

Honeybourne Parish Council Minutes

Minutes of an Ordinary Meeting held at the Village Hall on 12th. July 2011 at 7.30pm

Prior to the meeting at 7:00pm Sharba Homes representatives gave a presentation on the review of the Station Road development area and proposed other sites for village development, a report is appended to these minutes

Present: Councillors: - Brian Johnson, Andy Attridge, P. Cole, S. Kendrick, S Matthews, A. Simmons, B. Lomax, T. Probert, D Cowan and G Clelland. Cllr D George (from Minute 57)
In Attendance: Mr J. Stedman (Clerk), Cllr. Alistair Adams & Cllr Tom Bean and Mr David George.

55. Apologies All members present

56. Disclosures of Interests

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

Personal Interests: None declared

Personal and Prejudicial Interests:

Cllr. B Johnson min 62 conservation area as it affected his property

Cllr.T Probert minute 66 h unauthorised highway signage as it has business connotations

57. Vacancy on the Council:

A paper ballot was held as two candidates were proposed to fill the vacancy by co-option.

The ballot votes were six to four in favour of Mr David George who was duly elected as the new Parish Councillor. Mr George read out and signed his declaration of office and joined the council. The Chairman welcomed Cllr. George to the Council.

58. The Chairman adjourned the meeting for public open forum.

Public Open Forum – No members of the public were present.

Cllr. Tom Bean gave a report which is appended to these minutes.

Cllr. Alastair Adams gave an update to his written report; the details are appended to these minutes.

The Chairman closed the adjournment at 8.00.

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

60. Consideration of the Clerk's Report on Matters in Progress:

- a. Anti-social behaviour problems in Westbourne and Green Close were reported to the PCSO who had dealt with both matters - resolved
- b. Parking on The Green in Brick Walk – A residents concerns were noted and members stated further bollards will be installed when the works resume.
- c. Concerns regarding the condition of the boundary wall at Baldwyn Court. This was noted but the wall was not considered to be a public hazard.
- d. Worcestershire Agreement questionnaire returned to CALC - noted
- e. Traveller site planning questionnaire returned to Communities.gov.uk - noted
- f. Clearance of dumped rubbish and obstructions from the bridle way off the Bretforton Road – Clerk stated that confusion exists over who is responsible to clear the rubbish and the matter is being pursued.

Honeybourne Parish Council Minutes

61. Planning –

- a. W/11/01202/PP Mr & Mrs G Wilkins, Jordan's Barn, Stratford Road, Proposed entrance hall. Council has no objection or comment on the application
- b. W/11/01203/PP Mr & Mrs G Wilkins, Jordan's Barn, Stratford Road, Proposed two storey extension to existing barn. Council has no objection or comment on the application

62. Planning Matters: Conservation area Appraisal

Cllr. Johnson (Chairman) having declared a personal and prejudicial interest in the following item invited the Vice-Chairman to Chair the meeting and left the room.

Members expressed their concerns over many aspects of the appraisal including any new restrictions imposed by the proposed changes i.e. the impact on property values caused by the changes to the conservation area boundaries and the implication of the proposed introduction of article 4 making far wider restrictions on all properties within the conservation area. A request was made to Cllr. Alistair Adams to obtain a list of permitted developments within a conservation area and to check the changes made by the introduction of article 4.

Conclusion: The Council considered and agreed that the working party's report on the conservation area appraisal should be submitted to WDC along with an option for further comments to be made before or at the public consultation meeting.

Cllr. Johnson returned to the meeting and resumed the Chair.

63. Cemetery & Churchyard

- a. The Clerk reported that the replacement of the chain-link fencing installation was almost complete as only a small section remains which will be installed shortly.
- b. The Clerk reported on the interment of ashes of Veronica Bird in the Garden of Remembrance
- c. **Street Lighting:** Lighting faults reported: None at this time.

