

**Pebworth Parish Council**  
**Minutes of the Ordinary Meeting of the Parish Council**  
 Held at the Pebworth Village Hall at 7:00 pm on Monday 1<sup>st</sup> April 2019.

**Present:** Cllrs. Simon Shiers, Richard Weller, Pam Veal, Denise Meynell, James Pearson & David Cranage

**In attendance:** John Stedman (Clerk), and seven members of the public

**226) Apologies were agreed from:** Cllr John Hyde and Cllr Alastair Adams

**227) 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. **None declared**
- c) To declare any Other Disclosable Interests in items on the agenda and their nature. Disclosable Pecuniary Interests & Other Disclosable Interests – **None declared**

**228) Open Forum: The chair suspended the meeting for open forum**

Summary of matters raised:

- A parishioner made strong representations over the alleged dangers of inconsiderate parking in Back Lane and around the junction with School Road when the Pebworth Pre-school starts and finishes. It was reported that cars completely block the pavement and park in the road on a poor visibility bend in Back Lane. Children are leaving cars directly onto the highway which is a dangerous practice. When drivers are challenged over the inconsiderate parking abusive responses are received. The chairman confirmed the matter is on the agenda for the council to consider what action can be taken by the Parish Council to help mitigate the situation.
- A resident from Friday Street complemented the council on the excellent streetlight upgrade and the very warming soft light from the new very attractive lanterns.
- Concerns were raised over the ongoing highway verge damage in Friday Street as large vehicles drive on the verge when cars are parked in the street. The chairman confirmed the Parish Council has no powers to obstruct the verge to prevent such action.
- Concerns were raised regarding the alleged excessive speeding through Middlesex as traffic leaving Pebworth speed up while travelling down the hill in to Middlesex. The chairman confirmed the matter is on the agenda and council will consider what further action can be taken over this ongoing problem which has been considered many times before.
- A request was made to have weed control applied to Honeybourne Road as the gutters are very weed infested and need clearing up.  
The issue of the poor pavement repairs on Chapel Road and Front Street were raised and the chairman confirmed that Cllr Alastair Adams has the matter in hand for remedial works to be carried out by the County Highways contractors

**Ward Members Report:**

Cllr Alastair Adams report is appended to these minutes if made available.

**229)** The Chairman reconvened the meeting at 7.25

**230) Minutes:** The Council agreed the wording of the March ordinary meeting minutes and the Chairman signed them as a true record of the meeting. The Chairman amended the date of the minutes as the month was incorrect.

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**231) The Clerk's Progress Reports.**

- a) Flagpole application with the planning fee completed on 14th March - Noted
- b) Streetlight #2 reported to be on all day was referred to the property owner as their hedge was obstructing the light sensor – Resolved
- c) To confirm the May election notices were placed in all noticeboards on Monday 25th March as required and sent to the Pebworth E-news group. - Noted
- d) Email received expressing concerns over traffic speed in Middlesex – in consideration of the available option it was agreed to make a request to Honeybourne Parish Council to borrow their VAS for a week and site it in Middlesex, also to inform PC Jamie Lee of the resident's concerns
- e) Email received alleging a breach of planning regulations for a listed building in the Pebworth conservation area – Members agreed the alleged breach is possibly contrary to planning and conservation area policy, therefore it should be brought to the attention of the WDC planning enforcement officers, Clerk to action the matter

**232) Planning Application:**

- a) **19/00645/FUL:** Location: Land Opposite, Mason Arms, Broad Marston Road, Description of Proposal: Flag Pole, Applicant: Pebworth Parish Council Council noted the application
- b) **19/00700/LB:** 2 St Peters Court, Dorsington Road, Dorsington, Pebworth, Description of Proposal: Retrospective application for consent for ground floor timber casement window at rear The Council has no objection or comment on the application.

**233) Planning Other Matters: Noted**

- a) **19/00370/HP** Location: Alveston Cottage, Broad Marston Road, Broad Marston, Description of Proposal: Removal of existing rear extension and provision of new single storey extension: **Granted** with 5 conditions.
- b) **19/00116/HP:** 11 Wesley Gardens, Pebworth, Proposal: Two storey extension to rear of house and conversion of garage to habitable room, **Granted** with 3 conditions

**234) Neighbourhood Development Plan:**

- a) Council noted the appointment of the statutory NDP examiner Mr Chris Collison and noted the matters raised in his letter which Brodie Planning had dealt with.

