

## PINVIN PARISH COUNCIL

### Minutes of Meeting of Pinvin Parish Council, held at Pinvin Memorial Hall on Tuesday 6<sup>th</sup> December 2016 at 7.30pm

#### *Present*

Cllr S Mitchell (Chairman), A Mustard, D Biddle, A Wilson, T O'Dell, K Rowe, R Coates  
District/County Cllr E. Tucker  
N Harding (Clerk)

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

There were no apologies received.

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

There were no declarations made.

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

A report had been received regarding inappropriate parking on the corner of Checketts Close, causing an obstruction to motorists turning into the Close from the direction of Upton Snodsbury.  
*Action: Cllr Mitchell agreed to raise the Council's concerns with a senior member of the local policing team.*

#### 4. **Minutes of meeting held on 8<sup>th</sup> November 2016**

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

#### 5. **Matters arising from 8<sup>th</sup> November 2016**

- *Tree maintenance:* Following a request from a parishioner to inspect the trees on the perimeter of the playing fields, it was agreed that no action was necessary at present. Further monitoring would take place in the new year as part of the Parish Council's routing weekly play area inspections, in addition to the next village walkabout.  
*Action: Cllr Mustard to update playground rota and circulate. Cllrs to agree date for village walkabout at January meeting.*
- *Speeding:* The Chairman had been in contact with two parishioners following concerns raised regarding speeding along Upton Snodsbury Road.  
*Action: Cllr Tucker to liaise with Highways and confirm a date for a site meeting with WCC and PPC.*
- *Additional school crossing patrol:* The Clerk had received a formal request for the Council's support of St Nicholas Middle School's proposal for a second school crossing patrol near Spion Kop. Cllrs agreed that they were supportive of this proposal in the interest of children's safety, subject to a suitable location approved.  
*Action: Clerk to update head teacher.*
- *Speed signage:* The Chairman had conducted a review of signage in the village and had highlighted concerns to the Clerk. These had been reported to the Hub.  
*Action: Further updates to follow as received. Advice to be requested at Highways site meeting scheduled for 19<sup>th</sup> December.*
- *Street lighting:* The Clerk had forwarded an order to Western Power to facilitate the connection of the new column along Main Street.  
*Action: Clerk to continue to pursue to establish a connection date.*

- *Youth Bus*: Free taster sessions had been booked to commence in the new year to assess interest. It was agreed that the Council would need to consider a possible donation in addition to the arts and crafts sessions as part of 2017-18 budget proposals to be finalised at the January meeting.
- *New Homes Bonus*: Proposals had been forwarded to the Clerk and advertised in the December edition of Pinpoint. No responses had been received to date from parishioners, and it was agreed to review at the January meeting.
- *Play area*: New shackles had been forwarded to Cllr Mitchell to replace those on the swing seat. *Action: Cllr Mitchell & Cllr Wilson to replace existing shackles. Clerk to return 6mm shackles to supplier. Cllr Rowe to liaise with PPFA regarding goal post socket hazard.*
- *Vehicle sales*: Vehicles for sale continue to be advertised at the roundabout junction of A44 and Abbey View Road. It was agreed that any future vehicles observed would be logged and forwarded to the Chairman.
- *Allotments*: Fly tipping had been noted at the rear of Pendas Meadow properties. It was agreed that this should be investigated further and raised with the Housing Association responsible. *Action: Cllr Coates and the Clerk to liaise. Clerk to report.*

## 6. Finance

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

Current account	£1,155.42
Business account	£23,430.69

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

Clerk salary and expenses	£484.91
Grant Thornton: External audit fee 2015/16 accounts	£120.00
Worcs. CALC: Cllr training	£30.00
Worcs. CALC: Clerk's gathering	£10.00
Telephone charges: October/November 2016	£53.10
Playdale: Plastic caps x 10	£10.80
Npower: Energy charges 1/7-30/9/16	£244.71

Proposed Cllr Coates, seconded Cllr Rowe, all in favour, that the above accounts should be settled.

