

## **Honeybourne Parish Council**

**DRAFT** Minutes of an Ordinary Meeting held at the Village Hall on 13<sup>th</sup> March 2012

Prior to the meeting at 7.15 pm, Frank Gould-Fellows and Debbie Ashton made their request for the funding of £200 towards Debbie's first responder equipment costing £1,200. Frank outlined the 100 plus calls he had attended in Honeybourne and as he worked for the Ambulance service in the day time no first responder cover was available in the area, However Debbie is able to cover this time giving a 24/7 cover for the area. Debbie introduced herself and informed the meeting of her army medical training, emergency training as a police officer and subsequent first responder training and considerable experience in dealing with emergency situations.

The Chairman thanked them both for their informative presentation.

**Mr Tim Forward** the local representative from Came & Company insurance brokers gave an overview of the company and the insurance cover they could offer the Parish Council. AVIVA are their underwriters and currently 2,500 Parish Council's use Came & Company as their insurance brokers. He introduced many new sections of indemnity and increased limits on many standard items. He assured the meeting that the Party in the Park Jubilee event would be covered under any Parish Council standard policy.

The Chairman thanked him for his presentation to the meeting and said his proposals would be considered later in the meeting.

The Formal meeting commenced at 7:45pm

**Present:** Cllrs. B Johnson, A Attridge, D George, A Simmons, T Probert, S Kendrick, D Cowan, M Powell and G Clelland.

**In Attendance:** Cllrs. Alistair Adams & Tom Bean, Mr J Stedman (Clerk) and three members of the public.

**256. Apologies:** None received

### **257. Disclosures of Interests**

- a. Member's disclosure of any personal or prejudicial interests in items on the agenda.

**Personal Interests:** none declared

**Personal and Prejudicial Interests:** Cllr. Trish Probert minute 260a and minute 262b, Grange Farm, if discussed,

The Chairman adjourned the meeting for public open forum.

### **Public Open Forum;**

Mr Doug Rushton apologised for his accusations at the February meeting over not receiving documents from the Clerk. He informed the Council of the need to start the maintenance works on the recreation field sports areas and that three volunteers have now obtained £5m public liability insurance as required by the Council, a copy of the certificate would be sent to the Clerk. He said he was aware of the New Homes Bonus scheme and strongly suggested that the Parish Council makes a request for the funds to be directed toward the new Village Hall. He is in consultation with Barton Wilmore over a possible Village Hall site on the Grange Farm development.

### **Ward Members Reports**

**Cllr. Tom Bean:** report is appended to the minutes.

**Cllr. Alistair Adams:** his regular report is appended to the minutes.

The Chairman closed the adjournment at 8:26 and reconvened the meeting.

## Honeybourne Parish Council

### 258. Minutes:

- a. Council agreed the wording of the minutes of the February 12 Council meeting; the Chairman signed the minutes as a true record of the meeting.

### 259. Clerk's Report on Matters in Progress:

- a. WCC road closure notice for School Street posted on notice board
- b. Letter sent regarding the Leylandii hedge at 18 Grove Avenue. Members reported the hedge was not cut as requested and asked the Clerk to inform County Highways of the problem
- c. Request for a litter bin to be installed at the junction of Stratford Rd and Station Rd. The request has been made to WDC and is awaiting installation.
- d. Repair or replace the damaged litter bin in Stratford Rd, an enquiry has been made for a new cover? for the bin but not yet been confirmed by WDC,.
- e. Thankyou letter received from Peter Luff MP; noted
- f. The PROW finger post near Fancutt's Garage is now reinstalled; matter resolved.
- g. Response letter sent to Mr. Doug Rushton regarding Village Hall matters-circulated; noted.
- h. Reporting of roadside hedges on the Grange Farm development, members reported this is now resolved.
- i. Confirmation of neighbourhood plan funding was received and further information will be forthcoming from WDC to instigate the progress of the plan.
- j. Confirmation of the Lioncourt planning appeal, noted.
- k. Correspondence regarding the recreation field ditch clearance. Following a members inspection of the works it was agreed to ask the Handyman to remove the unsightly rubbish and flatten the larger soil mounds to improve the aesthetics of the verges.

### 260. Planning – Application to consider

Cllr T Probert having declared an interest, left the room for the following discussion

- a. W/12/00153/LB Mrs M Fancutt, 35 High Street, replacement doors and windows (retrospective) The Council considered that the already fitted new door and window are an improvement on the originals, therefore Council agrees to supports the application, as with the first submission.

