

## Honeybourne Parish Council

Minutes of an Ordinary Council Meeting held at the Village Hall on 8<sup>th</sup> January 2013

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

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

In the absence of the Chairman and Vice Chairman the Clerk asked for nomination for a Chairman for the meeting. Cllr Trish Probert proposed Cllr Graham Clelland, this was seconded by Cllr Sandra Kendrick, with no other nominees Cllr Graham Clelland was unanimously elected to chair the meeting.

**177. Apologies:** were accepted from Cllrs, P Brookes, B Johnson, A Attridge and Cllr Alistair Adams

### 178. 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:** None declared

**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

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

#### **Public Open Forum;**

Mr and Mrs John Bicknell who live in the proposed forest planting area made several comments of objection to the proposal: - The open landscape and views of the Cotswold escarpment will be lost; Visitors to the forest will park on the village road-sides and encroach into what is now private land. Stratford Road would be the main access route to the forest thereby intensifying walkers and traffic for recreational purposes; The Forestry Commissions presentation was very poorly arranged at very short notice.

A further matter was the flooding under the two bridges on the Pebworth Road which builds up quickly and remains for several days due to the road gullies being blocked with silt. The road surface has also deteriorated because of the flood water.

Mr Steve Bullen requested the Council's support for his "Quiet Lanes" scheme and asked for a formal letter of support and a financial consideration to purchase the necessary posts to put the quiet lane signs on. Mr Bullen was informed the matter was to be considered later in the meeting.

#### **Ward Members Reports**

**Cllr Tom Bean:** Not in attendance

**Cllr Alistair Adams:** Cllr Adams sent his report which is appended to the minutes

The Chairman closed the adjournment at 7.50 and reconvened the meeting.

**180. Minutes:** Council agreed the wording of the minutes of the December 2012 ordinary Council meeting, and the Chairman signed them as a true record of the meeting.

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

- a) Station Road litter picking response from WDC – members considered this was not satisfactorily completed and members thought the litter-pickers had visited Bretforton Road instead – Clerk to report these comments to the WDC Officer
- b) PROW finger sign at Vicarage Nurseries. – it was reported that the fingerpost is leaning in a tree and need re-installing to indicate the footpath – Clerk to inform Vicarage Nurseries again
- c) School Street name signs replacement reported to WDC. – With the absence of Cllr Alistair Adams and no response from WDC the matter was deferred to the next meeting.
- d) Wheelie Bins in Westbourne – Members noted the response from WDC and considered the matter resolved at the moment, however, the same problem exists in Stephenson Way and the Clerk was asked to inform WDC of the problem
- e) The dislodged litter bin on The Green in Brick Walk has been reinstated

### 182. Planning Applications– Lead Members, Cllrs. Andy. Attridge, Sandra Kendrick and Mike Powell

- a) AB/12/02714/AB Domestic Fowl Trust – Steel portal framed agricultural building. Observation were made under the Clerk's delegated power - The Council has no objection or comment on the application

### 183. Planning Decisions to Note: None

W/12/02385/PP & W/12/02386/LB Miss C Hilyer, 8 China Corner. Single Storey Rear Extension – Granted with conditions

### 184. Planning Matters:

- a) The Planning Inspectorate appeal information regarding Byway HY-556 Modification Order 2012 notice of written representation was noted.
- b) Forestry Commission & the Heart of England Forest in Honeybourne – Members suggested that the Forestry Commission stage a further public presentation on the proposed Heart of England Forest in Honeybourne as the impact is greater in Honeybourne parish than Pebworth. Further representation from the public has highlighted additional impacts of the proposal – Clerk to make a request to the Forestry Commission for a new presentation in Honeybourne.

**185. Neighbourhood Plan;** The Clerk reported that the public response to the newsletter request for neighbourhood plan group volunteers rendered only two responses. In considering this lack of parishioner interest it was agreed not to proceed with the neighbourhood plan at this time. The Clerk will inform WDC of the Councils decision.

