

Honeybourne Parish Council

Minutes of the Honeybourne Parish Council Ordinary Meeting held at 7.30 pm in the Village Hall on 6th October 2015

Present: Cllrs. C. Clear, G. Clelland, M. Powell, A. Perry, S. Walsh, S. Sidwell, D. Cowan, & H. Jobs.

In Attendance: No members of the public were in attendance

116. Apologies were accepted from: A. Attridge & T. Probert

Note: The Clerk was not able to attend and Cllr Walsh acted as Clerk to the meeting

117. 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

118. Cooption: The Council considered an application to be elected Councillor by cooption and agreed to coopted Mrs Susan Preater. The Chairman invited Mrs Preater to join the Council. Mrs Preater signed her declaration of office and took her place as a Councillor.

119. Public Open Forum: No public representation

Ward Members Report: Cllr Alistair Adams's was not in attendance to provide a report at this meeting.

120. Minutes:

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

121. Clerk's Report on Matters in Progress:

a. A Memorial request for Eryk Altwasser is agreed and the fee received and banked. – Noted

b. 5-Aside Goalposts received and installed in the MUGA by the Handyman – Noted

c. The Tennis court net is stored in the Village Hall garage for safety and security

d. New combination locks fitted to the MUGA, goalposts and new gate

e. Police were informed of the retention of samples of potential drug abuse and confirmed the samples were not required

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122. Planning Applications:

- a. W/15/02306/PP: 20 Fernihough Avenue, Erection of single storey side and front extension.
Under the Clerk delegated power the Council offered no objection or comment on the application.
- b. **W/15/02324/RM:** Land off, High Street, Honeybourne: Construction of 14 dwellings, application seeking reserved matters approval following outline planning permission reference number W/13/00719/OU.
Honeybourne Parish Council agreed the following comments and request for condition
 - A full footway enhancement should be undertaken by widening and re-fencing with a more suitable fence the whole of the raised footway on the High Street and Station Road sections.
 - The proposed raised footpath for flood condition evacuation should be fully maintained by a maintenance company
 - The public footpath from the brook crossing should be extended across the POS with a 2 m wide tarmac surface to ensure access is maintained across the POS in wet winter conditions
 - Each dwelling should have a full rain water catchment system to relieve potential flooding of the Gate Inn Brook
 - Ensure an ongoing maintenance scheme is in place for the POS and drainage system
 - Landscaping plantings should be with mature trees to ensure quick and adequate screening.
 - Replacement of failed plants should be for a 5-year period to ensure the screening is fully established
 - The flood survey data submitted is outdated and inaccurate as local knowledge confirms the site access floods more frequently than the data describes.
 - Obscure glass to be fitted to all dwellings overlooking the High Street properties.
 - There is no provision for visitor parking on the site and on street parking is not provided
 - Plots 7, 8, 9 & 10 only have one parking space
 - Plots 8 & 9 have no rear access with a potential of refuse bins remaining on frontages
 - Construction traffic needs conditionally routing via Weston Road and avoiding the High Street as this weight limited road could be abused for access to the site

123. Planning decisions: Noted

- a. **W/15/01996/PP** - Mr Guppy, The Forge House, 6 School Street, Honeybourne, Erection of 4m x 8m timber garden office. **Granted** with 4 conditions
- b. **W/15/02046/PP** – Mr J Bicknell, Middle Barn Cottage, Stratford Road, Honeybourne, Two storey rear extension. **Granted** with 4 conditions
- c. **W/15/01565/PN:** Endor Ltd. Land adj Grain Store off, Gloster Ades Road, Proposal: New building for quail farming and erection of two silos, **Granted** with 6 conditions
- d. **W/15/01674/PP** The Birches, Station Road, Proposal: Extensions and Alterations **Granted** with 6 conditions
- e. **W/15/02235/PP:** Mr S Emmerson Hazel House, Station Road: Proposal, New Garage **Granted** with 5 conditions
- f. **W/15/01891/PN** Location: Units 4 and 5, Fairview Trading Estate, Buckle Street. Description of Proposal: Lifting the roof on one of existing units and installing new access and new plant room **Granted** with 4 conditions

