

Pebworth Parish Council

Minutes of the Ordinary Meeting of the Parish Council

Held at the Pebworth Village Hall on Monday 6th January 2014.

Present: Cllrs. John Hyde (Chairman) David Lees, Simon Shiers. June Haycock, Pam Veal, Albert Jeffrey & David Cranage.

In attendance: John Stedman (Clerk) Cllr Alistair Adams and one members of the Public.

171. Apologies were accepted from: All present

172. 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.

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

Open Forum:

Note: this item was taken later in the meeting but minuted here for consistency.

Cllr Alistair Adams responded to questions regarding ongoing ditch clearance and drainage issues in the Broad Marston area.

County & District Ward Member Cllr. Alistair Adams's member's reports and flooding action log is appended to the minutes.

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

174. The Clerk's Progress Reports.

- a) Purchase of the book "Local Councils Explained" The book is purchased and a Honeybourne Councillor has it at the moment, it will be circulated to all members in due course.
- b) Request received for student funding which the Clerk referred to Mr Peter Harrison for the John Cooper Trust as the Council has no power to make such a payment.
- c) Flood prevention work at Broad Marston disrupts access to fields. – The WDC officer is aware of the problem and the Environment Agency will be informed.
- d) Potholes reported in Front Street – reported to County Highways on 4th December – members confirmed the work has not been carried out.

175. Planning Application considered

- a) **13/02516/AB:** Mr F Dennis, Crabtree Farm, Dorsington Road, Proposed Portal frame lean-to agricultural storage. The councils has no objection or comments on the proposals.
- b) **W/13/02451/CU:** Land opposite, Sims Metals, Long Marston; Proposal: Change of use of gymnasium building to residential 'live-work' units (4 no) together with associated external works. This application was dealt with under the Clerk delegated power and the councils had no objection or comments on the proposals.

176. Pebworth Neighbourhood Development Plan. (NDP)

Cllr David Lees informed the meeting that a second NDP consultation event will take place on Saturday 25th January, it will be a drop-in session with more comment forms available for public response. The Committee will meet in February to consider the data analysis of all data collected to date. The current data analysis presented to the council demonstrated a successful parish consultation so far as many diverse comment were received.

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177. Finance:

- a) Council approved the Payments, Receipts and Balances as in appendix A, except for the cheque to Active Gardens as the contract with them is incomplete.
- b) The Council considered and agreed the third quarterly payments, receipts, account balances and bank reconciliation as presented by the Clerk.
- c) Clerk reported on the donation made to the Council with a request to financially support the local First Responders. Members were informed the recipient will be made known at the February meeting following further investigations by Frank Gould-Fellows.

178. Precept:

- a) Members noted the Tax Base information and grant calculations issued from WDC.
- b) Council considered the 2014-15 precept recommendation from the finance group, Cllr Pam Veal proposed that a precept of £26,150.00 is levied on the District Council for the 2014-15 precept, Cllr June Haycock seconded the proposal, and the proposal was carried unanimously. Members noted that the WDC tax calculator indicated this represents an increase of 1.37%. The Clerk will make the precept demand on WDC.

Note: The Clerk having declared an interest in the following item left the room for the debate.

179. Mowing Quotations

- c) The Council considered two quotations received by the Chairman for parish verge mowing in 2014. It was agreed to accept the quotation from Limebridge Rural Services Ltd. for the verge mowing with a proviso that three cuts are carried out when requested.
- d) The Council considered two quotations received by the Chairman for Recreational Field mowing in 2014. It was agreed to accept the quotation from Limebridge Rural Services Ltd. for the regular mowing with a proviso that cut frequencies would be reduced if possible in dry conditions.
- e) The Council considered a quotation received by the Chairman for mowing and strimming the Slingate, the council declined acceptance as the works can be carried out by the handyman on demand.

180. Honeybourne Road Street Signage:

- a) Members considered a letter from the WDC solicitor expressing her concerns that if we have not attempted any mediation with the other party then the court would instruct this to happen. Therefore, if we agree again to a meeting for mediation it will be in our favour. Clerk to offer meeting dates in early February.

181. Highway Matters:

- a) New highway matters to be reported. –
 - (a) The gully at the lower end of Back Lane is blocked by silt.
 - (b) The muddy state of the footway adjacent to the cemetery.
 - (c) Bushes to be cut back on the bend at the top of Back Lane.
 - (d) Gullies in Elm Close have blocked discharge pipes.