### 261. Planning Decisions noted:

- a. W/11/02267/PP: Mr Brant – 26 High Street, two Storey extension to the side and rear of the dwelling. Granted with 3 condition
- b. W/11/02686/PN Sharba Homes Sheep Sale Field site Demolition of agricultural buildings and construction of 44 dwellings – application refused 7 reasons

### 262. Planning Matters

- a. **Lioncourt:** Council considered a letter from Planning Prospects regarding a reapplication for the Lioncourt site. It was agreed to refer the letter to head of planning at WDC for guidance on a response.
- b. **Grange Farm:** Barton Wilmore has offered to make a further presentation of the Grange Farm development at the April Parish Council meeting, it was agreed to accept the offer, Clerk to make the arrangements for a 7:00pm start.  
No discussion took place on this item.

### 263. Cemetery & Churchyard

- a. The clerk reported on a phone caller requesting to use the cemetery to remove a Leylandii conifer from a private garden, the caller was requested to send full details of the proposal but no further information has been received.

## Honeybourne Parish Council

### 264. Street Lights:

- a. **Lighting faults** reported: none at this time
- b. The Clerk reported that the outage of the streetlight 22 at Gloster Ades is caused by the removal of the overhead power-line and a delay in obtaining a wayleave to install a new underground supply.

### 265. Public Rights of Way – Nothing to report

### 266. Highways:

- a. Highway matters to be reported to County Highways
  - i. Several Potholes in the area of the Gate Inn cross roads
  - ii. The drainage ditch in the verge at Silver Dale in Station Road is in need of clearance, Clerk to inform the appropriate officer at WDC.
- b. An Ivy bush is overhanging the wall at the junction of School Street and High Street and is causing problems for pedestrians on the footway. The Clerk is requested to write to the property owner requesting the bush is cut clear of the footway.
- c. Members reported a temporary VAS sign has been fitted in Station Road

### 267. Lengthsman & Handyman.

- a. The staffing committee's confidential report and recommendation for the post of Lengthsman was circulated to all members. Council agreed the Committees recommendation that Mr John Hyde be offered the post of Lengthsman. Clerk will make the offer and inform the unsuccessful candidate of the Council's decision
- b. **New jobs;**
  - i. To tidy the verges on Gloster Ades and Bretforton Road as in Minute 259k
  - ii. Remove the damaged litterbin top in Stratford Road to make it safe
  - iii. Investigate and report on the damaged seat near the bin in Stratford Road

### 268. The Leys Playing Field

- a. The Chairman's regular monthly visual inspection found no safety issues but a large knife cut was found in a safety surface, the Handyman will be requested to apply an appropriate repair.
- b. The Clerk reported that the annual safety inspection and risk assessment had been requested from Wicksteed and the report is expected for the April meeting.
- c. Swing re-paint: Further information regarding the type of paint to be used was considered and it was agreed to use the Ruby Red paint recommended by Wicksteed. Clerk to liaise with the Handyman to obtain the paint from Wicksteed.
- d. A request for permission to use The Leys as a car parking area for Sport Relief Honeybourne Mile on Sunday 25th March between 08.00 and 14.00 was agreed with the usual restrictions and conditions.

### 269. VISA:

- a. **Field Maintenance:** The Clerk reported on the receipt of the signed terms and conditions for undertaking the recreation field maintenance. The receipt of the public liability insurance is still awaited.
- b. Members reported that the car park surface support netting was lifted and could cause a trip hazard, the Handyman will be asked to remedy the situation.
- c. **Fee for legal services:** The Clerk reported on using his delegated power for the acceptance of the £500 fee for legal services from County Council.

## Honeybourne Parish Council

- d. **Field Lease:** Council considered the extensive additional wording and amendments of the recreation field lease as applied by the County Council's Conveyancer, also the responses to the questions asked regarding the lease amendments. Council agreed to all the additional clauses and amendments as they gave greater clarity to the lease which benefited both the Council and VISA. It was further agreed to delegate the response to the Conveyancer to the Clerk in consultation with the Chairman. The Conveyancer will be requested to send a copy of the draft to the VISA Solicitor for his consideration and agreement.

