

Honeybourne Parish Council

Minutes of the Honeybourne Parish Council Ordinary Meeting held at 7.30 pm in the Village Hall on 14th October 2014

Present: Cllrs. D. Cowan (Chairman), T. Probert, A. Simmons, G. Clelland, B. Johnson, C. Clear, M Powell, and S. Matthews.

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

121. Apologies: Apologies were accepted from: Cllrs. P. Brookes D. George and A. Attridge

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: None.

Other Disclosable Interests: Cllr Trish Probert stated she did not consider that she had a disclosable interest in matters relating to the Taylor Wimpey site but would declare and leave the meeting should any such matters arise

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.

123. Public Open Forum:

The Chairman adjourned the meeting for open forum and invited the public to address the meeting.

Mr Doug Rushton the VISA Chairman informed the meeting that the £650.00 Parish Council grant to VISA was spent on cricket equipment but due to a badly cracked wicket area the village cricket match never took place. Many other events involving local youngsters have taken place and more will be arranged for next summer. He made a very strong request to the Council to have water and electricity installed on the field as soon as possible. The Clerk confirmed that the development project was well under way and the Council are optimistic that some facilities will be in place by the end of next year. Financial constraints may delay the project as funding is dependent on the completion of housing developments in the parish.

A further matter raised was the very poor surface on the footway on Stratford Road from the shop to Badhams Garage. Most of the damage is caused by traffic crossing the footway while gaining access to properties. The matter will be brought to the attention of County Highways.

Other members of the public questioned the council of the Recreation Field development.

Ward Members Report: Cllr Alistair Adams's report is appended to the minutes

The Chairman closed the adjournment and re-convened the meeting at 8.05

124. Minutes:

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

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125. Clerk's Report on Matters in Progress:

- a. Stevenson Way parking problems caused by rail commuters: The Clerk's continued requests for a meeting was sent on 22nd September received a response stating Mr Basu will come straight back with meeting arrangement but no further correspondence has been received. The Clerk will write again explaining the relentlessly increasing parking problems on the private estate.
- b. Receipt of the revised conservation area plan: Following the consultation process last May the revised conservation plan has been received. Council considered the consultation process was a waste of time as the plan is contrary to the public and Councils comments and recommendations. The council questioned the rational of the changes made against local opinion and considered the changes to be undemocratic. The conservation officer and ward members will be made aware of the council's dismay in the process and outcome.
- c. Commercial advertising on the Gate Inn cross roads raised footway railings: The Clerk reports the adverts are all removed and the matter resolved.
- d. Delivery of the welcome flyer for new residents: The Chairman reported all were delivered to the David Wilson Homes development and well received.
- e. Dropped kerb to be reinstated and bollards to be installed on the public footpath on the David Wilson Homes site on Station Road: the site manager confirmed the bollards and kerbs will be installed by the end of November.
- f. Honeybourne Station access road vegetation clearance to allow unhindered pedestrian access: The matter is still unresolved and a further requests to clear the access will be made to the Station Manager.
- g. Mr P Benfield 1 Mickleton Road, Removal of a hedge and installation of a wooden fence and trellis: Following the Clerk enquiries a retrospective planning application is now available for consideration.
- h. Fly tipping outside the National Grid site on Gloster Ades: Rubbish removed and the matter is resolved.
- i. Expenditure of the Grant made last May to the Children's Kayak training charity: The Clerk reported that no response had been received from his request for information, the matter will be pursued.
- j. HGV traffic using high Street to access the Taylor Wimpey site: Having reported the incident to Taylor Wimpey an assurance was received stating the company concerned had been informed of access routes and further route enforcement will be given to all contractors. The Clerk will make strong recommendations to Taylor Wimpey for the construction traffic routing signage to be installed on the Bretforton Road.
- k. Church Path resurfacing update: Having received a further quotation for the church path restoration works the Clerk confirmed that the Vicar will be pursuing a faculty from the Gloucester dioceses to allow the works to proceed. Further funding will be pursued by the Vicar and two more quotation will be sought when the faculty is received. The Council considered the option of re-laying the existing blue bricks might be the most economical option if further substantial funding is not found.

