

Pebworth Parish Council
Minutes of the Ordinary Parish Council Meeting held
At the Village Hall, Pebworth on Monday 1st July 2024

Present: Councillors: Richard Weller (Chairman), David Cranage & Jodi Cotton

In attendance: County Councillor Adams (19:35), District Councillor Judith Ciotti, Mrs D Bowles (Clerk)

Also in attendance: 6 members of the public.

1.	Apologies Considered for Absence: Cllrs Pearson, Parkins & Shiers - accepted																														
2.	Register of Interests: Disclosures of Interests: Members were reminded of the need to keep their register of interests updated. Members were asked to declare any Disclosable Pecuniary or other Interests in items considered in virtual meetings and their nature. None declared																														
3.	Open Forum: The Chairman suspended the formal meeting for the Ward Members and public participation. a) 6 members of the public were in attendance: <ul style="list-style-type: none"> - Simon Cusack, Group Commander from Hereford & Worcester Fire & Rescue was in attendance to talk about recruitment for retained firefighters. - A complaint was received regarding the newly installed dropped kerb on Chapel Rd, which was installed in a different position than indicated by the drawn lines. Councillor Weller had referred this matter to County Councillor Adams, who confirmed that the kerb was installed correctly and that the markings were incorrect. Residents can request the installation of dropped kerbs through County Councillor Adams. Councillor Weller advised the resident to discuss the matter directly with County Councillor Adams, as this does not fall under the Parish Council remit. - Request was made to purchase picnic benches to be installed at The Close. This is on the agenda to be discussed under item number 10c. b) County Councillor Adams - not in attendance at the time. c) District Councillor Ciotti – District Councillor Robson sent her apologies and advised she will take the planning matter on Elm View to Committee when necessary. The Chairman closed the open forum and reconvened the meeting at 19:15.																														
4.	Acceptance of Minutes: The Minutes of the Ordinary Parish Council Meeting held on Monday 3 rd June 2024 at the Village Hall, Pebworth were considered and approved by the Council to be a true record of the meeting and were signed by the Chairman.																														
5.	Planning Matters: None																														
6.	Finance: a) Council noted the Clerk's report on payments made since the last meeting. <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>PAYMENT</th> <th>PAYEE</th> <th>DETAILS</th> <th>TOTAL</th> <th>VAT</th> <th>NET</th> </tr> </thead> <tbody> <tr> <td>BACS</td> <td>Limebridge Rural Services</td> <td>Amenity Contract</td> <td style="text-align: right;">588.00</td> <td style="text-align: right;">98.00</td> <td style="text-align: right;">490.00</td> </tr> <tr> <td>BACS</td> <td>Maurice Parkinson</td> <td>Burial Ground Contract</td> <td style="text-align: right;">396.00</td> <td></td> <td style="text-align: right;">396.00</td> </tr> <tr> <td>BACS</td> <td>Grosvenor Lawn Systems Ltd</td> <td>The Close ditch works</td> <td style="text-align: right;">600.00</td> <td></td> <td style="text-align: right;">600.00</td> </tr> <tr> <td></td> <td></td> <td></td> <td style="text-align: right;">1584.00</td> <td style="text-align: right;">98.00</td> <td style="text-align: right;">1486.00</td> </tr> </tbody> </table> b) The Council gave consideration and unanimous approval of the payments listed in Appendix A, confirming the payments in Appendix A have been approved by full Council and there is provision within the budget, and that financial regulations and relevant policies have been followed. Cllr Weller to authorise the payments made by internet banking. c) The Council gave consideration to the first quarterly bank reconciliations, account balances and income and expenditure budgets. It was resolved to accept these by all Councillors.	PAYMENT	PAYEE	DETAILS	TOTAL	VAT	NET	BACS	Limebridge Rural Services	Amenity Contract	588.00	98.00	490.00	BACS	Maurice Parkinson	Burial Ground Contract	396.00		396.00	BACS	Grosvenor Lawn Systems Ltd	The Close ditch works	600.00		600.00				1584.00	98.00	1486.00
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	<p>d) Members noted the Clerk & Cllr Pearson had reviewed the newly rewritten NALC Model Financial Regulations. It was noted changes have also been made to the numerical order however it was decided to maintain the current system and make the necessary amendments, rather than adopting the NALC version as a whole. Members resolved to accept these.</p> <p>e) As there is not a meeting in August it was agreed that any regular monthly invoices requiring payment be approved via email by Chair or Vice-Chair. These payments to then be retrospectively approved at the September meeting.</p>
7.	<p>Council & Community Matters:</p> <p>a) No police report provided in time for the meeting.</p> <p>b) Clerk had provided three quotes for new noticeboards at Broad Marston and Town Pool Car Park. They were all very similar in cost and material. It was resolved to accept the quotes from Greenbarnes Ltd.</p> <p>c) Cllr Cotton will review the Clerk's proposed response regarding the South Worcestershire Development Plan Review: Village Facilities and Rural Transport Survey Update. Once she has made any necessary changes Clerk will forward.</p> <p>d) Members noted Rooftop Housing have paid the shared cost of £600 towards the ditch clearance at The Close.</p> <p>e) Cllrs Weller & Pearson, along with County Cllr Adams, met Atlas Tower Group regarding exploring mobile infrastructure. Residents will be consulted once potential sites have been investigated.</p> <p>f) It was decided to defer considering ways to promote Parish Council meetings to the September meeting.</p> <p>g) Members noted the Clerk has not written regarding overgrown shrubbery on Front Street as it is currently bird nesting season and there is no health & safety issue at present.</p>
8.	<p>County Councillor Adams (19:35) Provided a report which is appended to the minutes.</p>
9.	<p>Meon Way Gardens:</p> <p>a) The members reviewed and accepted the email from the Chair of Quinton Parish Council regarding the 40/50mph speed limits at Meon Way/Meon Vale. This joint request from Pebworth Parish Council and Quinton Parish Council seeks to establish a consistent 40mph limit. Both councils are concerned about the change from a 40mph to a 50mph limit on the southbound B4632 Campden Rd, between the roundabout at Meon Vale and the new roundabout, to facilitate easier access to and from Meon Way Gardens. Warwickshire County Council has indicated that extending the existing 40mph limit would cost approximately £6,000, which should be funded by the Parish Councils. However, there is a strong sentiment that, since this issue resulted from an error by Warwickshire County Council, they should cover all related expenses.</p> <p>b) Clerk met with Barry Barnes, County Highways Officer regarding the installation of a VAS pole at Meon Way Gardens. He has provided the relevant information which has been forwarded to Persimmon. Clerk awaits a response.</p> <p>c) Update on play facilities/reflection garden - Cllr Pearson has initiated the consultation process. Initial feedback suggests considering parking options, despite the intent for Meon Way Gardens residents to walk to the facilities. This will be progressed by Cllrs Pearson, Weller & Cotton.</p>
10.	<p>The Close & Recreation Field</p> <p>a) Members noted the monthly reports.</p> <p>b) The quote from Limebridge Rural Services in the sum of £550 to carry out shockwave treatment on The Recreation Field was considered to be good. It was resolved to accept this quote. Clerk to issue the PO.</p> <p>c) Clerk to obtain quotes for picnic benches and installation at The Close.</p>
11.	<p>Amenity Contract: It was decided to defer this until the September meeting.</p>
12.	<p>Neighbourhood Development Plan: Cllr Pearson has spoken with Wendy Hopkins at Brodie Planning. She advised that the best way forward may be to have a full technical review and consultation, although is going to give it some more thought. There is approximately £10,000 grant monies available and the Parish Council resolved that if her quote comes in at around the same cost then they are happy to proceed with the review process.</p>
13.	<p>Highways Matters:</p> <p>a) Members noted the dropped kerb has been installed on Chapel Road.</p> <p>b) A report has been received from a resident regarding overgrown shrubbery on Broad Marston Road opposite The White Cottage. A Worcestershire County Council Highways Officer has investigated this and spoken with a local resident who believes that the person who works on cars at the old fire</p>

