

PINVIN PARISH COUNCIL

Minutes of Annual General Meeting of Pinvin Parish Council, held at Pinvin Memorial Hall on

Tuesday 7th May 2019 at 7pm

Present

Cllr A. Mustard (Acting Chairman), D Biddle, A Wilson, T O'Dell, K Rowe, R Coates
District/County Cllr E. Tucker
C. Hirst (Clerk)
Seven parishioners

1. Election of Chairman

Despite his absence, Cllr Mitchell had confirmed his willingness to stand again as Chairman. Proposed Cllr Wilson, seconded Cllr Mustard. All in favour to nominate Cllr Mitchell as Chairman for 2019-20. Cllr Mitchell was duly elected as Chairman. Cllr Mitchell to sign his declaration of office on his return.

2. Election of Vice-Chairman

Cllr. Biddle Proposed and Cllr. Wilson Seconded to nominate Cllr Mustard as Vice-Chairman for 2019-20. All were in favour and Cllr. Mustard was duly elected a Vice Chairman for 2019/20.

3. Apologies for absence

Apologies were received from Cllr Mitchell.

4. Declarations of Interest

Cllrs were reminded to review their Register of Interests and circulated the new blank forms for Councillors to complete and send to Wychavon District Council.

Cllrs Coates and Rowe declared a none-pecuniary interest in Planning Application 19/0896/HP.

5. Parishioners' comments are appended to the Minutes below.

6. To consider any requests for the Council to grant a dispensation.

The Council reviewed two dispensations which are currently in place which enable Cllrs to participate in any discussion or vote on matters concerning the setting of the precept, and matters concerning Parish owned allotment land. Proposed by Cllr Mustard and Seconded by Cllr Rowe. All in favour.

7. To note Standing Orders, Risk Assessment, Asset Register, Insurance Requirements and Financial Regulations. The Asset Register, Insurance Requirements were considered prior to the meeting and the Financial Regulations updated in line with the recommendations of the audit report for 2018/19.

Proposed by Cllr Rowe that all policies above by approved. Seconded Cllr Biddle, all in favour.

8. To note the Code of Conduct

Members noted the Code of Conduct approved and circulated.

9. To approve a Scheme of Delegation to the following committees.

- a) Staffing Committee: Minimum of 3 Councillors required- All Councillors eligible. Proposed Cllr Coates, Seconded Cllr Wilson, All in favour.

- b) Allotment Committee: Cllr Mitchell had requested not to be on this committee. Minimum of 3 Councillors- All Councillors eligible. Proposed Cllr Mustard, Seconded Cllr Rowe. All in favour.
- c) Finance Committee: Minimum of 3 Councillors- The Clerk, Cllr. Mitchell, Cllr. Wilson, Cllr. Coates and Cllr. Rowe. Proposed Cllr Mustard, Seconded Cllr Rowe, All in favour.
- d) Complaints Committee: Minimum of 3 Councillors- All Councillors eligible. This would be dealt with "As Required". Proposed Cllr Mustard, Seconded Cllr Rowe, All in favour.

10. To appoint an individual Councillor to the following role: Lengthsman Liaison

It was proposed by Cllr Mustard and Seconded by Cllr Rowe that Cllr Wilson remain as the Lengthsman Liaison.

11. To approve the Minutes of the meeting held on Tuesday 2nd April 2019

Proposed Cllr Biddle, Seconded Cllr O'Dell, all agreed, that the Minutes of the meeting should be approved as a true record.

12. Matters Arising from Minutes of the 2nd April 2019.

- New Homes Bonus update - Cllr. O'Dell and Cllr. Wilson met to plan to produce the survey and undertook a random survey throughout the village on the 4 options of Community Orchard, Teen Shelter, Play Area (Basketball Area for teenagers) and a Dog Agility Course. The results came out overwhelmingly in favour jointly of a Community Orchard and Basketball Hoop and Hardstanding Area for Teenagers. Cllr. O'Dell agreed to contact Tracy Perkins from WDC with the survey results to discuss whether a joint option approach was viable and to also ascertain when the cut-off point is for deciding on a project. Cllr. O'Dell to report back to the June Parish Council meeting.
- Clear up after your dog Signs - Cllr. Wilson and Cllr. Mitchell proofed the signage. The order is now awaiting delivery.
- Pinvin Litter-picking village tidy up proposed for the 12th May. The Clerk reported that 8 litter-picking tools had been purchased for use at community litter-picking events. It was agreed that as the event had not been widely advertised and that some Councillors were unavailable that an alternative date be rescheduled by email.
- 9/00574/HP- Roslyn Orchards, Main Street, Pinvin- Planning Response submitted by the Clerk to the Planning Portal.