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126. Planning Applications –

- a. **W/14/02029/OU:** Mr & Mrs Moulton, 17 Stratford Road, Honeybourne: 2 detached bungalows with revised, shared access (outline application with all matters of detail reserved) The Council has no objection or comment on the application.
- b. **W/14/02067/PP** Ms C Ford, 14 Bretforton Road, Ground floor side extension suitable for disabled person. The Council has no objection or comment on the application.
- c. **W/14/02011/PP:** Mrs L Garfield Dovers View, 92 Stratford Road, Honeybourne.
Proposal: Ground and first floor side extensions.
The Council has no objection or comment on the application.
- d. **W/14/02150/PN** Camson Nurseries Ltd, 40 Stratford Road, Honeybourne. Erection of single storey extension to create fish and chip shop as approved by permission W/13/01881/PN without compliance with condition 4 and to allow opening on Bank Holidays. Council fully supported the application
- e. **W/14/02194/PP:** Mr M Brown, Meadowhead Barn, Bretforton Road, Honeybourne.
Proposed New Garage. The Council has no objection or comment on the application.
- f. **W/14/01513/PP:** Mr P Benfield 1 Mickleton Road, Honeybourne, Proposal: Remove existing hedge and replace with fencing to include trellis panels and climbing plants.
Amended fence design and length of fencing.
The Council has no objection or comment on the application.
- g. **SDC- 14/01186/OUT** Application accompanied by an Environmental Statement has been made to Stratford-on-Avon District Council for Planning Permission in respect of: Proposed Outline Planning Application (with means of access) for the development of up to 550 dwellings. Council noted the application

127. **South Worcestershire Development Plan:**

- a. Consultation on Proposed Modifications to the Submitted South Worcestershire Development Plan 2006- 2030. Council noted the consultation correspondence.

128. **Development Matters:**

- a. Parishioners concerns over the removal of trees by Taylor Wimpey on Weston Road: Council were dismayed at the alleged proposal to remove the trees on Weston Road verge to allow a drainage pipe to be installed in the footway. Clerk will correspond with Taylor Wimpey to ascertain the precise reason for the proposed removal and convey the Council's strong objection to the proposed tree removal.
- b. Grange Farm proposed streetlighting scheme. Taylor Wimpey's requested the Council to offer an estate streetlighting scheme for the Parish Council to eventually adopt. The scheme offered by the Parish Council was totally rejected by Taylor Wimpey as not compatible with the County Highways streetlighting standards which required 23 lights as opposed to the Council's suggested 6 lights plus low level pedestrian lighting on the walk way to High Street. The Council resolved that no streetlight should be installed on the estate roads and 3 or 4 low level pedestrian lights to be installed on the walk way to High Street. The Council's new proposals will be returned to Taylor Wimpey.

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- c. Taylor Wimpey to sponsor a new litterbin and a dog-waste bin on the High Street. The Clerks confirmed the sponsorship request was accepted by Taylor Wimpey for installation when the walk way is completed.
- d. Worcestershire County Council - proposed extension to 30mph speed limit on Weston Road for the Taylor Wimpey site. Council noted the report from Cllr Alistair Adams and correspondence received from the County Council.
- e. Stevenson Way balancing pond correspondence exchange with Peter Whiteman.
After consideration of the correspondence from Taylor Wimpey stating there is no need to adopt the Grange Farm balancing pond the Council unanimously agreed that the Parish Council does not wish to adopt the Stevenson Way balancing pond and the same principals as the Grange Farm balancing pond should be applied.
Clerk to write to Mr Peter Whiteman informing him of the Council's decision.
- f. Members reported on several complaints from residents in the High Street over a major Rat infestation emanating from the demolishing of the old chicken shed on the Taylor Wimpey site. The Rats are being disturbed and by the contractors and leaving the site and going to other properties along High Street. A nearby retail business have taken some rodent control action and it was agreed to urgently request Taylor Wimpey to take further action to resolve the problem.
Clerk to request urgent action form Taylor Wimpey.

129. Finance:

- a. Council approved and agreed the Clerk's schedule of Payments, Receipts and Balances and cheques were signed accordingly.
- b. Council considered and agreed the second quarter bank reconciliation, account balances and income and expenditure budgets.
- c. The Clerk confirmed the receipt of the second precept and grant payment of £26,999.00
- d. Council agreed to a £30.00 donation to the Royal British Legion for a remembrance wreath.