64. Public Rights of Way – (PROW).

- a. To receive the PPW's report on referred and other matters – no report was available.
- b. Footbridge on HY-551 lower end of The Leys playing field - no report was available from the PPW and the Chairman produced photos of the bridge handrail-support showing it to be disconnected from the main structure. It was agreed to request the handyman to repair the fault and make the handrail safe and firmly fixed
- c. Report on HY-514 (by Fancutts) and 554 High Street being overgrown – Both footpaths were trimmed by the handyman; matter resolved

65. Highways:

- a. Highway matters to be reported to the County Highways
- b. **Potholes on Shinehill** Lane between Honeybourne and Littleton
- c. The Railway bridge traffic lights do not respond to motorcycles or cyclists.
- d. To report on the request for Honeybourne litter picking records from FOCSA. Cllr. Alistair Adams informed the meeting such records are not available but he would obtain the contact details of the officer who is responsible for the contract to enable problems to be resolved quickly. Members reported that there was no evidence of any litter picking having taken place and requests for litter picking would be put forward to the officer as soon as possible.
- e. **VAS signs** on Station Road; following Cllr. Alistair Adams intervention and correspondence with the County Council it is anticipated that the VAS will be placed on Station Road as part of the share scheme. The council agreed a permanent VAS sign should still be pursued for Station Road and a further request made to County Council with an offer of possible shared funding.

Honeybourne Parish Council Minutes

- f. **“No Dog Fouling” signs** for Station Road. Cllr. Alistair Adams obtained 3 signs from WDC and the Handyman has installed two on Station Road. Members will give consideration for the siting of further signs if needed.
- g. **High Street Phone Kiosk:** The Clerk reported this was now re-glassed, cleaned out and would be re-painted in the future, BT has no intentions of removing or de-commissioning the kiosk.
- h. **Cotswold View Balancing pond** events update; following the extensive ground works to re-shape the pond area Taylor Wimpy has informed the Council that they intend to have RoSPA carry out a safety inspection of the site and will issue the inspection report to the Parish Council. Taylor Wimpy has requested a site meeting with the Council and it was agreed the meeting should take place after the RoSPA report is received, Clerk to make the arrangements.
- i. **Honeybourne Station notice board;** Network Rail requested the notice board was made and installed ready for the mid-August Station opening event, but after enquires to HMP Prison Long Lartin to have the notice board constructed by August they informed the Clerk it could not be available until the end of the year. Network Rail was informed of this and no further communications have been received to date.

Note- Cllr. Probert having declared a personal and prejudicial interest in the following item left the room.

- j. A potential **unauthorised commercial advertising** sign placed on the Weston Road is to be brought to the attention of the County Highways and the District Council planning enforcement. Cllr. Probert returned to the meeting following this item.
- k. **Highway visibility problems** on the bend in School Street; this was referred to the Handyman and then trimmed by County Council operatives. - resolved
- l. **A dangerous metal spike** protruding from the green at Gloster Ades was removed by the handyman for safety reasons. - resolved
- m. **Handyman** All matters and jobs referred from the last meeting were completed and no new items were proposed.

66. The Leys Playing Field

- a. **Regular monthly visual inspection:** The safety surface under the swings has split at the base of one leg and requires filling to prevent water ingress. The swing seats and under the climbing frame needs the excessive bird droppings removed. No safety matters were apparent.

67. VISA:

- a. **Formal Meeting 24th June:** The Chairman reported on the recent meeting with VISA and their Solicitor Mr David Hall regarding the VISA incorporation and the draft lease for the recreational field. He stated it was a very productive meeting with positive intentions, and was pleased that VISA had now become incorporated in less than a month of the meeting and the incorporation credentials accorded with the Charity Commission’s requirements.
- b. **Recreation Field Lease:** The Chairman informed the meeting of all the variations to the original draft lease put forward by Mr David Hall and the further amendments requested by the Clerk and Chairman. The wording of the re-drafted lease from David Hall was circulated to all members; relevant changes were detailed by the Chairman. The Council agreed to the amended wording of the draft lease. VISA and Mr David Hall will be informed of the Council agreement.
- c. **Recreation Field Meeting with Mr Bury:** An on-site meeting was held on June 24th with the Architect, Doug Rushton representing VISA and the Chairman and Clerk to consider a way forward with the field’s developments. The siting of a pavilion was the main issue with concerns raised over the foul water drainage levels. Mr Bury indicated that to mitigate future problems a full topographical survey was necessary. The Clerk using his delegated power instructed Mr Bury to obtain quotations for this survey work and refer the quotes to the Clerk’s office.

