

UNADOPTED

PINVIN PARISH COUNCIL

Minutes of Meeting of Pinvin Parish Council, held at Pinvin Memorial Hall on Tuesday 24th January 2017 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)
Two parishioners

1. **Apologies for absence**

There were no apologies.

2. **Declarations of Interest**

There were no declarations.

3. **Parishioners' comments**

A parishioner drew attention to an application noted in the local newspaper for an operations license for goods vehicles by Midlands Meats Ltd.

Action: Cllr Tucker to make contact with the Traffic Commissioner for further updates.

Concerns were raised regarding dog mess and litter noted at the playing fields, along with signage which had recently been screwed to trees and attached to play equipment. Some anti-social behaviour had also been noted by the parishioner at the allotments.

Actions:

- *Clerk to liaise with the District Council's dog warden to seek advice regarding dog waste.*
- *Cllr Tucker to make further enquiries regarding District Council bye-laws in order to establish whether these may be enforceable in neighbouring Parishes.*
- *All anti-social incidents to be recorded and passed on to the Local Police team.*
- *Parish Council to make contact with Pinvin Playing Fields Association regarding litter left behind after weekend matches.*
- *Cllrs to inspect new signage at the play area.*

The bollard on the footway leading to the crossroads is broken with rubbish deposited in it.

Action: Parishioner advised to report via the Worcestershire Hub for their attention and feedback.

4. **Speeding**

Concerns were raised regarding speeding vehicles between Long Lane and the 30mph section at North End, in addition to the traffic lights at the South end of the village. The increasing frequency of HGV's was also noted and the apparent effect of speeds through the village.

The Chairman provided an update following a recent site meeting with a County Council Highways representative, members of the Council and Cllr Tucker, where suggestions for traffic calming options were discussed. The following summary was presented:

- Village gates could be installed in the 30mph area on Upton Snodsbury Road in order to visually narrow the road upon entrance.
- A second Vehicle Activated speed sign could be situated in the 40mph limit near Salt Boxes.
- 'Dragon's teeth' could be painted on the road surface on the approach to the 40mph limit.
- The 40mph painted speed sign on the road surface could be refreshed.

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The following actions were agreed:

- Members of Pinvin Parish Council and Bishampton & Throckmorton Parish Council to liaise as a joint operation in talking to the transport managers at the airfield to discuss the possibility of no HGV movements through the village at peak school times, and raise awareness of the current disquiet amongst pedestrians and road users in the villages.
- Cllr O'Dell to initiate the District Council's Community Speed watch scheme in the village in the Spring with a team of volunteers.
- New Homes Bonus allocations to be utilised towards community speeding initiatives (see item 7.)

5. Minutes of meeting held on 6th December 2017

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

6. Matters arising from 6th December 2017

- *Speed signage reports:* All reports had been addressed by Worcestershire County Council and actions taken where considered necessary. It was agreed to check that the loose sign along Upton Snodsbury Road had indeed been secured.
- *Parking at Checketts Close:* It was confirmed that recent issues had now been resolved.
- *Play area:* Cllr Mustard had updated the play area inspection rota and agreed to forward to members. Cllr Mitchell & Cllr Wilson confirmed that the shackles replacement would be attended to in the next week. Cllr Rowe had liaised with Pinvin Playing Fields Association regarding goal post plugs at the playing fields, and it was confirmed that these are no longer in situ as they were stolen. It was confirmed that this safety concern is not the responsibility of the Parish Council but constituted a potential risk, therefore the following was agreed:
Action: Clerk to make contact with PPFA outlining safety concerns noted.
- *Street light:* The new column had been connected and was now operational.
- *Additional school crossing patrol:* The Clerk had forwarded the Parish Council's support of St Nicholas School's proposals, and the head teacher had confirmed that the Local Authority would now be informed.
- *Vehicle Sales:* The situation at the roundabout had improved overall, however it was noted that several vehicles for sale were now parked at various areas in the village. These had been reported to the Police and Worcestershire Regulatory Services, and it was agreed that this action should continue to be taken where necessary.
- *Fly tipping:* Nexus Housing Group had taken positive action in response to the Council's concerns about recent fly tipping incidents on the allotments. It was agreed to make further enquiries with Rooftop Housing Group in support of this growing concern.
- *Village walkabout:* This was scheduled for Sunday 26th February at 9am in Spion Kop.

7. New Homes Bonus

Few responses had been received in response to the Parish Council's community consultation, however those noted were largely connected to utilising funding to address speeding concerns and were therefore considered a priority in benefitting the community as a whole.

Actions: Cllr Wilson to look into styles and prices of an additional VAS sign.

Chairman and Clerk to prepare an application for village gates, dragon's teeth and VAS sign.

It was also agreed to explore options for the continuation of fencing around the play area to address dog waste concerns.

Cllr Tucker agreed to make enquiries regarding confirmation of the Section 106 agreement associated with the Bloor Homes development.

