

Honeybourne Parish Council

Minutes of the Honeybourne Parish Council Ordinary Meeting held at 7.15 pm in the Village Hall on 10th October 2017

Present: Cllrs. D Cowan (Chairman), S Sidwell, Richard Chivers. Colin Clear, Graham Clelland, H Jobs, G Taylor. M Henson and S Walsh

Prior to the meeting, T/PS 375 Zoey Carter, West Mercia Police Safer Neighbourhood Team Sergeant, reported the policing of the Bretforton Road mud issues and traffic speed enforcement.

In Attendance: Cllr Alastair Adams, J Stedman (Clerk), and two members of the public

Apologies were accepted from: None

127. 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:

Cllr Steve Sidwell in Minute 133b as a neighbour to the planning application property.

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

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

Public Open Forum:

A parishioner gave a presentation on the planning application for the Cattery proposals at Appleby on Station Road

Ward Members Report:

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

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

130. Minutes:

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

131. Clerk's Report on Matters in Progress:

- a. Confirmation that Julia Luff will attend the November meeting on behalf of Nigel Huddleston MP: Noted
- b. Response from the PCC John Campion regarding the mud issue on Bretforton Road: Noted
- c. Chairman reported on correspondence with County Highways regarding traffic calming on Stratford Road. it was confirmed that the SLOW road marking are now in place by the railway bridges on Stratford Road.
- d. Clerk's report on the CALC meeting for CIL payments: Noted
- e. Letter sent to Mr Boulter regarding the council's resolve on his complaint over grave memorial damage. No response received by the Clerk to date, the Stone Mason reported to the Clerk that he had received a very irate phone call from Mr Boulter over the matter.
- f. Buckle Street highway drainage issues – Cllr Sandra Walsh reported the works to clear the ditch on the eastern side of Buckle Street was still not started and a new County Highways officer is investigating the matter.

Honeybourne Parish Council

132. Planning Applications:

- a. **17/01940/FUL:** Ranch Caravan Park, Station Road, Proposal: Extension of existing facilities block, to provide accessible facilities with additional laundry and food preparation areas. The Council has no objection or comment on the application.
- b. **17/01906/FUL:** Applebee, Station Road, Honeybourne, Proposal: Construction of 9 cat boarding pens in the garden of Applebee Applicant: Mr Graham English. The Council has no objection or comment on the application.

133. Neighbourhood Development Plan: NDP

- a. Council noted the report on the circulation and collection of the NDP questionnaire and the use of the internet Survey Monkey for data processing
- b. It was agreed that posting out and printing the NDP business questionnaire to over 68 businesses would be carried out by the Clerk.

134. Finance:

- a. **Payments:** Cheque No's 1614 and 1618 were not signed by councillors as the associated invoices were incorrectly calculated, Clerk to obtain amended invoices before the cheques are signed and issued.
- b. Council approved the remainder of the schedule of Payments as circulated by the Clerk.
- c. Cllr Graham Taylor checked, and the council agreed, the second quarterly bank reconciliation, account balances, budget balances and income & expenditure reports.
- d. The Clerk reported on the return of the Cheque sent to CLPG being returned and re-sent due to address change.
- e. The Clerk reported cheque 1587 to Assent Building Control has been lost in the post and stopped at the bank, new cheque issued No. 1613.
- f. The Clerk reported on the receipt of the second precept payment from WDC.
- g. The Clerk reported on the receipt of the sec 106 payments from WDC for the pavilion project.
- h. The external auditor's report on the annual return for the year ending 31st March 2017 was noted with no matter of public interest raised
- i. It was noted the statutory audit notice and documents are posted on the village noticeboard and the council's website.
- j. The clerk reported on receiving an irate phone call from a parishioner regarding the council tax charges.

135. Sports & Recreation Field Development Project.

- a. Council noted the September contractor meeting minutes from Ken Watkins and various documents sent by Ken Watkins regarding the pavilion works.
- b. It was agreed to query the failure to fit any loft ventilation devices in the soffits around the building and to request the pavilion is wired for four CCTV cameras – two on each gable end and wired in to a secure box in the loft.