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

- a) The Clerk reported on the purchase of Grave no. 6C and the interment of Joan Sillence and the correspondence received from the family regarding cemetery fees, this matter will be considered at the next meeting.
- b) **Brick Pathway:** The Clerk reported that three quotations had now been received for the remedial works to the Churchyard brick pathway. Investigations into the Council's responsibility to carry out the works are on-going with CALC and the PPC to ascertain the existence of the documentation confirming the Councils responsibility. It was felt that the Council's minutes from 1950 to 1974 might hold the required evidence; Cllrs Sandra Kendrick and Mike Powell offered to visit the County Archive and carry out a detailed search of the minutes. The Vicar has informed the Clerk that the diocese considered the works are the responsibility of the Council but has no evidence to support their comments; she also confirmed that a faculty is required from the diocese to carry out the works.

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### 187. Street Lights:

- a) **Lighting faults to be reported:** .
- b) Council agreed to accept a quotation of £140.00 to repair the streetlight near the cemetery as it requires a new lamp and control gear, it was also agreed to fit a 50w lamp instead of the existing 70w lamp.

### 188. Public Rights of Way – Lead Members, Cllrs. Trish Probert and David Cowan (PPW)

- a) Cllr David Cowan reported he had taken the County Council PROW officer to see the poor tarmac surface on the footpath from Westbourne to Stratford Road and her comments are awaited. David will be receiving PPW training in the near future which will formally make him PPW. David asked the Clerk to get the PROW maps and manual from the previous PPW.

### 189. 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 requiring urgent attention and the gully at 33 High Street
  - ii. Potholes on Bretforton Road in numerous places
  - iii. Sunken utility trench opposite the Post Office
  - iv. Clearance of the safety fencing on Station Road opposite the Westbourne PROW
  - v. Clerk to enquire when the Bretforton Road will be resurfaced as promised
  - vi. Members wished to promote the Website “Fix My Street” as it works
- b) **Flood Action Plan:** The Clerk tabled an Environment Agency draft Flood Emergency Plan and Cllrs David George and Sandra Kendrick agreed to add what information they could. The plan will be tabled at the next meeting for further updates.
- c) **The Railway Club’s** event sign; Members noted the response letter from the Railway Club and the appreciative comments made. The request to place a permanent sign on the Brick Walk highway sign was noted and the Clerk was requested to inform the Railway Club this request should be directed to WDC who are responsible for street name signs.
- d) The Clerk reported that County Highways had agreed the council’s proposed extra VAS sites in Weston Road and Stratford Road. The Council agreed the purchase of the VAS should proceed as soon as possible – Clerk to action the purchase
- e) Council considered the proposed “Quiet Lanes” proposals from Mr Steve Bullen and agreed to send a formal letter of support to the County Highways; it was also agreed that a budget of £250.00 would be available to enable the purchase of posts for any necessary signage.
- f) **WDC Engineer Visit:** Cllr Alistair Adams had arranged for Mr Tony Jones the WDC Engineering officer to visit the village and meet with residents who were flooded last November. Cllr Graham Clelland and Sandra Kendrick agreed to attend the meeting to introduce residents and give local knowledge on flooding issues. The meeting was scheduled for Friday 11<sup>th</sup> January
- g) **Buckle Street Ditch:** The WDC drainage officer has visited the site and his report is awaited. The Lengthsman has dug new grips in the area and this has relieved the problem.
- h) **County Highways to attend a meeting:** the Clerk reported that Mr Roy Fullee had confirmed he will be able to attend the Parish Council meeting in March and Cllr John Smith was yet to confirm his attendance. The Ward Member Cllr Tom Bean will be formally invited to attend the meeting.
- i) **Flood Signage:** The Clerk reported that the County Highways officer indicated flood signs could be used by the Parish Council, further investigations are being made over Road Closed signage and the outcome will be reported to the next meeting.

