

PINVIN PARISH COUNCIL

DRAFT Minutes of Meeting of Pinvin Parish Council held at Pinvin Memorial Hall on Tuesday 4th February 2020 at 7.30pm

Present

Cllrs S Mitchell (Chairman), D Biddle, T O'Dell, K Rowe, R. Coates, S. Boyden.
Cllr. L Tucker (District and County Councillor).

1. **Apologies for absence-** Cllr. Mustard. .
2. **Declarations of Interest-** None.
3. **Parishioners' comments-** None
4. **Minutes of meeting held on Tuesday 14th January 2020**
Cllr. Rowe Proposed and Cllr. Biddle Seconded that the Minutes were a true and accurate record. All in favour. The Minutes were duly signed.
5. **Matters arising from 14th January 2020.**
 - Parking issues at the school - *Cllr. Tucker agreed to keep Kieren Hemstock in the loop and to speak to WDC Traffic Wardens. Councillors agreed to organize another afternoon monitoring the site in the next couple of weeks.*
 - Playdale Retention due to faulty workmanship on play are – The Clerk wrote back to Playdale stating that having had no response to our email of the 5th January we will give them 7 days to respond and failing to hear at that point will assume that they do not wish to complete the contract and remedy the defects. This being the case we will retain the Retention sum of £1999.92+ VAT. An email received on 3rd February from Playdale asked for a few days for them to investigate matters at their end.
 - Pinvin Crossroads and Issues with streetlights – Cllr. Bowden report below.

New works

Temporary traffic lights are due to be installed on 27th January and will be in position from beginning of Feb 2020 to end of project approximately late summer early autumn.

Diversion traffic route is using the new slip road installed for the Pinvin/Evesham traffic. The traffic island will be removed, allowing 3 lanes of traffic to be switched and access to/from Main Street.

Cllr. Boyden asked for information regarding the Health and Safety Plan details for site security/safety and what allowance has been made for pedestrians to negotiate the works safely, away from plant, road traffic, processes and excavations. Mark Mills reported that the east side pavement along new cut road to be open from the first week of February. To access the west side to cross the A44, pedestrians to be signed to cross Main Street at Spion Kop, continue down Main Street to used newly surfaced path at the front of Serace, to temporary crossing of the A44. Pedestrians will not access grass by current crossing points. Paths will be open to allow safe pedestrian access.

Reinstatement of verge/service strips

Cllr. Boyden asked Mark if he is able to provide a timeline for the reinstatement of verges and service strips following previous excavations. Mark Mills reported that path reinstatement will begin February 2020.

Vibration levels.

Further to our previous discussions regarding the excessive transfer of vibration from the site, can you confirm if a Condition Survey has been carried out, considering the potential for damage to the adjacent properties to these works? - Vibration acknowledged, recording of current building condition was offered for identifying any damage caused.

Blocked road.

Following the end of Main Street being blocked without notification for 4 hours on the morning of Saturday 21st December, essentially blocking in 4 properties on the Saturday before Christmas. What measures have been put in place to ensure this does not happen again. Mark Mills

reported that WCC are now taking control of the traffic management as opposed to utility suppliers.

Mark Mills further reported:

Link road currently ½ week behind program.

Current planned closures of Terrace Road are February Half-Term and 2nd week of Easter 2020. 1 further closure expected to line mark the carriageway at end of project.

The end of Main Street adjacent to New House, to be resurfaced at the end of the project due to previous deterioration and recent excavations to align services for the junction project.

Mark Mills has offered to contact Pinvin Clerk to arrange his attendance to the March PPC meeting to update the Council in person. Cllr Boyden to chase this up and to report back on the streetlight issues.

- Cllr. Mitchell and Cllr. Biddle to arrange a visit to White Logistics and Storage Ltd to see how everything is going with the new warehouse.
- Renew Streetlights/Prysmian- Mark Coulson of Prysmian is currently preparing a price which should be with us any day. The two replacements are for outside the Coach and Horses Pub and on Church Lane and are both solar powered.
- Broadband Funding for Parish Councils- Cllr. Mustard agreed to investigate this and look into local Broadband speed. No update received at present. *Cllr. Mustard to report back to the next scheduled Parish Council meeting.*
- Lengthsman Liaison. Cllr. Mitchell asked Cllr. Boyden if he would be interested on taking on the role of Lengthsman Liaison. Cllr. Boyden agreed. *The Clerk agreed to send details for information.*

6. Finance

a. Current Balances at 23rd January 2020

Current Account	£ 4,718.73
Business Account	£ 25,383.87
Total	£ 30,102.60

b. Receipts- Lloyds Bank Interest £1.08, WCC Lengthsman £79.70. **TOTAL £ 80.78**

c. A Formal Bank Account Reconciliation at 23/1/2020 was reported to the meeting and signed as a true and accurate record and reconciled by Cllr. Coates.

d. Payments to be reported: 4th February 2020

C Hirst Clerk Expenses to 4/2/20	£ 57.80
Carole Hirst November salary to 5 th February	£357.53
HMRC November to 5 th February	£ 39.40
Wyre Piddle PC (Shared paper cost)	£ 4.79
Thomas Bancks Solicitors	£637.20
TOTAL	£ 1,096.72

The payments list for 4th February 2020 were Proposed to be approved for payment by Cllr. Biddle and Seconded by Cllr. Coates. All in favour.

