

**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 13<sup>th</sup> August at 7.30 pm for transacting the following business only.



John Stedman: Clerk to the Council

04 August 2013

**Meeting Agenda**

**Prior to the meeting Mr Ken Watkins will present an overview of his intended project management scheme of the VISA field.**

1. **Apologies:** To receive apologies and agree the reason for absence :
2. **Disclosures of Interests:**
  - 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. **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.  
  
**County and District Council Ward Member:**  
Cllr. Alistair Adams to report on the re-surfacing of Bretforton Road.
4. **Chairman to Move:** To close the adjournment.
5. **Minutes:**
  - a) To consider and agree the wording of the July Council meeting minutes - *circulated via email*
6. **Clerk's Progress Report:**
  - a) the northern extension of the 30 mph zone on Station Road
  - b) Replacement of the Bretforton Road street name sign on Fir Tree corner
  - c) Power outages reported and telephone response
  - d) GCC Highway response
  - e) Severn Trent Water Major works at Corner Farm and the Gate Inn pumping station *Note 1*
  - f) Camping on the Leys *Note 2*
  - g) Westbourne footpath resurfacing
7. **Planning Applications for Consideration:** Lead Members Cllrs. Andy. Attridge and Mike Powell.
  - a) W/13/01460/LB Mr Guppy, The Forge House, 6 School Street Demolition of a Sauna and replacement of windows to the rear ; *this was dealt with by the Clerk under delegated power, the Council has no objection or comment on the application*

- b) **W/13/00719/OU:** Mrs V R Hall, Mr A J Shorey & Mrs E A O'Sullivan Outline application residential development comprising of up to 14 no. dwelling houses, access road, area of open space and drainage improvements.

**Application deferred** pending a meeting with the Environment Agency regarding flooding – Members to report on the meeting held 5<sup>th</sup> August.

#### 8. Planning matters:

- a) Grange Farm planning matters – email from Kathrine Ventham - *circulated*
- b) Stevenson Way Balancing Pond legal matters - email from Eleanor Bonham *Note 3*
- c) To consider street naming suggestions for the Lioncourt development *circulated*
- d) To report on enquires to H&SE into the use of land on the Lioncourt site for recreation use

#### 9. Council and Community Matters for Consideration–

##### a) Mowing contract:

- i) To consider the email response from the mowing contractor regarding a complaints letter sent from the July meeting - *circulated*
- ii) Contractual weed spraying report from members

- b) **Post Office:** To report on the High Street Post Office closure on 3rd September 2013 and relocation of services.

- c) **Spare Leys keys:** To consider the relocation of 'Spare Leys keys' formally kept at the Post Office

- d) **New Noticeboards:** To consider information on aluminium noticeboards

- e) **New Homes Bonus:** To consider the new homes bonus and annual report for advanced payment – *circulated*

- f) **Wychavon Sports:** letter confirming entry to 3 games.

#### 10. Finance:

- a) To consider the membership renewal for the Cotswold Promotion group £10.00

- b) To consider for approval the Payments, Receipts and Balances schedule – *circulated (pink)*

- c) To report on the NJC Clerk's pay scale increase of 1% as from April 2013

#### 11. Audit:

- a) The 2012-13 annual return is complete and returned with no matters of concern.

- b) The audit closure notice has been placed on the village noticeboards as required by the auditor.

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

- a) To receive the Clerks report on the remedial works to the brick pathway.

- b) To report on handyman works carried out in the cemetery

- c) To report on an added memorial inscription for Arthur Edkins

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

- a) To receive the PPW's report on the footpaths and any new matters in need of attention.

- b) To report on PROW 537B Gate Inn to the Church; bridge repair works carried out by our Handyman and the agreement of funding from County Council.

#### 14. Highways: Lead Members Cllrs. Trish. Probert and David Cowan.

- a) To receive highway matters to be reported

- b) To report on the progress with Bretforton Road repairs

- c) To receive the Clerks report the VAS deployment and infringement counts

- d) To report on correspondence received regarding the BOAT HY 556

#### 15. Lengthsman and Handyman: Cllrs. Trish Probert and David Cowan

- a) To receive the Clerks report on jobs done or reported.

- i) Ditch clearance in School Street

ii) Bench repair in the Gloster Ades bus shelter

**16. The Leys Playing Field** Lead Members Cllrs. Graham Clelland and David Cowan.

- a) To receive the weekly visual inspection report for the Leys and consider and recommendations.

**17. Allotments:** Lead Member Cllrs David George

- a) To receive a management and progress report from Cllr David George and the Clerk.

**18. VISA Field and VISA Ltd.**

- a) To consider engaging Mr Ken Watkins as project manager for the funding and development of the VISA field.
- b) To consider a letter from VISA Ltd. requesting financial support. - *circulated*
- c) To consider sending a letter to The Gate Inn Football Club and VISA Ltd. outlining the council's policy on the use of the Leys for football matches.
- d) To consider the VISA Ltd. meeting minute giving exclusive use of the VISA field football pitch to the Gate Inn team – this may be in contradiction of the lease – a query has been sent to VISA Ltd.
- e) To consider on behalf of VISA Ltd making an application to Severn Trent Water for a water supply on to the VISA Field.
- f) To report on emails, meetings and phone calls - *circulated*

**19. Community Centre & Village Hall**

- a) To receive any reports on the Community Centre project. Letter from Paul Taylor -*circulated*

**20. Matters Raised by Members for Consideration or Items for Future Agendas.**

- a) **Cllr Peter Brookes:** The Rural Community Energy Fund –*circulated by email*

**21. Correspondence :**

- a) Festival Housing Strategic Plan 2013-18
- b) CLPG Newsletter
- c) Rural Fair Share petitions – *circulated by email*

**22. Meeting Dates**

- a) To confirm the next Ordinary Meeting is scheduled for the 10<sup>th</sup> September at the Village Hall at 7.30

End.