

**Pebworth Parish Council**  
**Minutes of the Ordinary Meeting of the Parish Council**  
Held at the Pebworth Village Hall at 7:00 pm on Monday 4<sup>th</sup> March 2019.

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

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

**205) Apologies were agreed from:** None

**206) 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 & Other Disclosable Interests –

Cllr Pam Veal declared an interest in Min 214b as a member of the PCC

**207) Open Forum:**

Summary of matters raised:

- Residents from the area of Low Furrow Farm on Dorsington Road made a strong request to the council to offer objections to an alcohol and entertainment licensing application for the complex approved as a wedding venue at Low Furrow. The chairman confirmed that the Parish Council are not statutory consultees for licensing application therefore the council would not be formally consulted and would not make any representation to the application. The Chairman advised the resident to refer their concerns to Cllr Alastair Adams as County Council ward member as he may be able to help. Many other planning issues regarding the site were put to the meeting and the council noted the comments as the planning matters are all resolved.
- Comments were received on the wide spread Fly Tipping whereby many items are concealed in roadside ditches as well as on verges throughout the parish. The chairman confirmed that WDC are taking covert actions to gain evidence of offenders.

**Ward Members Report:**

Cllr Alastair Adams gave his report and took questions from members; his report is appended to these minutes.

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

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

- a) Potholes at the entrance to the Recreation Field reported to County Highways – works not carried out clerk to pursue the matter with County Highways
- b) Investigation into verge damage in Priory Lane referred to the Lengthsman for a report – see minute 221b
- c) PIB informed that the proposed planting of more fruit trees was agreed by council
- d) Sec 106 funding finally secured for the new play equipment
- e) Village Hall invoice for the Persimmon Homes meeting forwarded to Persimmon for payment
- f) Further complaint received regarding the car parking in Back Lane considered to be a danger; Council resolved this matter will not be pursued, as parked cars help reduce traffic speed.
- g) Request made to the Handyman to carry out a tree safety inspection on The Close – report to be considered at the April meeting

## Pebworth Parish Council

### 210) Planning Application:

- 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, Applicant: Mr Tim Hayward: Pebworth Parish Council has no objection or comment on the application.

### 211) Planning Other Matters: Noted

- a) **18/02468/FUL** - Pebworth Village Hall Chapel Road Pebworth: Enlargement of canopy over front entrance, and rear extensions to provide enlarged meeting/function room with new disabled wc, bar, stores and external terrace, **Granted** with 4 condition
- b) **Orchard Dene:** The clerk reported on the outcome of action taken regarding the use of the back access to Orchard Dene contravening planning conditions and confirmed the planning enforcement officer confirmed that as the planning conditions were over 10-years old no enforcement action can be taken.

### 212) Neighbourhood Development Plan:

- a) The clerk reported that the regulation 15 public consultation is now complete the next process is for the plan to be examined by the appointed Government officer. The current plan is published on the WDC website:  
Council agreed to delegate the appointment of the Government examining officer for the NDP to the clerk in consultation with the chairman.

### 213) Finance:

- a) **Payments:** Council approved the payments, receipts and balances as circulated by the clerk and are appended to these minutes.
- b) **Credit Card:** Council agreed to the clerk making an application to Lloyds Bank for a Parish Council Credit card on Account No 00083829 as an alternative to the agreed debit card application. It was noted that the credit card carries an annual fee of £35.00 and a credit limit of £1000.00.  
**Clerk to action the application by issuing the council minutes to Lloyds bank**
- c) Council noted the Clerk's summary of preparations for the financial year end documentation

### 214) Community & Council Matters:

- a) **Audit:** Council agreed to carrying out the annual internal audit conducted by Mr Geoff Bradley  
**Clerk to action the process**
- b) **Grant:** Council agreed to a £250.00 grant application from St Peter's PCC, payment to be made at the next meeting.

### 215) Annual Parish Meeting

- a) In consideration of any speakers, topics or arrangements for the Annual Parish Meeting scheduled for April 8<sup>th</sup> it was agreed to invite the following representatives to offer a report to the APM
- i) The Local Fire Service
  - ii) The local police beat officer
  - iii) The Masons Arms manager
  - iv) Countryside Access Pebworth Volunteers
  - v) All parish group, charities and organisations
- Clerk to send meeting agendas and invitation to offer a report  
Cllr Pam Veal offered to arrange refreshments for the event

## Pebworth Parish Council

### 216) Village Hall:

- a) No reports on the refurbishment project were available, the WDC NHB legacy fund grant application decision date of 22<sup>nd</sup> March was noted.

