

## PINVIN PARISH COUNCIL

### Minutes of Meeting of Pinvin Parish Council, held at Pinvin Memorial Hall on Tuesday 4<sup>th</sup> October 2016 at 7.30pm

#### *Present*

Cllr A Mustard (Vice-Chairman), D Biddle, A Wilson, T O'Dell, K Rowe, R Coates  
N Harding (Clerk)  
Three parishioners

#### **1. Apologies for absence**

There were apologies received from Cllr Mitchell and District/County Cllr Tucker.

#### **2. Declarations of Interest**

There were no declarations.

#### **3. Parishioners' comments**

It was reported that the new speed sign which came into effect following a recent traffic order for the extension of the 30mph section along Upton Snodsbury Road, is obscured by bushes and has sustained damaged by a passing heavy goods vehicle. The matter had been reported by the parishioner to Highways, but it was agreed that a further report would be made by the Parish Council.

*Action: Clerk to report via the Worcestershire Hub.*

Concerns were also noted regarding speeding vehicles past Gosney Fields, which on occasions see cars 'racing' two abreast along Upton Snodsbury Road. Members advised that car registration details should be obtained wherever possible and reported to the local police team. The Council advised that traffic strips had been placed in the vicinity as a result of County Cllr Tucker's intervention with Highways, which would monitor the number, types and speed of vehicles along the road in order to assess the situation further.

*Action: Cllr Rowe to highlight concerns at the next PACT meeting.*

Other regular speeding vehicles had been noted at the crossroads, and it was agreed that Cllr Mustard would raise this concern direct with the owner.

A comment had been received from a parishioner regarding the weeds growing in the turning circle area at Middle School. It was agreed that this should be raised directly with the head teacher. *Action: Cllr O'Dell to inform Mr Best. Clerk to update parishioner.*

The parishioner also requested the Council's consideration of a new village sign in keeping with some neighbouring Parishes. It was agreed that sufficient funding was not currently available in the Parish Council's budget, but funding sources such as Section 106 and New Homes Bonus may be an alternative future possibility. It was also agreed that the parishioner may explore examples of signage referred to, in order to forward to the Council for further consideration.

*Action: Clerk to establish eligibility of funding opportunities and request examples of signage from parishioner.*

#### **4. Minutes of meeting held on 6<sup>th</sup> September 2016**

Proposed Cllr Rowe, seconded Cllr O'Dell, all in favour, that the minutes of the above meeting should be taken as a true record.

## 5. Matters arising from 6<sup>th</sup> September 2016

- *Environment Agency:* Attendance had been confirmed by the Environment Agency Enforcement Team Leader at the next Parish Council meeting on Tuesday 8<sup>th</sup> November. Members agreed to wait for a statement from the representative, however any specific questions from members to be circulated ahead of the meeting if felt necessary.
- *Co-option:* The District Council and Parish web site administrator had been informed of recent membership changes to the Parish Council.
- *Play area:* Two second-hand picnic benches had been purchased and sited at the play area. Cllr Coates confirmed his intention to investigate and replace rotting timber pieces at the sand pit with plastic alternatives.

Cllr Wilson's latest play area inspection had noted that the rubber seat to the aerial runway was showing signs of perishing. It was agreed that this would be monitored by those members due to inspect the play area in October in order to report and agree a decision at the November meeting. It was also agreed that the purchase of a specific tool may be necessary to tighten bolts on the swing seat.

*Action: Cllr Coates and Cllr Wilson to explore further and liaise with Cllr Mitchell with a view to providing costings to approve expenditure at the next meeting.*

A parishioner drew attention to the old fitness trail equipment on the playing fields and its possible de-commissioning in the future. *Action: Item to be revisited at the next meeting.*

- *Clean, Green & Safe Places event:* Cllr O'Dell and Cllr Rowe updated members following their recent attendance at the District Council event.

*Litter:* Litter picking equipment had been acquired to facilitate a community pick (rubbish to be collected at no charge by the District Council.) *Action: Revisit at the November meeting to discuss further once leaves have fallen.*

*Youth Bus:* Councils may hire the youth bus for a two month trial free of charge. Proposed Cllr Wilson, seconded Cllr Rowe, all in favour to approve the venture subject to gauging community interest via Pinpoint and obtaining permission from the head teacher of Middle School for the bus to be sited at the turning circle of school. As a financial commitment would be required longer term from the Parish Council should the venture prove successful, it was agreed to include this expenditure in forthcoming budget discussions for the next financial year.

*Action: Cllr Rowe and O'Dell to liaise and action to gauge interest. Cllr O'Dell to make contact with head teacher regarding permission to park at Middle School.*

*Safer Roads Partnership:* Community Speed watch equipment is available to Parishes to enable 6 volunteers to monitor speeding vehicles for one hour per day over one week. Proposed Cllr Rowe, seconded Cllr Wilson, one member abstained, three in favour to pursue the initiative further.