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124. Planning Matters

- a. The Council considered an offer from Bovis Homes to sponsor a small village project – proposal put forward: -
 2 to 3 additional litter bins, a Bike Rack and a metal storage box are required for Sports & Recreation Field Cllrs felt these would be good sponsorship option for Bovis Homes
- b. Report on the removal of “PRIVATE LAND” signs from Abacot Fields play area fencing and gates - Cllr Heath Jobses advised signs have now all been removed. Chairman requested that Parish Council write to Seven Trent Water request that they erect a fence for protection purposes
- c. Long Marston for the Cala 400 homes proposal. Cllr Steve Sidwell reported on the meeting held and Long Marston, the main points raised are the strain will put on infrastructure especially B4623 as accident hot spot. Also 500 homes approval at Shottery will also add to concern. Cala have set aside £17million providing amount is matched in order to update rail service. Question raised to Cllr Steve Sidwell current volume of passengers using Honeybourne Station outside of Parish. Cllr Mike Powell advised happy to carry out survey of Station users once Bidford Bridge has been re-opened.

125. Neighbourhood Development Plan: NDP

- a. The Clerk confirmed the planning application for the NDP designated area is now granted and consultation documents were circulated to members
- b. Cllr Alex Perry has obtained quotations ranging from £150 to £780 and samples for an NDP logo design and will circulate these by email to Cllrs.
- c. Creating a flyer for distribution in the autumn on hold until event to launch to Parish has been decided/ organized.

126. 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. Council considered and approved the second quarterly bank reconciliation, account balances and budget balances
- c. To receive a report on the Lloyds bank mandate and account access changes. Matter ongoing
- d. To receive a report on the stopped cheque No 01338 payee P D Long for 597.60 – cheque lost by the bank. Bank has confirmed they have lost cheque.
- e. It was confirmed the council is now in receipt of the sec 106 claim for £106,175.15 for the MUGA
- f. Clerk confirmed the Direct Debit set up with British Gas for the electricity for the Recreation Field
- g. The Clerk reported the documents for the Lloyds Bank mandate changes were returned as incomplete, the process is ongoing.

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127. Community Matters:

- a. To report on the recruitment of a Community Connector for the WDC community project. – No one has come forward to date and the matter is suspended.
- b. To consider an offer from Bovis Homes to sponsor a small village project, i.e. the Recreation Field bike rack @ £400.00 or other suggestions as in Minute 124 (bins & bike rack).

128. Street Lights:

- a. Streetlights reported in need of attention: None at this time
- b. New streetlight on Stratford Road: The Stratford Road shop owner, Mr Campagna is agreeable to having a streetlight power supply connected to his property. Having considered information from WPD the council agreed to go ahead with option to connect to the supply on Stratford Road Clerk to action the works.
- c. To receive a report on installation of the new streetlight on Stratford Road. Still awaiting to be wired up and connected – expected to be completed mid October.

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

- a. To receive any reported PROW problems or issues – none reported

130. Highways:

- a. New highway matters to be reported to County Highways.
 - i. Bretforton Road, Fir tree Corner particular bad pot hole.
 - ii. Railway Bridge (Bidford side) depression appearing across road near bollards.
 - iii. New Honeybourne sign is installed on Weston Road but can't been seen due the hedgerow growth – Cllr Heath Jobses confirmed the hedge is still not cut. Cllr Alastair Adams did raise this with County Highways on 28th Sept. Clerk to pursue the matter with Cllr Alistair Adams
- b. To Note: The WDC flood alleviation grant scheme is not available for works which the County Highways are responsible for and therefore the grant is not applicable.
- c. The Clerk reported that the repairs to raised footpath railings at Gate Inn cross roads are now completed. Matter resolved.
- d. Council agree the following highway matters will be requested for implementation by the County Council.
 - i. Move the 30MPH zone to beyond the original Recreation Field access
 - ii. Extend the footway on the north side of Bretforton Road to align with the Recreation Field car park access gate
 - iii. Install new cautionary signs for the new Recreation Field access

131. Lengthsman and Handyman:

- a. Report on works issued to the Handyman: -
 - i. Flooding on the junction of Shinehill Lane and Buckle Street - ongoing
 - ii. Flooding on Shinehill Lane on the bends where previous flooding occurred – ongoing. Members request confirmation when this work will be completed.