The above matter to be referred to the Lengthsman for investigation and resolve where possible.

- b) **Flooding:** Members reported on the road flooding on Broad Marston Road and Chapel Road on 24th December and several other occurrences since then. The proposed alleviation works to be carried out by County Highways, the Environment Agency and Carla Homes will be monitored and reports made on the effectiveness of the proposed remedial operations.

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- c) Road flooding emanating from the Carla Homes site ditch. Members reported this is temporarily resolved and further scheduled drainage works will take place later this month.
- d) Reports of verge damage in Front Street have been received and presumed to be caused by the Carla Homes development contractors Lorries. The new signage “keep off the verges” was noted as the signs are placed throughout the village by Carla Homes.
- e) Broad Marston, Priory Lane drainage works and surface levelling – information from County Highways and Cllr Alistair Adams was noted.
- f) Council noted the letter from WDC to Severn Trent Water demanding ditch clearance at the pumping station in Broad Marston.

182. Lengthsman/Handyman

- a) The Clerk reported on Lengthsman jobs.
 - (a) Digging in the newly installed grit bin in Friday Street – this was not possible due to the excessive weight of the bin full of salt grit, the situation will be monitored.
 - (b) Clearing grips and surface water alleviation works throughout the parish.
 - (c) Further efforts have been made to clear the gully in School Street.

183. Public Rights of Way: no new issues were reported.

184. Street Lighting:

- a) Faulty lights to be reported. – It was noted the low light condition is causing timer problems.
- b) The Clerk reported on requesting a quotation for the replacement of three streetlight columns and fittings. It was further considered that a replacement fitting is required on an existing metal column and the Chairman will confirm the column number for a quotation.

185. The Close and Recreation Field:

- a) **Inspection:** The Chairman’s report: The regular visual inspection of the play equipment found no safety problems with the equipment or the site.
- b) Replacement of the Balance Scales rubber seats. The Chairman reported this was now resolved.
- c) The Clerk reported the deeds to The Close are re-deposited to the Hive at Worcester.
- d) The safety surface replacement; Active Gardens Ltd. have been unable to replace the swing safety surface to date. Clerk to confirm a proposed completion date.
- e) PCC bonfire: Cllr Pam Veal reported that the PCC bonfire event site clearance was now completed, matter resolved.
- f) Future enhancements and a maintenance schedule as indicated in the October funding questionnaire. Having agreed to carry out regular mowing in the summer, other enhancements will be considered in the spring.
- g) Cllr Albert Jeffrey informed the Council that the flat rolling of the field had been completed by volunteers and the Council were most grateful for persons involved.
- h) Cllr David Lees informed the Council that the Village Hall committee would be restoring the grass areas disturbed by the drain works in the spring by adding topsoil and new grass seed.

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186. Pebworth Discretionary Fund.

- a) Cllr Pam Veal informed the meeting that 24 gift cheques of £25 were issued leaving a fund balance of £1,114 for future distribution. Many messages of thanks and gratitude have been received from the grateful recipients.

187. Allotments:

- a) Council considered the Clerk's confidential report on the meeting with Wychavon officers and noted the next meeting is arranged for Thursday 13th February at Pershore Civic Centre. The Clerk's report will be re-issued at the February Council meeting when topics for the WDC meeting will be considered.
- b) Cllr David Lees suggested an alternative allotment site on the east end of the Recreational Field should be considered as the WDC site was now complicated by the proposals of housing developments and not deliverable in the near future. The suggestion was supported in principal and members will consider this suggestion further at the February meeting. The Clerk will draft allotment rental agreements for council consideration.

188. Pebworth in Bloom:

- a) Cllr Simon Shiers informed the meeting that a family event was organised for 26th January which would entail a walk to the forest school with refreshments and entertainment. He also reported on the reasonably successful repairs to the wooden picnic bench table now returned to The Close.

189. Correspondence for consideration:

- a) The Clerk informed the members of the New Year Honours Knighthood awarded to our MP, Peter Luff, it was agreed to send Peter a letter of congratulation on his appointment.
- b) Commonwealth War Graves commission request to place a sign at the cemetery as it contains a Commonwealth war grave. The request was agreed in principal and the Chairman agreed to meet the War Graves manager on site to discuss the details.
- c) WDC adoption of the BT phone kiosk on Ullington cross roads. The Parish Council declined the adoption offer some years ago and this option still stands. Cllr Simon Shires expressed an interest in the adoption on behalf of the Pebworth in Bloom group. The Clerk to pass the in Bloom group's interest to WDC.