130. Amenity Maintenance

- a. Council considered two quotations to carry out extensive tree and hedge maintenance works in the Cemetery, Churchyard, The Leys, Elm Green, School Street and The greens in Brick Walk. It was agreed to award the contract to Limebridge Rural Services Ltd. and take the option to leave the cemetery central hedge at the same height as the southern boundary hedge.

131. Street Lights:

- a. Members reported the following lights in need of attention; the Chairman reported streetlight #16 in Westbourne was not working. Clerk to request its repair.
- b. A Cost estimate and correspondence from E-on for the replacement of the streetlight in Green Close and on the Gate Inn cross roads was considered acceptable and a preference for LED lanterns was agreed. The Clerk will request a formal quotation for two new columns and LED lanterns.

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- c. Council considered a cost estimate from Western Power Distribution to install new underground power supplies to two streetlight on Stratford Road, numbers 4 & 5. The estimate indicated a total cost to replace the two streetlight would be circa £7,000.00. To pursue the matter further it was agreed to switch off the two streetlights, first #4 and then two weeks later #5 as this will allow an evaluation of not having streetlights in the area. The replacement of these streetlight will be considered again at the November meeting.

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

- a. The Clerk reported that the clearance of PROW 554a off High Street to Weston Road was completed.
- b. Members considered a complaint from a resident of Westbourne over regular abuse of motorbikes using the footpath from Beaufort End to open field. It was agreed to install suitably placed 1.2m Oak posts on the footpath to mitigate abuse from motorbikes and horses. Clerk to instruct the Handyman to carry out the installation.
- c. The footpath from Station Rd to Westbourne has no signs stating "No Cycling" and "No Dog Fouling" at the Station Road junction as the signpost is missing. It was agreed that the Clerk will instruct the Handyman to install a new post and re-fix the signs.

133. Highways:

- a. New highway matters to be reported to County Highways or the Lengthsman.
 - i. The continued damage and failure of the handrail on the Gate Inn cross roads raised footway.
 - ii. Spray the nettles on the Station Road verge with weed killer in the spring.
 - iii. Attend to flooding in Brick Walk caused by the high soil levels in the nearby drainage ditch.
 - iv. Clear any road gutters of excessive soil deposits to prevent the establishment of weed growth.
 - v. Move the post mounted litter bin from the Taylor Wimpey site entrance on High Street to the lamp post by the High Street telephone box. Also inform WDC of the move.
- b. The Clerks reported on correspondence regarding the Safer Road Partnership & speed enforcement on Station Road, a traffic speed monitoring device is to be deployed shortly and the results will give a clear indication of the average traffic speed. Members requested the Clerk to gain information regarding the use of local volunteers to carry out speed checks using a hand held radar gun. The information to be considered at the November meeting.
- c. Members were made aware of the County Council's traffic management and road safety policy and further consideration will be given to this at the November meeting.
- d. New notice boards; Cllr Colin Clear informed the meeting of the problems with completing the notice boards and requested the Clerk to formally write to him requesting the notice boards are delivered without further delay as the existing notice boards are in a poor state of repair.

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134. Lengthsman and Handyman:

- a. The Clerks reported on actions raised at the last meeting.
 - i. Shinehill Lane junction, hedgerow obscuring visibility towards Bidford; Completed
 - ii. Extensive nettles on the footway in Station Road; Completed
 - iii. Roadside ditch needs clearing outside the domestic fowl trust; Under investigation
- b. New Lengthsman jobs are listed under Highways 133a

135. The Leys Playing Field:

- a. **Inspection:** The regular weekly visual inspection report was considered to be satisfactory.
- b. **Insurance matters noted:** Within the Public and Products Liability section of the schedule the wording under the heading of Playground and Amusement Devices has either been omitted or the required frequency of inspections is stated incorrectly. A revised policy schedule is attached which states the correct information on page 12.