**270. PACT:** there were no issues to be passed to the local police team.

**271. Annual Parish Meeting:**

- a. All parish groups and organisations will be informed of the meeting and offered an opportunity to issue or present their reports to the meeting. Cllrs. Brian Johnson, Graham Clelland, and David Cowan all gave apologies for the meeting. Refreshments will not be made available.

**272. Party in the Park:**

- a. **Report:** Cllr. Trish Probert issued a comprehensive report and financial update on the events progress; members noted the report and complimented Trish and the working party on their excellent efforts and achievements in fund raising and organising the event. The financial report indicated a £745.00 balance and a party invitation flyer containing a book of raffle tickets will be delivered to every parish household within the next week.
- b. **Insurance:** The Parish Council's insurers Aon, have declined to offer public liability insurance for the event, Council noted the response and will seek an alternative insurer.
- c. **Came & Company:** Following the Clerk's enquiries for event insurance Came & Company has offered to include any event organised by the Council in the standard Parish Council policy at no extra cost.

**273. Insurance General:**

- a. **Came & Company:** Following the pre-meeting presentation by Mr Tim Forward the Clerk was instructed to obtain a further quotation from Zurich Insurance for the Council's standard insurance policy. This, along with the quotation from Came & Company will be considered at the next meeting prior to the policy renewal on 1<sup>st</sup> June. The Clerk was asked to thank Mr Tim Forward for his company's presentation.

**274. Interim Internal Audit:** Council reviewed and agreed the internal auditor's report and noted the suggested actions. The Clerk will resolve the issue relating to holiday pay at the appropriate time.

**275. Finance:**

- a. The Council approved the Payments, Receipts and Balances as listed in appendix A
- b. Council agreed to a contribution of £250 for a local Broadband feasibility study.
- c. Council agreed to a £25.00 donation request from the Evesham Bobby Club.
- d. Council agreed to a £200.00 donation request from the First responders as indicated in the first report in these minutes.

**276. Matters raised by members and items for future agendas - none**

**277. Correspondence: For consideration**

- a. New Homes Bonus and Neighbourhood planning event at Pershore Civic Centre 28 March – The Chairman and Cllrs. Mike Powell and Graham Clelland offered to attend the meeting along with the Clerk.

## Honeybourne Parish Council

### 278. Correspondence Noted –

- a. WCC consultation on traffic routing for the new Evesham river bridge
- b. WDC Chairman's invitation to his charity Ball

### 279. Meeting Dates:

- a. To confirm the next Ordinary Meeting scheduled for the 10th April at the Village Hall at 7.00 pm when Barton Wilmore will make a development presentation.
- b. The Annual Parish Meeting will be held on April 17th at 7.30pm

280. There being no further business the Chairman closed the meeting at 10:26 pm.

Chairman \_\_\_\_\_

Date \_\_\_\_\_

### APPENDIX A: FINANCE

#### Payments to be Authorised

Mar-12

Cheque No.	Payee	Details	Total Payment	VAT Element	Net Payment
972	Felix Dennis	Allotment water charges	316.97		316.97
D/D	FOI	Freedom Information	35.00		35.00
973	Brian Johnson	Mileage & parking @ Persnore	13.40		13.40
974	J Stedman	Clerks Salary and Expenses	757.56		757.56
975	Dave Meadows	Rec Field ditch clearance	360.00	60.00	300.00
			1,482.93	60.00	1,422.93

Account Transfer
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For Information	PAYMENTS RECEIVED AND BANKED		
Received From	Details	Amount	Banked
	Total	0.00	

#### All paid up Account Balances

CURRENT ACCOUNT	£7,181.60
DEPOSIT ACCOUNT	£42,614.96
TOTAL FUND BALANCE	<b>£49,796.56</b>

## Honeybourne Parish Council

### County Council Ward Member Cllr. Tom Bean report

Cllr. Bean informed the meeting that the County Council and the H&W Fire Authority have both agreed a 0% increase in their 2012 budget. Over the next 1-2 years any officers or staff that leaves the County Council will not be replaced along with cuts in principal officer posts. A major properties and building rationalization will take place to save on expenditure. He also informed the meeting that the first responders might wish to make a funding application to Severn Waste community fund.

He gave an update on the Hartlebury waste to energy plant; the public enquiry inspector has passed his recommendation to the Government Minister who will make the final decision on the planning application and Cllr. Bean hoped he would grant the application. Cllr Bean indicated the current £6m landfill tax bill would continue to rise particularly if the plant is not granted permission.

