman), David Cranage, Richard Weller,

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

**220) Apologies were accepted from:**

**Cllrs.** James Pearson, Pam Veal, John Hyde & Denise Meynell

**221) 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.

**222) Open Forum:**

Summary of matters raised by the public:

A question was asked regarding the readiness of the MUGA and golf net and the chairman confirmed the MUGA is waiting for dry conditions to have the surface painting to be completed and the golf net is yet to be completed as a mat will be laid to protect the grass from excessive wear.

The NDP land usage policy and information gathering enquiries were questioned and the chairman confirmed the issues raised were in hand with the NDP group and would be discussed further at the next NDP meeting.

Two parishioners made many comments regarding the planning application for holiday lets at land adjacent to Windyridge, Ullington, their main concerns were access visibility and highway safety and the environmental impact on neighbouring residences. Council noted the comments

**Ward Members Report:** Cllr Alastair Adams gave his report which is appended to the minutes.

**Chairman re-convened the meeting at 7:55**

**223) Minutes:** The Council agreed the wording of the minutes of the December ordinary meeting of the council and the Chairman signed them as a true record of the meeting.

**224) The Clerk's Progress Reports were noted.**

a) A response of “no comment” made to Stansgate planning regarding the Bank Farm development proposals

b) Purchase order sent to Candela Lighting for the 10 new streetlights

c) The agreement for a wassailing event on the Recreation Field on January 6<sup>th</sup> was noted

d) The traffic data survey is ordered and confirmed for Friday Street for W/C January 22<sup>nd</sup>

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**225) Planning Application**

- a) **17/02497/FUL** Location: West View, Buckle Street, Ullington, Description of Proposal: Change of use to provide proposed turnout area. Applicant: Mrs L Cox  
The Council has no objection or comment on the application.
- b) **17/02401/HP** Location: Priory Farmhouse, Priory Farm, Priory Lane, Broad Marston, Description of Proposal: Single storey side extension Applicant: Mr Tim Longford  
The Council has no objection or comment on the application.
- c) **17/02477/FUL** Location: Land adjacent to Windyridge, Buckle Street, Honeybourne, Proposal: Change of Use for the siting of four Log Cabin Holiday Chalets: Applicant: Mr J Zubek

It was resolved to object to the application for the following reasons:

- i) The council considered the application to be contrary to the SWDP policy 21 due to its environmental impact on the locality and neighbouring residences as the site is formerly a residential garden.
- ii) The Highways officer's report on the site access is fully supported by the council as local knowledge confirms the regular excessive speeding on Buckle Street as confirmed by recent fatal traffic accidents.
- iii) Having no onsite play facilities or security measures for children's play and the sites immediate proximity to a 60 mph road concerns are raised over the suitability of the site as a holiday accommodation venue.
- iv) The impact of change of use from a residential garden to a commercial holiday let site is contrary to SWDP policy 31 as the proposal will have the potential to create noise, and outdoor activities causing adverse nuisance to the neighbouring properties.
- v) Any occupancy of the site should be restricted to a 10-month period per year to prevent a permanent residential site
- vi) If granted, permission should be for a period of only 5 years to ensure the cabins are retained in an acceptable condition and the impact of the development can be re-assessed

**226) Planning Decisions: None**

**227) Neighbourhood Development Plan:**

- a) Member's report on the last meeting and noted the proposed sites for housing has now been reduced from 19 to 9 and green open space proposals is now 5 with one objection. All landowners of proposed sites will receive a formal letter from the NDP group consultants outlining the NDP proposals and allowing an opportunity for objection.

**228) Finance:**

- a) **Payments:** Council approved the Clerk's schedule of payments receipts and balances which is appended to the minutes.
- b) Council approved the parish precept for 2018-19 as £32,000. The estimated increase is £5.17 per year for a band D property and 7.1% over last year's council tax, the increase was agreed in consideration of funding future capital community projects.
- c) The Clerk reported on the receipt of £15,000 from WDC for sec 106 payment for the MUGA
- d) The Clerk reported the receipt of a VAT claim for £7,972.91

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- e) Members considered and agreed the third quarterly bank reconciliation, accounts and budgets balances and also agreed the bank balances shown on the up to date internet bank statements
- f) **Internet Banking:** No further progress to report

#### 229) **Community Matters:**

- a) GDPR: members noted the circulated information on the General Data Protection Regulation requirements and the need to comply by 25<sup>th</sup> May 2018.
- b) GDPR: Members agreed in principal to accept the quotation from DM Payroll Services Ltd for providing General Data Protection Regulation services and to act as the council Data Protection Officer as required by the regulations and outlined in their letter
- c) Members noted with trepidation the WDC response to enquiries on the sale of The Masons Arms as a registered community asset.
- d) It was agreed that any actions for progressing the funding of the Village Hall refurbishment project as proposed at the budget meeting will be considered at the February meeting as Cllr Pam Veal was not present to respond to her proposal.