136. Sport & Recreation Field Development

- a. Council considered matters raised in the report from Mr Ken Watkins:
 - i. **Costs for the Bretforton Road ditch clearance;** The Clerk reported that the amenity contractor will carry out boundary hedge cutting in November and will fully expose the ditch for inspection and evaluation. Members requested the amenity contractor to offer a quotation for the ditch clearance once the hedge is cut.
 - ii. **Possibility of spreading the spoil** from the drainage work on the adjoining field; it was agreed this will be investigated at the time when the drainage work is scheduled to start as the field might not be available because of crops or soil conditions.
 - iii. **A public presentation morning,** Council agreed that the public presentation for the project will be on Saturday 22nd November between 10.00am and 2.00pm in the village hall. Clerk to inform VISA and request a full page advert in the Village News.
 - iv. **Planning application;** Members agreed to leave the project planning application submission until after the public presentation on 22nd November.
- b. **Litterbin/s on the Recreation Field;** Clerk will bring a selection of designs and costs to the November meeting for consideration.

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c. VISA Maintenance License:

Council considered the issues raised by VISA regarding the license details for Recreation Field maintenance. The VISA chairman informed the Clerk that: -

- i. VISA did not have a Health and Safety Policy for carrying out recreational field maintenance.
- ii. VISA do not have the equipment to cut back the visibility splays at the field access gates.
- iii. VISA considers the hedgerows and boundaries are good wildlife cover and think they should not be kept cut down and kept reasonably weed free.
- iv. VISA can't take the six gang mowers off the field and have no onsite storage for them or any equipment.

In consideration of the VISA comments the Council accepted the responsibility for keeping the visibility splays clear, and agreed this sub clause will be deleted. However the Council unanimously agreed that all other issues must be resolved by VISA to allow the licensed field maintenance to continue. Members felt that not having a Health and Safety Policy was not only unwise it could be in breach of VISA's public liability insurance requirements and it is also a requirement for local authority contractors. This must be remedied and a Health and Safety Policy produced before any further maintenance is carried out. Having two sets of gang mowers left in the open on the field is totally unacceptable as the gang mowers are clearly a danger to third parties whilst being openly stored on a public recreation field. This may also invalidate the Council's insurance. The Council is prepared to accept a suitable written assurance from VISA's insurance company confirming that the gang mowers and other equipment stored in the open are fully covered by them for all public liability claims, provided this letter is acceptable to the Council's public liability insurers. This written assurance is required as a matter of urgency otherwise the mowers and any other maintenance equipment must be removed from the field to off-site storage or some form of secure compound will need to be provided on the field. The Council noted the VISA view on wildlife cover but reaffirmed their wish to have the boundaries kept clear of weeds and undergrowth as the field is for recreational use and is not a wild life habitat. VISA to be informed of the Council's ruling on their comments on the license terms so that any response can be considered at the next Council meeting.

137. Community Centre & Village Hall Cllr. Graham Clelland

- a. Cllrs Brian Johnson and Graham Clelland reported that securing the legal title to the Village Hall land is proving very difficult as every investigation has not found any evidence of title and it could be up to ten years before the ownership matter is resolved.
Investigation will continue and the financial implications of the possible delay will be scrutinised to ensure suitable funding for the new community centre is available when needed.
- b. The council accepted the Village Hall committee's written request to administrate and finance the supply of goods and services for the development of the new Community Centre project.

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138. Matters Raised by Members for the September meeting:

- a. Cllr Mike Powell – consideration of a method to help relieve rail commuter parking problems in Stephenson Way. The method involves placing notices on cars parked on the private estate roads informing the owners of the problems they cause and the need to park elsewhere on public roads or network rail property. The method is successfully used by other local authorities and supported by the police and district councils'. Members supported the method in principal and requested further information from authorities already using the method. The matter will receive further consideration when more information is available.

139. Correspondence Noted:

- a. From WDC, Worcestershire Heritages Gardens Events Diary & application form.

140. Meeting Dates:

- a. Members confirmed the next Ordinary Meeting is scheduled for the 11th November at the Village Hall at 7.30.
- b. Suggested dates in early December and venues for the finance group to discuss the 2015-16 budgets and precept will be circulated to group members by the Clerk.

141. 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

- a. The Council agreed to fully support and finance a Rural Rates Relief request from the Gate Inn Public House.

There being no further business the Chairman closed the meeting at 10.55 pm.

Chairman

Date