- e. The Clerk reported that the Parish Council Grounds Maintenance Contract was scheduled for renewal for 2020/21. Discussions have taken place with New Farm Grounds Maintenance regarding extending the contract for a further year. This is scheduled to be discussed at an Extra Ordinary Parish Council meeting on Tuesday 3rd March 2020.
- f. The Chairman asked that the Parish Council consider the Parish Council providing more defibrillators with the parish. Locations were discussed. This matter was deferred to the Extra Ordinary Parish Council meeting on the 3rd March 2020.
- g. Memorial Hall Door replacement. Cllr. Mitchell reported that the Memorial Hall door needed replacing at an estimated cost of £900. Cllr. Mitchell agreed to talk to the Memorial Hall committee regarding calling a meeting to discuss the finance.

7. Planning

19/02755/FUL- Agricultural Land, Abbey View Rd, Pinvin- Construction of new Petrol Filling Station as approved under planning reference 19/00602/FUL – Variations of Conditions 3,6,7,8,9,10,11,12,13,18,19,20,22,23 and 24. CONSULTATION to 10th Feb 2020. Cllr. Mitchell to draft a response for circulation for the Clerk to submit once agreed.

8. The Projects

a. Older Children Play Area

Cllr. Boyden reported that the tarmac inspected and confirmed as suitable quality, as long as current moss and leaf mould is removed as soon as possible. Repair of area where tree roots have broken the surface not considered an economic repair as would require the tree removal and roots excavated. Suggested shelter be at this end to allow the flat surface to accommodate the basketball hoop. HFN landscapes currently have a renovated shelter that the Parish Council may feel suitable. This is metal in construction, similar to the bandstand in Abbey Park, Pershore; so less liable to damage. Cllr. Boyden agreed to get a photo of the proposed Teen Shelter.

Cllr. O'Dell asked for volunteers to help with clearing the Tarmac area for the play project. Cllr. Biddle suggested that it be cleared and left in a heap for collection at the end. Cllrs Biddle and Coates agreed to help with this.

b. Community Orchard

There has been no further progress since the last meeting. Cllr. O'Dell suggested that the local Guides might be interested in doing some designs based around the Community Orchard. She agreed to explore this.

9. Correspondence

- **27/1/20- SWDP Review - Briefing for Parish and Town Councils-**Tuesday 31 March 2020, Guildhall, Worcester- Cllr. O'Dell agreed to attend the 3.15pm meeting. The Clerk agreed to book the place for her.
- **28/1/2020- Keep Britain Tidy- Great British Spring Clean 2020.** Cllr. O'Dell commented that she would see if this is something that the Guides could get involved in subject to the necessary liability insurances.

10. Reports.

District/County Councillor: Cllr. Liz Tucker.

Cllr. Tucker reported that she had met with the local M.P. Nigel Huddleston who had commented that he could not get involved in one parish over another with regards to the SWDP Review. Cllr. Tucker reported that the parish cluster looking at the Throckmorton Airfield development need to now look at the next stage. There is currently consultation taking place on the revision of numbers and data required for their formulas. Figures for the SWDP and numbers of dwellings required were originally based on historical information. More up to date information is now being sought and the results of this will be known around November time and whether that will affect the original dwelling figures.

Cllr. Tucker reported that a further planning application had been received on the filling station site at Pinvin which will impact on Wyre Piddle. This application is in the name of Euro Garages. Changes are an amended lighting plan and landscaping plan and amended description of the development to tie in to planning application 19/00613/FUL. There are less pumps and the car wash has been taken out. Cllr. Mitchell agreed to draft a planning response for circulation to Councillors before submitting to the planning portal.

Cllr. Tucker reported that the new "Hopper Bus" contract approach. However, no-one has yet been in touch with herself. WCC are looking at the Worcestershire Passenger Transport Strategy which must to be considered when WCC has just £200,000 in the budget.

11. In view of the confidential nature of the business about to be transacted the Council will consider a resolution to exclude the press and public from the meeting in accordance with the Public Bodies (Admissions to Meetings) Act 1960, s1, in order to discuss the item

12. Cllr. Mitchell Proposed and Cllr. Rowe Seconded that the Parish Council moves for the exclusion of the Public due to the confidential nature of the Business.

12. Staffing Matters.

Cllr. Mitchell suggested that following the 2nd anniversary of the Clerk's appointment and performance evaluation that the Clerk was due an incremental pay increase. Cllr. Mitchell Proposed that the Clerk pay be moved to SCP 15 from SCP 13 representing a pay increase of £0.46 per hour and an annual increase of £ 191.36 to £4,954.56 backdated to 1st January 2020. Cllr. Mitchell Proposed and Cllr Rowe Seconded that this be approved. All in favour.

Date of next meetings – Tuesday 3rd March 2020 at 7.30pm- Extra Ordinary Meeting to discuss Financial Topics Only.

Tuesday 17th March 2020 Ordinary Parish Council Meeting at 7.30pm

The meeting closed at 9.15 pm.