

HONEYBOURNE PARISH COUNCIL
Worcestershire

To all Members of the Council

You are hereby summoned to attend an ordinary meeting of the Parish Council to be held at the Village Hall on Tuesday 13th November at 7.30 pm for transacting the following business only.



John Stedman: Clerk to the Council

04 November 2012

Meeting Agenda

1. **Apologies:** To receive apologies and agree the reason for absence:
2. **Disclosures of Interests** in any items on the agendas
 - a) Register of Interests: Members are reminded of the need to update their register of interests.
 - b) To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
 - c) To declare any Other Disclosable Interests in items on the agenda and their nature. Councillors who have declared a Disclosable Pecuniary Interest, or Another Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, must leave the room for the relevant items. Failure to register or declare a Disclosable Pecuniary Interest may result in the commission of a criminal offence.
3. **Dispensations:**

To consider any members written requests for disclosable pecuniary interests' dispensations.
4. **Chairman to Move:** The meeting be now adjourned for Open Forum
Open Forum:

Residents are invited to give their views and question the Parish Council on issues on this agenda, or raise issues for future consideration. Brief notes on Open Forum may be appended to the minutes. Members of the public are very welcome to remain for the remainder of the Parish Council meeting however they may not speak or contribute unless requested so to do by the Chairman.

To Receive County & District Ward Members Reports.
County Council - Cllr. Tom Bean.
District Council - Cllr. Alistair Adams.
5. **Chairman to Move:** To close the adjournment.

Mr Alexander will give a brief presentation of the re-development of Fancutts Garage

Representatives from the Domestic Fowl Trust will be in attendance to answer questions on the proposed application for a Zoo license.
6. **Minutes:**
 - a) To agree the wording of the minutes of the October 9th Council meeting - *circulated via email*
7. **Clerk's Progress Report:**
 - a) Trading account now open at BPS building supplies at Bidford
 - b) An informal meeting with Village Hall and VISA representatives
 - c) Backup CD of Parish Council files given to the Chairman for remote storage.
 - d) High Street parking problems response from County Highways & the Police
 - e) Bollard replacement in Brick Walk is completed
 - f) Posting the Code of Conduct on the website and sending it to WDC
 - g) Email to planning enforcement ref: High Street building site parking on yellow lines
 - h) Email received regarding the traffic lights on the railway bridge are not cyclist friendly.

8. Planning: Lead Members Cllrs. Andy. Attridge, Sandra Kendrick and Mike Powell
Applications for Council's Consideration. None at this time

9. Planning Decisions to Note:

10. Planning Matters –

- a) To receive the Clerk's report on the neighbourhood plan forum and to consider initiating a Honeybourne Neighbourhood Plan. –*Report circulated (blue)*
- b) To consider the use of the section 106 funding from the new village developments – matter suggested by Cllr Alistair Adams
- c) To report on the letter received from Peter Luff MP - *circulated (blue)*
- d) To consider writing to the utility companies regarding infrastructure upgrades for the potential 189 new houses; *Suggested by Cllr Trish Probert*
- e) WCC consultation on future plans for mineral extraction and processing –*circulated by email*

11. Grange Farm Development:

- a) To consider any issues or members reports on the Grange Farm presentation on 26th October
- b) To receive the Clerk's Q&A report from the presentation - *circulated*
- c) To consider the retention or adoption of the stone barn on the High Street boundary of the Grange Farm site. *pictures circulated*
- d) To report on the Weston Road speed limit proposals from County Highways. *-circulated*
- e) To consider if any representation is required regarding street lighting on the development.
- f) To consider creating a Welcome to Honeybourne pamphlet for the new residents of Honeybourne

12. Cemetery & Churchyard: Lead Members Cllrs David George and Sylvia Matthews.

- a) To report on the interment of David Herbert in Grave No 3C
- b) To report on the purchase of an exclusive right of burial for plot 4C to Mrs Herbert.
- c) To consider refurbishing/relaying the Churchyard brick pathway as requested by the Vicar – *I advise a members inspection*
- d) To report on the welding of the cemetery gates

13. Street Lighting – Lead Members Cllrs. Trish Probert and David Cowan

- a) To report any new street lighting faults

14. Public Rights of Way (PROW): Lead Members Cllrs. Trish Probert and David Cowan

- a) To consider a letter of resignation from the PPW Mr Doug Rushton *-circulated*
- b) To consider filling the vacancy of the PPW post.
- c) PROW matters to be reported to County Council.