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8. Finance

a) Balances as at 1st January 2017:

Current account	£2,606.97
Business account	£23,129.60

It was confirmed that annual income had been received in relation to the Farm Business tenancy and Rooftop Housing grass contribution for 2016.

b) The following accounts were presented for payment:

Salary – 7.1.17:	£462.91
Expenses – December 2016:	£6.60
PC accounting package:	£116.93
WPD – Service transfer of street light:	£1057.68
Worcs. CALC – Training:	£60.00
Npower – Energy 1/10-6/10/16	£15.96

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

c) Bank reconciliation & review of budget: 31 December 2016:

The Clerk had prepared the third quarterly bank reconciliation and forwarded to Cllr Coates for his verification ahead of the meeting. This was approved and signed.

The Chairman provided a brief summary of the budget review for the same period, outlining the percentage budget for 2016-17 used against cumulative figures compared with those forecast.

The only item to note was in relation to the Parish lengthsman as time sheets remained outstanding and income and expenditure was therefore lower than that predicted.

All members noted and approved the budget review.

Action: Cllr Wilson to ask lengthsman to submit outstanding time sheets to the Clerk by the end of February.

d) Grounds Maintenance contract 2017:

Three tenders had been received and circulated ahead of the meeting for consideration.

Proposed Cllr Coates, seconded Cllr Wilson, all in favour, to award the grounds maintenance contract to New Farm Grounds Maintenance for the 2017 season, requesting a minimum of ten cuts every three weeks.

Action: Clerk to check existing contract ahead of completion of documents to forward.

Areas of village to be included in the maintenance plan to be finalised at village walkabout.

It was also agreed to approach Arc & Whites businesses regarding grass maintenance along Abbey View Road.

Action: Cllr Wilson & Cllr Biddle to make enquiries.

9. Budget demand 2017-18

Final tax base figures had been received from Wychavon District Council. Members considered the following items in finalising budget figures for 2017-18:

- Allotment expenditure approved at £600.00
- Donation to Pinvin Memorial Hall & Pinvin Playing Fields Association approved at £1000.00
- Donations and grants expenditure approved @ £1000.00 towards financial support for Arts & Crafts group and Youth Bus.

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Proposed Cllr Mitchell, seconded Cllr Rowe, all in favour, to approve the budget attached to the minutes and to fund it through a 5% rise in the Band D Council Tax from Wychavon District Council @ £15,420.00, with the shortfall taken from reserves. The Precept Demand from Pinvin Parish Council will therefore be £16,368.00

Members approved delegated authority to the Chairman to address the 2016-17 budget virement required in light of the £158.00 donation approved at the December meeting towards funding the Arts & Crafts group for the remainder of the financial year.

Action: Budget documents to be amended in line with actions proposed and circulated.

10. Parish street lighting

Members discussed options for the future of the street lights. It was agreed to conduct a proper audit of existing lighting stock at the village walkabout.

The Clerk had requested guidance from WDC regarding existing New Homes Bonus proposals in neighbouring villages towards street lighting, and agreed to circulate once received following the next Localism Panel meeting in February.

11. Planning

W/16/02357/PN: Land adjacent to 1 North End – New dormer bungalow: Application approved.

W/16/01586/OU: Replacement Memorial Hall: A topographical survey had been undertaken by an architect and shared with stakeholders on 23rd January for discussion and approval. It was confirmed that plans will be redrawn to satisfy regulations with PPFA which are due for completion during the week beginning 30th January.

W/16/02673/PN: Amendments to approved dwelling and garage in grounds of Coach & Horses public house: Application approved.

16/000032/CM: Proposed operation of an incinerator bottom ash processing and recovery facility at Hill & Moor landfill site. Application approved.

HE/16/02604/AD: Mandalay, Main Street: Pre-application advice was sought by WDC for the erection of fencing to the west boundary of the property along an approximate 40 metre stretch of Main Street at a proposed height of 2 metres, reducing in height towards the driveway. Cllrs did not have a strong view in terms of the stain used for the fencing but agreed to request a brown tone and reiterate their preference of a hedgerow.

12. Correspondence

- WCC: The public consultation for Worcestershire's next Local Transport Plan (LTP 4) is underway, details via: www.worcestershire.gov.uk/LTP
Questionnaires are to be returned by 17th March. A public road show was scheduled for 25th January 10 – noon at Pershore Town Hall where documents would be made available.
- WCC: Guidance and assistance available to help Parishes with a Neighbourhood Development Plan with a tailored package of support. Guidance was forwarded to the Chairman.
- WDC: Notification received that the Children's' Play Advisory Service's contract for annual play area inspections will now be directly with Parish Councils as opposed to the District Council.
Action: Clerk to approve order by 12/5/17. Inspections to be carried out in May/June 2017.

13. Reports

District/County Councillor:

Railway bridge: Concerns had been raised regarding the narrowness of the railway bridge along Terrace Road. This remains a difficult issue to resolve as the only options are to make this a one way stretch or build a passenger bridge.

Budget: Worcestershire County Council decide their budget requirements for 2017-18 on 9th February.

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*Footway at Owletts End: WCC are to make repairs to the footway on the corner of Owletts End.
Area to be checked at village walkabout.*

Playing Fields: No reports at present

Memorial Hall: No further reports at present.

14. Date of next meeting

The next meeting of the Parish Council will take place on Tuesday 7th March 2017 at 7.30pm in the Committee Room of Pinvin Memorial Hall.

An allotment committee meeting will be held on Tuesday 7th February at 7.30pm in Pinvin Memorial Hall.

The meeting closed at 10pm.

Signed

Chairman

Date.....