### 217) Recreation Field:

- a) **Table Tennis:** The clerk reported on the progress with the Table Tennis table procurement and the council agreed to request a proforma invoice from Cornilleau for the table and for the clerk to liaise further with the project sponsors regarding the finance for the project.
- b) **Flagpole:** Council agreed to engaging an Architect to make the planning application for the flagpole, Clerk to obtain cost estimates from two architects and proceed with the application in consultation with the sponsor.

### 218) The Close:

- a) **Inspection:** The monthly safety inspection found no safety issues needing attention.
- b) The replacement ladder rung is in hand, Cllr John Hyde as a parishioner has offered to make the rung.
- c) **RoSPA** Members noted RoSPA will carry out the annual playground safety inspection in March
- d) **Eibe:** The clerk reported on confirming the order for the play equipment from Eibe and members confirmed the siting plan of the play equipment on The Close as request from Eibe prior to the pending installation.
- e) **Ash tree:** The Handyman reported on the removal of the damaged Ash tree. The tree limb removal and the second tree removed will be completed during March

### 219) Street Lighting:

- a) Faulty lights to be reported.
  - i) Two streetlights remain on all day in Broad Marston Road and will be reported for repair when more urgent repairs are required
- b) Members reported no progress with the Candela streetlight upgrade contract which is scheduled to restart on 28<sup>th</sup> February. Clerk to pursue the start date with the contractors

### 220) Highway Matters:

- a) New highway matters to be reported. – **none reported**

### 221) Lengthsman/Handyman

- a) New and outstanding Lengthsman or Handyman matters. –
  - i) Repairs to the damaged metal fencing at Town Pool - the chairman to confirm the contact details for a suitable Blacksmith to repair the fencing
  - ii) Replacing the Perspex on the Youth Shelter- This is not completed, and the clerk will liaise with Kevin McLeish to get the Perspex fitter as soon as possible
  - iii) Remedial works to the noticeboard at Town Pool - completed
  - iv) Moss clearance from the footway in Back Lane - completed
  - v) Clearing overhanging vegetation in Back Lane - completed
  - vi) Installation of the new bollards in Front Street – completed
- b) The Lengthsman reported on alleged verge damage in Priory Lane and considered no remedial works are required as only small depressions are visible in the grass.

### 222) Public Rights of Way matters –

- c) To report any new PROW matters in need of attention. – none reported
- a) Council noted the clerks report on the public notice CA17 posted at the Slingate

**Pebworth Parish Council**

- 223) Matters Raised by Members:** for consideration and or items for future agendas.
- a) It was noted that a potential application to hold Camel Racing on The Close may be made for an event in July

**224) Confirmation of meeting dates:**

- a) Council confirmed the next Ordinary Meeting of the Council is scheduled for Monday 1<sup>st</sup> April 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

**225) Staff Matters**

- a) **Clerk's Appraisal:** The Chairman reported on the clerk's appraisal carried by the Chairman and Cllr Richard Weller on February 22<sup>nd</sup>. Following the report further consideration was made regarding the appraisal questions criteria as the Chairman considered the current expectations were not realistic to be achieved and proposed an amendment to question 3 allowing the copy of the draft minutes to be issued in two weeks instead of one week; the proposal was fully agreed by council and the amendment to question 3 was made.

In considering the clerk performance based on the amended criteria the appraisal concluded the clerk attained a 100% achievement at a level of excellence.

It was further agreed that the clerk's appraisal questions will be reviewed by the staffing group later in the year and then put to the council for formal adoption for future use.

Note: The Clerk withdrew from the meeting for the following debate

- b) **Clerk's Salary:** council considered the clerks annual salary review for 2019-2020 and agreed a single SCP increase to SCP 25 base on the new SCP format issued by NACL The increase to commence on April 1<sup>st</sup>

There being no further business the Chairman closed the meeting at 9:50

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

Payments Authorised			Gross	Net
Cheque Number	Payee	Details	Payment	Payment
1839	Hartwell & Co Timber Ltd	Bollards for Front Street	166.36	138.63
1839	Hartwell & Co Timber Ltd	Bollards for Front Street	55.80	46.50
1840	Arbor Vale Tree Specialists	Tree works on the Close	140.00	140.00
1840	Arbor Vale Tree Specialists	Tree works on Chapel Road	225.00	225.00
1841	CAPV	PROW donation re-paying Chq 1820	200.00	200.00
DD	Npower	Streetlight Energy	134.41	134.41
DD	Npower	Streetlight Energy	563.83	563.83
1842	Cancelled	Writing error	-	-
1843	J Stedman	Clerk's salary and expenses	***	***
1844	Cancelled	Writing error	-	-
1845	John Hyde	Lengthsman Works	220.40	220.40
1845	John Hyde	Handyman Works	302.00	302.00