15. Highways: Lead Members Cllrs. Trish. Probert and David Cowan

- a) Highway matters to be reported to the County Highways.
- b) To report on the tree canopy reduction in Brick Walk.
- c) To consider any new proposals for Gloster Ades being designated as a "Quiet Lane"
- d) To consider the County Highways response to new sites for the VAS
- e) To report on the on the response from Cllr Tom Bean ref: two letters sent 11th October
- f) To consider the County Highways response to the request for a 30mph zone extension as requested in the letters to Cllr Tom Bean - *circulated*
- g) WCC letter Addition of a Byway HY556 referred to the Secretary of State

16. Lengthsman Cllrs. Trish Probert and David Cowan

- a) New matters to be reported for the Lengthsman's action.

17. Village Handyman

- a) New matters to be reported for Handyman action.

18. The Leys Playing Field

Lead Members Cllrs. Graham Clelland and David Cowan

- a) To consider the regular monthly visual inspection. (*Cllr Graham Clelland to report*)
- b) To report on the progress of the play area fencing and consider requesting permission to install it from WCC
- c) To report on dog control order signs, possibly available from WDC
- d) To report on issues concerning the public liability insurance on The Leys goalposts
- e) To report on the phone call from Mrs Turner of Brick Walk complaining over irresponsible parking by footballers on Sunday 28th Oct. Paul Benfield was immediately informed.

19. VISA & Recreation Field

Lead Members Cllrs. Graham Clelland and David Cowan

- a) To report on the progress with the Conveyancing of the lease
- b) To consider the amended draft lease for the recreation field (if available)
- c) To consider the Clerk's report on an informal meeting with VISA – *circulated yellow paper*
- d) To consider the proposed actions set out in the Clerk's report.
- e) To consider recreation field hedge cutting and ditch mowing by Hightrees.

20. Village Hall:

- a) To consider the Clerk's report on the informal meeting with Village Hall representatives – *circulated green paper*
- b) To consider the reports option for the transfer of land from Taylor Wimpy to a parish organisation.
- c) To consider reports option for the Parish Council becoming a trustee of the Village Hall charity.

21. PACT:

Lead Members Cllr. Brian Johnson

- a) To consider any matters to be reported to the police
- b) To report on the Neighbourhood Watch newsletter distribution to members

22. Stevenson Way:

- a) To receive any new correspondence
- b) To report on the letter sent regarding the commuted sum offer

23. Broadband and IT matters

Lead Member Cllr Peter Brookes

- a) To receive a report from Cllr Peter Brooks - *circulated*
- b) To consider any actions in support of the report and Broadband matters

24. Allotments:

To receive a management report from Cllr David George

25. Newsletter:

To receive the Clerks report on the November publication

26. Finance:

- a) To consider for approval the Payments, Receipts and Balances schedule – *circulated (pink)*
- b) To receive a letter from WDC regarding parish precepts - *circulated*
- c) NALC Policy Briefing – Precept Update - *circulated*

27. Matters Raised by Members

for Consideration or Items for Future Agendas.

28. Correspondence for Consideration –

- a) Letter from Honeybourne Funeral Services regarding business access - *circulated*
- b) WCC Winter maintenance services and grit bins - *circulated*

29. Correspondence To Note:

- a) Came & Co Autumn newsletter
- b) Act Local In Worcestershire
- c) Best practice for oil buying groups
- d) Clerks and Councils Direct
- e) WCC The NEW Evesham Abbey Bridge & Viaduct

30. Meeting Dates

- a) To confirm the next Ordinary Meeting scheduled for the 11th December at the Village Hall at 7.30

Meeting Reminders: Precept meeting Monday 12th November @ Trish's.

31. Exclusion of the Public from the Meeting. To agree the following resolution: -

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw

32. Mowing Contract:

- a) To open, verify and consider the returned tender documents and select a preferred contractor.

Five sets of tender documents were issued to contractors: -

Hightrees
Gardens By Design
Thomgarden
Limebridge Rural Services Ltd
B A Parkinson

33. Staffing

To consider the Clerk request for extra working hours – *request circulated*

End