

Honeybourne Parish Council

Minutes of the Honeybourne Parish Council Ordinary Meeting held at 7.30 pm in the Village Hall on 8th July 2014

Present: Cllrs. Cllr D Cowan, P Brookes, A Simmons, G Clelland, D George, A. Attridge & S Matthews.

In Attendance: Mr J Stedman (Clerk),

21. Apologies: Apologies were accepted from:

Cllrs. C Clear, B Johnson, T Probert and M Powell and Cllr Alistair Adams

22. 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

Other Disclosable Interests: None

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.

23. Public Open Forum: No public present

Ward Members Report: Cllr Alistair Adams's reports were sent in his absence and are appended to the minutes.

24. Minutes:

- a) Council agreed the wording of the minutes of the June ordinary meeting, the Chairman signed them as a true record of the meeting.

25. Clerk's Report on Matters in Progress:

- a) Footway surface break up at Baldwins Court, School Street reported to County Council and awaiting attention
- b) Broken manhole cover replacement on the Cemetery path; Resolved
- c) Litter pick on Station Road Scheduled for 6th June; members reported this was now completed: Resolved
- d) Meeting with Network Rail regarding parking in Stevenson Way; in consideration of correspondence received it was agreed to write again questioning the ownership of land adjacent to the station and possibly suitable for further car parking. Clerk to write to Network Rail
- e) Water emanating from the road at the Gate Inn cross roads reported to County Council; members reported the matter is unresolved and requests our ward member to pursue the matter
- f) The adoption of amenity maintenance in Gooch Close and Meadow Walk. The adoption is under consideration with WDC and an agreement letter will be forwarded to the Clerk if WDC reject taking on the maintenance.
- g) Chairman received from the Clerk a CD of council computer files for remote storage.
- h) Allotment rent for plots 303&304 were handed to the Clerk By Cllr David George, the Clerk reported this would clear the outstanding rent and 8 plots were vacant, members wish to advertise the vacant plots in the Village News

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26. Planning Applications –

- a. **W/14/01281/PN:** Mr J Blower, location: 64 Westbourne, Honeybourne. Demolition of conservatory and garage and construction of two bedroom bungalow. The Council questions the adequacy of onsite parking and the potential lack of onsite turning space as this could be detrimental to highway safety as the site is very close to the road junction. The introduction of a further bungalow would create a cramped and over development of the site which would be out of character with the local design standards.

27. Planning Decisions Noted:

- a. **W/14/00922/PP:** Mr Garfield, Dovers View, 92 Stratford Road: Proposal; Construction of second storey extension to existing dwelling. Construction of a single storey side extension. Insertion of 2no bay windows to front elevation. **Refused** for 2 reasons.
- b. **W/14/00546/PN:** Mr N Moffitt, Poden Farm, Mickleton Road. Reinstate historic stream and pond including new footbridge over, to alleviate flooding **Granted** with 5 conditions.
- c. **W/14/00904/AA:** Mr J Rowson for David Wilson Homes; Land off, Station Road, Honeybourne Proposal: Erection of 6 hoarding signs and 8 flag poles and flags. Granted with 8 conditions.

28. Planning Matters:

- a. Members considered the written Ministerial Statement from Secretary of State for Communities and Local Government and agreed a strong response from the council siting the failure of the Localism Bill to support local communities and public opinion. Clerk to draft the letter
- b. Council noted the ongoing correspondence exchanges regarding the David Wilson Homes site working hours and site security.
- c. **W/13/02581/PP - 1 Mickleton Road:** The Clerk reported that planning enforcement is underway regarding the fence on the verge of Stratford Road. Clerk to pursue the long outstanding matter with the enforcement officer.

29. Council and Community Matters for Consideration–

- a. The litterbin sponsored by David Wilson Homes is now installed on the Gate Inn cross roads and the sponsorship plaque is fitted. An invoice has been forwarded to David Wilson Homes for the litterbin cost recovery.

30. Finance:

- a) Council approved the Clerk's schedule of Payments, Receipts and Balances.
- b) Council approved the first financial quarter bank reconciliation, account balances and budget balances, the Chairman checked the bank statement and verified the balances.

31. Audit:

- a. The return of the 2013-14 audit from Grant Thornton found no matters of concern.
- b. A letter from the Auditors regarding the accounting figures was read to the meeting and noted.
- c. The Clerk confirmed the notice of conclusion of audit has been placed on the village notice board.