	<p>station has an interest in the land. The Highways Officer has left a note at the old fire station requesting the area is cut back, although the local resident believes it will be himself and a neighbour that will cut it back. He is aware of the bird nesting season and what needs to be done.</p> <p>c) The Highways Officer also inspected Elm Close following a report from Cllr Cotton that the footway is broken in several places. He has raised some work orders to repair some very broken sections of the footway and reset a loose kerb by a drain. He has also raised a request for an Engineer to attend and survey sections for resurfacing. Some sections were resurfaced a few years ago and they are in order. Other sections were surface treated and this layer has now broken away showing the poor surface below.</p> <p>d) Cllr Weller met with County Councillor Adams, along with Luke Farmer from LS Farmer Groundworks and Landscaping, regarding the flooding issues at Broad Marston. A quote has been received for £2,650 with a possible additional £500 for the purchase of blue puddle clay. Despite reaching out to several companies it has only been possible to obtain two quotes, the first being in the sum of £2,950. Clerk advised that there is approx. £3,000 left in the CALA Drainage monies fund. It was resolved to accept the quote from LS Farmer Groundworks and Landscaping. Clerk to contact County Councillor Adams regarding permission from the landowner before commencing works.</p>
14.	<p>Lengthsman/Maintenance Matters:</p> <p>a) Works carried out – some grip works have been carried out.</p> <p>b) Future works – none at present</p> <p>c) Members noted the VAS data.</p>
15.	<p>Public Rights of Way:</p> <p>Path No 513 (B) which runs from the two bridges on Stratford Rd, Honeybourne to The Holt at Broad Marston has been reported as overgrown. The CAPV team have cleared the entry track into the watery hole and added new signage, removing small tree branches etc. The greater part of the bridleway remains a problem with poor drainage and large fallen trees across the track. This has now been referred to WCC Public Rights of Way team for their consideration.</p>
16.	<p>Matters Raised by Members: The following matters were raised by Council Members for consideration for future agendas:</p> <p>a) Cllr Cranage – dead trees Worcestershire/Warwickshire boundary.</p>
17.	<p>Staffing:</p> <p>It was resolved to exclude the press and public from the meeting under the Public Bodies (Admissions to Meetings) Act 1960 on the grounds that it is not in the public interest to disclose discussion on the items below relating to contracts and staffing.</p> <p>The Clerk's annual appraisal has been carried out with Cllr Weller. It was resolved that the Clerk's salary be increased by one spinal column point from point 17 to 18 on the NJC salary pay scales with effect from 1st July 2024.</p>
18.	<p>Date of Next Meeting:</p> <p>Council confirmed the date of the next Ordinary Parish Council Meeting on Monday 2nd September 2024 at 7.00pm in the Village Hall, Pebworth.</p>
19.	<p>Closure of Meeting: The Chairman closed the meeting at 20:25 hrs</p>