Honeybourne Parish Council Minutes

- d.** Engagement of Midland Surveys Ltd: Following the site meeting on 24th June three quotations were received to carry out a topographical survey of the field and its boundaries. The engagement of Midland Surveys was recommended by the Architect and was the least expensive of three credible quotations received. The Clerk's made the engagement under his delegated powers as in minute 104 of August 2010; the Vice-Chairman Cllr. Attridge and Cllrs. Clelland and Probert sanctioned the engagement as required by the delegation.
- e.** Queen's Jubilee Celebrations: Members considered the Council's possible involvement with VISA in the proposed Queen's Jubilee celebrations next June and agreed in principal to support such an event and offer supporting funds if necessary. Council further agreed that the whole village should have an opportunity to be involved in the organisation of such an event and to enable this; an open meeting will be called whereby all parish organizations and businesses would be invited to attend and members of the public would also be welcome. The object of the meeting would be to consider the events structure and initiate a working party representing a wide spectrum of the parish. Cllrs. Trish Probert, Graham Clelland and David George will be the Councils delegates on the working party. The Parish Council will convene the meeting and ask if the Gate Inn would supply the venue. The proposed date is 26th July @ 8.00 pm.
- 68. Strategic Housing Land Availability Briefing at WDC**
Cllrs Ben Lomax and Trish Probert attended the briefing and Cllr Lomax made the following comments:
The Strategic Housing Land Availability Assessment was a preliminary process to the preferred options consultation. The whole process, in several stages, replaces the RSS led system and provides Wychavon DC with a plan against which they can assess planning applications. It identified the scale of development for each settlement and assessed each area of ground that had potential for development. 18 areas were identified in Honeybourne. 4 were suitable at this initial stage. Others were ruled out of development because of unknown ownership, poor economic viability, inconsistent settlement patterns, high pressure gas mains or poor access.
However this stage is only advisory and any site 'ruled out' would still be considered for development if a planning application came forward.
The next step will be the forthcoming consultation in September.
- 69. Finance:**
- a.** Council approved the Payments, Receipts and Balances schedule as circulated by the Clerk.
- b.** Council approved the first quarterly review of the Council's accounts, budgets and bank reconciliation as circulated by the Clerk.
- c.** Council approved a £300 donation request for the Wychavon Youth Bus to operate in the village during the summer holidays.
- d.** Council considered a grant request from Honeybourne Youth Club following the theft of equipment and agreed to review the request pending the outcome of the equipment donation from Pebworth Youth Club as arranged by Cllr. Alistair Adams.
- e.** Council considered a donation request from a parishioner and on the Clerk's advice Council declined the request as it would be ultra-virus as the Council has no power to make such a donation. It was suggested the applicant be directed to WDC as they have differing powers and may be able to help.
- 70. Matters raised by members and items for future agendas;**
- a.** Chairman- To request information from Cllr. Tom Bean regarding the £10k grant money he is reported to have available from the County Council for his ward and consider a wish-list of possible projects.

Honeybourne Parish Council Minutes

71. Correspondence for Consideration

- a. WDC Invitation to New Homes Bonus event - Noted
- b. WCC Consultation on Landscape Character Assessment, Supplementary Guidance-circulated - Noted
- c. Request for a “No Ball Games” sign for Green Close, the request was considered un-enforceable in this location and council declined the request.
- d. WDC review of polling districts and polling places – submission form circulated for personal use and information - Noted
- e. Village wide Daffodil planting scheme from Ian Harrison – Clerk’s correspondence with Mr Harrison was considered an adequate response at the time.

72. Correspondence Noted –

- a. WCC Home Composting & Love Food Hate Waste
- b. Annual Report of the Standards Committee 2010/11
- c. GCC Waste core Strategy changes
- d. Newslines
- e. CAB letter of thanks for our donation
- f. Letter from Peter Luff MP regarding the Worcestershire Development Plan –
- g. Clerks and Councils Direct

73. Meeting Dates:

It was confirmed the next Ordinary Meeting of the Council scheduled for 9th August at the Village Hall at 7.30 pm.

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

75.

