

Pebworth Parish Council
Minutes of the Ordinary Meeting of the Parish Council
Held at the Pebworth Village Hall at 7:00 pm on Monday 4th June 2018.

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

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

38) Apologies: were accepted from Cllr Richard Weller

39) 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.

40) Open Forum:

Summary of matters raised by the public:

- A representative from PIB confirmed the Britain in Bloom judging will take place on July 5th. The Parish Council were thanked for their support and members were invited to join in the event in the Village Hall. A request was made to have the village grass cut 3 days before the judging.
- A request was made to have the grass perimeter around the allotments mown as soon as possible
- PIB members offered a costing and specification to fence off the play area on The Close, the Chairman confirmed the council would give the offer full consideration at the next meeting in July. PIB confirmed a full specification would be emailed to the Clerk.
- A report was received that more dog mess was evident on the play area of The Close, the situation will be monitored when weekly inspection takes place.
- Questions and comments were received regarding the NDP survey carried out in May, it was confirmed the survey was compliant with the NDP requirements.
- The NDP questionnaire funding was questioned and the Chairman confirmed it was fully funded from the NDP national fund and not the Parish precept.
- A request was made by PIB to strim around the trees on the Recreation Field in readiness for the Britain in Bloom judging day. PIB will also tidy up the Masons Arms site.

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 7:15

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

42) The Clerk's Progress Reports were noted.

- a) The water supply to the allotments has been turned back on
- b) The potholes on the road to Middlesex were reported again – to be monitored
- c) Payment to HMRC to correct the VAT over claim error completed
- d) Email received regarding members attending the planning meeting for the Log Cabins at Ullington application

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43) Planning Application:

- 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.

- a) **18/00846/FUL:** Land At, Low Furrow Farm, Dorsington Road, Dorsington, Proposal: Proposed erection of stable, horse walker and associated hardstanding. Applicant: Mr Adrian Roberts - The Council has no objection or comment on the application.

44) Planning Decisions: Noted

- a) **18/02477/FUL** Mr J Zubek Proposal: Change of use of the land for the siting of four log cabin holiday chalets with decking to the sides plus areas for parking to the site from the existing vehicular access, removal of part of the existing garage building on the site. Location: Land adjacent to Windyridge, Buckle Street, Honeybourne.
Application Granted with 12 conditions
 Members reported on attending the planning committee meeting and speaking in support of the Parish Council's observation.

45) Neighbourhood Development Plan:

- a) The clerk reported that the New Homes Bonus questionnaire was printed and circulated with the NDP survey.
- b) It was agreed the Clerk would carry out the processing of the NHB questionnaire data and submit a report to council at the next meeting. It was also confirmed the Clerk would be reimbursed for the time spent in processing the data
- c) The Clerk reported on the request for a further £4,000 NDP funding from WDC which is expected to be received shortly.

46) Finance:

- a) Council considered the Total Play payment demand for final payment for the MUGA and agreed to suspend the payment as the tennis net and golf mat was still awaiting delivery.
- b) Council approved the payments, receipts and balances as circulated by the Clerk.
- c) The internet banking delegates registration is still awaiting approval from the bank.
- d) The Clerk confirmed sending the annual return to the external auditors and receiving confirmation
- e) Council noted the demand from Aon for £102.33 for MUGA Insurance

47) GDPR

- a) Members received a copy and signed for the required GDPR Privacy Notice for councillors. – All members have now received the notice
- b) Members and the Clerk attended the GDPR meeting with CALC, The Chairman confirmed the training event was not very informative and nothing new was learned.

48) Community Matters:

- a) Cllr Denise Meynell confirmed matters arising from the January training session on Year End Procedures will be available for consideration at the next meeting.
- b) Members noted the favourable comments received by Cllr Alastair Adams regarding the new noticeboard in Broad Marston.
- c) Members considered the PIB request to collect the grass from the Close for the judging day and it was agreed timing the mowing would be a more suitable option, clerk to action the mowing dates with the contractor.