Chairman: _____ Date: _____

FINANCE

Verified & Confirmed Account Balances as at 10th June 2024

Treasurers Account	5,697.04
Business Bank Instant	56,768.20
Total	62,465.24

APPENDIX A – PAYMENTS

PAYMENT	PAYEE	DETAILS	TOTAL	VAT	NET
BACS	HMRC	Clerk & P C Tax & NIC	145.80		145.80
BACS	Mrs D Bowles	Clerk's Salary & Expenses	596.46		596.46
BACS	John Hyde	Lman Works	131.80		131.80
BACS	Edge IT Systems Ltd	Annual Fee	298.80	49.80	249.00
BACS	Fairview Trading	Topsoil	33.00	5.50	27.50
BACS	Limebridge Rural Services	Amenity Contract	588.00	98.00	490.00
BACS	Steve Baker Services	Lman Works	104.00		104.00
DD	ICO	Data Protection Fee	35.00		35.00
DD	Nest	Clerk's Pension	87.45		87.45
DD	O2	Mobile Phone	10.03	1.67	8.36
DD	Yu Energy	Streetlight Energy	172.00	8.19	163.81
DD	Yu Energy	Streetlight Energy	43.49	2.07	41.42
			2245.83	165.23	2080.60

APPENDIX C – VAS DATA

VAS Information

For Project:	Broadmarston						
Project Notes:							
Location/Name:	Incoming						
Report Generated:	30/06/2024	16:09:39					
Speed Intervals	5 MPH						
Time Intervals	Instant						
Traffic Report From	18/06/2024	08:00:00	through	29/06/2024	14:59:59		
85th Percentile Speed	32.8 MPH						
85th Percentile Vehicles	3505						
Max Speed	45 MPH	on	18/06/2024	15:55:00			
Total Vehicles	4124						
AADT:	365						
Volumes - weekly counts							
	Time	5 Day	7 Day				
Average Daily		379	336				
AM Peak	07:00	34	26				
PM Peak	14:00	37	34				
Speed							
Speed Limit:	30						
85th Percentile Speed:	32.8						
50th Percentile Speed:	27.5						
5 MPH Pace Interval:	25.0 MPH	to	30.0 MPH				
Average Speed:	27						
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Count over limit	107	192	261	217	236	130	52
% over limit	31.1	28.8	30.7	26.4	30.8	30.2	21.1
Avg Speeder	33.4	33.5	33.2	33.3	33.2	33.0	33.2
Avg Speed	20.2	19.4	18.9	18.9	19.4	20.8	19.1