

## **Honeybourne Parish Council Minutes**

Minutes of an Ordinary Meeting held at the Village Hall on 14<sup>th</sup> June 2011 at 7.30pm

Prior to the meeting at 7:00pm the conservation officer Jim Burgin from WDC gave a presentation on the review of the Honeybourne conservation area. A report is appended to the minutes

**Present:** Councillors: - P. Cole, S. Kendrick, S Matthews, A. Simmons, B. Lomax, T. Probert, D Cowan and G Clelland.

**In Attendance:** Mr J. Stedman (Clerk), Cllr. Alistair Adams & Doug Rushton

With the absence of the Chairman and the Vice Chairman the Council elected Cllr. Graham Clelland to chair the meeting.

Before the meeting, Cllr. Graham Clelland signed his declaration of office as agreed by Council at the May meeting.

**32. Apologies** were accepted from: Cllrs. Andy Attridge & Brian Johnson

### **33. Disclosures of Interests**

**a.** To declare and disclose any personal or prejudicial interests in items on the agenda.

**Personal Interests:** Cllr. Ben Lomax in allotment matters

**Prejudicial Interests:** None declared

**b.** **Cllr. David Cowan** confirmed he has returned his register of interests to the monitoring officer at WDC within the 28 day requirement, a copy was given to the Clerk

**34.** The Chairman adjourned the meeting for public open forum

#### **Public Open Forum –**

Mr Rushton made representations which are appended to these minutes

The Chairman closed the adjournment at 7.45

**35. Minutes:** The minutes of the May 11 meeting were approved by Council and signed by the Chairman as a true record.

### **36. Consideration of the Clerk's Report on Matters in Progress:**

**a)** Publication of the Council's newsletter; this was now printed by WDC and delivered by the Clerk to Cllr. Clelland for distribution later in the week. Council agreed to pay the three distribution team members £30, £25 and £25 for delivering the 660 copies. Cllr. Clelland will deal with individual payments.

**b)** The E-on invoice for the Mickleton Rd light replacement has been forwarded to Network Rail for the promised reimbursement and a chase up email sent as no response was received in the last two weeks.

**c)** Request to PCSO to monitor High Street Parking was sent and confirmed

**d)** Request to the Police to carry out speed enforcement action on Station Road. The reply indicated the police would not be taking further enforcement action and the request was passed to the Safer Road Partnership for their consideration.

**e)** Swing seat cleaning and bench repairs on The Leys playing field, this was completed by the Handyman

**f)** Ted Haines's ability to work; Ted is currently hospitalised and unable to work, The Clerk suggested the Council temporarily use John Hyde from Pebworth to carry out handyman tasks and council agreed to the suggestion.

**g)** Vacancy on the Council, one parishioner had declared an interest and would be considered at the July meeting as the vacancy was published in the current newsletter.

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### 37. Planning – None at this time

### 38. Planning Decisions to Note –

- a. W/11/00508/PN Ranch Caravan Park, Station Road, Proposal: Application to vary condition 9 of planning permission W.10.01797.PN to include 150 touring caravans  
Granted with 1 condition

### 39. Cemetery & Churchyard

- a. The Clerk reported the replacement of the chain-link fencing installation was still in progress and would be completed shortly.

### 40. Street Lighting:

- a. **Lighting faults** reported: None at this time.
- b. Part-night light timers; After the Clerk informed the meeting of the changeover costs and the savings on energy, maintenance and the environment the Council agreed in principal to progress the scheme. The details of costs and savings along with the on/off times will be published in the August newsletter and re-considered after the public have had an opportunity to respond to the proposals.

### 41. Public Rights of Way – (PROW).

- a. The PPW reported he had spoken with Network Rail engineers over the restriction on ROW 506 & 521 and the problems would be resolved shortly when the track works were completed
- b. The Bridle Way off Bretforton Road is very restricted with bushes and further dumped rubbish, The Clerk will contact the landowner again over the matter and request it is fully cleared.
- c. ROW 514 at Meadow Walk was reported blocked by undergrowth; Council agreed the Handyman should trim the path to clear the blockage.
- d. The footpath from Weston Road to High Street was reported blocked by undergrowth; Council agreed the Handyman should trim the path to clear the blockage.

### 42. Highways:

- a. The following highway defects are to be reported for attention.
  - a. The fire hydrant in High Street is leaking slightly – to be reported to H&W fire authority
- b. The 30 MPH signage confusion on the Station Road Bridge. A response from the WCC highways engineer stated the new signs north of the bridge are temporary and new traffic orders to extend the speed limit are being investigated.
- c. Members noted the WCC road closure notice for Buckle Street on June 25<sup>th</sup>
- d. “**No Dog Fouling**” signs for Station Road. Following a members report on excessive dog mess on the footway of Station Road, Council agreed to request three new signs from WDC and to ask the Handyman to install them.

### 43. Lengthsman

- a. Matters to be reported for action –
  - i. To cut back the hedge and bushes on the Mickleton Road junction to expose the grass verge around the streetlight. – It was agreed the Handyman should carry out this clearance.