13. Finance

a) Balances as at 7th May 2019

Current account	£ 2,859.34
Business account	£37,927.39
TOTAL	£40,786.73

b) The following accounts were presented for payment:

Payments to be reported at 7th May 19:

Clerk Salary April	£357.53
Clerk Expenses to May 7th	£ 36.90
HMRC April	£ 39.40
Worcestershire CALC Membership 2019/20 inc. vat	£514.01
D M Payroll Services (Internal Audit) 2018/19	£100.00
Came & Company Insurance Renewal	£ 440.89
Wyre Piddle P C Shared Laser-jet Ink	£ 6.95
Office Outlet -Stationery	£14.28

UK Secure Web Hosting	£32.99
NPower Charges 1/1/19 to 31/3/19	£495.54
NPOWER charges 1/1/19 to 31/3/19	£86.19
Post Office – Stamps	£24.12
Playdale Playgrounds Ltd	£11,999.54

Total £14,139.94

Income Received:

*First half Precept & Council Tax Support grant payment received @ £10289.62, £46.70 from Wayleave and £20 from J. Watts Allotment Lloyds Bank Interest £0.82. J Lines Allotment Deposit £20. £650 Vale Landscape Heritage Grant Total £11,027.14

Nb. £15000.00 to be transferred from Business Account to Treasurer Account

Proposed Cllr Coates, Seconded Cllr Wilson and all in favour, that the above payments should be settled.

c) Proposal to consider and approve the parish insurance for the period 1 June 2018- 31 May 2019. Cllr. Mitchell and the Clerk had submitted an updated schedule of assets to the insurance company and the quote for 2019/20 was revised. Cllr. Mustard Proposed and Cllr. Wilson Seconded that this be approved.

d) Audited accounts & Annual Governance and Accountability Return: 31st March 2019
Annual Governance and Accountability Return Part 3

(i) Proposal to Approve Section 1: Annual Governance Statement:

Proposed Cllr Rowe, Seconded Cllr Coates, All in favour to approve each statement in Section 1 of the Annual Return 2018/19.

(ii) Proposal to approve Section 2: Accounting Statements:

Proposed Cllr Wilson, seconded Cllr Coates, All in favour to approve the statements for the 2018/19 financial year.

(iii) Consider Internal Auditor's Report & Recommendations circulated prior to the meeting. The report was read out in full and its recommendations implemented into the Financial Regulations for 2019/20. Proposed Cllr Wilson, Seconded Cllr Coates, all in favour to approve the report.

(iv) To note the dates for the period for the Exercise of Public Rights the dates commencing on the 17th June and ending on the 26th July 2019. Noted.

14. Planning

- 19/00089/FUL- Hyde Farm, Worcester Road, Pinvin, Pershore, WR10 2D- Change of use of land for 15 no. touring holiday pitches with up to 3 pitches used to site glamping pods and shower/toilet block- APPROVED.
- 19/00613/FUL Agricultural Land, Abbey View Road, Pinvin- Construction of new petrol filling station- CONSULTATION – Response required by 15th May 19. It was discussed that this application affected Wyre Piddle Parish Council more than Pinvin and it was Proposed y Cllr. Mustard and Seconded by Cllr. Wilson that Pinvin PC support Wyre Piddle in their comments which they are receiving professional advice for. *Action: Clerk to speak to Wyre Piddle PC to ask that their information be shared with Pinvin to construct a response to planning.*
- 19/00896/HP - 2 Ashfurlong Drive, Pinvin, Pershore, WR10 2FT-Erection of detached garage with part demolition of existing integral garage and conversion to habitable purposes. CONSULTATION by 21 May. Councillors commented on concerns on the green-space and concerns this application would have on School Close. *Action: Cllr. Mustard agreed to draft a response for the Clerk to submit to planning with this in mind.*

15. Correspondence

17/4/19 - DIVERSION OF FOOTPATH PV-530 (PART) (FORMERLY FOOTPATH 16) Preliminary Notice of the County Council's intention to make the above-mentioned Public Path Order- (Formerly Footpath 16). Noted.

