

Honeybourne Parish Council

Minutes of the Honeybourne Parish Council Ordinary Meeting held at 7.30 pm in the Village Hall on 8th September 2015

Present: Cllrs. C. Clear, G. Clelland, S. Walsh, S. Sidwell, D. Cowan, & H. Jobes.

In Attendance: Mr J. Stedman (Clerk) & Cllr Alistair Adams

94. Apologies were accepted from: M. Powell, A. Perry, A. Attridge & T. Probert

95. 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 and other Interests: None declared

Register of Interests: Members were reminded to update their register of interests up to date

96. Public Open Forum: No public representation

Ward Members Report: Cllr Alistair Adams's arrived later in the meeting and his report is appended to the minutes.

97. Minutes:

- a) Council agreed the wording of the minutes of the August ordinary meeting; the Chairman signed the minutes as a true record of the meeting.

98. Clerk's Report on Matters in Progress:

- a. The New Homes Bonus requirements for the Village Hall funding was re-confirmed to WDC
- b. Notification of an application for Councillor co-option at the October meeting was received
- c. Abacot Fields play area "private" notices reported to be still in place. The matter to be pursued through the site's management company to get the signs removed. A further sign on the gate to the STW site will be investigated by the Clerk.
- d. New Bollard installation at Shepherds Walk is to be completed shortly and Rooftop Housing to be informed of the completion and reminded of their consideration of part funding of the scheme.
- e. Bovis Homes Site working hours confirmed to be un-enforceable as no planning conditions apply to site working times. Members expressed their disapproval of having the site active at night and weekends.
- f. The possible drug problem on The Leys was reported to the Police – evidence is now retained by the Chairman and will be forwarded to the local PCSO for forensic analysis.
- g. The grave purchase and interment of Mr. Marson and the purchase of a further grave for Mrs. Marson was noted.
- h. Insurance renewal update and values for new Recreation Field assets to be insured. It was agreed that the Clerk adds appropriate values to the insured assets list and updates the Council asset register accordingly.

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99. Planning Applications:

- a. **W/15/02046/PP** – Mr J Bicknell, Middle Barn Cottage, Stratford Road, Honeybourne, Two storey rear extension. The Council has no objection or comment on the application.
- b. **W/15/01996/PP** - Mr Guppy, The Forge House, 6 School Street, Honeybourne, Erection of 4m x 8m timber garden office. The Council has no objection or comment on the application.
- c. **W/15/01928/RM**: Land between Dudley Road and, Station Road. Erection of 3no. B1(a) office buildings – application seeking reserved matters approval following outline planning permission reference number W/11/02531/OU.
The Council objects to the proposals because the car parking allocation is considered inadequate for the proposed usage of the site and furthermore the developer gave the Parish Council a firm assurance that the car parking facilities would incorporate many extra spaces for the Honeybourne station overflow parking. It is felt the car parks on the site will be used by station users causing local highway and on site disruption.
- d. **W/15/02117/PN**: Mr N Bastow, 64 Westbourne, Honeybourne: Demolition of conservatory and garage and construction of two bedroom bungalow - adjacent to scheme approved under W/14/01281.
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
- e. **W/15/02081/PN**: Mr J Rushbrooke: Land adjacent Blenheim Farm, Buckle Street Honeybourne. Description of Proposal :Erection of dwelling house and associated development as approved under planning permission ref no W/09/01251/PN, with variation of condition 7 of W09/01251/PN (to remove the requirement for the roof to be retractable) The Council objects to the proposals to vary condition 7 as the changes to the design are divergent of the sustainability and ecological reasons for allowing the original application W09/01251/PN. Condition 7 must be fully retained and enforced otherwise the dwelling will set a precedence for open countryside development.
- f. **W/15/02235/PP**: Mr S Emmerson Hazel House, Station Road: Proposal, New Garage. The Council has no objection or comment on the application.

