

UNADOPTED

PINVIN PARISH COUNCIL

Draft Minutes of Meeting of Pinvin Parish Council held at Pinvin Memorial Hall on Tuesday 2nd October 2018 at 7.30pm

Present

Cllrs S Mitchell (Chairman), D Biddle, A Wilson, A Mustard, R. Coates, K. Rowe, O'Dell.
Carole Hirst (Clerk), Cllr. Tucker (District and County Councillor).

1. Apologies for absence

None

2. Declarations of Interest

None

3. Parishioners' comments

None in attendance.

4. Minutes of meeting held on Tuesday 4th September 2018

Proposed Cllr. Coates, Cllr. Rowe Seconded and all those in attendance at that meeting agreed that the minutes of the above meeting should be taken as a true record.

5. Matters arising from 4th September 2018

- Cameron Homes Section 106 proposed maintenance takeover by the parish council. Cameron Homes supplied information on an estimated annual cost per plot for maintenance that they received for similar work. The Clerk wrote to Cameron Homes on the 5th September requesting that they put their proposals in detail in writing to Pinvin Parish Council for the Council to discuss at the October meeting. A response sent by Cameron Homes on 18 September 2018 states "*Cameron Homes have now taken the decision as a business to transfer the area for management to a dedicated Management Company*". **Noted.**
- Lamppost in footpath on the edge of the Cameron Homes development has been sited by Western Power and Cameron Homes. The Clerk contacted Cameron Homes on the 5th September to ask why the lamppost has been relocated, why it has not been installed in accordance with the plans and why it was placed within the canopy of a tree, why it was relocated without consultation with the Parish Council and who authorised the work. Cameron Homes confirmed that the lamppost had been located in this position to avoid the overhead electric cables that are extremely close and the tree canopy. They further stated "Although the new position is within the tree canopy it is the best location within this area as this is where the least amount of canopy is and that if necessary we would be prepared to trim the tree branches back". *Action: Clerk to reply to Cameron Homes informing them that the owner does not want the tree trimming and wants the lamppost moving.*
It was also noted that a new light had been erected opposite Bloor Homes which uses solar panels. Members were interested to see how this would work out for future streetlights within the Parish.
- "Woodlands", a house on Main Street adjacent to the Pinvin Playing fields. Cllr. Wilson reported that one of the trees from the playing fields was badly overhanging the property and being weighed down by ivy. The Lengthsman has now cut off the ivy from its roots and will monitor to wait for the ivy to die back. Cllr. Wilson forwarded another email dated 1st October from the residents asking if the parish council could prune the three large ash trees and oak tree by the children's play area? There are a lot of very heavy overhanging branches across the garden from these trees and they have a lot of dead wood in them. Cllr. Mitchell Proposed and Cllr. Coates Seconded that the Parish Council get their tree surgeon S. Blunson to arrange a site meeting to take a look. *Action: Clerk to make contact with S. Blunson to arrange a site meeting*

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and contact the residents to say that we are considering their request and will get our tree surgeon to take a look. **All in favour.**

- Pinvin PC Insurance revision to cover additional 3 VAS sets of equipment. A cost of £22.56 was obtained to cover the additional insurance which will not affect the 2018 insurance premium but will take effect from the 2019 insurance premium and will cover all 3 VAS sets of equipment. Clerk contacted the insurance company to accept the quote. **Noted.**
- Dawes Way, Pinvin, Pershore, WR10 2FD- It was noted by members that the street sign for Dawes Way was not in place. Cllr. Tucker followed this up with Highways department. They will be in touch when the street sign is due to be rectified.
- An email on the 28th August was received re speeding issues. Cllr. Mitchell forwarded details to the Police Road Safety Partnership and responded to the Parishioners.
- Delivery lorries to the "Hayfields", Cameron Homes development was using the access to Gosney fields as a 3 point turning area. Speeding throughout the village still occurs 24/7 not just during 9 to 5 working hours. Particularly early morning (7 am onwards) & early evening after rush hours. Vehicles are still, at times driving at speeds exceeding 70/ 80 mph in a 30mph zone. Cllr. Mustard has spoken to Cameron Homes about the lorries turning and Cllr. Mitchell forwarded the email to the Road Safety Partnership and responded to the Parishioners re the speeding issues.
- 17th August email from WCC Traffic Management Team regarding the pursuance of the implementation of a Traffic Regulation Order to implement a disabled persons parking space near to 17 Spion Kop. *"The council has had favourable feedback from the police and recommends going ahead.* It is pointed out that any blue badge holder is entitled to use the disabled space even though it has been applied for by a particular resident".
- The Clerk received an email request from a resident of Abbey View Road asking how much the rent is for an allotment and can they put a boundary up. They also asked whether they could keep chickens on the allotment. An allotment meeting took place on Tuesday 18th September 2018 where this was discussed.