**235) Finance:**

- a) Members agreed the payment of the proforma invoice for the sponsored table tennis table
- b) The payment of £117 (Chq 1846) to Wychavon District Council for the flagpole planning application fee and the full reimbursement from the sponsor made on March 14<sup>th</sup> was noted
- c) The previously agreed proforma payment of £29,988.13 (Chq 1847) made to Eibe for play equipment on March 19<sup>th</sup> was signed by SS, DC & JH
- d) Council approved the payments schedule for April as appended to the minutes.
- e) Council approved the updated payments schedule for the March meeting as two extra payments were made, and several payments received after the March meeting but in the last financial year.
- f) Council approved the fourth quarterly bank reconciliation account balances and budgets and Cllr Denise Meynell checked the bank statements and signed the reconciliation report

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- g) Cllr Richard Weller confirmed the on-line internet bank balances accord with the clerk's accounts
- h) Council declined the application for a Parish Council Credit card whereby the clerk must be an account signatory to hold the credit card. It was further agreed to consider members signing up for full internet banking following the May meeting of the new council.
- i) Members noted the WDC £20,909.86 claim for sec 106 funding for the new play equipment from Eibe has now been received.

#### 236) Community & Council Matters:

- a) Council considered what remedial actions can be taken to help resolve parking problems at the Pebworth pre-school entrance as it is reported that cars are parking on verges and blocking the pavement in Back Lane. It was agreed this is matter of highway law enforcement therefore the local police should be made aware of the alleged problem. To help in the resolve of the problem it was agreed to write to both the Pre-school management and the Head Teacher of the Pebworth First School requesting they bring the matter to the attention of the parents using cars for the transport of children to the pre school
- a) Members noted the information from The Wychavon Games co-ordinator.
- b) It was agreed to carrying out an audit of the council assets in accordance with the current asset register, members agreed to share the asset inspection and issue a report to the May meeting for council agreement.

#### 237) Annual Parish Meeting

The speakers, topics and arrangements for the Annual Parish Meeting were agreed and the speakers will be: -

- i) The local police beat officer
- ii) The Masons Arms manager
- iii) Countryside Access Pebworth Volunteers
- iv) All parish group, charities and organisations

#### 238) Village Hall:

- a) The Clerk reported on the acceptance of the NHB legacy fund for £100,000 from WDC
- b) The Chairman reported on the meeting held with councillors and the Village Hall committee members to consider the legacy fund grant terms & conditions. As the grant conditions will possibly be difficult to achieve a meeting will be arranged with the WDC Legacy Fund officer to explain the project and its perceived time scales. It was reported that the tender process will take place in July after which the final funding arrangements can be considered along with the potential funding requirements from the Parish Council.
- c) It was agreed to make a request to Persimmon Homes for a donation to support the Village Hall refurbishment project, clerk to draft a request letter for all stakeholders to consider before submitting to Persimmon Homes.

#### 239) Recreation Field:

- b) **Table Tennis:** The clerk reported on the progress with the Table Tennis table procurement and arrangements made for a proforma invoice for the table and its fixings, the sponsor has agreed to the arrangements and the clerk will arrange its installation in late April along with the purchase of the surface safety matting for the table.
- c) The Clerk reported that the flagpole planning application was now verified and a proforma invoice has been obtained for its procurement and installation. The payment will be forwarded shortly as the planning consent is awaited.

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- d) The Clerk reported on the completion of the car park area surface restoration works on the Recreation Field and expressed concerns over the germination of the grass seed due to the lack of rainfall in the last month, the site will be monitored for any necessary remedial actions required.
- e) Council agreed to a request for the permanent erection of the tennis net in the MUGA for the summer months, the Handyman to be requested to erect the net as soon as possible.