### c) Proposal to approve expenditure of £97.49 + VAT for purchase of accounting package for Parish accounts:

The Chairman recommended a one off purchase of a revised version of the Parish Council's accounting package, as the current version in use is running out of support.

Proposed Cllr Mitchell, seconded Cllr Rowe, all in favour, to approve this expenditure.

### d) Proposal to approve expenditure of £39.16 + VAT for purchase of external portable hard drive:

It was recommended that a hard drive dedicated to the Parish Council should be purchased, to be backed up regularly and stored away from the Clerk's premises for safety.

Proposed Cllr Mitchell, seconded Cllr Wilson, all in favour to approve this expenditure.

e) Draft budget 2017-18: items for consideration:

The Clerk and Chairman had prepared a draft budget sheet for initial discussion, outlining actual expenditure for the previous three years, expected items at 31 March 2017 and budget figures for consideration for 2017-18. The following proposals were discussed for further consideration:

- Street furniture budgeted figure to be increased to £2000
- PFFA/PMHC grant figure to be increased to £1000
- Clerk's salary figure to be amended to £5700
- Wychavon Sport budgeted figure to be decreased to £70
- Allotment budget to be confirmed (existing figure @ £600)

The Chairman outlined expenditure incurred to date at the arts and crafts activity mornings. Proposed Cllr Mitchell, seconded Cllr Rowe, all in favour, to approve a donation of £158.00 from the Parish Council to the group, for the final quarter of the current financial year.

*Action: It was agreed to revisit the current 2016-17 budget at the next meeting of the Parish Council in order to agree the virement of this additional expenditure.*

*Action: Cllrs to consider possible donations towards the Youth Bus and Arts & Crafts group for 2017-18, to be confirmed at the January meeting.*

Proposed Cllr Coates, seconded Cllr Rowe, all in favour, to request tenders for the grass-cutting contract for 2017-18, with a price comparison for one year @ 10 cuts in addition to a 'multi-year' deal for 2+ years.

*Action: Clerk to obtain and present at the January meeting.*

*Action: Revisit and approve figures for the 2017-18 budget at the January meeting, allowing for tax base information from Wychavon District Council to determine the precept setting.*

## **7. Planning**

- W/16/01586/OU: Outline application for new Memorial Hall – following the planning committee meeting on 16.11.16, confirmation had been received that the application had been approved.
- W/16/02357/PN: Land adjacent to 1 North End – The Council's comments had been forwarded to the District Council on 15.11.16.
- W/16/02763/RM: Coach & Horses – Approved dwelling and garage in grounds of public house – change to design, appearance and materials. *Cllrs had no further comments to make.*
- 16/000032/CM: Mercia Waste Management – Proposed operation of an incinerator bottom ash processing and recovery facility at Hill & Moor landfill site. *Comments to be received by 15.12.16.*  
*Action: Clerk to confirm any responses ahead of 15 December.*

## **8. Correspondence**

None had been received.

## **9. Reports**

*District/County Councillor:* A decision is expected in the next few weeks regarding a bid for funding towards the proposed Northern Link road.

Highways improvement works are continuing along Long Lane in order to strengthen the road edges. The road will be closed for one week, commencing 19 December, which will therefore affect the bus service for Tilesford residents. Hedge clearance works have also been undertaken in the vicinity to improve visibility for motorists.

*Action: Cllr Coates to assess hedge and cut back as required.*

*Playing Fields:* No reports at present.

*Memorial Hall:* Architectural drawings of the proposed replacement Memorial Hall will be drawn up and presented to the Parish Council for discussion in the new year. An application will be completed for lottery funding in the next tranche of applications.

**10. Date of next meeting**

The next meeting of the Parish Council will take place on Tuesday 17<sup>th</sup> January 2017 at 7.30pm in the Committee Room of Pinvin Memorial Hall.

The meeting closed at 9.55pm.

**Signed** .....  
Chairman

**Date**.....