*Action: Comment to be included in next Pinpoint to request any willing volunteers.*

- *Drain cover repair:* The Clerk confirmed that contact would be made with the adjacent homeowner ahead of the next meeting.
- *Sale of vehicles:* As the vehicles had now moved from the roundabout to Wyre Hill, it was agreed to monitor the situation at present.
- *Damaged street light:* The Parish Council insurers had confirmed a successful claim of £518.47 (including a £250 excess fee) in respect of a replacement street light column approved at the September meeting. *Action: Clerk to liaise with Prysmian and Western Power Distribution.*
- *VAS:* Pinvin have confirmed handover of the sign to Wyre Piddle Parish on 14<sup>th</sup> October.
- *Footpaths volunteer:* Following confirmation from the County Council that a new parishioner may be trained to support the work of the existing Parish Footpath's officer, it was agreed that the parishioner make contact to arrange a meeting in the near future. *Clerk to provide contact details.*
- *Allotments:* Proposed Cllr Rowe, seconded Cllr Coates, all in favour for Cllr Wilson to promote Pinvin allotments via BBC radio Hereford & Worcester. Rent reminders are due on 2<sup>nd</sup> November, with the 40 day final payments due by 12<sup>th</sup> November.

## 6. Finance

### a) Balances as at 1<sup>st</sup> October 2016

Current account	£1,352.66
Business account	£17,200.86

### b) The following accounts were reported for payment:

Clerk salary and overtime (22.8-12.9.16)	£569.75
Clerk expenses (September 2016)	£20.80
Mr R. Coates: 2 x picnic benches – play area	£15.00
Mrs N. Harding: Parish phone charges: Sept	£26.55
Mr G. Giles: Water tap key deposit refund	£10.00

Proposed Cllr Biddle, seconded Cllr Wilson, all in favour, that the above accounts should be settled.

### c) Bank reconciliation: 30 June – 30 September 2016

The second quarterly bank reconciliation had been prepared by the Clerk and circulated to Cllr Coates for checks and verification ahead of the meeting. Cllr Coates confirmed accuracy of the documentation and proposed, seconded by Cllr Wilson, all in favour, to accept the reconciliation as accurate. *Action: Cllr Coates to forward signed reconciliation sheet to Clerk.*

### Budget Review: 30 June – 30 September 2016

The Clerk provided a brief summary of the income and expenditure against the budget during the second quarter. It was noted that the second precept and Council Tax support grant for the financial year had been received, and additional income in respect of the insurance claim for damage sustained to the footway lamp raised under item 5. Current income and expenditure for the lengthsman was considerably less than that budgeted for as work plans were still outstanding. After final payment of the tenth grass cut, the Clerk confirmed that there remained a slight deficit in grass-cutting funds following the change in contractor. Should the Council opt for an additional cut, it was agreed that provisions could be used to provide the shortfall, to be confirmed at the November meeting.

In the absence of the Chairman, proposed Cllr Wilson, seconded Cllr O'Dell, all in favour to formally present the budget review spreadsheet at the November meeting.

*Action: Clerk to liaise with the Chairman.*

### d) Annual Return 2015-16 accounts:

The accounts for the year ended 31 March 2016 have been certified by external auditor Grant Thornton. The Clerk confirmed that the notice of conclusion of the audit and audit report had been published in line with current practise.

### e) Proposal to consider and approve additional grass-cut @ £358.00 exc VAT

Proposed Cllr Coates, seconded Cllr Rowe, all in favour to approve expenditure for an eleventh cut, date to be confirmed if approved at the November meeting.

## 7. Planning

- W/16/01586/OU & W/16/01625/OU: *Outline application for new residential development on land adjacent The Workshop, Main Street & outline application for replacement Memorial Hall and changing facilities*

As custodian trustees, the Parish Council had requested written confirmation from Pinvin Playing Fields Association and Pinvin Memorial Hall Committee for the Memorial Hall replacement process to proceed. Correspondence had been received from the Memorial Hall Committee that they wished the application to continue, however none had been received from the Playing Fields

Association to date, as it had been requested that a 'pegging out' exercise take place in order to appreciate the scale and position of the proposed building and the impact this would have upon the adjacent pitches and services.

*Action: Chairman of the Memorial Hall Committee to liaise with Lone Star Land and the architects associated with the design in order to provide the Playing Fields with approximate dimensions. Further report at the November meeting.*

- W/16/01425/PN: St Nicholas Middle School – New modular building: *Application approved.*
- 12/000008/CM: Development of anaerobic digestion plant at Rotherdale Farm – *Permission granted at Planning & Regulatory Committee 20.9.16.*

*Cllr Coates extended his apologies as he needed to leave the meeting at 8.50pm.*

## **8. Correspondence**

- *Pershore Public Transport Group:* Members are invited to a public transport forum on Thursday 13<sup>th</sup> October at 7pm at Pershore Town Hall, in view of mounting concern over the scale of cut backs and their effects upon travel users and the local economy.
- *Wychavon DC:* A summary had been received and circulated following the Clean, Green & Safe Places event held at the Civic Centre on 15<sup>th</sup> September.

## **9. Reports**

*District/County Councillor:* No reports at present  
*Playing Fields:* No further reports at present.  
*Memorial Hall:* No further reports at present.

## **10. Date of next meeting**

The next meeting of the Parish Council will take place on Tuesday 8<sup>th</sup> November 2016 at 7.30pm in the Committee Room of Pinvin Memorial Hall.

The meeting closed at

**Signed** .....

Chairman

**Date**.....