190. Correspondence to Note: None available.

191. Next Meeting:

- a) It was confirmed the next ordinary meeting of the Council is scheduled for the 3rd February at 7.00 pm.

There being no further business the Chairman closed the meeting at 9.45 pm.

Chairman _____ Date _____.

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APPENDIX A: FINANCE

PAYMENTS AUTHORISED

Jan-14 Meeting

Cheque No.	Payee	Details	Total Payment	VAT Element	Net Payment
1427	Pebworth PCC	Annual Grant	220.00		220.00
1428	Active Gardens Ltd	New Safety surface for swings	2730.00	455.00	2275.00
1429	Timberplay	Balance scale seats	90.72	15.12	75.60
1430	Westhill Direct	Stationery	105.82	17.64	88.18
1431	Mrs P Veal	PNDP event catering	15.00		15.00
1432	Pebworth Village Hall	PNDP meeting room hire	80.75		80.75
1433	Honeybourne PC	50% of local Councils Explained	27.00		27.00
1434	HMRC	Clerk's PAYE	398.66		398.66
1435	J Stedman	Clerks salary and expenses	250.25		250.25
1436	John Hyde	Lengthsman work	75.00		75.00
			3,993.20	487.76	3,505.44

Account Transfers

Received from	Description	Amount	Date
	Total	0.00	

All Paid Up Bank Accounts	
DEPOSIT ACCOUNT	37888.49
CURRENT ACCOUNT	7777.43
TOTAL FUND BALANCE	45665.92
Reserve Lighting Fund	3160.00
Reserve Capital Fund	4000.00
Neighbourhood Plan Fund	5992.97
Revenue available	32512.95

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District Councillor Report - Pebworth

Month: January 2014

Prepared by Alastair Adams
Honeybourne & Pebworth Ward, Wychavon District Council

HAPPY NEW YEAR!

Planning

1. **W/13/00132/OU - 380 new houses next to SIMS re-cycling plant in Pebworth Appeal ref APP/H1840/A/13/2202364** – Awaiting the inspector's report – expected before April/May 2014

Flooding

In December we suffered some heavy rain, and the ditch on the LHS of the Carla Homes Chapel Street site overflowed onto the road causing some of the tarmac to be washed away. It appears the culvert under the main road is blocked. I have spoken to Carla Homes on their return from the festive holidays, and sent them photos. They tried to unblock the culvert on Monday 6th Dec without success so agreed to dig immediately a temporary ditch across the entrance to the site to divert any water into the main ditch. Work will start on the permanent solution on 13th January and should be completed within 2 weeks. I am meeting Tom Broster the flood engineer on Friday 10th on site. The Show House will be opened at the Carla Homes site on Saturday 11th January

End of District Councillor report

County Councillor Report- Pebworth

Month: December 2013

Prepared by Alastair Adams
Littletons Division, Worcestershire County Council

Issues - Points Raised with updates:

1. **Pavement in Elm Close** – needs repairing and tarmacking following the new house that was built last year - I have reported it, and chased but without success so elevated it up to the next tier of management within Highways.
2. **A warning sign "Beware horse riders"** - Highways have agreed with Nick Holdsworth the location of the signs – awaiting to be installed
3. **Green Lane** As mentioned in last month's report, several months ago it was agreed by Highways that Green Lane, off Priory Lane would be levelled and new hard standing to be laid sometime in November so any flood water could escape. Work started in w/e22/11/13, and the path was dug out. Unfortunately at the eleventh hour a manager in Highways amended the plans which totally changed the scheme! As a consequence of my protests, the head of Highways agreed to visit Pebworth on 4th Dec to look at the project and agreed the change of plan was a mistake. He has appointed David Lavender (the flood alleviation Highways manager) to oversee the rectification work. An action plan has been agreed as attached. The good news is the County Council will liaise with the EA and Severn Trent so hopefully we will get even better flood alleviation than originally proposed. The bad news is with the recent rain Priory Lane has been flooded.
4. A local resident contacted me about the proposed relocation of the Evesham Day Centre and her concerns how this will affect her daughter. I contacted Sheila Blagg who is in charge of Adult Social Care and she has spoken to the resident.