Resolution from allotment meeting: Each plot will be offered subject to: Maximum of 6 hens; Hens contained in chicken proof run on allotment; Run no more than 25% of allotment.

It was agreed to find out what sort of fencing she has in mind around the allotment.

Actions: Cllr. Rowe to produce a livestock agreement and when this is sorted and approved the Council will be in touch with the resident. Clerk to notify the enquiring resident.

6. Finance

a) Current Balances at 2 nd October 2018		
Current Account	£	423.84
Business Account	£	34531.38
	Total:	£34,955.22
b) Payments to be reported:		
Clerk Salary: 5/10/18	£	339.11
Clerk Expenses from 4 th Sept to 2 nd Oct 18	£	41.96
HMRC to 5 th Oct	£	40.60
PKF Accountants and Business Advisers	£	240.00
W.H. Smith Worcester Stamps	£	23.20
Alan Wilson (Pershore Hire Centre- Stump Grinder)	£	48.00
HFN Landscaping	£	9,362.92
	Total	£10,095.79

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- Cllr. Mitchell proposed and Cllr. Wilson seconded that the invoice for HFN Landscaping be checked by Cllr. Wilson and Cllr. Mitchell at £9,362.92 and subject to satisfactory completion be approved for payment between meetings. **All in favour.**
- Subject to the proposal above the above payments were Proposed for approval by Cllr. Coates and Seconded by Cllr. Mustard. **All in favour.**

c) Receipts

Roof Top Housing	£1,347.70
WDC Precept	£8,353.00
Lloyds Bank Interest	£ 1.11
Allotment Rents 2018/19 (6 payments) not yet banked	£ 120.00
TOTAL	<u>£9,821.81</u>

- d) A virement of £13,000 from the Business Bank Instant Account to the Treasurers Account was Proposed by Cllr. Mitchell and Seconded by Cllr. Rowe. **All in favour.**
- e) Cllr. Coates checked the informal bank reconciliation and agreed that the cash book was reconciled.
- f) PKF have completed the review of the Annual Governance & Accountability Return (AGAR) for Pinvin Parish Council for the year ended 31 March 2018. A "Notice of Conclusion of Audit" has been prepared and placed on the Parish Council noticeboard and website which details the rights of inspection, in line with the statutory requirements. **Noted.**
- g) NPower renewal of contracts for electricity supply. The Councillors discussed the proposal to renew the NPower contract. It was proposed by Cllr. Mitchell and Seconded by Cllr. Coates to explore other electricity suppliers but in the short term to stay on the default tariff whilst considering alternative suppliers. **All in favour.**
- h) Confirmation of payments for the summer term for arts & crafts at Coach & Horses. Cllr. Tucker confirmed that she had now authorised the payment from the County Council's Divisional Grant Fund for £300. *Action: Cllr. Mitchell to discuss the grant payment with Mr. Harris and raise the necessary payment.*
- i) New Farm Grounds Maintenance have emailed to see whether and/or when the Parish Council would like to reschedule the suspended cut from July. Cllr. Coates requested that the Clerk check how many cuts the Parish Council have had to date this year. If there are 2 cuts outstanding then it was proposed that 1 cut be undertaken in 3 weeks and one at the end of November. If only one cut remaining then this should take place early November. It was suggested that if there was only one cut remaining that an extra cut at the Chair's discretion be used for sensitive parts of the village. *Action: Clerk to carry out the necessary checks.*

7. Planning

- 18/01294/CLE Lawful Development Certification for Existing operation relating to the implementation of planning permission for the construction of a new petrol filling station approved under reference W/11/01867/ET. Refusal – **Noted.**

8. Lengthsman Job List

- The Parish Council contacted the Lengthsman to clear the tree stumps on the path in the playing fields. This has now been undertaken.
- A ditch at Spion Kop requires clearing. *Action: Clerk to contact Nexus and Roof Top Housing to request that this is cleared by them or that we could clear the land if they agree to pay the cost including any skip hire required. Wychavon DC also to be notified to see if they can apply pressure to the landowners to clear up the land.*

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9. To Approve playground equipment specification and agree future actions to finalise the playground project.

Cllr. O'Dell discussed the various quotations that she had obtained for the playground equipment. Cllr. Mitchell reported that in correspondence on the 1st October from Heather Peachey at WDC re Section 106 for "Land off Upton Snodsbury Rd, Pinvin" the playground equipment project would be eligible to make an application to WDC to secure the Section 106 funding. Cllr. Tucker advised that the next meeting of the Localism Panel where Section 106 projects would be discussed would be on the 12th November and therefore the aim would be to get the application to this panel if at all possible. *Action: Clerk to establish the initial contact with Heather Peachey of WDC to discuss the Playground Project. Once this is done that Cllr. O'Dell to discuss the specific project with Heather Peachey with a view to making an application for Section 106. Cllr. O'Dell to also revisit the quotations received to ensure they were still valid and as far as practically possible "like for like" quotes.*

