

Pebworth Parish Council
Minutes of the Ordinary Meeting of the Parish Council
 Held at the Pebworth Village Hall at 7:00 pm on Monday 2nd July 2018.

Present: Cllrs. Simon Shiers (Chairman), Pam Veal, David Cranage, Denise Meynell, James Pearson, Richard Weller & John Hyde

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

60) Apologies: all members present

61) 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.

62) Open Forum:

Summary of matters raised by the public:

- A complaint was received regarding the mowing of the allotment site as some areas have been missed when the Recreation Field was mown
- The Ron Tracey memorial seat on The Close was reinstalled following a problem with the concrete slabs, the installation is now completed
- PIB reported on the all-out effort by PIB members to tidy the village in readiness for the Britain in Bloom judging

Ward Members Report: Cllr Alastair Adams attended the meeting at 7.45 and gave his report which is appended to the minutes

Chairman re-convened the meeting at 7:05

63) Minutes: The Council agreed the wording of the minutes of the June ordinary meeting of the council and the chairman signed them as a true record of the meeting.

64) The Clerk's Progress Reports were noted.

- a) Request made to the new owners of the Masons Arms from PIB to tidy the site was granted and the tidy up is completed
- b) Pothole on the Broad Marston Road on the edge of the village; Resolved
- c) MUGA and Golf net opening event publicised by E-news and in the village newsletter; noted
- d) The receipt of 3 tennis net socket covers as one was missing from the MUGA; received and installed

65) Planning Application:

- a) 18/01107/HP Location: The Carhouse, 4 Rookery Court, Back Lane, Pebworth,
 Proposal: Single storey rear extension Applicant; Mrs Veronica Cook
Application dealt with under the Clerk's delegation, no objection or comments made

66) Planning Decisions: Noted

- a) 18/00917/HP Hylton Friday Street Erect PVCu porch to the rear of the property Mrs Haycraft. The application was dealt with under the Clerk's delegation, no objection or comments submitted. **Granted** with 3 conditions

Pebworth Parish Council

67) Neighbourhood Development Plan:

- a) Members considered the draft NDP plan circulated by Brodie Planning for consultation by the council. The following comments and amendments to the wording for individual paragraphs were approved for the Clerk to inform Brodie Planning

1.8 It was agreed as part of the last steering group meeting that the statutory minimum consultation period of 6 weeks should be extended to take account of it running over the August holiday period, the extended period is referred to in 10.1 but 1.8 still refers to a 6-week consultation period –1.8 should be slightly reworded accordingly

5.23 the word 'is' should be inserted in the last line between 'that it' and 'surplus to requirements'

5.37 Although we refer to the services as infrequent is it beneficial to setting the scene to point out that although 'Buses provide services to get to Stratford and Evesham' those services, per the most recent timetables, do not permit someone to arrive at those destinations and to work a standard 9 to 5 day.

5.45 We refer to the pub being an 'Asset of Community Value' here and a number of times, sometimes capitalized others not

P7 Protect Community Facilities – is the last mechanism for permitting a development proposal that resulted in the loss of a community facility adequate? Should it be more than a year?

P9 – Retaining Existing Employment Opportunities, does this need to refer to Fibrex, otherwise this is contradictory to putting forward Fibrex as a site – this may need rewording in order for the section to work

8.11 – should this end after 'February 2017'?

Other typos and grammar errors were found in the document

- b) The Clerk confirmed the receipt of a further £4,000 NDP funding from WDC

68) Finance:

- a) Council considered the Total Play payment demand for final payment for the MUGA and agreed to suspend the payment as the removal of tarmac and concrete waste from the field was still not resolved.
- b) The payment to Total Play for the MUGA surface painting and pitch line marking which was withheld at the June meeting was now agreed to be paid as the works are completed. Clerk to forward the cheque as agreed.
- c) Council approved the payments, receipts and balances as circulated by the Clerk.
- d) The internet banking delegates registration is still awaiting approval from the bank.
- e) Council considered and agreed the first quarterly audit of the Bank reconciliation, payments, receipts and budget expenditure.
- f) Members agreed to a donation request from the Pebworth Piper for £85.00, payment to be made at the next meeting

69) Council Matters:

- a) Cllr Denise Meynell tabled a list of relevant matters on Year End Procedures relating to the transparency code for local authorities. Following a debate on several items it was agreed a finance working group should meet to consider the proposed procedural changes. Denise will issue an abridged list of items for consideration by the group consisting of Cllr. Simon Shiers, James Pearson, Denise Meynell and the Clerk, the groups report will be considered at a future meeting.

Pebworth Parish Council**70) Village Hall:**

- a) The clerk reported the results of New Homes Bonus questionnaire and confirmed 86% of respondents favoured the funding is used for the Village Hall project.
- b) Cllr Pam Veal agreed to arrange a meeting with the Village Hall committee members as soon as possible with councillors and the Clerk to progress the refurbishment project.