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### 44. The Leys Playing Field

- a. **Monthly visual inspection** – Cllr. Clelland reported a seat slat was broken in half and partly removed leaving it in a hazardous state; Cllr. Clelland removed the slat making the seat safe, he further reported a hole had been cut into the rubber safety surface which requires filling to prevent further vandalism. Also a crack has appeared in the safety surface which needs filling to prevent water ingress and further problems. It was agreed the Handyman should attend to these matters.

### 45. VISA:

- a. Cllr. Ben Lomax reported the VISA fun day last Saturday had gross takings of £924. Mr Chivers has joined the VISA group and will be engaging Mr David Hall, a Solicitor from Bidford to finally attain limited company status and draft the necessary lease with the Parish Council for the recreation field. A VISA meeting is arranged for Monday 20<sup>th</sup> to move the incorporation forward and The Parish Council Clerk and Chairman are invited to attend. The terms of reference between the Council and VISA were discussed as the VISA Chairman considered the document wording was obstructing progress and he wished it to form part of the discussions with Mr David Hall regarding the implementation of the limited company and charity status.
- b. **Flags:** The Council considered the VISA request to purchase flags as requested by Mr Rushton and declined to do so as the design details were confusing and the usage uncertain. The decision will be made known to Mr Rushton.

### 46. Allotments:

- a. **Water Supply:** The Clerk reported on the disconnected water supply and the efforts made in having it reconnected. After considerable correspondence with all parties Mr Godman kindly agreed to temporarily reconnect the supply until the new supply is installed by Severn Trent Water. Members noted all the correspondence on the matter.
- b. **Water usage:** Council agreed to the request from Mr Godman for water usage reimbursement as the allotment supply is via his water meter.

### 47. Litter Picking

- a. Correspondence from WDC, WCC regarding highway litter picking and the Lengthsman was considered to be confusing in terms of responsibility and it was agreed the reimbursements previously received by the Parish Council were no longer available. Information gained by Cllr. Adams confirmed FOCSA were contracted to carry out litter picking on the main routes through the Parish every two weeks. The Council agreed to request the FOCSA litter picking records in the last 12 months.

### 48. Matter Raised by CALC –

- a. **The Worcestershire Agreement** – A questionnaire on the agreement was circulated to members and returned to the meeting. The Clerk will summarise the returns and respond accordingly
- b. **Traveller Sites:** The government consultation on Planning for Traveller Sites. Members considered it would be appropriate for Cllr. Johnson to respond on behalf of the Council, Clerk to make the request to Cllr. Johnson.

### 49. Finance:

- a. The payments and receipts as listed in appendix A were approved for payment and the cheques signed accordingly.
- b. The Clerk reported stopping cheque no 894 as it was lost through a change of postal address. The cheque was subsequently returned to the Clerk by Royal Mail.
- c. Council considered a grant request from Honeybourne Youth Club and agreed to pay £125.00 towards the hire fees of the Village Hall. The payment will be made directly to the Village Hall as a credit for the Youth Club.

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- d. Council considered a contribution application to the Shakespeare Line Promotion Group and declined the request.

#### 50. Matters raised by members and items for future agendas;

- a. **Cllr. Graham Clelland** – Party in the park (on the Recreation Field) for the Queens Diamond Jubilee – It was agreed in principal to fully support the party in the park with any agreed funding only being used for celebration and not fund raisings events. The event will be organized in conjunction with VISA and further financial consideration will be given at the precept meeting later in the year.
- b. **Cllr. Trish Probert** – The poor state of the telephone box in the High Street; Cllr. Adams offered to investigate the ownership of the kiosk with the District Council and report to the July meeting.

#### 51. Correspondence for Consideration

- a. WDC Strategic Housing Land Availability Briefing – Cllrs. Ben Lomax and Sandra Kendrick agreed to attend the briefing and report to the July meeting

#### 52. Correspondence Noted –

- a. WDC Land drainage maintenance of water course, 3 letters for: - David Bliss, J Godman & D Valender all stating a satisfactory ditch clearance
- b. Clerks & Councils Direct
- c. Sovereign Play Equipment

#### 53. Meeting Dates:

- a. It was confirmed the next Ordinary Meeting of the Council scheduled for 12<sup>th</sup> July at the Village Hall **at 7.00 pm**. 30 minutes early to allow time for the Sharba Homes presentation

54. There being no further business the Chairman closed the meeting at 10.20 pm.

Chairman \_\_\_\_\_

Date \_\_\_\_\_

#### APPENDIX A: FINANCE

##### PAYMENTS AUTHORISED

Jun-11

Cheque No.	Payee	Details	Total Payment	VAT Element	Net Payment
901	FG Haines	Handyman	211.98		211.98
902	Westhill	Stationary	158.35	26.40	131.95
903	CAB	Donation	100.00		100.00
904	T E Bury	Architect fees Leys car park	309.00	48.00	261.00
905	Geoff Bradley	Internal Audit	100.00		100.00
906	Niki Speak	Allotment deposit refund	20.00		20.00
907	E-on Energy Services	Mickleton Rd Streetlight	1,222.80	203.80	1,019.00
908	Hightrees	Mowing Contract	492.00	82.00	410.00
909	Mr J Godman	Allotment water charges	104.72		104.72
910	J Stedman	Clerks Salary and Expenses	667.38		667.38
			3,386.23	360.20	3,026.03