Email re: Planned Works for Station Road & Racecourse Road, Pershore- public drop in session have been confirmed, it will be held at Wyre Piddle Village Hall, Wyre Piddle, Pershore. WR10 2HR on 16 July 2019 between 15:30pm and 6.30pm. Representatives from both Amey and Severn Trent Water will be on hand to answer any questions local residents and businesses may have about this work and give the opportunity to run through the works in greater detail on larger construction drawings and discuss their plans. Noted.

16. Pinvin Allotments.

Cllr. Biddle requested that an Allotment Meeting be called to discuss an allotment holder who had not paid their rent. Another allotment holder had requested this allotment and it was proposed that this should be discussed at the allotment meeting. A meeting was scheduled for the 21st May for the allotment meeting.

Cllr. Wilson raised concerns over the Willow Tunnel on Pinvin Preschool Allotment which is now around 20ft high. It was proposed that the Clerk write to the Preschool to ask them to cut it back to a manageable height as a Willow Structure or look to remove it. *Action for Clerk to write to Pinvin Preschool.*

17. Reports

District/County Councillor:

Cllr Tucker reported that the parking issues around the school should improve once the yellow lines are installed.

No update yet on the state of the footpath round from the pub towards the green. Cllr. Tucker intends to take someone else to look at it as WCC are saying it is not bad enough yet to do anything about.

Cllr. Tucker expressed her concerns over the amount of complaints of speeding throughout Pinvin village and not just at the Gosney Fields end. She intends to chat to someone at WCC regarding this.

The Piggeries. It was reported that caravans and people are living there, containers etc are on site at the back. A police raid has taken place in the past. Land is being graded out and laid tarmac at present which it was felt constituted development. Cllr. Tucker did report that she was in contact with Planning Enforcement over issues that are taking place on the site.

Playing Fields: No reports at present

Memorial Hall: No reports at present

18. Date of next meeting

The next meeting of the Parish Council will take place on Tuesday 5th June 2019 at 7.30pm in the Committee Room of Pinvin Memorial Hall.

The meeting closed at 9.35pm

Signed
Acting Chairman

Date.....

Appended Parishioner's comments:

Parish comments were covered in the Annual Parish Meeting held immediately prior to the Annual Parish Council meeting which discussed traffic speeding issues from 5am in the mornings throughout the day and were predominantly tractors and large lorries travelling to Rotherdale Farm. Cllr. Tucker asked the residents if possible, to take vehicle registration numbers, dates and times and pass them to herself and that she would take this up directly with Rotherdale Farm. 30mph Wheelie Bin signs were asked to be considered. Cllr. Tucker agreed to investigate this.

Discussions also took place regarding parking around the school which will be alleviated once the new traffic order takes effect. It was discussed whether the school turning area for bus parking could be tightened up as many parents were using this for parking and dropping off which meant that sometimes buses were protruding onto the road.

Presentation by Mark Mills from WCC re Pinvin Crossroads Scheme.

- Pinvin crossroads scheme delivered by WCC Term Contractor, Alun Griffiths
- Scheme due to commence in September 2019
- Completion date Spring 2020
- Plans relating to scheme as approved by WCC Planning available online, see http://www.worcestershire.gov.uk/news/article/1761/pershire_infrastructure_improvement_scheme_latest_updates
- Scheme will work and benefits in queue times as stand alone
- Full benefits will not be in place until Key Tech Link Road delivered, (currently expected to complete Spring 2021)
- Pinvin scheme fully funded and paid for mainly by Developer contributions (£106 million)
- Contractor currently building up Target Price and Programme to deliver scheme
- Major utility diversions required which will be managed by the Contractor
- Scheme will be completed without the need for road closures, except some night closures for re-surfacing
- Further update/ briefing once start date is confirmed