71) Recreation Field and MUGA:

- a) Payments to Total play – see minute 68 a & b above
- b) The new litter bin from Glasdon has been installed on the Recreation Field
- c) Members questioned the installation of the golf mat as the specification is for an underlay mat which may not be installed, Cllr Richard Weller will raise the matter with Total Play and confirm if the installation is as specified in the contract.
- d) Members agreed the tennis net will stay erected on the MUGA to encourage its use in the tennis season, Cllr James Pearson will monitor its use and security
- e) The reinstallation of the goalposts on the Recreation Field is in hand with the handyman who will install them near the original position without fitting the goal net, the nets will be stored in the tennis net box this will be carried out shortly to enable football on the grass.
- f) The Clerk was requested to create signs for the use of the MUGA and how to access the net box, the signs to be placed in the Recreation Field noticeboard
- g) Members considered the contract analysis report carried out by Cllr James Pearson on the MUGA construction process and noted the contents outlining some complex anomalies.
- h) The chairman asked Cllr Alastair Adams for his support for sec 106 funding to pay for the soil removal as the WDC officer declined the Clerk's request. Cllr Alastair Adams was of the opinion that given the circumstances it would not be possible to achieve a claim under the sec 106 rules
- i) Council considered quotations, estimates and options for the removal of the surplus soil and construction waste on the Recreation Field. It was agreed that the option to dispose of the soil onto the adjoining agricultural field with the kind permission of the farmer would be the best and most cost-effective option. The construction waste is considered the responsibility of the main contractors and they will be requested to remove and dispose of it at their expense. The removal can be with builders skips which can be loaded when the soil removal is under way as diggers will be on site. Cllr Richard Weller will liaise with Total Play to gain an agreement and procedure for the waste removal and request a contribution towards the main soil relocation to the adjoining field. The Clerk confirmed an initial cost estimates form Henson plant hire for an 8ton digger including driver, fuel and delivery of £400 day and considered the works would take three days to complete. The cost and size of the digger to be confirmed by Henson Plant hire and the Clerk will arrange a site meeting with the company when a time scale and works logistics can also be considered.

Pebworth Parish Council

72) The Close:

- a) **Inspection:** The monthly safety inspection found no safety issues needing attention.
- a) **Dog Mess:** The Handyman's report on dog mess on the play area of The Close over the last month confirmed no incidences in or around the play area and possibly some on the main field.
- b) The Handyman reported the tightening of the Zip Wire as recommend by RoSPA is in hand and will be completed shortly
- c) Council consider the PIB proposals and quotations for fencing the play area and declined the offer.
- b) Consideration of quotations and recommendations for new play equipment.
The Clerk issued a further catalogue from Kompan and confirmed Eibe had not responded to a request for an equipment quote. It was agreed that Cllr Pam Veal would study the Kompan information and report to the next meeting. The Clerk confirmed the Kompan Representative was willing to carry out a site visit and recommend suitable play equipment. Members were invited to inspect the new Kompan play equipment recently installed at Salford Priors

73) Street Lighting:

- a) Faulty lights to be reported. None at this time
- b) The Clerk reported streetlight #19 was quickly repaired by Candela under guarantee
- c) The replacement streetlight project was agreed to be suspended for a month while available finances are confirmed.

74) Highway Matters:

- a) New highway matters to be reported. None at this time
- b) **Blocked Culvert:** The Lengthsman reported on the lack of a culvert pipe on Broad Marston Road by the allotments and it was agreed the culvert will be reinstated when the Recreation Field soil removal is in progress as the digger can be utilised to install the new culvert pipe. This arrangement is with the full agreement of the farmer in consideration of using his field for soil disposal.
- c) **STW Works:** The Clerk reported that the STW works in Pebworth and Broad Marston are completed until the end of the year when the old sewer works, and pumping station will be decommissioned and dismantled. Pavement and verge repairs will be carried out shortly in Broad Marston and footpaths and fields will be brought back into use shortly with grass seeding carried out in late August. Construction works have moved to Long Marston air field where the next phase of the operation is underway, this section has to be completed before the Pebworth section can become operational as both sites are interconnected

75) Public Rights of Way matters:

- a) **Slingate:** Council agreed that Mr Clive Giddings would be requested to mow the Slingate to clear the PROW as soon as possible, Cllr John Hyde to action the works.

Pebworth Parish Council

76) Lengthsman/Handyman

- a) Cllr Hyde stated that the backlog of Lengthsman and handyman works was caused by his recent lack of available time and that this situation should shortly improve. It was agreed that the outstanding works listed below would be completed by the August meeting of the council, other than possibly the installation of the 14 oak bollards on School Road.
- b) New and outstanding Lengthsman or Handyman matters. –
- i) A tree branch has fallen on the verge in Friday Street and requires removal
- Outstanding works
- ii) Changing the screen mesh in the ditch adjacent to The Close. - Pending completion
- iii) Installing bollards on Front Street and School Road. - Pending completion
- iv) Receiving the 14 bollards for School Road and their installation - Pending completion
- v) Clear the overgrown hedge around the bus shelter on Broad Marston Road - Pending completion

77) Cemetery

- a) The Clerk reported on the placement of a memorial for Lawrence John Batchelor
- b) **Boundary fence line:** members agreed a recommendation from the Handyman to continue the weed control spraying for a further 12 months to ensure all perennial weeds are controlled

78) Allotments

- a) The Handyman reported on clearing-up and disposing of debris from the allotment site.

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

80) Confirmation of meeting dates:

- a) Council confirmed the next Ordinary Meeting of the Council is scheduled for Monday 6th August at 7.00 pm in the Village Hall
- Apologies for the meeting were received from Cllr Pam Veal

There being no further business the Chairman closed the meeting at 9.30

Chairman _____ Date _____.

Payments Authorised

Cheque Number	Payee	Details	Gross Payment	Net Payment
1784	John Hyde	Lengthsman Works	126.00	126.00
1784	John Hyde	Handyman Works	113.75	113.75
1785	J Stedman	Clerk's salary and Expenses	***	***
1786	Brodie Planning Associates	NDP expenses	1,728.00	1,440.00
1786	Brodie Planning Associates	NDP expenses	1,552.80	1,336.00
1787	Limebridge RS	Amenity mowing contract	1,004.40	837.00
1788	HMRC	Clerk's PAYE	413.03	413.03
1789	Total Play	MUGA retention payment	3,600.00	3,000.00