Chairman _____ Date _____

APPENDIX A: FINANCE

Payments Authorised

Jul-11

Cheque No.	Payee	Details	Total Payment	VAT Element	Net Payment
911	Hartwell & Co Ltd	Maintenance goods	6.40	1.06	5.34
911	Hartwell & Co Ltd	Maintenance goods	5.06	0.84	4.22
912	Mr G Clelland	Newsletter delivery	80.00		80.00
913	J Stedman	Clerks Salary and Expenses	184.75		184.75
914	HMRC	PAYE & NIC	644.91		644.91
915	Hightrees	Mowing Contract	552.00	92.00	460.00
916	Mr John Hyde	Handyman	103.95		103.95
917	Hartwell & Co Ltd	Recreation Field	9.96	1.66	8.30
918	WDC	Newsletter Printing	63.36	10.56	52.80
919	Npower	Streetlight Energy	602.24	100.37	501.87
		Totals	2,252.63	206.49	2,046.14

Honeybourne Parish Council Minutes

District Councillor report

Month: July 2011

Prepared by Alastair Adams – Honeybourne & Pebworth Ward,

Since my last report, the main news from the Council:

1. The South Worcestershire Development Plan preferred options document has been published for public consultation. For the past year, south Worcestershire's three councils (Wychavon, Malvern, and Worcester City) have been thrashing out how many new homes and how much new employment land the area needs in order to grow between now and 2030. The culmination of their efforts – the South Worcestershire Development Plan preferred options document – contains planners' first proposals following a change of government and the scrapping of the old and unpopular housing targets, which called for 24,500 homes. The main news is the number of anticipated new homes required has been reduced and the time frame over which these houses will be built lengthened.
2. Car Parking fees increases – the council have proposed to increase parking charges to £1 per hour from 1st October, but introduce a ½ hour charge of 50p in the short stay car parks. The last increase was March 2008, and brings Wychavon more in line with surrounding council car park charges. At the same time new style parking meters are being reviewed to see if innovative ways of paying the tickets can be found. This affects parking in Evesham and Broadway.

I have followed up the actions requested of me by the parishioners and the 2 Parish Councils. I have also attended more training and my first Overview & Scrutiny meeting, my first PACT meeting (Police liaison - Partners and Communities Together), and my third Full Council meeting (28th June)

Actions taken since last meeting:

1. I circulated the details on the Community Transport Scheme to residents in Pebworth who were having trouble getting to the shops/doctors using public transport.
2. There were 3 planning issues raised by local residents in Pebworth, and I liaised with the planning department in Wychavon to help. Two are ongoing, and one has been approved with conditions (Charnwood, Back Lane). On the latter I did attend a site visit with the Planning Officer and spoke to the neighbours about their concerns which hopefully have been incorporated into the conditions to the satisfaction of the neighbours.
3. I ordered 3 dog fouling signs for Honeybourne, and discussed the problem re dog fouling with the dog warden – I am hoping that the dog warden will attend our villages in an attempt to identify which dogs/owners are causing the problem.
4. I attended the West Mercia PACT Panel for Evesham Rural North and discussed with the Police ways to help the local community. I have written to John Stedman with these points (summary attached).
5. I found out about the telephone boxes, and the one at Ullington crossroads is owned by the WDC. However the one in Honeybourne is still owned by BT, and any comments about it being in poor condition must be reported by Honeybourne PC to BT.
The one owned by WDC at Ullington has had the broken glass repaired, the door screwed shut and will be repainted. The WDC bought 19 un-used kiosks for £1/each in the area as the Planning department decided they were part of the character and landscape and should be preserved.
6. I followed up the concerns by Honeybourne PC on litter picking with Mark Edwards, the Waste Management Officer at WDC. He confirmed that FOCSA are contracted to regularly litter pick the main road through Honeybourne. He also supplied a contact name and telephone number in case any villagers have concerns re litter in the future on this main road. However, the other minor roads around Honeybourne are not that regularly litter pick, and I still strongly recommend some form of community litter pick is organised in Honeybourne.
7. I forward the response from WDC on the government consultation paper on Planning for Travellers to John Stedman for forwarding to Brian who was compiling a response on behalf of the HPC
8. I asked the question at the WDC about the land off Chapel Road in Pebworth and it has been confirmed that that Council do own this land, and it cannot be used for allotments as it has been identified as possible building land for affordable housing at some time in the future.

