

Honeybourne Parish Council

Minutes of the Honeybourne Parish Council Ordinary Meeting held at 7.15 pm in the Village Hall on 7th August 2017

Present: Cllrs. S Sidwell, Richard Chivers. Colin Clear, Graham Clelland, H Jobs, G Taylor, A Attridge and S Walsh

In Attendance: J Stedman (Clerk), and four members of the public were present

Chairman: In the absence of the Chairman, Cllr. Steve Sidwell chaired the meeting

84. Apologies were accepted from: Cllr, D Cowan (Chairman) and Cllr Alastair Adams

85. 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

86. Chairman to Move: The meeting be now adjourned for Open Forum

Public Open Forum:

Summary of matters raised by the public present: -

- Stratford Road, traffic speed, lack of streetlights, poor speed signage, many HGVs passing through and the dangers for elderly residents crossing over to the shop. Suggestion for extended 30 mph zone and more street signage
- A request for an apology to be published for the error in the Village News regarding the reporting of the School Sports day date
- Offers of assistance for the refurbishment of the High Street Telephone Kiosk and suggestions for its future use as an information centre
- Out-of-place grave digging and associated matters.

Ward Members Report:

Cllr Alastair Adams sent his report which is appended to the minutes

87. The Chairman closed the adjournment and reconvened the meeting at 7:55

88. Minutes:

Council agreed the wording of the minutes of the July ordinary meeting of the council and the Chairman signed the minutes as a true record of the meeting.

89. Clerk's Report on Matters in Progress:

- a. Letter sent to 50 Westbourne requesting footpath clearance – there was no confirmation the clearance was completed and checks would be made by members.
- b. Requests to landowners to clear overgrowth from PROW 519c rear of High Street. The clearance was considered unsatisfactory and members requested further clearance is carried out by the landowner.
- c. Update on the Stratford Road new bench sponsorship, no further information available, the matter is in hand.
- d. Request sent to the police to monitor the Recreation Field for vandalism activities, The PCSO confirmed extra patrols would be made in the area of the Recreation Field.

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- e. The Taylor Wimpey site balancing pond safety matters reported to Taylor Wimpey. The response from Taylor Wimpey confirmed the pond was installed to regulation standards and RoSPA would be carrying out a safety audit shortly.
 - f. Reported misrepresentation of black smoke fires reported in the village news. It was considered this may have been a misrepresentation of facts and a redress will be published in the village news.
 - g. Vandalism of a grave in the cemetery was reported to the PCSO, after reporting the PCSO confirmed extra patrols would be made in the area
 - h. Ambiguity over the date of the school sports day being reported to the Clerk, it was agreed this matter will be published in the village news.
 - i. New highway signage for HGV routing installed by Warwickshire County Council, matter noted.
 - j. New highway signage for Porky's Café installed at the Gate Inn cross roads. It was agreed the matter is for County Council to resolve and not a Parish Council matter as controversy has arisen over the placing of the signage.
- 90. Planning Applications:**
- a. **17/01317/FUL:** Land Between Dudley Road and, Station Road: Erection of 104 square metre A1 unit and associated works, under the Clerks delegated power the following comments were submitted
The Honeybourne Parish Council requests the conditions applied to the main shop under approval 16/00449/PN, should be commensurate to this application
Furthermore, the Parish Council requests the following matters to be considered and conditions applied accordingly.
 - i. Any amenity lighting on the site should be low level lighting and switched off at shop closing time to preserve the rural nature of the site and prevent unwanted gatherings late at night.
 - ii. The retail operations time to be between 07.00 and 22:00 in line with other similar shops in the rural area.
 - iii. Goods delivery times to be restricted to opening times except for essentials goods.
 - iv. HGV delivery vehicles not to use village 7.5-ton weight limited roads.
 - b. **17/01317/FUL:** Land Between Dudley Road and, Station Road: Erection of 104 square metre A1 unit and associated works, Change in the design of the proposed A1 unit, in particular the roof design. The Council has no objection or comment on the application.
- 91. Planning Decisions: Noted**
- a. 17/00942/HP Ms. Sharon Hill, The Birches, Bretforton Road, single storey rear extension
The Council has no objection or comment on the application.
- 92. Neighbourhood Development Plan: NDP**
- a. Members reported they considered the plans progress was slow and a lack of community support needed addressing. It was agreed to invite Brodie Manning staff to the next Parish Council meeting to give a progress report and update on the NDP.
Clerk to arrange the meeting with Brodie Manning staff and advertise the next NDP meeting to be held at the Gate Inn at 7:15 on Tuesday 5th September.
- 93. Finance:**
- a. **Payments:** Council approved the schedule of Payments as circulated by the Clerk.
 - b. Council noted the receipt of £8,250.00 for sec 106 arts funding for the Village Hall project
 - c. Council noted the receipt of the VAT claim from HMRC for £2,103.68

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94. Sports & Recreation Field Development Project.

