

PINVIN PARISH COUNCIL

Minutes of Meeting of Pinvin Parish Council, held at Pinvin Memorial Hall on Tuesday 7th November 2017 at 7.30pm

Present

Cllr S Mitchell (Chairman), D Biddle, A Wilson, A Mustard, R Coates, K Rowe.
District/County Cllr E. Tucker
N Harding (Clerk)
No parishioners

1. **Apologies for absence**

There were apologies received from Cllr O'Dell.

2. **Declarations of Interest**

There were no declarations.

3. **Alice Spearing: St Richard's Hospice**

The meeting was suspended and Alice Spearing provided a short presentation to members outlining the work of St Richard's Hospice in the County. An overview of the services available was shared, and the Council was requested to consider opportunities in which services can be shared locally in order to raise awareness.

Action: Clerk to forward the contact details of Pinpoint's editor so that an article may be prepared for inclusion in a forthcoming edition. Summary to also be included on the Parish website.

4. **Parishioners' comments**

The meeting was adjourned for public question time. A summary is appended to the minutes.

5. **Minutes of meeting held on Tuesday 3rd October 2017**

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

6. **Staffing updates**

The Clerk to the Parish Council had notified the Chairman ahead of the meeting of her intention to resign from the post. In order to commence the process for her replacement, it was agreed that the Clerk would prepare an advertisement for inclusion in the next Worcestershire Calc update and edition of Pinpoint, to be circulated to the Chairman for comment. It was also agreed that the Clerk would make contact with the Clerk of a neighbouring Parish to inform her of the vacancy.

Action: Clerk to prepare advertisement and forward to the Chairman. Clerk to forward completed advertisement to Calc and the Pinpoint editor.

7. **Matters arising from 3rd October 2017**

- *Trees adjacent to New House:* The overgrown trees on Highways land were reported to Worcestershire Hub on 18th October. No further updates were available to report at present, but these would be forwarded once received.
- *Public rights of way:* Updates had been received from the Parish Footpaths Warden and shared with members. The warden had walked footpath #524 which had been reported by a parishioner as blocked in part by animal waste near the A44. *Action: Clerk to follow up with WCC.*

- *Footway light:* Pershore Town Clerk had confirmed that the column closest to the railway bridge towards Pinvin was an asset of Pershore Town Council. Subsequent to the last meeting, the column had been reported and was now in full working order again.

Column 1 opposite PJ Nicholls, remains an issue due to ivy growth up the column which is now obscuring the light. It was agreed that this is a difficult position for the lengthsman to tackle given its proximity to the road, and members therefore considered the possibility of Worcestershire County Council assisting in the removal of the ivy.

Action: Cllr Tucker agreed to explore this further with WCC.

The Clerk also provided an update regarding footway light 16 outside the Coach & Horses public house. The light was attended to by Western Power Distribution in June 2017, however engineers discovered that the overhead flight feeding the column had been cut by an unknown source. The Parish Council had not been made aware of this and agreed that the light needs to be restored to full working order again as it is dark in the vicinity. WPD had confirmed that the issue was now in the hands of their legal team to establish a resolution.

Action: Clerk to ascertain progress updates within seven days.

- *Speed initiatives:* The Chairman extended thanks on behalf of the Parish Council to Cllr Tucker for her County Divisional funding contribution towards speed initiatives in the Parish. £8,140.00 in New Homes Bonus funding had recently been approved by Wychavon District Council towards certain elements of the community speed initiative project. There had been a misquote in the original itemised proposals prior to application, therefore proposed Cllr Rowe, seconded Cllr Coates, all in favour, to utilise £724.00 from Parish reserves in order to proceed with the initiative as proposed. It was agreed that the dragon's teeth would be in place in the Spring when suitable weather conditions allow.

Action: Chairman to make further contact with WCC Highways to establish firm costs for an additional VAS pole and forward the Council's full proposal with precise locations to Cllr Tucker for further investigation with Highways.

- *Play area:* Cllr O'Dell had provided an estimate for new toddler equipment at the play area, following a quotation received from Playdale and a meeting with pre-school staff to establish suitable opportunities for play. It was agreed that the new equipment could be accommodated through the removal of the pirate ship and sand pit, but there would not be funding available from the Parish Council's reserves to finance such expenditure. Cllr O'Dell had agreed to approach Wychavon District Council in order to establish if remaining New Homes Bonus funding could be awarded and it was also recommended that Severn Waste funding may be an option to explore.

Action: Clerk to update Cllr O'Dell. Cllr O'Dell to contact Wychavon District Council to confirm ahead of the December meeting.

