

Honeybourne Parish Council

Minutes of an Ordinary Council Meeting held at the Village Hall on 13th November 2012

Present: Cllrs. B Johnson (Chairman), A Attridge, A Simmons, T Probert, M Powell, S Kendrick, D Cowan, P Brookes, G Clelland, D George, and S Matthews,

In Attendance: Mr J Stedman (Clerk) and twelve members of the public.

Apologies: All members present

122. Disclosures of Interests

To declare and disclose any Disclosable Pecuniary Interests in items on the agenda and to declare any other Disclosable Interests in items on the agenda and their nature, if necessary.

Disclosable Pecuniary Interests:

Cllrs. Attridge and Clelland declared a Disclosable Pecuniary Interest in matters regarding the Zoo license as they are near neighbours

Cllrs. Probert and Kendrick declared a Disclosable Pecuniary Interest in matters regarding the Fancutts Garage site as they are near neighbours

Cllr. Probert declared a Disclosable Pecuniary Interest in matters regarding the Grange Farm Development as a near neighbour.

Other Disclosable Interests: None declared

Register of Interests: The Chairman reminded members of the need to update their register of interests and that the Clerk has copies of all members register of interests if they wish to review them

Dispensations: To consider any members written requests for disclosable pecuniary interests' None requested for the meeting.

Dispensations: The Chairman made a statement on the current uncertainty and the absurd situation of the law on setting the precept requiring all members having to declare a Disclosable Pecuniary Interest in the matter as they are council tax payers. The Council has a duty to set a budget and a precept, and now the new standards regime effectively prevents them from doing so unless they decide to grant their members a dispensation.

To resolve the situation the Chairman proposed that the Council grants delegated powers to the Clerk to grant members a dispensation that has been made in writing in accordance with the new regulations. The proposal was seconded by Cllr Attridge and carried unanimously. .

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

Public Open Forum;

Mr. Alexander requested an opportunity to outline the development proposals for the Fancutts Garage site in High Street.

Note: Cllr. Trish Probert and Sandra Kendrick having declared a Disclosable Pecuniary Interest in the site left the room while Mr Alexander spoke.

He informed the meeting that the company has gone into voluntary administration and ceased trading. The Fancutt family wished to develop the site with approximately four houses as they did in 2009 with the previous planning application which was refused on the grounds of the loss of an employment site. He indicated that many other failed garage sites in Wychavon had gained permission to develop their sites therefore he would be preparing a new application for the High Street garage site.

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Note: Cllr. Trish Probert and Sandra Kendrick returned to the meeting

Representatives from the Domestic Fowl Trust in Station Road were in attendance to explain the reason for their application for a Zoo licence.

Note: Cllrs. Andy Attridge and Graham Clelland having declared a Disclosable Pecuniary Interest in the matter left the room while the discussion took place.

The representatives informed the meeting that a licence was required to keep non indigenous animals and they wish to enhance their business with a wider range of small animals, reptiles and spiders. These would be limited to small mammals such as Meer Cats, Mongoose, Red Squirrel, and Wild Cats along with non-venomous snakes and spiders. The venture is aimed at child education and three local schools already visit regularly. There will be on-site staff on a 24/7 bases with first aiders and veterinary trained staff available at all times. They gave an assurance that there will be no animal noise at night and they intend to extend the on-site car parking facilities; visitors will be encouraged to come by train as the site is a short walk from the station.

Note: Cllrs. Andy Attridge and Graham Clelland returned to the meeting

Mr Andrew Shorey informed the meeting he had further meetings with planning officers regarding the development of his land at the rear of High Street and was informed that the SWDP last consultation comments from the parish were not considered and his land was not to be included in the final draft. He has had a full flood alleviation survey carried out and will be submitting an outline planning application shortly.

A question was put regarding the Broadband improvement scheme; Cllr Peter Brooks responded by informing the meeting where the scheme was in respect of improvements in Honeybourne and Pebworth. A sign up campaign is underway and 350 new signups are required to make the scheme viable. Local businesses are being targeted to sign up and the domestic cost will be approximately £35 per month. Further information will be issued in the Parish Council newsletter to be published shortly.

Mr Steve Bullen gave a brief update on his quiet lanes project indicating other parishes were showing a great deal of interest, and special promotion events are being arranged shortly. He will keep the Parish Council informed of progress.

A question was put regarding the very muddy state of Bretforton Road and Gloster Ades, the Clerk confirmed the matter was in hand and Vicarage Nurseries had been asked to clear the roads.

Ward Members Reports

Cllr. Tom Bean: Not in attendance

Cllr Alistair Adams: was not in attendance

The Chairman closed the adjournment at 8.05 and reconvened the meeting.