Honeybourne Parish Council

136. 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 and extensive litter picking carried out.
 - c. **Seat:** The Clerk reported the Handyman has obtained the timber to repair the broken seat and the work is in hand
 - d. The Clerk reported on the request to the Piper Group for sec 106 funding from the Shorey development site to be allocated to play equipment which was favourably accepted by the Group Director.
- c. **Sunken Trenches:** The Clerk reported on the completion of the trench filling by community payback team and the purchase of further topsoil from Fairview Trading. The Chairman report indicated it was a job well done and a letter of thanks was sent to the team leader.
 - d. **Re-seeding:** The amenity contractor has the re-seeding of the trenches in hand and will co-ordinate this with the necessary field weed control

137. Council and Community Matters:

- a. **Kiosk:** The Clerk reported on the progress of the phone kiosk refurbishment funding from sec 106 and confirmed all the sec 106 arts funding was allocated to the Village Hall. The council agreed to investigate using New Homes Bonus instead, and the Clerk to report to the next meeting on available funds.
- b. **Noticeboards:** The site for the new noticeboard from HMP has been agreed by the Chairman and the Handyman who will carry out its installation.
- c. Members noted the open letter from the Chairman of Wychavon's Localism and Community Funding Advisory Panel, providing an update on matters relating to New Homes Bonus.
- d. The Chairman's proposal to entering a competition to win a football table, this was agreed and the Chairman and Cllr Henson will arrange the competition application
- e. **Christmas Lights:** Cllr Steve Sidwell reported on the promotion of the Christmas lights event and confirmed the raffle was very advanced with many very good prizes donated from local businesses. He has yet to confirm the school's involvement in the event. As the requests for a Choir has so far failed other carol singing leaders will be approached. The WI are still to confirm the Mulled wine catering and Barry and Sylvia Mathews have confirmed the hot dog catering. Extra flood lighting and a PA system is required. Members will source some Gazebos locally for the event.
- f. **Planters:** Council agreed to replant the village planters with spring bulbs, Handyman to be requested to carry out the planting

138. Community Centre and Village Hall:

- a. Council noted the payment of £4,152.48 for rural cinema equipment from the Sec 106 funding leaving a current balance of £1,572.00 from the £8,250.00 received.
- b. Council noted the signed lease agreements with the Village Hall will be held in the Clerk's office until the land register is completed to enable the agreements to be dated.
- c. Cllr Heath Jobs reported the lottery fund second round application is now lodged.

Honeybourne Parish Council

139. Cemetery and Churchyard:

- a. The Clerk reported the cleaning and repainting of the cemetery benches is completed.
- b. Council considered a parishioner's request to have a green waste bin installed at the cemetery and agreed to consider the costs to the Parish Council at the next meeting. Clerk to obtain costs from WDC.
- c. It was agreed to request tree maintenance quotations from suitable contractors to reduce/pollard all the willow tree growth and other tree maintenance matters in the cemetery. – quotes to be considered at the next meeting.
- d. The Clerk reported on the granting of a request from Geo, Clifford & son to install a memorial for Rosemary Herbert, fee of £140.00 received.

140. Highways:

- a. To consider any new highway matters to be reported to County Highways.
 - i. Potholes in various locations to be reported
 - ii. Road gully opposite the Thatch Tavern not cleared
 - iii. Traffic speed on Buckle Street to be monitored following the two fatal accidents in September
- b. Cllr Alastair Adams reported on the request to the County Council for double yellow lines to be installed on the High Street in the vicinity of the new development access and confirmed sec 106 funds were allocated for a survey.
- c. Council agreed to commission three WCC traffic speed recording devices to be placed on Stratford Road, Weston Road and Buckle Street. Clerk to action this as soon as possible to ensure obtaining the data for the next meeting.
- d. The Clerk reported on a letter to Vicarage Nurseries regarding the incidents of mud on the Bretforton Road and confirmed no response has been received.
- e. Members noted a report from WCC regarding the request to extend the 30 MPH zone on Stratford Road and further correspondence from residents and Cllr Alastair Adams – no further action at this time
- f. Honeybourne station manager, Claire King, confirmed the bridge subsidence being reported to Network Rail again
- g. Council considered a report from Ian Bamforth, Highways & PROW Operations Manager WCC regarding the Station Road bridge subsidence and agreed the proposed remedial action to extend the traffic lights further south would help as a short term measure. Members expressed concerns of soil movement on the bridge embankment in the Bovis Homes site
- h. VAS report for August
 - i. No report was available due to battery changes

