

Pebworth Parish Council
Minutes of the Ordinary Parish Council Meeting held
At the Village Hall, Pebworth on Monday 2nd June 2025

Present: Councillors: Simon Shiers, James Pearson, Jodi Cotton & Eugene Mccluskey

In attendance: County Councillor Robson, District Councillors Judith Ciotti & Hannah Robson, Mrs D Bowles (Clerk)

Also in attendance: 2 members of the public.

1.	<p>Apologies Considered for Absence: Cllrs Weller, Cranage & Neal – approved Vice-Chairman Pearson will chair the meeting in his absence</p>
2.	<p>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. Cllr Shiers – agenda item 5a</p>
3.	<p>Open Forum: The Chairman suspended the formal meeting for the Ward Members and public participation.</p> <p>a) 2 members of the public were in attendance:</p> <ul style="list-style-type: none"> - Both spoke regarding the Bank Farm planning application requesting the Parish Council continue to object as they have done for many years. This is being discussed under agenda item 5a. - Dog fouling issues raised. To add to the next agenda to consider fencing the play area on The Close. <p>b) District Councillors Robson & Ciotti –</p> <ul style="list-style-type: none"> - A four week public engagement on local government reorganisation is running from 1 to 29 June 2025. Find out more, how this will affect you and how you can have your say by visiting https://shapeworcestershire.org/ - Wychavon is within the top 1% of councils regarding cyber security progress. - Rural Matters Advisory Panel – received presentation from Broadband and Connectivity team re broadband speeds and mobile reception in rural areas. - A brand new college has opened in Bankside, Malvern. This will provide high-quality further education for autistic young people and those with learning difficulties and/or complex needs. - There has been a complete change of leadership at the Annual meeting at Wychavon. Richard Morris is now leader of Wychavon with Emma Kearsey as Deputy. The Chairman is now Mark Goodge and Vice-Chairman is Gregory Wilkins. <p>c) County Councillor Robson -</p> <ul style="list-style-type: none"> - She has been undertaking training and induction processes. - The new Leader of Worcestershire County Council is Joanne Monk, with her Deputy being David Taylor. The new Chairman is now Louis Stephen and Vice-Chairman is Paul Bennett. - The use of County Hall as overspill for hospital parking has been approved, as well as allowing substitutes for voting. <p>The Chairman closed the open forum and reconvened the meeting at 19:20</p>
4.	<p>Acceptance of Minutes:</p> <p>a) The Minutes of the Annual Council Meeting held on Monday 12th May 2025 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 Vice-Chairman.</p> <p>b) The Minutes of the Ordinary Parish Council Meeting held on Monday 12th May 2025 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 Vice-Chairman.</p>
5.	<p>Planning Matters:</p> <p>a) W/25/01048/FUL Location: Bank Farm, Front Street, Pebworth, Stratford Upon Avon, CV37 8XQ Description of Proposal: Demolition of existing agricultural barns and replacement with 5no. detached dwellings and associated works. Resubmission of application Ref. W/23/01124/FUL. Cllr Shiers took no part in the discussion. Cllr Pearson recommended the Parish Council object with Cllr Cranage providing the wording. This will be sent via email for approval.</p>