Honeybourne Parish Council Minutes

Summary from Police PACT meeting dated 27th June

I attended the Police liaison meeting and raised various points.

The action points are as follows:

1. The temporary flashing speed limit signs (VAS) for Station Rd in Honeybourne are available, but the Honeybourne Parish Council should write to Roy Fullee – Highways Liaison Officer at Worcestershire County Council (rfulle@worcesterhire.gov.uk) and request that they are temporary erected in station Rd (alternatively you can offer that your Lengthsman could help erect them if this helps speed things up.) Roy Fullee's direct telephone number is : 01905728377. (Switchboard 01905 763763) I have spoken to his department and left a message, and the police have also written to request the VAS signs are erected in Station Rd as well but the more requests letters to the WCC the better!

I also talked about putting in some form of traffic calming as vehicles approached from Weston sub Edge into Honeybourne (either gates on the verge, or the road painted a separate colour as in Welford to let people know they are entering a village). Therefore I suggest that if we get the VAS signs installed on Station Road, via Roy Fullee, we then attempt to persuade Roy to also install some form of traffic calming.

2. I talked about garden equipment thefts that have occurred around the area, and the police said they rarely get reported but should be. Therefore there is a plea by the Police, that any and every theft should be reported – can something along these lines be put in the parish magazines. The police build up a database of all thefts and now have a facility where they can trace certain items via local garden machinery companies.

3. Julie Pardoe is our Community Support Officer and she can be contacted on julie.pardoe@westmercia.pnn.police.uk tel 01905725768. I suggest you ask the Chairman of the Honeybourne PCC to seek a Parish Councillor who can be the "liaison councillor" with Julie who has regular meetings and conversations with her to make sure there is a 2-way communication between the police and the community. To make sure she does know of all the incidents that occur in Honeybourne.

4. Finally this 2-way communications goes 2-ways, so can you add an agenda point to your Pebworth and Honeybourne PC agenda saying Police/PACT, and raise any issues on ASB, thefts, vandalism in that section, AND update any progress made following previous report in previous parish magazines – ie" last month we reported that some vandalism had occurred in the playground. This has been discussed with Julie Pardoe, our CSO, and she is keeping a close eye on the playground and has spoken to various parishioners on who did cause the damage –if you can help she would like to hear from you on Tel Contact details" etc etc

By the way the Police run the PACT which stands for "Partners and Communities Together" but basically it is an opportunity for the local community to interact with the police and raise the issues that are important to the local community up the Police's priority list. So make it work, and get heard.

County Council Ward Members Report

Cllr. Tom Bean congratulated Cllr. Johnson on his appointment to Chairman of the Council. He outlined many items from the Worcestershire County Council Corporate Plan and indicated the plan was a wish list which will be very difficult to implement in these times of austerity. He had attended a planning seminar in Birmingham and was delighted to find that the rules of pre-determination on planning applications had been dropped. He recommended the Parish Council considers preparing a Parish Plan for the future in-line with the recommendation in Localism Bill. The VAS sign which was requested for Station Road in November 09 was requested once again with Roy Fullee and Tom hopes it will be installed in the near future.

Honeybourne Parish Council Minutes

Report on the Sharba Homes presentation
Given by Mr Phil James Director of Sharba

Mr James said his intention is to engage with parishioners and the Council over the delivery of housing developments within the village and then explained the changes to Health and Safety regulations which now causes his original proposals for the land opposite Cotswold View estate to be abandoned as the exclusion zone around the underground gas main has been greatly extended.

He went on to explain the complex planning criteria of each development site put forward in the WDC local plan and found planning criteria difficulties with each one. He then tabled a new site known locally as the Sheep Sale field which he considered "Ticked all the boxes" and is the most fully sustainable site in the village. After consultation with the landowners he has put forward a proposal to develop the field with some 40 plus houses and the creation of a one acre environmental park site adjacent to the brook.

He suggested this development would accord with the ribbon development of rural villages as the one side of Station Road is fully developed and his proposal would complement the street scene.

Not having a preview of the proposals Councillors raised several concerns and questioned Mr James's reasoning for such a proposal which is sited in an area designated not for development by the draft WDC local plan.

The Chairman thanked Mr James for his presentation and Mr James said he would consult further at a later date.