#### 240) The Close:

- a) **Inspection:** The monthly safety inspection found no safety issues needing attention. It was reported that two further ladder rungs are in need of replacement and a request has been made to have the rungs made locally as before.
- b) A report on the tree safety inspection on The Close and cemetery was considered, and it was agreed some remedial works are necessary in the cemetery to lift some tree canopies to 2m and remove some tree base growth and ivy. The Trees on The Close have no visual defects in need of attention. The Handyman will be requested to carry out the cemetery canopy lift and other tree works as soon as possible.
- c) The Clerk reported on the new ladder rung supplied from a local source and the request to make a donation to The Prostate Cancer Research Charity - Prostate Cancer UK. As two more rungs have been requested the proposed donation will be considered at the next meeting.
- d) The Clerk reported the start date for the Eibe play equipment to be installed is April 8<sup>th</sup> and it was noted some surface matting for the installation was already delivered to the Village Hall car park, the Clerk has informed Eibe who accepted full responsibility for the unsecured goods.
- e) The Handyman reported the removal of the damaged Ash tree and tree limb on The Close will be completed when a skip for the brash is available, this is expected next week.
- f) The Perspex sheeting for the Youth Shelter is still waiting to be fitted and the Clerk will pursue the matter with urgency.

#### 241) Street Lighting:

- a) Faulty lights to be reported. – none reported
- b) The clerk reported the Candela streetlight upgrade contract is completed but a communication error caused an amendment to the contract not to be carried out. The streetlight by the Church was to be completely replaced in a swop over but the contractors now need to return to completely replace it as the swop over of new lights was not carried out. Members noted the new streetlight by the church will incur extra cost for the current contract and budgeted sum.

#### 242) Highway Matters:

- a) New highway matters to be reported. –
  - i) Potholes by the Recreation Field gates not repaired

#### 243) Lengthsman/Handyman

- a) New and outstanding Lengthsman or Handyman matters. –
  - i) Repairs to the damaged metal fencing at Town Pool - Members to confirm the contact details for a suitable Blacksmith to repair the fencing
  - ii) Fallen tree removal on Honeybourne Road by the two bridges - completed
  - iii) Weed control spraying at the cemetery – in hand
  - iv) Weed control spraying in the gutters in Honeybourne Road and other areas of the village.

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- b) New Lengthsman or Handyman works agreed by council: -
  - i) Removal of the heap of rubbish near the litter bin in the cemetery
  - ii) Carry out a canopy lift to several trees in the cemetery
- c) Council agreed to the Handyman's request for hiring a skip for the disposal of rubbish from the cemetery and other vegetation from around the village. Clerk to action the hire
- d) Members noted the amended Lengthsman contract from Worcestershire County Council whereby the Parish Council will have to provide the Lengthsman's equipment in future

**244) Public Rights of Way matters –**

- a) To report any new PROW matters in need of attention. – none reported

**245) Cemetery**

- a) The Clerk reported on the placement of a small memorial plaque on the grave of Dorothy May Smith – permission given, and no fee was applicable.
- b) The Clerk reported on the agreed memorial for the Ron Tracy grave plot – fee paid by Geo Clifford memorial masons

**246) Allotments:**

- a) The Clerk reported five allotment rents have been received to date
- b) The tenant of the half plot, No 7 has relinquished the plot as of April 1<sup>st</sup> The £10 rent already paid was reimbursed and no return of the deposit is required.
- c) The Clerk reported the half plot 7 is now re-let to a new tenant, agreement and rent fee awaited

**247) Matters Raised by Members: none**

**248) Confirmation of meeting dates:**

- a) Council confirmed the Annual Meeting of the Council and the next Ordinary Meeting of the Council is scheduled for Monday 13<sup>th</sup> May 7.00 pm. at the Village Hall.
- b) Council confirmed the Annual Parish Meeting is scheduled for Monday 8th April at 7.00 pm. at the Village Hall

There being no further business the Chairman closed the meeting at 8:45

**Chairman**

**Date**

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	<b>Bank Accounts</b>	Verified and Confirmed Account Balances	
Statement	15/03/19	Current Account Balance	£33,376.44
Date	15/03/19	Deposit Account Balance	£22,103.59

**Payments Authorised**

<b>Cheque Number</b>	<b>Payee</b>	<b>Details</b>	<b>Gross Payment</b>	<b>Net Payment</b>
1848	St Peter's PCC	Donation request	250.00	250.00
1849	T E Bury	Architectural fees Flagpole	250.00	250.00
1850	UK Table Tennis Ltd	Table Tennis table	1,626.00	1,355.00
1851	Limebridge RS	Surface restoration works	462.00	385.00
1851	Limebridge RS	Amenity mowing contract	397.20	331.00
1852	J Stedman	Clerk's Salary and Expenses	***	***
1853	HMRC	PAYE	406.57	406.57
1854	Flag makers	Flagpole	1,517.99	1,264.99

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**District Councillor & County Councillor report by Alastair Adams**

**April 2019**

**Community Legacy Grant Applications – extension to the village hall**

Great News - Wychavon District Council has agreed to give a grant of £100,000 to Pebworth village hall to be refurbished and extended.