	<p>b) W/25/00400/FUL Residential conversion of barn including replacement roof and extension, to replace approved barn conversion - (Variation of condition 2 and 5 Ref W/22/02615/FUL) Land Adj To Bramble Cottage, Dorsington Road, Pebworth. It was resolved not to add any further comments to previous ones made.</p> <p>Decisions:</p> <p>c) W/25/00609/HP – Proposal Partial raising of an existing roof and changes to fenestration at The Granary, 2 Rookery Court, Back Lane, Pebworth, Stratford Upon Avon, CV37 8XA. Application Approved Subject to Conditions.</p> <p>d) W/24/02200/HP Associated Ref: W/24/02199/LB Proposal: Proposed construction of detached orangery building (part retrospective) Location: The Shire Barn, Priory Farm, Priory Lane, Broad Marston, Pebworth, Stratford Upon Avon, CV37 8XZ. Application Approved Subject to Conditions.</p>
6.	<p>Finance:</p> <p>a) 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 Pearson to authorise the payments made by internet banking.</p> <p>b) Members noted the bank balances. (Appendix B)</p> <p>c) Members noted the Clerk has forwarded all information to PKF Littlejohn, External Auditors. The Public Rights Notice has been set for 3rd June – 14th July.</p>
7.	<p>Council & Community Matters</p> <p>a) Cllr Shiers provided an update on the pétanque court installation. While the original proposal was for a 9m x 4m court, it is now considered that a 12m x 3m court would be more appropriate. A map indicating the proposed location had been circulated by Cllr Shiers in advance. Members approved the revised court size of 12m x 3m and agreed to consider the addition of a gate to improve access, with this to be discussed further at the July meeting. Cllr Pearson will check the location of the nearest bin. Members also noted that ongoing strimming around the court is expected to cost approximately £20 per session, though this will be reviewed once the court is in place. Clerk will obtain an electronic quote and issue a PO once received.</p> <p>b) Cllr Cotton advised that 7 families have shown an interest in the younger version of the children's first aid sessions, with 2 families showing an interest in the older children's session. She will also advertise this through Pebworth First School so the numbers may increase. Clerk to contact the First Aid Company requesting proposed dates in the school holidays.</p> <p>c) It was resolved to purchase a new noticeboard at Little Meadows.</p>
8.	<p>Meon Way Gardens:</p> <ul style="list-style-type: none"> - Members noted that the police recently held a drop-in session at Meon Way Gardens in response to residents' concerns about anti-social behaviour (ASB). Although no residents attended, officers encountered two local youths on an e-bike. They were stopped and spoken to about ASB, and an intelligence report was submitted as a result. The police plan to follow up with proactive patrols in the area. Additionally, the details of one of the youths have been submitted for consideration for an ASB warning letter, which will be sent to their home address. - Members were informed that if members of the public detect the smell of drugs coming from a property, the police will not respond directly. Instead, such concerns should be reported to the Environmental Agency. - Cllr McCluskey confirmed that the VAS (Vehicle Activated Sign) pole will be relocated to a more appropriate location. - Cllrs Cotton and McCluskey noted that the Housing Officer from Citizen Housing has not been particularly cooperative. County Councillor Robson and District Councillor Ciotti will follow up on any related issues.
9.	<p>The Close & Recreation Field</p> <p>Members noted the monthly reports – to monitor the tarmac surface outside the MUGA Clerk has requested quotes for repairs to the roundabout, swings and rota-web.</p>
10.	<p>Neighbourhood Development Plan:</p> <p>No further update.</p>
11.	<p>Burial Ground:</p> <p>Interment: Members noted one interment took place on 15th May. There are 2 interments due to take place in June, one on 6th – Cllr Shiers to view and one on 12th – Cllr Neal to view as Clerk is unavailable on both dates.</p>

12.	Highway Matters: a) Members noted the dog bin by the village hall has been reported as the lid is rusting.
13.	Lengthsman/Handyman Matters: a) New and outstanding Lengthsman/Handyman matters: Grass matting to be installed at The Close on Monday. Bus shelters to be cleaned Remove rust on rocker and goal post. b) Future Tasks: - Installation of bird deterrent strips on swing frames to help keep seats clean - Re-instate Front St post c) The VAS data were noted and discussed.
14.	Policy Review: The Reserves Policy was reviewed and agreed.
15.	Matters Raised by Members: The following matters were raised by Council Members for consideration for future agendas: a) Cllr Cotton raised concerns about the untidy state of the old fire station site, noting a significant amount of rubbish accumulating outside. The Clerk was asked to contact Hereford & Worcester Fire Service to confirm current ownership of the premises. b) Cllr Cotton reported that the footpath between Pebworth and Broad Marston is in poor condition. Additionally, a large pothole was noted on Broad Marston Road. She will supply photographs and What3Words coordinates for the Clerk to report the issues to Highways. c) It was noted that some residents have expressed concerns about the volume of music coming from the pub garden, including occasions when the garden appears to be unoccupied. The Clerk was instructed to write to the pub's owners to address the matter.
16.	Staffing: In accordance with the Public Bodies (Admission to Meetings) Act 1960, due to the confidential nature of the business to be transacted (staffing matter), it was resolved that the press and public be excluded from the meeting during the discussion of the following agenda item. - Council confirmed the Clerk's formal three months' notice of resignation as Clerk to the council. - Council agreed the Staffing Committee will manage the new Clerks' recruitment process which includes the job description, employment contract, interview process and handover. - It was agreed the Clerk will progress the new clerk's recruitment process i.e., advertising the vacancy and receiving job applications.
17.	Date of Next Meeting: Council confirmed the date of the next Ordinary Parish Council Meeting on Monday 7 th July 2025 at 7.00pm in the Village Hall, Pebworth.
18.	Closure of Meeting: The Chairman closed the meeting at 20:15 hrs