10. Erection of Dog Notices

Playground signs were discussed where an example from another play area was used to show what could be used on the playground project. It was discussed that 4 "Playground" signs be placed on the fencing of the playground area. 2 on the inside of the fence and 2 on the outside of the fence, placing each pair back to back. It was decided that these signs be included in the Playground Equipment project budget. 2 further signs saying no dogs should be considered next to the play area entrances. A Further 2 signs with "Dogs must be kept on a lead" were discussed and demonstrated by Cllr. Wilson. It was suggested to ask WDC how much their circular "clean up after your dog" signs were. *Action: Cllr. Wilson to research this further.*

11. Correspondence

- Email 5th September re prosecution relating to unauthorised waste disposal activities at Ridgeway Park Farm, Throckmorton Airfield in Pershore. The email Sent a link to an outcome of a recent prosecution relating to waste offences in 2016 at the same site. **Noted.**
- 18th Sept- email from resident who contacted WDC to report litter and dog bins in Pinvin had been missed for 2 weeks again and are full and overflowing. The Parish Council need to explore whether we need more Litter Bins. *Action: Cllr. Mitchell to research the cost of new bins and report back.*
- 24th Sept email from WDC Planning Support Manager. Informing the Parish Council of a new type of application introduced on 1st June 2018 called "Permission in Principle". It is an alternative way of gaining planning permission for housing-led development. It can apply to mixed use schemes as long as housing occupies the majority of the site / development. Outline can be determined within 2 weeks by Officers (for major Developments). **Noted.**
- 25th Sept -Email from Cllr. Rowe – Wychavon Youth Bus Update – September 2018 for information. **Noted.**
- WCC -email from WCC Transportation Programming and Commissioning - **Worcestershire Parkway - Removal of Overnight Road Closures**- "The highway works for the roundabout junction are substantially complete, therefore there is no requirement to continue with the night time closures. When all outstanding works are complete, it will be possible to allow two-way traffic to operate through the roundabout on B4084". **Noted.**
- Letter from Heather Peachey received 1/10/18 re Section 106 for Land off Upton Snodsbury Rd, Pinvin. *Action: Clerk to contact Heather Peachey to discuss the playground project in readiness for the Parish Council to make their application for the Pinvin Playground Project.*

12. Reports

District/County Councillor: Cllr. Liz Tucker.

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Road Closures.

There are two "Road Closures" in Long Lane Pinvin planned. One in October and one for a month from the end of November on the run up to Christmas. These are for drainage works.

On the 27th October at Wyre Piddle the bit between the junction of Ascott Rd and Station Rd has a closure for up to 9 days.

Commencing on the 29th October there is a road closure on Main Street, Wyre Piddle from its junction with Worcester Road to its junction with Evesham Road in order to facilitate new sewer connection works for 5 days.

A road closure will take place for a Persimmon Homes street light to be installed by the school crossing point. The crossing can't legally be used until this has been installed.

There is a "Road Closure" in Long Lane Pinvin planned on the run up to Christmas. This is for large scale drainage works.

A "Road Closure" is planned on Throckmorton Road on the 28th October.

The bus route from Worcester City to Evesham on the A44 is being cut on the 17th September it is a Commercial route and WCC has no say on the matter. This will affect Pinvin as residents won't be able to take the bus except through going into Pershore to get to Evesham or Worcester. WCC is trying to negotiate with the "Hopper" that goes around on a circular route round the villages and WCC should know if they have or have not succeeded by the 7th September. What WCC are trying for is a 3 day a week split in the hopper bus so that some would get Mondays, Wednesdays and Fridays and others get Tuesdays, Thursdays and Saturdays. Scrutiny Committee at WCC are to see what can be done although budget pressures make this difficult.

Cllr. Tucker is having a meeting this week with Mark Mills with regards to the Northern Link. Councillors noted that some tidying up had been carried out. Cllr. Tucker informed Councillors that Pinvin traffic lights would be done first and that at her meeting she would try to ascertain a timetable for this.

Cllr. Tucker mentioned a new flyer regarding recycling which states that hard plastic can now be recycled (not black) and that now bottle tops can be left on which is a change from the past.

Village Organisations – A General Public Meeting is being held at Pinvin Memorial Hall on Monday 8th October to discuss the Memorial Hall Plans.

13. Date of next meeting – Tuesday 6th November 2018- Pinvin Memorial Hall

The meeting closed at 9.25 pm.

Parishioners' comments

Cllr. Mustard reported that the hedge next to Pool House on Owletts Lane was dead. *Action: Clerk to contact WCC to see if the hedge can be taken out.*

Councillors discussed general speeding within the village and the shared VAS sign. Cllr. Mitchell and Cllr. Coates to investigate options for additional portable VAS sign poles.