It is now time for me to put down my pen as District Councillor for Pebworth and Honeybourne as I am standing down as your District Councillor. Tom Havemann-Mart is standing in my place and if elected, he will attend your meetings in future.

I will still be the County Councillor for the Littletons Division until May 2021 covering 8 parishes so you will still see me but my reports will be much reduced moving forward.

**Please be careful when driving along Buckle Street**

I am sad to report another car accident and another fatality along Buckle Street. A man has died after a car crashed into a tree in Bickmarsh. Four other people, including three children, were rushed to hospital following the crash on 17<sup>th</sup> April. My thoughts are with the family. I thank a Pebworth firefighter who was first on the scene and helped the injured.

Next time you use this road, please watch your speed! The maximum speed is 60mph, and 40mph through Bickmarsh. However, always drive in anticipation of the unexpected, and when driving along this road remember there are entrances into houses and crossroads, so drive slower than the speed limit where necessary; especially through Ullington.

**Safer Road partnership** - the mobile speed camera is in Honeybourne and Badsey and South Littleton every week. And they are catching people and issuing speeding tickets. For example, in the period 01/01/2018 to 04/02/2019 the mobile speed camera van has made a total of 42 visits to Shinehill Lane, South Littleton with 191 speeding offences recorded and tickets issued.

## Pebworth Parish Council

### Highways:

Worcestershire County Council's road maintenance programme has started, and there will be a few road closures around the area whilst the roads are upgraded and improved. To keep up to date on the roads affected see

[http://www.worcestershire.gov.uk/info/20602/roadworks\\_in\\_worcestershire](http://www.worcestershire.gov.uk/info/20602/roadworks_in_worcestershire)

Or look at the national roadworks website below, and type in Honeybourne in the top right box to search.

[www.roadworks.org](http://www.roadworks.org)

Please note some of the roads that are being surfaced dressed are the ones that were re-tarmacked last year using a Binder course; this is the layer that is usually below the running surface and does not have the required texture depth for continued traffic use. However, the Binder course looks like normal tarmac but is a lot cheaper but needs to be surface dressed within 6-9 months after laying to give it a long life. Surface dressing is always done in Spring when the weather gets warmer. I attach the Highways leaflet

1. **Gloster Ades Road, Honeybourne.** - surface dressing – completed
2. **Station Road, Bretforton/ Blackminster.** - surface dressing – completed
3. **Cleeve Road, Cleeve Prior-** surface dressing – completed
4. **Bretforton Road, Honeybourne.** surface dressing – completed
5. **Bretforton Rd Honeybourne - new footway to link existing pavement to recreation ground – completed**
6. **Building spillways through the verge to divert the water off the road on Buckle Street just before junction with Sheenhill Rd near Fairview Trading –Completed**
7. **Road Liable to Flooding' warning signs to be installed** either side of the bridges in Stratford Rd. No date yet when this work will start.
8. **Higher kerbs at the junction of Back Lane and School Lane – programmed to be done but no date set.**
9. **Cracks on the pavement along Chapel Rd, and Front Street – Highways have sealed these cracks but used a road based sealant and not a pavement one. So the repairs are not satisfactory. I have flagged this to the Head of Maintenance.**

As always, if you have any issues on any Highways matters, please report it on the WCC website [http://www.worcestershire.gov.uk/homepage/98/report\\_it](http://www.worcestershire.gov.uk/homepage/98/report_it)

Also remember a photo of the Highways problem is as good as “a thousand words” so always take a photo where possible.

### County Council Divisional Fund

Divisional grants has re-opened in April, so any community organisation that needs a little support to buy equipment or some essential service can apply by contacting me.

**Your District & County Councillor, Alastair Adams can be contacted on**  
[adams.pebworth@gmail.com](mailto:adams.pebworth@gmail.com) or mobile 07725 979 277 or [www.alastairadams.org](http://www.alastairadams.org)