100. Planning decisions: None

101. Neighbourhood Development Plan: NDP

- a. The Clerk confirmed the planning application for the NDP designated area is now in the statutory consultation stage.
- b. Cllrs Sandra Walsh and Steve Sidwell reported on NDP presentation at the Village Show. They confirmed there was a considerable interest in the NDP and three parishioners volunteered to join the NDP group. Other matters arose and consideration for a new website and leaflet drop will be made at the October meeting. Enquires will be made with the Honeybourne.org website administrators to ask if the website can be adopted by the NDP group.

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102. Community Matters:

- a. The Council expressed their congratulations to all the Village Show organisers and volunteers for a fantastically successful event.
- b. The Clerk confirmed the receipt of catering risk assessment for the Village Show
- c. Recreation Field hedge cutting carried out for the Village Show was noted
- d. Recruitment of a Community Connector for the WDC community project as presented at the July council meeting. No one had volunteered to date and the matter will be carried forward for a further month.
- e. Rooftop Housing Manager walk-about 15th September – No members were available to accept the invitation to attend.

103. Finance:

- a. **Payments:** Council approved the Payments, Receipts and Balances as circulated by the Clerk. The approved payment schedule is appended to the minutes.
- b. The Clerk reported the documents for the Lloyds Bank mandate changes were returned as incomplete, the process is ongoing.
- c. The Clerk confirm the application for internet banking is resolved and operational Council agreed to a direct debit mandate for British Gas to pay the Recreation Field electricity charges, the mandate was signed by two cheque signatories
- d. The Clerk confirmed that a claim for £106,175.15 was lodged with WDC for Sec 106 payments regarding the Recreation Field project.

104. Street Lights:

- a. Streetlights reported to be in need of attention: The streetlight by the School Sign in Station Road is working intermittently, Clerk to report the fault.
- b. The Clerk reported the installation of the new LED streetlight #17 in the High Street is complete, matter resolved.
- c. The Clerk reported the power installation of the new streetlight on Stratford road is scheduled for 26th October and a wayleave is required from County Highways to trench the grass verge.
- d. Concerns were raised over the unlit section of Stratford Road where the Council has disconnected the streetlight due to a rotten wooden pole. To address the matter the Clerk will make enquires with the Premier Stores owner regarding the installation of a power supply from the stores to a new streetlight on the verge near the stores car park access onto Stratford Road. If the request is agreeable WPD will be asked to quote to install the new underground power supply. Further considerations will be made at the October meeting.

105. Public Rights of Way (PROW): David Cowan (PPW)

- a. To receive any reported PROW problems or issues – none reported
- b. Bridleway 513 obstruction reported by Fiona Argyle – no further correspondence or comments have been received on the matter.

106. Highways:

- a. New highway matters to be reported to County Highways.
 - i. Flooding on the junction of Shinehill Lane and Buckle Street
 - ii. Flooding on Shinehill Lane on the bends where previous flooding occurred
- b. **VAS:** Two new batteries for the VAS have been received from Westecote and the VAS is now operational on Station Road.
- c. WDC flood alleviation grant scheme to investigate the clearance of the culverts under the highway at the Gate Inn cross roads is in hand and suitable contractors are being sought

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- d. The Clerk reported that the repairs to raised footpath railings at Gate Inn cross roads are now delayed again and are scheduled for late September

Note: The Clerk having an interest in the next item left the meeting while the matter was considered

107. Mowing and Amenity Contract

- a. Council considered the mowing contract re-newel process for 2016 to 2019. The following options were considered by Council
- i. *Put the contract out to public tender*
 - ii. *Invite selected contractors to submit quotations*
 - iii. *Continue with the existing contractor*

The Council resolved to continue with the existing contractor for the 2016 to 2019 mowing contract under the existing contract agreement. The contract schedule of work will remain unchanged.