124. Minutes: Council agreed the wording of the minutes of the October ordinary Council meeting, and the Chairman signed them as a true record of the meeting.

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125. Clerk's Report on Matters in Progress:

- a) A trading account is now open at BPS building supplies at Bidford
- b) A backup CD of Parish Council computer files given to the Chairman for remote storage.
- c) High Street parking problems response from County Highways & the Police was noted
- d) The sawn off bollard replacement in Brick Walk is completed
- e) The Council's adopted Code of Conduct is now on the Council's website and a copy was sent to the WDC monitoring officer as required.
- f) Email to planning enforcement ref: High Street building site parking on yellow lines; no response received.
- g) Email received regarding the traffic lights on the railway bridge stating they are not cyclist friendly; this was referred to County Highways who are investigating the problem.
- h) Excessive mud on the Bretforton Road and Gloster Ades was reported to Vicarage Nurseries 12th November
- i) WCC verge mowing grant claim for £947.00: an invoice has been sent to WCC and so far is still unpaid.
- j) HMRC PAYE online real time information was noted

126. Planning Applications— Lead Members, Cllrs. Andy. Attridge, Sandra Kendrick and Mike Powell None at this time

127. Planning Decisions to Note: None

128. Planning Matters:

- a) **Neighbourhood plan:** Council considered the Clerk's report on the neighbourhood plan forum held in October and noted the lack of public interest in the creation of a plan. The Chairman questioned the Council on their desire to create a neighbourhood plan and arising from the housing developments granted contrary to the wishes of both the Parish Council and Wychavon District Council as planning authority the Council could see little if any merit in in a Neighbourhood Plan.
However, it was agreed to further promote the creation of a plan in the next Parish Council newsletter and request interested residents to put their names forward to form a neighbourhood plan community group to create a plan.
- b) **Section 106 funding:** Cllr Alistair Adams suggested the Council considers the use of the section 106 funding from the new village developments and in his absence the Council agreed to put the New Homes Bonus and Sec 106 payments on the December agenda. The Clerk was requested to investigate the sec 106 payments from the Loincourt and Sharba Homes sites.
- c) **Letter received from Peter Luff MP:** The Chairman has received a response to his letter sent to the Prime Minister informing him his letter was forwarded to Eric Pickles MP. Neither this letter or the Chairmans letter to Eric Pickles MP has been responded to. The Council agreed to a further letter to Eric Pickles MP and copies to Peter Luff MP
- d) **Utility Companies:** Cllr. Probert proposed that the Council should write to all the utility companies regarding infrastructure upgrades for the potential 189 new houses. In consideration of the existing utility services it was agreed to write to: - Western Power Distribution, Severn Trent Water, BT telecom, and Worcestershire Education and Youth services.
- e) **Mineral extraction:** The WCC consultation on future plans for mineral extraction and processing was noted by Council.

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Note: Cllr. Probert having declared a Disclosable Pecuniary Interests in matters regarding the Grange Farm Development left the room

129. Grange Farm Development:

- a) Members noted the Clerk's Q&A report from the presentation by Barton Wilmore in October and the following matters were considered:
- b) The retention or adaption of the stone barn on the High Street boundary of the Grange Farm site. Council considered the possible retention of the barn or part of it as this was an issue raised in the original public planning consultation. After studying the state of the barn, its asbestos roof and poor structural condition and in particular the potential cost of restoration or remedial works to retain it Council agreed to publish these issues in the next newsletter to raise public awareness and gain further public response to its removal or possible retention in any form.
- c) The County Highways report on the Weston Road speed limit proposals was considered to be optimistic and further developments are awaited.
- d) Members agreed representation is made to the developers with regard to any street lighting on the development to ensure it is needed and is sustainable in environmental terms.

Note: Cllr Trish Probert returned to the meeting.

- e) Members agreed to create a Welcome to Honeybourne pamphlet for the new residents of Honeybourne. Mrs Jane Johnson has agreed to help produce the pamphlet.

130. Cemetery & Churchyard Lead Members, Cllrs David George and Sylvia Matthews.

- a) The Clerk reported on the interment of David Herbert in Grave No 3C
- b) The Clerk reported on the purchase of an exclusive right of burial for plot 4C to Mrs Herbert.
- c) **Churchyard brick pathway:** Council considered the refurbishing or relaying of the Churchyard brick pathway as requested by the Vicar: Following an inspection report from Cllr Cowan the Council agreed to request specifications and cost estimates from suitable builders or other contractors to dig up and re-lay the existing brick sets.
- d) The Clerk reported the welding of the cemetery gates has now been completed by Mr. Barry Matthews – the Clerk will send a letter of thanks from the Council.