- a. It was reported that the contractors were now onsite and construction is underway.
- b. Members requested an account balance for the project management fees is tabled for the next meeting.

95. The Leys Playing Field and Recreation Field:

- a. The weekly visual inspection for The Leys found no safety matters to report.
- b. The weekly visual inspection for The Recreation Field found no safety matters to report.
- c. **Safety Inspection Report:**
Safety issues arising from the Wicksteed safety inspection reports will be referred to the Handyman for further inspection and action where appropriate. There were no issues requiring immediate attention and only one medium risk identified.

d. Trench Shrinkage:

The Handyman offered a cost to fill the trenches with topsoil supplied from Fairview trading and the council agreed this was the most appropriate method to resolve the matter. As an alternative, the Clerk was asked to enquire if the Community Payback Team may be able to carry out the installation of the topsoil. Clerk to arrange for eight to ten bags of topsoil to be delivered to the Recreation Field and liaise with the Handyman as necessary.

e. Sward Restoration:

Council considered the sward restoration proposals from Phil Day Sports and as the total cost for the full recommendation was £13,000.00 it was agreed to continue with the amenity contractors schedule for sward maintenance.

f. Vandalism:

The clerk reported more vandalism activities on the Recreation Field reported by the Handyman whereby the wooden bench has suffered considerable damage. The Handyman to be requested to investigate the repairs. Following the July meeting a request was made to the local PCSO to make extra visits to the Recreation Field particularly on dusk as the vandalism appears to be a regular occurrence.

g. School Sports:

Following adverse comment on social media over the lack of facilities and the state of the Recreation Field it was agreed that Cllr Steve Sidwell would visit the school and meet with the Headmistress to ensure future school events on the field are arranged directly with the Parish Council and not via third parties. The matter of burning in a running track into the Recreation Field will also be addressed.

h. Corner Plate: A report from the Chairman confirmed the replacement corner plate is now fitted to the table tennis table. Resolved

96. Council and Community Matters:

- a. **Kiosk:** It was agreed the kiosk refurbishment requires a professional to carry out the work to ensure safety and compliance with the terms of the adoption from BT. Council agreed a budget of £2,500 to allow a company to refurbish the kiosk, Clerk to make enquiries and report to the September meeting.

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- b. **New Car Park:** A proposal to construct a public car park on the Fair Acres site off High Street to relieve local congestion and parking problems was considered an unrealistic option as the land is owned by the residents of the estate and the cost of such a project could not be justified.
 - c. **Bovis Homes:**
Cllr Colin Clear reported that Mr Nigel Gasston (Bovis Homes manager) had confirmed that some of the outstanding issues on the Bovis Homes site had been resolved and many more are still outstanding particularly at the back of the site. The original Grounds maintenance contract had been replaced to allow more time for maintenance and a drainage scheme is in the design stage. The Clerk confirmed he has not received any communication from Bovis Homes despite emails and phone calls.
 - d. **Perrie Drive:** Council noted the withdrawal of the community asset registration for the Perrie Drive greens. The decision was made at a formal hearing held by WDC, it was noted the Parish Council took no part in the hearing and was only informed of the decision after the hearing.
 - e. **Facebook:** Council agreed to obtain legal advice regarding proceedings to be taken over the defamatory and libellous comments aimed at Councillors and The Clerk which are posted on Facebook by local residents. Advice on the legal proceeding will be sourced from the WDC Solicitors and CALC's legal department to ensure legal compliance for the council's proceeding in the prosecution process.
- 97. Community Centre and Village Hall:**
- a. Members considered and agreed the wording of the land transfer agreement between the Council and Taylor Wimpey and agreed to the document being signed by the Council as required.
 - b. Members considered and agreed the wording of the lease agreement document for the lease of land from the Parish Council to the Village Hall trustees and agreed to the lease being signed by the Council as required.
 - c. The Clerk reported on the procurement of goods for the Village Hall cinema project and confirmed the funds are in place and awaiting invoices for the goods. Council agreed the invoices can be paid on receipt as the funding is fully approved.
 - d. Cllr Heath Jobs reported that the Community Centre lottery bid is underway but lacks support from the community as only two committee members are helping with the administration of the bid. It is hoped it will be completed in the time allowed.
- 98. Cemetery and Churchyard:**
- a. The Clerk reported the cleaning and repainting of the cemetery benches is in hand but delayed by wet weather conditions.
 - b. The Clerk reported on the purchase of two graves and the interment of Mr Michael Merrett in plot 98A
 - c. The Clerk reported on the Grave for Mr Michael Merrett being moved from where it was marked by the Clerk and confirmed the matter is now resolved.
 - d. The Council considered the potential loss of revenue caused by the moving of the Merrett grave plot and agreed not to pursue the matter. Resolved