108. Lengthsman and Handyman:

- a. Report on works issued to the Handyman: -
- i. Bollard installation on Shepherds Walk imminent
 - ii. Clearance of the footpath Westbourne to Station Road complete
 - iii. VAS installed on Station Road

109. Sports & Recreation Field Development Project.

- a. A written updated report on the Recreation Field development from Ken Watkins was circulated to members and noted.
- b. The wording and placement of the information notice on the Recreation Field to be considered at the next meeting.
- c. The Clerk further reported on his conversation with Ken Watkins and Ian Tomkins when he expressed the views of members not wishing to proceed with the changing-rooms prefabricated construction and made a strong preference for a traditional build structure. Ian agreed this would be a better option but would be more expensive than the prefabricated building. Furthermore, Ian confirmed his fees would escalate as he would need to create full working drawings for the traditionally built structure and incorporate fees for the statutory CMD requirements and documentation. Added to this, Ken's fees would also increase as the project would need to be tendered with construction companies and the construction works would require regular monitoring.
- d. The Clerk reported on the claim made to WDC for sec 106 funding and confirmed all the 2015 expenditure of £106,175.15 on the project would be repaid in full in spite of a very high proportion of professional fees. The 2013-14 expenditure of £9,326.00 would not be paid as no material goods were included in the amount claimed as its only professional and administrative fees for the project which is not repayable from Sec 106.

Following the Clerks report, the Council resolved not to pursue the prefabricated building option and proceed with the traditional building construction and to further consider the future funding and administrative options for the changing rooms. The Council agreed that the continuance of the debate would be discussed as a confidential matter and the minute of the discussion would be confidential. As no public were present a confidential discussion ensued and is recorded in minute 116.

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110. The Leys Playing Field:

- a. Council noted the weekly visual inspection report for The Leys and no matters of concern were raised.
- b. Council considered the annual safety inspection report from Wicksteed which contained no matters requiring immediate attention. Items considered a medium risk will be regularly monitored.

111. Community Centre Project:

- a. No further reports from the WCC Conveyancer on the land transfer from Taylor Wimpey were available.

112. Existing Village Hall

- a. Mr Brian Johnson is progressing with the land registry information and continues to liaise with the County Council Conveyancer. An outstanding matter is to have a current land valuation carried out and council agreed to facilitate this by engaging an accredited valuer. Clerk has arranged the valuation which is in progress.

113. Matters Raised by Members for information or Items for Future Agendas:

Highway Matters:

- Move the 30MPH zone to beyond the new Recreation Field access
- Extend the footway on the north side of Bretforton Road to align with the Recreation Field pedestrian access gate
- Install new cautionary signs for the new Recreation Field access

114. Correspondence: noted

- a. Clerks and Councils Direct

115. Meeting Dates:

- a. Members confirmed the next Ordinary Meeting of the Council is scheduled for the 13th October at the Village Hall at **7.30 pm**

There being no further business the Chairman closed the meeting at 10:25

Chairman _____

Date _____

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Payments Authorised

Cheque Number	Payee	Details	Gross Payment	Net Payment
1337	Cotswold Line Promotions	Membership fee	10.00	10.00
1338	P D Long	New Streetlight #17 High St	597.60	498.00
1340	Mr I Trout	Chain and lock for RF	29.66	29.66
1339	Heath Jobs	Show trophy re-payment	164.95	137.46
1341	John Hyde	Handyman Works	41.25	41.25
1341	John Hyde	Lengthsman Works	80.40	80.40
1342	Wicksteed Leisure Ltd	Annual inspection	72.00	72.00
1343	Limebridge RS	Mowing contract	1,048.80	874.00
1344	J Stedman	Clerks salary and expenses	***	***
1345	Wychavon District Council	Annual litter bin charge	89.17	74.31
1346	etc. Design Ltd	Rec Field Project fees Aug	1,057.50	881.25
1347	Ken Watkins	Rec Field Project fees Aug	1,890.00	1,890.00
1348	Dale Sports Surfaces Ltd	MUGA construction	102,575.40	85,479.50
1349	Newitts	Rec Field Goal posts X 2	804.58	670.48
1350	Westcotec	2 new batteries for the VAS	192.00	160.00

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