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County Council News:

1. The main news from County Hall has been the approval by Cabinet of the proposed incinerator at Hartlebury costing £165million. It is an Energy From Waste incinerator so will produce electricity. There was huge opposition to it by people living in Hartlebury, but the county landfill sites at Throckmorton will be full by 2023 without this facility. An incinerator had been planned when the contract with Mercia (the waste contractor) was signed in 1998, and it has taken 15 years of numerous discussions about planning and financial issues to get to this point!
2. The delays in the construction of Abbey Bridge in Evesham is continuing to cause serious concerns
3. **Public consultation of the future of subsidized buses** WCC has started a public consultation on the future of subsidies for the buses. 80% of the buses routes in Worcestershire do not need any subsidy so most bus services will not be affected – see consultation booklet for more information or go to www.worcestershire.gov.uk/busservicereview Hurry if you want to have your say – the consultation closes on 17th January.

Councillor's Divisional Fund

I have authorised the following from the Divisional Fund :

1. **Cleeve Prior Heritage Trust** - for the improvement & enlargement of their car park- payment made on or around 21 November 2013
2. **1st Littleton Scout Group** - for improvements to the Scout Hut - payment made on 6 December 2013
3. **Bretforton Sports Club** - towards the new sports equipment sheds - submitted 14/11/13 banking details requested and completed BACS form awaited
4. **Evesham Sea Cadets** - for new catering equipment to teach the sea cadets cooking skills - payment made on or around 14 November 2013
5. **Pebworth in Bloom** – money for the re-decoration of the railings around the village car park – submitted 6/12/13 – payment made
6. **South Littleton Playground Action Group** – a new zip wire trolley (quieter one!) and a contribution towards a new see-saw - submitted 3/12/13 : banking details requested .

End of report

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ACTIONS LOG

Actions following site meeting on 4th December 2013 at Broad Marston to look at drainage issues and discuss proposed actions to improve drainage and improve surface of the public footpath off Priory Lane Broad Marston.

Present: Cllr Alastair Adams, Roy Jeffery, Liz Brown, Linda Collins, Rachel and Dudley Jarrett, Ian Bamforth (Worcestershire County Council –

Task/Actions	Lead person	By when	✓
Update landowner who requested surface improvements of current situation	Fiona Argyle	18/12/13	✓
Remove machinery and soil arisings from site	Fiona Argyle	23/12/13	
Carry out survey of levels of track, road and relevant points on surrounding ground to ensure any flood waters will flow in direction as required.	Dave Lavender	31/12/13	
Contact Tony Jones, Drainage Officer, Wychavon District Council and make him aware of current situation and proposed action	Dave Lavender	15/01/14	
Establish extent of highway rights over track from provisional map, to ensure it highway rights exist from hedge to hedge	Fiona Argyle	15/01/14	
Establish responsibility for ditch adjacent to carriage way (opposite track) and get landowner to re-establish	Dave Lavender	24/01/14	
Contact Environment Agency to establish current situation with regards to Brook and possible clearance, desilting etc.	Ian Bamforth	24/01/14	
Contact Severn Trent to establish current situation with pumping station and establish the extent of their responsibilities. (Dave Ludford)	Ian Bamforth	24/01/14	
From survey levels, prepare proposed schedule of works, method statements & clear plan of works proposed.	Dave Lavender/ Richard Preston	31/01/14	
Circulate proposal to Cllr Alastair Adams & secure confirmation/agreement to revised proposals, subject to comments from residents/other parties	Richard Preston	14/02/14	
Circulated to relevant interested parties for comment	Alastair Adams	21/02/14	
Contact owner of Lower Close and update them on likely proposed actions, including re-establishment of ditch or culverting next to Yew hedge	Richard Preston	24/02/14	
Ensure comments returned promptly to Cllr Alastair Adams and forwarded to Dave Lavender/Richard Preston and all parties agreed on way forward.	Alastair Adams	07/03/14	
Obtain quotes from relevant contractor	Dave Lavender/ Richard Preston	14/03/14	
Establish funding/resources for proposed works	Ian Bamforth/Richard Preston	14/03/14	
Contractor carries out identified and agreed works	Dave Lavender/ Richard Preston	11/04/14	

WCC), Dave Lavender (WCC), Fiona Argyle (WCC), Richard Preston (WCC).