Chairman: _____ Date: _____

FINANCE

APPENDIX A

PAYMENT	PAYEE	DETAILS	TOTAL	VAT	NET
BACS	HMRC	Clerk & P C Tax & NIC	****		****
BACS	Mrs D Bowles	Clerk's Salary & Expenses	****		****
BACS	John Hyde	Lengthsman Works	110.95		110.95
BACS	SLCC	Annual Membership Fee	120.00		120.00
BACS	John Hyde	Handyman Works	105.00		105.00

BACS	Fairview Trading	Materials St Matthews Church	14.40	2.40	12.00
DD	NEST	Pension	****		****
DD	O2	Mobile Phone	10.78	1.80	8.98
DD	Lloyds Bank	Charges	4.75	0.00	4.75
DD	Tomato Energy	Streetlight Energy	33.26	1.58	31.68

APPENDIX B

Verified & Confirmed Account Balances as at 14th May 2025

Treasurers Account	6,091.25
Business Bank Instant	72,262.27
Total	78,353.52

APPENDIX C – VAS DATA

VAS Information

For Project: Middlesex from Pebworth
 Project Notes:
 Location/Name: Incoming
 Report Generated: 31/05/2025 12:28:42
 Speed Intervals: 5 MPH
 Time Intervals: Instant
 Traffic Report From: 06/05/2025 14:00:00 through 21/05/2025 10:59:59
 85th Percentile Speed: 34.9 MPH
 85th Percentile Vehicles: 6104
 Max Speed: 55 MPH on 06/05/2025 19:20:00
 Total Vehicles: 7181
 AADT: 482

Volumes - weekly counts

Time	5 Day	7 Day
Average Daily	494	449
AM Peak 07:00	48	38
PM Peak 15:00	50	42

Speed

Speed Limit: 30
 85th Percentile Speed: 34.9
 50th Percentile Speed: 29.2
 10 MPH Pace Interval: 25.0 MPH to 35.0 MPH
 Average Speed: 29.01

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Count over limit	374	567	658	518	479	347	271
% over limit	42.4	43.9	47.5	43.0	44.6	48.0	43.6
Avg Speeder	34.3	34.3	34.4	34.5	34.2	34.3	34.7
Avg Speed	20.5	19.8	19.5	18.7	19.6	22.2	23.0

For Project: Meon Gardens
 Project Notes:
 Location/Name: Incoming
 Report Generated: 31/05/2025 12:11:03
 Speed Intervals: 5 MPH
 Time Intervals: Instant
 Traffic Report From: 21/05/2025 10:00:00 through 30/05/2025 12:59:59
 85th Percentile Speed: 23.8 MPH
 85th Percentile Vehicles: 5472
 Max Speed: 40 MPH on 29/05/2025 21:15:00
 Total Vehicles: 6438
 AADT: 705

Volumes - weekly counts

Time	5 Day	7 Day
Average Daily	653	618
AM Peak	48	44
PM Peak	73	66

Speed

Speed Limit: 30
 85th Percentile Speed: 23.8
 50th Percentile Speed: 19.5
 10 MPH Pace Interval: 15.0 MPH to 25.0 MPH
 Average Speed: 19.31

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Count over limit	3	2	4	4	2	0	2
% over limit	0.6	0.3	0.3	0.2	0.2	0.0	0.4
Avg Speeder	32.5	32.5	32.5	33.8	32.5	0.0	32.5
Avg Speed	12.8	10.4	9.4	9.8	9.4	10.7	11.6