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

- a. Consideration of actions for any reported PROW problems or issues. – no new matters reported
- b. The Clerk reported the repairs to the bridge on PROW 538 are completed
- c. The Clerk reported on action taken over an access gate on the PROW 516c being padlocked shut, the matter is in hand with the local farmer and landowner

Honeybourne Parish Council

142. Lengthsman and Handyman:

- a. Works to be issued to the Lengthsman & Handyman.
 - i. Remove and dispose of all temporary development and commercial signage on highway verges throughout the parish: Completed
 - ii. Clear the vegetation from the footpath from Station Road to Westbourne: in hand
 - iii. Clear the gutter debris and dig out grips on Shinehill Lane – ongoing
- b. **New Lengthsman works**
 - i. Apply weed killer to all parish footways
 - ii. Clear the grass and vegetation from the two Westbourne footpaths and remove the arisings
- c. **Works progress:** Members expressed their concerns over the excessive time taken to complete the Lengthsman work and it was agreed to send a formal letter to the Lengthsman regarding delays in completion of works.
- d. Council agreed to request the Community Payback Team to help in siding out the footway on Station Road and clear the gutters on Shinehill Lane, Clerk to action the request

143. Street Lights:

- a. Lights reported to be in need of attention. None at this time
- b. The Clerk confirmed Western Power Distribution have now connected the new streetlight column in Stratford Road and it is operational - matter resolved
- c. The Clerk reported on returning an updated streetlight inventory to WPD which have the Stephenson Way streetlights listed. It was also confirmed that the Sec 38 agreement for streetlight adoption in Stephenson Way was not yet in place therefore the streetlights were still the responsibility of Taylor Wimpey. Clerk to take actions to resolve the issue.

144. Matters Raised by Members - None

145. Meeting Dates:

- a. It was confirmed the next Ordinary Meeting of the Council is scheduled for the 14th November at the Village Hall at 7.15 pm

There being no further business the Chairman closed the meeting at 10.10

Chairman _____

Date _____

Honeybourne Parish Council

Appendix A

Payments Authorised			Gross	Net
Cheque Number	Payee	Details	Payment	Payment
1612	Brodie Planning Associates Ltd	NDP expense	105.00	105.00
1612	Brodie Planning Associates Ltd	NDP expense	274.20	228.50
		Building regs fees Rec see Chq		
1613	Assent Building Control	1587	480.00	400.00
1614	Cliff Armstrong	Village Hall Sec 106 Cinema	4152.48	3580.40
1615	Westcotec Ltd	2 VAS batteries	192.00	160.00
1616	David Cowan	Mileage Expenses	27.45	27.45
1617	Cancelled Cheque	Writing Error	0.00	0.00
1618	K & SW Construction Ltd	2nd Stage construction payment	52650.00	43875.00
1618	K & SW Construction Ltd	Extra works on Pavilion	300.00	250.00
1619	Vale Press	NDP expense	568.80	474.00
1620	Ken Watkins	Pavilion project	875.00	875.00
1621	Poore Prints Ltd	NDP expense	60.00	60.00
1622	Fairview Trading Co Ltd	PROW repairs	42.07	35.06
1622	Fairview Trading Co Ltd	PROW repairs	9.12	7.60
1622	Fairview Trading Co Ltd	Rec Field Soil fill	177.84	148.20
1623	Limebridge RS	Amenity mowing	1446.00	1205.00
1622	Fairview Trading Co Ltd	Rec Field Soil fill	177.84	148.20
1623	Limebridge RS	Amenity mowing	1446.00	1205.00
1624	J Stedman	Clerks Salary and Expenses	***	***
1625	HMRC	PAYE & Council NIC	65.77	65.77
1626	J Hyde	Lengthsman	139.80	139.80
1626	J Hyde	Handyman Works	210.00	210.00
1626	J Hyde	PROW repairs	52.50	52.50

District Councillor & County Councillor Report - Honeybourne

Month: October 2017

Prepared by Alastair Adams

Honeybourne & Pebworth Ward, Wychavon District Council

Littletons Division, Worcestershire County Council

CCTV

Wychavon District Council is kicking off a review of public-space CCTV, a service WDC provide in Broadway, Droitwich, Evesham and Pershore.