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**190. Lengthsman:** Lead members, Cllrs. Trish Probert and David Cowan

- a) New matters to be reported for action
  - i. Clear the safety fencing on Station Road ditch opposite the Westbourne PROW
  - ii) Reinstate the grass verge on the vicarage corner as it was cut up in the floods
  - iii) Remove the overburden of brambles on the raised footpath at the Gate Inn cross roads
  - iv) Check the verge at 1 Brandon Villas in Station Road and request the property occupier to reinstate it following the recent building works

**191. Handyman**

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

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

- a) **Inspection:** Cllr. Graham Clelland reported that the regular monthly visual inspection had not been carried out.

**193. 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 but is expected soon after the solicitor acting for W R Haines agrees necessary amendments.
- c) **Field Layout:** The Clerk presented the second draft of amended plans for the field layout and new access which is now widened as request by VISA. The Council agreed the amended plans should now be submitted for pre-application consultation and the full planning application should proceed. Clerk to instruct the Architect accordingly.
- d) It was agreed that a new pedestrian gate was needed on the Gloster Ades access after Mr Steve Bullen had kindly cleared the hedge to expose the gateway: the Clerk was requested to obtain a quotation for the supply and installation of the new gate.

**194. Village Hall:**

- a) **Meeting with Trustees:** Sylvia Matthews informed the members she had not arranged a meeting of the Village Hall trustees due to time constraints. The Clerk suggested that the Trustees attend a meeting prior to the February Council meeting starting at 6.45 prior to the Parish Council meeting at 7.30 giving 45 minutes to discuss the urgent matters relating to the new Village Hall site. The suggestion was agreed and the Clerk will inform the Trustees of the arrangement.

**195. PACT:** Lead Member Brian Johnson

No matters were raised for the attention of the police

**196. Stephenson Way:**

- a) The Clerk reported that no new information was available from Taylor Wimpy.

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

Cllr Alistair Adams gave an extensive report on the Broadband update which is in his appended report.

**198. Tree Safety Inspection:** It was agreed the Clerk should obtain a quotation to carry out a full safety survey of all the large trees on parish council maintained property. The quotation needs to be from a qualified Arboriculturalist.

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### 199. Allotments:

a) The Clerk reported that a letter had been sent to the HAGA Chairman requesting the transfer of documents and files to Cllr David George. A letter was received in response stating the HAGA Chairman resigns from the post with immediate effect and the document transfer will take place shortly. Cllr. David George informed the Council he had not received any documents to date and expressed his disappointment in their lack of communication. In consideration of the Christmas break it was agreed to wait until the next meeting to progress the situation

### 200. Audit:

- a) The Council agreed to continue with the existing internal auditor Mr Geoff Bradley
- b) Council agreed to a pre-audit inspection of the council's records

### 201. Finance:

- a) The Council approved the Payments, Receipts and Balances as listed in appendix A
- b) The Council agreed the third quarterly budgets, accounts and bank reconciliation as circulated by the Clerk, Cllr Sandra Kendrick confirmed her copy bank statements agreed with the Clerk's reconciliation balances

### 202. Budget and Precept for 2013-14

c) Council considered the finance groups budget and precept proposals for the 2013-14 financial year. Cllr David Cowan proposed that the finance groups proposed precept of £53,000.00 be accepted, Cllr Sandra Kendrick seconded and the Council unanimously agreed the proposed precept. The Clerk will levy the precept on the District Council by the due date.

### 203. Matters raised by members and items for future agendas – none

204. **Correspondence for consideration:** A letter regarding setting the precept from Mr De La Bertauche was noted

### 205. Correspondence To Note: None

### 206. Meeting Dates:

- a) It was confirmed that a meeting with the Village Hall Trustees will be held on the 12<sup>th</sup> February at the Village Hall at 6.45
- b) Members confirmed the next Ordinary Meeting scheduled for the 12<sup>th</sup> February at the Village Hall at 7.30

207. Exclusion of the Public from the Meeting. The following resolution was agreed: -  
*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*

208. Council considered an application from WDC for Rural Rate Relief in support of the Thatched Tavern in High Street. Members considered that as other retail business in the parish had received the full support of the Parish Council it was appropriate to fully support this application. It was proposed by Cllr Sandra Kendrick and seconded by Cllr David Cowan that the Council fully supports the application with the requested financial contribution.