49) Village Hall: No new information was available for the meeting

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50) Recreation Field and MUGA:

- a) **MUGA:** members reported that the MUGA construction is completed and the facility already well used by many local children. A statement is to be published throughout the parish indicating the MUGA is available for many sports including tennis and golf practice as the tennis net and golf mat delivery is imminent.
- b) The Chairman confirmed the golf mat and tennis net were due to be delivered on Wednesday 6th June.
- c) Two quotations for the removal of the surplus soil from the Recreation Field were considered to be expensive and it was agreed to investigate alternative disposal methods and quotations. It was further agreed that Total Play should be fully responsible for the cost of removing and disposing of the surplus tarmac and concrete from the site. Cllr Richard Weller and the Clerk will liaise with Total Play and investigate alternative soil disposal methods.
- d) The new litter bin from Glasdon has been received and it was agreed the Handyman will install it on a concrete slab near the MUGA
- e) The green garden store box has been received and it was agreed the Handyman will install it on the tarmac perimeter of the MUGA and secure it to the MUGA fence
- f) The reinstallation of the goalpost on the Recreation Field was agreed and the handyman will install them near the original position without fitting the goal net, the nets will be stored in the tennis net box
- g) The Clerk confirmed insuring the MUGA and Golf net equipment.

51) The Close:

- a) **Inspection:** The monthly safety inspection found no safety issues needing attention.
- b) The handyman reported on the remedial works suggested in the RoSPA annual report and confirmed the matters raised will be monitored as any rotting wood is monitored and replaced as necessary
- c) The handyman reported on the proposed placement of the Ron Tracey memorial bench between two trees on the Close, it will be installed on concrete slabs facing into the Close. All expenses and installation costs will be met by the family of Mr Tracey and the bench fully adopted by the Parish Council.
- d) Council considered a quotation and recommendations for new play equipment from Fenland Play and agreed the proposed equipment was suitable and within budget. Clerk to gain two further quotes for similar equipment.
- e) The Clerk reported on the requested removal of the PIB picnic bench which is now resolved as the bench is fully repaired and back in use.

52) Street Lighting:

- a) Faulty lights to be reported. None at this time
- b) The replacement streetlight project was agreed to be suspended for a month while available finances are confirmed.

53) Highway Matters:

- a) New highway matters to be reported.
 - i) Pothole on the Broad Marston Road on the edge of the village
- b) **Blocked Culvert:** The Lengthsman reported on the lack of a culvert on Broad Marston Road by the allotments and it was agreed the matter will again be referred to the land tenant requesting a culvert/pipe is installed under the field access to allow storm water to continue to flow down the unused ditch on Broad Marston Road.
Clerk to request the installation of the pipe.

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54) Public Rights of Way matters:

- a) No new PROW matters reported
 - i) The Handyman reported that a new PROW bridge has been installed by volunteers near Brownes Wood in Broad Marston

55) Lengthsman/Handyman

- a) New and outstanding Lengthsman or Handyman matters. –
 - i) Changing the screen mesh in the ditch adjacent to The Close is in hand and the proposed metal work design was confirmed by council. The cost of the project will be met from the CALA homes drainage fund.
 - ii) The zip wire to be tightened as recommended by RoSPA
 - iii) Installing bollards on Front Street and School Road, bollards received today and will be installed shortly, 14 for School Road on order
 - iv) Strim the highway verges at Ullington cross roads, all done and will be monitored
 - v) Weed spraying in various locations, ongoing operation and continuously monitored
 - vi) Tree canopy lift on the triangle on Long Marston Road
 - vii) Tree canopy lift to the tree near the Mill Stones on The Close
 - viii) Clear the overgrown hedge around the bus shelter on Broad Marston Road

56) Cemetery

- a) The Clerk reported on issues with the digging of Ron Tracey grave 522 under the large conifer tree, the concerns over tree root damage were unfounded and the matter is resolved.
- b) The Clerk reported on the interment of Mrs Lane in grave 931 - noted

57) Allotments

- a) The Handyman confirmed the installation of the noticeboard on the allotments is completed
- b) The Clerk reported on the termination of a tenant's agreement for plot 7 and the re-letting of the same plot to a new tenant.
- c) It was agreed the handyman would clear-up and dispose of debris from the allotment site.

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

59) Confirmation of meeting dates:

- a) Council confirmed the next Ordinary Meeting of the Council is scheduled for Monday 2nd July at 7.00 pm in the Village Hall

There being no further business the Chairman closed the meeting at 8.45

Chairman _____ **Date** _____.