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32. Street Lights:

- a. To report any lights in need of attention. None at this time.
- b. In consideration of fitting part night timers to the village streetlights and a structural survey of the older lights it was agreed to have a full structural survey carried out by the council's streetlight engineer before further consideration is given to replacements or timers.
- c. The Clerk reported the repair of streetlight 11 in Station Road is complete

33. Public Rights of Way (PROW) & Parish Paths Warden (PPW)

- a. **Footpath 527c:** Information gained by members indicated that a stile used to be in place at the field end of the footpath and motorcycles are still using the path. It was agreed to request a metal kissing gate to be installed at the field end of the footpath and if necessary the handyman can be requested to install it. Clerk to request the gate from the County Council.

34. Highways:

- a. To consider any new highway matters to be reported to County Highways
 - i. Bretforton Road past Fir Tree corner the road shoulder has deep ruts.
 - ii. Fir Tree corner the new surface is deteriorating causing slight surface rutting.
 - iii. Buckle Street at Ullington, damaged and dangerous surface to be reported again.
- b. Routing of large HGV's on Mickleton Lane, and the requested weight limit – information has been referred to Cllr Alistair Adams and he will be requested to pursue the matter.
- c. **VAS:** Pebworth Parish Council expressed their thanks for the loan of the VAS in June. The VAS is now back in operation in the parish.
- d. Ditch clearance on Shinehill Lane: The drainage officer has requested local knowledge on land ownership to enable a ditch clearance request. Members suggested contacting Mr Goss for information as he is a neighbouring landowner. Clerk to pass on the information to the officer.

35. Mowing Contract Matters:

- a) **The new mowing contractor,** Limebridge Rural Services Ltd, has been complemented by parishioners and Councillors on the excellent work carried out in the cemetery and churchyard by bringing it back into a well maintained state, The verge mowing will be completed in July and amenity mowing will continue in accordance with the contract.
- b) **Payment request:** Council considered a request for payment of the Gardens By Design (GBD) invoice for mowing carried out in May. After considering evidence from several members emails and diaries it was agreed the mowing listed for payment was not carried out as claimed for and what was carried out was not compliant with the mowing contract specification. It was proposed that a gratuity payment of 25% of the invoice value be offered as final settlement of the contract, the proposal was unanimously agreed. Clerk to inform GBD of the council's gratuity offer.

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36. Lengthsman and Handyman:

- a. Report on actions raised at the June meeting
 - i. Weeding the base of the raised footpath at the Gate Inn cross roads; completed
 - ii. Clear the 30mph signs on Station Road; completed.
- b. Council noted the receipt of the 2014 Lengthsman/Handyman's public liability insurance.
- c. New matters for the Lengthsman or Handyman.
 - i. Visibility clearance at the junction of Stevenson Way and Station Road and include around the post box and notice board in the area.

37. The Leys Playing Field:

- a. **Inspection:** The regular weekly visual inspection report was considered to be satisfactory.
- b. The Clerk reported the replacement of the missing dog waste bin was complete.
- c. Wicksteed Playscapes confirmed the annual safety inspection will take place in August.

38. Sport & Recreation Field Development

- a. The Clerk reported the receipt of the VISA Ltd public liability insurance certificate for field maintenance.
- b. A report on the 1st July meeting with VISA members and Councillors was circulated to all members. The Clerk reported on the site meeting with the representative from Phil Day Sports (PDS) when a field drainage scheme was discussed. Following the meeting Ken Watkins (Project Manager) was requested to obtain detailed plans for the new field access and to include a new field name signage board. The plans to be available for consideration at the August council meeting. To liaise with PDS requesting a drainage specification and quotation in readiness for the August council meeting. To start the process for water and electricity services to be installed on the field.
- c. To progress the fields development the council agreed to request Ken Watkins to proceed with the whole project as concerns were raised over the timescale of receiving section 106 funds as the two main developers had not indicated any building start dates to allow the sec. 106 funds to be made available. Enquiries will be made to ascertain if sec. 106 funding can be paid to the council retrospectively and to pay off a public works loan if necessary. Outside funding will be pursued to enable the project to proceed immediately. Local businesses will be approached for sponsorship once the project details are updated. The Project Manager will be asked to produce a project time scale for the whole scheme. Cllr Peter Brookes offered to compile a timescale plan and cash flow chart based on current information, members accepted his offer.

39. Community Centre & Village Hall

- a. Cllr Graham Clelland reported there were no further matters for the council to consider and investigations into landownership were continuing.

40. Matters Raised by Members none requested

41. Correspondence to Note: Clerks and Councils Direct

42. Meeting Dates:

- a. Members confirmed the next Ordinary Meeting is scheduled for the 12th August at the Village Hall at 7.30.

There being no further business the Chairman closed the meeting at 9.35 pm.

Chairman _____

Date _____