131. Street Lights:

- a) Lighting faults to be reported: none at this time.
- b) The Clerk reported on the repair of the streetlight in School Street.

132. Public Rights of Way – Lead Members, Cllrs. Trish Probert and David Cowan

- a) PROW matters to be reported to County Council;
 - i) Members reported that polythene from Vicarage Nurseries poly tunnels had been stacked on the public footpath crossing their land off Bretforton Road, activities were on-going and the situation will be monitored.
 - ii) The PROW finger post on the Vicarage Nurseries land off Bretforton Road is missing; the Clerk will make enquiries and request it is re-instated.
- b) The Clerk reported he had received a letter from Mr Doug Rushton tendering his resignation as PPW. The Council accepted the reasoning for his resignation and agreed a letter be sent thanking him for his past efforts as paths warden.

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- c) Council considered filling the vacancy for PPW and accepted an offer to fill the post from Cllr David Cowan. The Clerk will inform the County Council PROW officer of the proposed appointment.

133. Highways: Lead Members, Cllrs. Trish. Probert and David Cowan

- a) Highway matters to be reported to the County Highways.
 - i. Blocked road gullies under the two bridges on the Pebworth road
 - ii. Potholes on Buckle Street top of the hill north of the village
 - iii. Highway edge subsidence in High Street near the old Chapel
- b) Council requested a scheduled litter pick is carried out in Station Road as the litter problem is building up again due to lack of input by the WDC contractors.
- c) The Railway Club has an out of date advertisement sign on the village green and will be requested to remove it; Clerk to action the request.
- d) Members reported that the tree canopy reduction in Brick Walk is completed and a good job done
- e) Gloster Ades being designated as a “Quiet Lane” – Steve Bullen’s report is an item in the open forum report on these minutes
- f) **New sites for the VAS:** the County Highways reported they will look into the proposed new sites for the VAS , their report is awaited.
- g) The Clerk reported there has been no formal response from Cllr Tom Bean regarding the two letters sent to him on 11th October. Council noted the Clerks report.
- h) Members noted the County Highways response to the request for a 30mph zone extension as requested in the letters to Cllr Tom Bean
- i) A WCC letter regarding the addition of a Byway HY556 has been referred to the Secretary of State as unresolved objections still exist.

134. Lengthsman Lead members, Cllrs. Trish Probert and David Cowan

- a) New matters to be reported for action
 - i) Clean and clear vegetation from all highway and street signs
 - ii) Check the salt grit in all Parish and County Council grit bins and report to the Clerk

135. Handyman

- a) New matters to be reported for action; None at this time

136. The Leys Playing Field Lead Members, Cllrs. Graham Clelland and David Cowan

- a) **Inspection:** Cllr. Graham Clelland reported that the regular monthly visual inspection found no problems with the play equipment.
- b) **Play area fencing:** The Clerk reported on quotations received for materials only for the proposed play area fencing. In considering the material costs and the added installation cost the council considered the costs outweighed the long term benefits and it was agreed to put the matter on hold for the time being.
- c) The dog control order signs from WDC are considered to be no longer required.
- d) The Clerk reported that public liability insurance for The Leys goalposts is potentially the responsibility of the Football Club and he is waiting for written confirmation from the Football Club that their FA affiliation insurance covers their goalposts for public liability.
- e) The Clerk reported on a phone call from Mrs Turner of Brick Walk complaining over irresponsible parking by footballers on Sunday 28th Oct. Paul Benfield was immediately informed and remedial action was taken.

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137. VISA and Recreation Field :Lead Members, Cllrs. Graham Clelland and David Cowan

- a) The VISA report on the progress with the recreation field was not available.
- b) The draft lease for the recreation field was not available for consideration
- c) The Clerk issued his report on the informal meeting with VISA members held in October when the suggestion of the field development being carried out in partnership was favourably discussed. This would need support from the membership of VISA but in the meantime the following issues from the report were considered: -
 - a. The VISA request to urgently have a water supply on the field was fully supported and the Clerk was requested to make the necessary installation arrangements after consultation with VISA:
 - b. The Council agreed to contact Mr Bury as Architect and speak with the Planning Officer regarding the siting of a pavilion: A suggestion was made to move the field access as the existing access is in the lowest part of the site and suffers from flooding, these matter will be discussed with the Architect and Planning Officer
 - c. The Clerk will inform VISA of the Council's suggested actions and request their approval before proceeding.
- d) It was agreed that the recreation field hedge cutting and ditch mowing is carried out by Hightrees, Clerk to make the arrangements.