There being no further business the Chairman closed the meeting at 9.50 pm.

Chairman \_\_\_\_\_

Date \_\_\_\_\_

## Honeybourne Parish Council

### APPENDIX A: FINANCE

Payments to be Authorised

Jan-13

Cheque No.	Payee	Details	Total Payment	VAT Element	Net Payment
1050	Honeybourne Village Hall	Village Hall Hire Charge	204.94		204.94
1051	Hightrees	Rec Field maintenance	180.00	30.00	150.00
1052	P D Long	Streetlight Maintenance	100.80	16.80	84.00
1053	HMRC	PAYE & NIC	457.90		457.90
1054	J Stedman	Clerks Salary & Expenses	418.04		418.04
1055	John Hyde	Lengthsman works	148.55		148.55
1056	Westhill	Stationary	147.53	24.59	122.94
1057	Worcestershire CALC	Training Fees	60.00	10.00	50.00
			<b>1,717.76</b>	<b>81.39</b>	<b>1,636.37</b>

#### All paid up Account Balances

CURRENT ACCOUNT	£3,162.27
DEPOSIT ACCOUNT	£74,537.30
<b>TOTAL FUND BALANCE</b>	<b>£77,699.57</b>

**District Councillor report - Pebworth**

**Month: January 2013**

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

**Flooding** – the main issue in the last month has been flooding again! I have arranged a meeting with Tony Jones (Chief Engineer), and Emma Stokes (Executive Board Member) to see the areas where flooding has occurred, with the aim to see how WDC can help in future. This meeting is scheduled for January 11<sup>th</sup>, and we are meeting at my house at 10am. We will be going around Pebworth then Honeybourne – anyone interested can attend. (David Lees, Barbara Woodthorpe-Brown, Joy Thyeson, Rob & Liz Brown, Roy Jeffries are a few of the people that did attend).

1. **SWDP** – The final version of the SWDP was approved at the Council meeting at WDC on 18<sup>th</sup> December. The other councils Worcester City and Malvern have also approved it. This is excellent news, and means the SWDP will start having an influence in all future planning applications and should offer some protection against unwanted planning applications. It still needs to be ratified by the Secretary of State which is estimated to be Dec 2013.
2. **District Council budget** – On 19<sup>th</sup> December, the government confirmed the grant for Wychavon District Council, and as expected, it has been reduced again. This means the council has seen over 40% reduction in its central government funding. From £7.13m in 2010/11 to £4.2m in 2014/15.
3. **SIMS Recycling plant and the Birds Group plans** –
  - a. **for new 380 dwellings** – Still no planning application received yet.
  - b. **Planning application to change the working hours of the SIMS recycling plant** – Still no decision made yet. The latest noise survey seems to raise questions over this application – awaiting to hear what the WRS and EA say about the survey.
4. **Broadband** —As reported last month, there is a small team of people now working on this for Honeybourne & Pebworth (Peter Brookes, Steven Medley, Michael Poore & myself). Our next meeting is planned for 23<sup>rd</sup> January at County Hall. Just a reminder - if you want faster Broadband, please fill in the form on <http://www.honeybourne.org.uk/broadband-campaign/superfast/> We hope that sufficient numbers will register electronically on the website by the end of January, so please register **now**. We need some volunteers to undertake some door-to-door canvassing to help with this project too – can you help? If so please contact me on [adams.pebworth@gmail.com](mailto:adams.pebworth@gmail.com) or 07725 979 277

End of report.