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132. Sports & Recreation Field Development Project.

- a. A written updated report on the Recreation Field development from Ken Watkins was circulated to members.
Cllrs requested confirmation when phase one work will be completed by Ken Watkins
Also the invoice for September what work was carried out by Ken Watkins for £1225.00.
Cllrs also stressed that no payment should be incurred/made for snagging work by contractors or Ken Watkins.
- b. To consider the matters of the Honeybourne Recreation Field sign height
The Council agreed the sign should be lower and investigation will be made to achieve a height change as planning conditions may apply.
- c. To consider the wording and placement of the information notice on the Recreation Field
Matter Deferred to a later meeting
- d. It was confirmed the Sec 106 claim for the land drainage invoice for £41,450.00 has been lodged with WDC and the payment has now been received.
- e. Council agreed to requesting the mowing contractor to regularly mow a small section of the Recreation Field where the gang mower cannot gain access. Contractor to commence the mowing in 2016 season.
- f. Members considered the purchase of a metal storage box for storing the tennis court net and 5-side football goal nets – this will be combination locked box and secured to the MUGA fencing. See minute 124
- g. The purchase of a new litter bin to be sited near the car park was agreed - See minute 124
- h. Consideration of re-siting the existing litter bin to near the MUGA and Youth Shelter - It was agreed to request the Handyman to move the existing bin to MUGA Youth Shelter site.
- i. Consideration of siting of the proposed new bike rack. See minute 124
- j. Council agreed that three combination locks required (two for Water Point & other for Electric Point) to be obtained by Chairman.

133. Insurance:

- a. Council approved the council's insurance renewal quotation and schedule of insurance from Came and Company. The annual insurance renewal fee was paid in full.

134. The Leys Playing Field:

To receive any reported problems on The Leys and consider any actions. No matters to report

135. Community Centre Project:

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

136. Existing Village Hall

- a. To receive any project update reports from members. None to report
- b. To receive a report on the investigations into securing of the Village Hall land title –
All completed by Brian and now sent to the Land Registry by our conveyancer

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

To request the Village Hall committee to issues a Bi Monthly fundraising update for the New Village Hall project.

138. Correspondence:

- a. Email 2nd October Lesley O'Connell raising issue of a footpath pothole at the end of Fernihough Avenue – Cllr Colin Clear to action the matter as its HMP property.
- b. Email 2nd October from Mike Edwards regarding St Ecgwin Churchyard Path requesting confirmation that Parish Council is supportive for the scheme to go ahead – Council agreed to support the Churchyard path re-surfacing with tarmac. The Clerk will confirm the council's support to the PCC.

139. Meeting Dates:

- a. Members confirmed the next Ordinary Meeting of the Council is scheduled for the 10th November at the Village Hall at **7.30 pm**

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

Chairman _____

Date _____

Payments Authorised			Gross	Net
Cheque Number	Payee	Details	Payment	Payment
1351	Pebworth Parish Council	50% Lengthsman training	225.00	225.00
1352	Mudway Workman	Marquee Hire Village Show	432.00	360.00
1353	Lights Out Electrical Services	Village Show power supply	378.00	315.00
1354	BPS	Bollard fixing and pad locks	160.87	134.06
1355	Came and Company.	Insurance renewal	1,116.60	1,116.60
1356	Phil Day Sports	Rec Field project	49,740.00	41,450.00
1357	P D Long	Station Rd streetlight repair New Streetlight #17 High Street	67.20	56.00
1358	P D Long	Street	597.60	498.00
1359	Heath Jobs	Final payment for Trophies	24.00	20.00
1360	Fairview Trading Co Ltd	Wood Chipping Village show	91.20	76.00
1361	Hartwell & Co Ltd	Padlock for VH garage Village Hall Land Registry	16.33	13.61
1362	The Land Registry	Fees	60.00	60.00
1363	HMRC	Clerk's PAYE & PC NIC	784.42	784.42
1364	J Stedman	Clerks salary and expenses	***	***
1365	Limebridge RS	Mowing contract	892.80	744.00
1366	Ken Watkins	Rec Field Project fees Sept	1,225.00	1,225.00
1367	etc. Design Ltd	Rec Field Project fees Sept	270.00	225.00