### District Councillor report - Honeybourne

Month: March 2012

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

#### 1. Planning

- a. **70 dwellings - Lioncourt Homes development at Station Road** - Further to the rejection of the planning application by the WDC planning committee last month (2/2/12), the developer has now appealed against the decision on 8/3/12. This means the inspectorate will now consider it. Please note the following from the Notification of Planning Appeal; "PLANNING INSPECTORATE REF:- APP/H1840/A/12/2171339  
If you wish to make comments, or modify/withdraw your previous representation, you can do so on the Planning Portal at [www.planningportal.gov.uk/pcs](http://www.planningportal.gov.uk/pcs). If you do not have access to the internet, you can send three copies to The Planning Inspectorate, The Planning Inspectorate, Room 3/10c Wing, Temple Quay House, 2 The Square, Temple Quay, Bristol BS1 6PN or you can email directly to: [teamp11@pins.gsi.gov.uk](mailto:teamp11@pins.gsi.gov.uk)  
All representations must be received to the Planning Inspectorate by 19/04/2012.
- b. **SWDP** - The timetable for the SWDP has been extended by 6 months due to the huge response to the public consultation (over 5000 replies). However, in October this year, the WDC Council will be voting on the Submission Document of the SWDP and if passed, then the SWDP becomes an important factor in determining planning applications. The process continues with the Submission Document being submitted to the Secretary of State in February 2013, then there is an Independent Hearing in May 2013 and an Inspector's report that is planned to be received in Sept-Nov 2013 which finally means adoption of the SWDP will be likely in Nov-Dec 2013.
- c. **44 dwellings – Sheep Sales Fields – Sharba Homes W/11/02686/PN**  
I attended the planning committee on Thursday 1<sup>st</sup> March and spoke against the proposed development and urged the committee to reject the application in support of the Parish Council's comments. The planning committee then voted unanimously against the application. The developer now can either appeal to the inspectorate within 12 months or re-apply with an amended proposal.

## Honeybourne Parish Council

### 2. Resident queries:

- (a) **Litter along Western Rd/Station Rd**– this matter has now been resolved and the road will be litter picked by FOSCA every fortnight.
- (b) **Dog bin at Honeybourne station.** Following an email received saying the bin was overflowing, I spoke to the Station Manager Teresa Ceesay, and to Phil Merrick, head of Community Services at WDC. Both agreed to get a long term solution. In the meantime, Phil has instructed FOSCA to empty the bin (there is an issue with the key to open it but hopefully this will be resolved). Network Rail have agreed to fit a new bin of the correct type in the old location.

### 3. **Broadband** –BT Broadband manager, Ian Binks, coming to Pebworth and Honeybourne on 14<sup>th</sup> March for a meeting with Chris Brooks of WDC and 2 residents from Honeybourne, Michael Poore and Steven Medley.

WDC agreed to pay half of the Broadband feasibility report for Pebworth & Honeybourne using Grey Sky Consulting and David Lewis. See their web sites (<http://www.greysky.co.uk/> & <http://www.broadbandconsultancy.co.uk/> ) The feasibility report which will cover the following:

“Grey Sky Consulting will provide a rural broadband feasibility report for Honeybourne & Pebworth detailing where all the BT Openreach cabinets and fibre nodes are in the area. In addition we will look at fibre availability from other providers. We will suggest various solutions on how to increase the average speed of Broadband to this area including examples of minimum and maximum speeds. We will consider different technologies including FTTC, FTTH and wireless.

For FTTC we will check all postcodes for cabinet assignment and identify any exchange-only lines.

The report will be independent and will allow the community or WCC to approach suppliers with an initial RFQ document with full open-book or typical industry costings.

If required, the report can be edited once the community has chosen the preferred solution i.e. a more refined and applicable RFQ document can be produced as an outcome of discussion surrounding the initial document.”

Cost: Pebworth Parish Council £250, Honeybourne Parish Council £250, WDC £500

Approval required from the 2 Parish Councils before the report can be started. Pebworth PC agreed on 5/3/12

4. **Visit to the Recycling plant in Norton for Parish Councillors** – date is now agreed as 28<sup>th</sup> March at 2pm. Any councillors interested in attending should let me know by 15<sup>th</sup> March.
5. **Printing for the Party in the Park invites** - I was asked to collect the printing from Civic Centre which I did today and deliver to Honeybourne.

End of report.