##### All paid up Account Balances

CURRENT ACCOUNT	£6,573.01
DEPOSIT ACCOUNT	£37,999.37
<b>TOTAL FUND BALANCE</b>	<b>£44,572.38</b>

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### Meeting Reports

#### Mr Jim Burgin, Conservation Officer

Report on the presentation by the conservation officer Jim Burgin on the review on the Honeybourne conservation area.

Mr Burgin informed the meeting that his presentation was an informal start to the long overdue review and the full consultation process would follow shortly. The Honeybourne conservation area was set up in 1975 and has had little change. This new review will consider the conservation area boundaries, landscape and archaeological features, buildings, and visual aspects of the village. The updated and adopted conservation area document will form an important part of the planning process for any future village development. After indicating some proposed changes on a plan of the village where areas were added and some removed he requested the Parish Council to consider the proposals at their July meeting and following that a draft proposal would be made available for a full public consultation which would take place at a meeting in the Village Hall. Documents and plans would be sent to the Clerk for circulation.

#### Report from Mr Rushton

##### PPW Report

He informed the meeting that the bridle way 506 off the Bretforton Road was now very blocked with further rubbish dumping and vegetation growth and requested action be taken to clear the problem. Footpath 514 from High Street to the sheep field was also very overgrown and required clearing but the scale of the work required was beyond his capabilities.

##### VISA report

##### Queens's jubilee

Mr Rushton proposed that an event is organised by VISA and the Parish Council to celebrate the Queens jubilee in 2012 and asked for assistance from the Council. He requested that the organizing starts in the near future to ensure the event is correctly organized and supported.

##### VISA Incorporation

Mr Rushton informed the meeting that Mr Chivers has joined the VISA committee and would take forward the incorporation process for VISA to gain limited company and charity status. Mr Chivers has proposed to arrange a meeting with a solicitor from Bidford on Avon which will take place shortly to start the process of incorporation. Mr Rushton attributed the long delay in gaining incorporation to the Parish Council as he considered the Council had ill-informed VISA on the procedures required and were obstructive in the terms of reference between the two parties.

##### Flags

Following his request to the Council to purchase 2 flags he said the flags proposed by the Clerk were not suitable for his purpose and would not fulfil his needs. He offered a personal donation of £50 for the purchase insisting on better quality flags with a rope guide sown in.

Mr Rushton left the meeting without giving an opportunity for questions or comments to be made.

##### Ward Members

Cllr. Alistair Adams

**Prepared by Alastair Adams – Honeybourne & Pebworth Ward,  
Wychavon District Council**

This is my first report as District Councillor, Firstly I would like to express a BIG "Thank You" to everyone who voted for me.

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The results were:

I received 649 votes, Tom Bean received 327, which gave me a 66.5% of the vote. There was a 51.86% turnout which is historically very high.

I attended the count on Friday 6<sup>th</sup> May at the Pershore Leisure Centre, and as soon as the results were announced, the work began! The first meeting was on Saturday 7<sup>th</sup> May at 11am, and I have since attended a meeting virtually every evening of the working week. Many of these meetings are for training so I can quickly learn how a council operates, and how hopefully I can make best use of the Council resources to help all residents of Honeybourne & Pebworth.

The first District Council meeting of the new council was held on Tuesday 17<sup>th</sup> May at 6.15pm. At this meeting a new Chairman was elected- Tony Miller, and Vice Chair – Richard Morris.

The Leader of the council, Paul Middlebrough was re-elected and he appointed his Executive Board (the cabinet) as Judy Pearce(Planning, Infrastructure and Housing), Audrey Steel(Localism), Bob Banks(Resources), Ron Davis(Community and Personal Health and Welfare), Tom McDonald(Economic Development, Skills and Transport), & Emma Stokes(Environment and Contracted Services)

I was appointed to join the Overview and Scrutiny Committee.

The Leader expressed his opinion that the main issues for the council in the coming year are the Localism bill, and the South Worcestershire Development Plan. I will keep you informed how these 2 issues will affect our villages once I have more information.

The main local issues I have been involved with so far are:

1. Worcestershire County Council's proposed new bus routes that affect Pebworth – I have spoken to various residents, and they have completed the necessary feedback forms and returned them by the deadline. I have also spoken to Councillor John Smith who Chairs Transport at the County Council, and I expressed the importance of public transport to many residents in our villages.
2. Various planning applications
3. Social housing issues
4. Possible grants available from the council which village organisations can apply for.