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99. Highways:

- a. To consider any new highway matters to be reported to County Highways.
 - i. Potholes at the Gate Inn cross roads and Stratford Road
 - ii. Further deterioration of the road structure on the Station Road and Mickleton Lane railway bridges.
 - iii. A further fence post is broken on the Gate Inn cross roads footway
 - iv. Storm water ponding on Bretforton Road
 - v. Storm water ponding on the Shinehill/Buckle St junction north side
 - vi. Kerb spraying on Shinehill Lane

- b. **Speed Enforcement:** Members requested a report on the promised traffic speed enforcement as the camera van has not visited the parish as intended. The matter to be referred to Cllr Alastair Adams.

- c. **Speeding:** Parishioner's concerns regarding speeding on Stratford Road to be reported to Cllr Alastair Adams with a further request to move the 30mph zone to the Pebworth side of the two bridges as the County Council officers confirmed it was not possible as the area does not fulfil the criteria to extend the speed limit. A further request for extra signage and road marking for Stratford Road will be requested.

- d. **Community Speed Watch:** A report from Cllr Alastair Adams confirmed the community speed watch group would not be put in place as the speed camera van would make regular visits to the parish.

- e. **VAS report for July**
 - a. Stratford Road for 21 days 5187 violations
 - b. The Lengthsman reported the VAS batteries are beginning to fail and it was agreed to replace them when necessary.

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

- a. Consideration of actions for any reported PROW problems or issues.
 - i. The landowner's clearance of 519c west of High Street required further attention
 - ii. Dogs roaming freely on the PROW across Green Farm was reported to members and it was agreed to ensure adequate notices are in place on the footpath to warn the public to keep dogs on a lead and under control at all times.

101. Lengthsman and Handyman:

- a. Works to be issued to the Lengthsman & Handyman.
 - i. Weed spraying as and where necessary - ongoing
 - ii. Clear Grips on Bretforton Road - ongoing
 - iii. Cemetery storm water drain cover to be replaced
 - iv. One further allotment to be trimmed

102. Street Lights:

- a. Lights reported to be in need of attention. None at this time
- b. The Clerk confirmed Western Power Distribution will connect the new streetlight column in Stratford Road in September as the current road works have delayed the trench digging.

103. **Allotments** It was noted some vacant plots were trimmed by the Handyman to prevent weed spread

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104. Matters Raised by Members

Cllr Steve Sidwell confirmed he had just received a text from Mr Merrett requesting co-option onto the council.

105. Meeting Dates:

- a. It was confirmed the next Ordinary Meeting of the Council is scheduled for the 12th September at the Village Hall at 7.15 pm

There being no further business the Chairman closed the meeting at 10.30 pm

Chairman	Date
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Appendix A

Cheque Number	Payments Authorised		Gross Payment	Net Payment
	Payee	Details		
1588	David Cowan	Table Tennis parts	39.50	39.50
1589	Ken Watkins	Rec Field Drainage	175.00	175.00
1590	J Stedman	Tennis Net Huck paid by card	22.99	19.16
1591	Wychavon Sport	Event entry fees	69.00	69.00
1592	Limebridge RS	Grounds Maintenance	1359.60	1133.00
1593	J Stedman	Clerks Salary and Expenses	***	***
1594	John Hyde	Handyman Works	85.25	85.25
1594	John Hyde	Lengthsman	92.55	92.55
1595	P D Long	Streetlight Maintenance	72.00	60.00
1596	Ken Watkins	Pavilion project	560.00	560.00