## Pebworth Parish Council

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

March 2019

### District Council Tax – Budget 2019/20 – New Promises

The District Council announced at the Council meeting on 20<sup>th</sup> February the following new promises:-

1. Work with partners to increase levels of cycling and walking by supporting the delivery of new routes in Evesham and the development of cycling and walking plans for Droitwich Spa and Pershore by 31 March 2021.
2. Work with partners to improve social mobility across the district and invest a further £200,000 over three years to support and improve outcomes for free school meal eligible children and their families.
3. Work with partners to reduce the crimes most affecting our district through supporting communities, delivering education and awareness campaigns, coordinating community days of action and property marking events.
4. Over the next two years install at least 20 additional electric vehicle charging points in car parks across the district and publish a plan setting out how we will encourage businesses, developers and communities to install more charging points.
5. Invest £200,000 over the next two years to improve play areas, equipment and paths in our parks.
6. Work with partners to promote and support delivery of the emerging Worcestershire Pollinator Strategy including the creation of new and improved habitats for bees, butterflies and other insects in council managed green spaces by 31 March 2021.
7. Create a new urban designer role to lead work on delivering well designed, high quality and locally distinctive development.
8. Build small business units for rent and create a Wychavon business hub to pilot providing support to at least three businesses at key stages of their development by 31 March 2021.
9. Work with partners to help transform and revitalise our town centres so they are fit for the future and establish an initial seed-fund of £150,000 to help develop masterplans for our three towns by 31 March 2021.
10. Deliver the first phase of our tourism action plan through producing a targeted marketing plan, arranging business networking events and planning a familiarisation event for journalists and group travel organisers by 31 March 2021.
11. Deliver a three year programme of funding, mentoring and advice to strengthen and improve a range of community-led rural transport options.

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

Pebworth village hall committee applied for £100,000 from the District Council's Community Legacy Grants and we should hear whether they have been successful by 20th March. I am keeping my fingers crossed as this £100,000 is a significant part of the funding required to improve our village hall. If you have not seen the exciting plans of the hall extension, please look at the plans on line at the Wychavon Panning portal by entering the 18/02468/FUL in <https://plan.wychavon.gov.uk>

You can see the proposed plans with a new extended meeting/function room which will have glass doors that open out onto a terrace overlooking the close . It really will be a wonderful new facility for the village.

### Fly tipping

I have asked the District Council to install some surveillance cameras to try and catch the fly tippers who have recently blighted our roads with rubbish.

## Pebworth Parish Council

### Highways:

1. **Road Closure Dorsington Road & Front Street in Pebworth** - POSTPONED - Severn Trent were closing the above roads from 25<sup>th</sup> February until 19<sup>th</sup> April for new water main to be installed. Also Front Street/Dorsington Road/Back Lane junction was going to have 4 –way traffic lights. **However this has been postponed and no new date yet set.**
2. **Water on Buckle Street just before junction with Sheenhill Rd near Fairview Trading** –Highway engineers have confirmed works will start in building the concrete spillways through the verge to divert the water off the road. Works to start in from 11<sup>th</sup> March and is expected to finish on 15<sup>th</sup> March. Temporary traffic lights will be installed whilst work is underway.
3. **Road Liable to Flooding' warning signs to be installed** either side of the bridges in Stratford Rd. Unfortunately, it is difficult to find a suitable location for flood depth gauges by this bridge, but Highways will see what they can do. The height restriction signs on the bridges are either missing, faded or damaged, so Highways will be also replacing these signs at the same time. To do this work will require a road closure, so what with road permits and delivery times for the signs it will be approx. three months before this work is completed.
4. **Higher kerbs at the junction of Back Lane and School Lane** – programmed to be done but no date set.
5. **Cracks on the pavement along Chapel Rd, and Front Street** – these will be “Joint Sealed” in the next few months

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

This year’s allocation of Divisional grants has now closed. It will re-open in April so any community organisation that needs a little support to buy equipment or some essential service can apply next month 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)