8. Finance

a) Balances as at 1st November 2017

Current account	£2,941.73
Business account	£26,506.31

b) The following accounts were presented for payment:

Salary and expenses	£503.48
New Farm: Grass-cut #10	£429.60
Npower: Energy charges: 1/7-30/9/17	£223.05
Npower: Sensor charges: 1/7-30/9/17	£11.82
Prysmian: Test/lighting inspection	£432.00

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

Cllr Rowe drew attention to the length of grass in Spion Kop following the contractor's final cut of the season. It was agreed that the Chairman, in conjunction with the Clerk, would liaise and action an eleventh cut should this be considered necessary.

c) Updates from finance committee:

The Chairman provided a summary of recommendations from the discussion at the finance committee meeting on 31st October 2017, as per the minutes from the meeting.

It was agreed that virement from the audit, rural rate relief and street light energy budget headings would allow for unbudgeted expenditure incurred during the current financial year, and firm figures would be presented at the December meeting to finalise the 2018 budget request.

The following actions were agreed:

- Cllr Wilson to forward specific requirements to Cllr Coates to provide a quotation for safety fencing at the play area to be presented a week before the next meeting.
- Clerk to pursue Transparency Code funding via Worcestershire Calc for potential purchase of computer.
- Chairman to pursue Prysmian for quotation for replacement wooden poles and two additional contractors.

The Chairman moved the meeting to item 11, Reports.

9. Planning

W/17/01373/FUL: Agricultural land, Abbey View Road – Erection of food retail store with associated access, parking, servicing, landscape and drainage. Comments of objection had been forwarded to the District Council and a decision remained pending.

W/17/01713/HP: Gapree, Allen's Hill – Single storey rear extension, new porch, rendered elevations and alterations to fenestration, proposed new boundary fence (part retrospective.) This application had been approved.

W/17/01723/FUL: Ashfurlong Nurseries, Main Street – Minor amendment to planning application 15/01306/PN. A decision remained pending.

W/17/01860/RN: Cameron Homes Ltd – Amendments to application for erection of 40 homes on land adjacent, The Business Centre. Any additional comments are to be received by 10th November.

W/17/01867/FUL: Byefield House, Upton Snodsbury Road – Proposed agricultural building. This application had been approved.

W/17/01874/FUL: Plot 5, Keytec East Business Park – Proposed building consisting of warehouses and offices. This application would be considered at the planning committee meeting on 13th November.

10. Correspondence

- Wychavon DC: Nominations have been requested for the 2017 Community Recognition award – deadline for entries is Friday 2nd February 2018. *Cllr Wilson to action.*
- Wicksteed Playgrounds: Details received of free design and consultation service and 25% match funding potentially available.
- Worcs. CALC: A Winter training programme had been received and was forwarded to the Chairman in terms of budget/finance training scheduled for February 2018.
- Wychavon District Council: Parish Council are requested to forward their 2018/19 budget requirement no later than Friday 2nd February 2018.

11. Reports

District/County Councillor:

Northern Link: Funding had been approved by Cabinet for the construction of a Northern Link Road, comprising of three key elements: (i) The construction of a Northern Link Road, (ii) Enhancement to the A44 at Pinvin crossroads, and (ii) Improvements to signalisation of A4104 Station Road and B4083 Wyre Road junction.

Cllr Tucker confirmed that she was due to attend a meeting in the near future with the manager of the project to discuss proposals in further detail, and requested that members forward any specific questions relating to the scheme as soon as possible.

Advertising banners: Guidance obtained from Worcestershire County Council states that banners may be used in Parishes to advertise local charitable events for 2-3 weeks prior to events, but must not obscure views or be of unreasonable design and size. Only Highways and the Parish lengthsman are permitted to remove signage, which must be stored so that they may be made available and collected.

Aldi: There are no further updates at present regarding the application to be considered by the District Council's Planning Committee.

Hill & Moor Liaison: The next meeting has been rescheduled – agenda to be circulated.

PACT meeting: It is intended that the next meeting will be scheduled in January 2018.

Pershore High School: A consultation is to take place regarding a potential change of age on entry to High School as part of the new Multi Academy Trust.

Playing Fields: No reports at present.

Memorial Hall: No reports at present.

12. Date of next meeting

The next meeting of the Parish Council will take place on Tuesday 5th December 2017 at 7.30pm in the Committee Room of Pinvin Memorial Hall.

An allotment committee meeting will take place ahead of the main Council meeting at 7pm for committee members.

The meeting closed at 9.20 pm.

Signed
Chairman

Date.....

4. Parishioners' comments

No parishioners were in attendance, however Cllr Mustard drew attention to a blocked drain between the Business Centre and The Close, Main Street.

Action: Cllr Mustard to report via the Worcestershire Hub