138. Village Hall:

- a) The Clerk issued his report on the informal meeting with Village Hall representatives held last October; the following matters from the report were provisionally agreed
 - I. The preferred option for the transfer of the new Village Hall site from Taylor Wimpy to a parish organisation is to the Village Hall trustees.
 - II. It was agreed the Parish Council would become a trustee of the Village Hall charity subject to the existing trustee's full agreement. Furthermore, this process should be implemented with expedience to ensure any changes are in place when the new site becomes available.
 - III. Cllr. Sandra Kendrick informed the meeting that she knew a member of Defford Parish Council (near Pershore) who had been fully involved in the implementation and construction of their new Village Hall. She considered he might be willing to invite Honeybourne Village Hall representatives to Defford and discuss their procurement process and view their Hall. She was supported in her offer to make further enquires with him.
 - IV. The Council agreed that a small group of members should be nominated to co-ordinate any future Village Hall business and liaise with the existing trustees. The following members agreed to join the group: Cllr's. Sandra Kendrick, Andy Attridge, Michael Powell, Peter Brookes and Brian Johnson.
 - V. It was agreed to request a meeting with the Trustees in January, the Clerk will make the meeting request.

139. PACT: Lead Member Brian Johnson

No matter were raised for the attention of the police

140. Stevenson Way:

- a) The Clerk reported that a letter was sent regarding the commuted sum offer and no further correspondence had been received.

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141. **Broadband and IT matters:** Lead Member Cllr Peter Brookes

- a) Cllr. Peter Brooks had circulated his update report to all members and gave further information in open forum which is minuted above.

142. **Allotments:**

- a) Cllr. David George informed the Council he had a further meeting with HAGA and was informed that the HAGA treasurer wished to resign negating the need for HAGA to have any accountable funds. It was suggested the Parish Council confirms that its public liability insurance covers the allotments and the activities thereon. The Clerk was asked to check this with the Councils insurer. Further meetings with HAGA are required to finalize the administrative hand over.

143. **Newsletter:** The Clerk confirmed the next newsletter would be published as soon as possible but due to annual leave would possibly be in early December.

144. **Finance:**

- a) The Council approved the Payments, Receipts and Balances as listed in appendix A
 b) A letter from WDC regarding parish precepts was noted
 c) A NALC Policy Briefing on the Precept Update was noted

145. **Matters raised by members and items for future agendas** – none

146. **Correspondence: For consideration**

- a) A letter from Honeybourne Funeral Services regarding business access off High Street; Council noted that the request required a vehicular access off the High Street which was not indicated on the granted outline planning permission for the Grange Farm site. It was considered that the developers and planning officers would need to support such a request before formal consideration could be given by the Parish Council. The Clerk will respond accordingly.
- b) Council noted WCC Winter maintenance services and grit bins and requested the bins are checked by the Lengthsman

147. **Correspondence Noted;**

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

148. **Meeting Dates:**

- a) It was confirmed the next Ordinary Meeting is scheduled for the 11th December at the Village Hall at 7.30 pm

Note: The Clerk having an interest in the next two items left the room while they were considered.

149. **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

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149. Mowing Contract:

- a) The Chairman brought to the meeting the tender documents he had received and opened them at the meeting. After considering each tender it was agreed further verification was required and the Chairman and Cllr. Kendrick would carry out the verification and report to the December meeting for conclusion. Five sets of tender documents were issued to contractors and three were received for consideration.

150. Staffing

- a. Council agreed to the Clerk's request for an extra seven working hours per month commencing in December 2012.

There being no further business the Chairman closed the meeting at 10.35 pm.

Chairman _____

Date _____

APPENDIX A: FINANCE

Payments to be Authorised

Nov-12

Cheque No.	Payee	Details	Total Payment	VAT Element	Net Payment
1039	Royal British Legion	Poppy Wreath	30.00		30.00
D/D	Public Works Loan Board	Loan repayment	3,266.83		3,266.83
1040	BPS Bidford	Handyman Works	10.80	1.80	9.00
1041	Hightrees	Mowing Contract	263.16	43.86	219.30
D/D	Npower	Streetlight Energy	608.33	101.39	506.94
1042	J Stedman	Clerks Salary & Expenses	874.64		874.64
			5,053.76	147.05	4,906.71

Account Transfer

Payments received and banked

Received From	Details	Amount	Banked
Andrew Baker	Herbert Inv 176	250.00	10-Oct
John Turner	Allotment Rent	20.00	10-Oct
Mrs R Herbert	Herbert Inv 177	140.00	09-Nov

Total

410.00

All paid up Account Balances

CURRENT ACCOUNT	£4,774.72
DEPOSIT ACCOUNT	£74,530.96
TOTAL FUND BALANCE	£79,305.68

DRAFT