#### 230) **Recreation Field and MUGA:**

- a) Cllr Richard Weller reported the MUGA contractors are waiting for favourable weather conditions to apply the line markings to the tarmac surfacing. Some snagging matters have been resolved and a final snagging inspection will take place when the line marking is completed. Further work is required on the golf net to complete the installation
- b) The Clerk reported on invoices received from Total Play for the works completed to date. The 5% contract retention and line marking costs will be invoiced when the project is completed.
- c) The Clerk reported on the progress with the MUGA planning application and reported the consultation end date of 24<sup>th</sup> January. The planning comments made by Sport England regarding the football pitch layout were noted.
- d) Council considered and agreed to a request to use the recreation field and The Close for a festival and concert event next September 2018.

#### 231) **The Close:**

- a) **Inspection:** The monthly safety inspection found no safety issues needing attention.
- b) The Handyman reported the wire mesh filter under the bridge to The Close seems to work satisfactorily but needs to be stronger, also the footpath from Friday Street to The Close has been cleared of a fallen tree.

#### 232) **Street Lighting:**

- a) Faulty lights to be reported.  
The Clerk report streetlight #14 in Friday Street had suffered impact damage and the streetlight contractor had re-fixed the metal cover on the base of the column.
- b) The Chairman reported Candela had arranged a site meeting next Wednesday with the installation contractors to agree working procedures. It was indicated that the works should start at the end of January and complete in 2-3 days

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**233) Highway Matters:**

- a) New highway matters to be reported.
  - i) The footway from the Church to Little Meadows is in need of extensive re-surfacing
  - ii) The VAS report was not available for the meeting

**234) Public Rights of Way:** No new PROW matters reported

**235) Lengthsman/Handyman**

- a) New and outstanding Lengthsman or Handyman matters. –
  - i) No works reports were available for the meeting
  - ii) A sizable log is lodged in the roadside ditch on the junction of Friday Street and Long Marston Road - Lengthsman to attend

**236) Allotments**

- a) Members reported that plot 7 has still not been cleared of weeds and debris and it was agreed Cllr Richard Weller will contact the tenant requesting action is taken to clear the plot immediately, progress reports and future actions to be considered at the February meeting.

**237) Pebworth in Bloom(PIB):**

The Chairman reported that a donation of £200 has been made to PIB by Pebworth Parish Council. A village wassailing event was organised by PIB and held on the recreation field on 6th January 2018. 51 people attended.  
Forthcoming events - Sunday 28th January - Bee keeping talk in the Village Hall

**238) Defibrillator:**

- a) Cllr Richard Weller reported that defibrillator training is now arranged for January 18<sup>th</sup> in the Village Hall, an invitation will be made throughout the parish to request parishioners to declare an interest to be short listed for training. Cllr Richard Weller will co-ordinate the response and liaise with the trainer.
- b) The Handyman confirmed an inspection record book is now in the Defibrillator cabinet and regular weekly inspections are been carried out and logged.

**239) Matters Raised by Members:** for consideration and or items for future agendas.

None

**240) Confirmation of meeting dates:**

- a) Council confirmed the next Ordinary Meeting of the Council is scheduled for Monday 5<sup>th</sup> February 7.00 pm in the Village Hall

There being no further business the Chairman closed the meeting at 9:58

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

## Pebworth Parish Council

<b>Payments Authorised</b>			<b>Gross</b>	<b>Net</b>
<b>Cheque Number</b>	<b>Payee</b>	<b>Details</b>	<b>Payment</b>	<b>Payment</b>
1737	Worcester CALC	Member training fees	60.00	50.00
1738	PIB	Donation	200.00	200.00
1739	J Stedman	Clerks Salary and Expenses	***	***
1740	HMRC	PAYE & NIC	427.53	427.53
1741	Total Play Ltd	Stage Payment for MUGA	39,090.66	32,575.55
1742	P D Long	Streetlight repair #14	66.00	55.00
DD	Npower	Streetlight Energy	46.92	44.69
DD	Npower	Streetlight Energy	506.42	482.30
1743	Pebworth Village Hall	NDP Meetings +1	70.00	70.00

DRAFT