CCTV is monitored centrally at the main WDC Pershore offices and the system has been in operation since 1999. The aim of the service has always been to prevent crime, reduce the fear of crime and to assist in the apprehension and prosecution of offenders.

Footage is regularly requested by West Mercia Police to help with both investigations and active incidents, and over 800 such requests were made in 2016.

WDC have decided that after 18 years of operation the service is ready for a review, and members of the Overview and Scrutiny Committee have been asked to look into the service further.

The review team is inviting those interested in giving their views to a session on 26 September, from 9am (for a 9.30am start) at the Civic Centre in Pershore. Here they will be asked to share their experiences to help the review team make its recommendations to Executive Board.

Low unemployment in Wychavon

Honeybourne Parish Council

The claimant count proportion in Wychavon is 0.9% of the 16-64 population, which is still the lowest across Worcestershire (Worcestershire 1.3%, West Midlands 2.4% and England 1.9%). The number of 18-24 year old claimants stands at 140 – a proportion of 1.8% of this particular group of the population (Worcestershire 2.2%, West Midlands 3.4% and England 2.7%). This figure is down 15 from the figure recorded 12 months ago.

Wychavon Well-Being Week - 9 to 15 October

Wychavon Wellbeing Week will take place from 9 to 15 October, and WDC are working with partners to put on a range of activities and events during the week aimed at residents that will be promoting the five ways to wellbeing during the week. See <https://www.wychavon.gov.uk/activities-and-events>

Highways

1. **SLOW signs painted on the road** in both directions as you enter the railway bridges on Stratford Rd - completed
2. **£6m pavement fund** – Highway engineers attended Honeybourne on Monday 11th Sept and inspected all pavements including Stratford Rd & Dudley Rd. Agreed to patch various sections and to look at improving Stratford Rd..
3. **Road over bridge by Honeybourne Station** –Highways wanted to know which options regarding the subsidence did the Parish prefer.
4. **Mud on Bretforton Rd** – Vicarage Nurseries confirmed they have bought a road sweeper and will sweep this road more regularly. They also stated they are looking at a longer term solution installing some hard standing at the exit of the fields.
5. **Unauthorised advertising signage at attached to Highways signs at the road junction Honeybourne Rd /New Rd B4035 in Bretforton** – all removed
6. **A reminder to all Parishes to use their lengthsman to keep weeds and grass off pavements** by regularly applying weedkiller, and where possible to clear away the debris from the kerb edge which allows grass and weeds to grow. Special mention was made by the Highways engineers about the state of the pavements in Dudley Rd/Westbourne and Harvard Avenue which are all adopted by Highways and therefore the Lengthsman can be used on helping to keep these clear.
7. **Stratford Road closure – 12th October** – This is for remedial works.
8. **Request by Parish Council to install Double yellow lines up the High Street for some 70m from the cross roads junction with Weston Rd.** WCC Highways have noted this request, and asked for some monies from Section 106/developer to assess the issues created by this development.

As always, if you have any issues on any Highways matters, please report it on the WCC website http://www.worcestershire.gov.uk/homepage/98/report_it

Also remember a photo of the Highways problem is as good as “a thousand words” so always take a photo where possible.

Rubbish near Perrie Drive Honeybourne greens

I have asked Rooftop’s help to clear some rubbish dumped here.

Overgrown grass verges in front of the Taylor Wimpey site

A request was made to cut these as part of the Parish’s grass cutting contract – I understand this has been agreed.

Mobile Speed cameras in Station Rd, Honeybourne

Safer Road Partnerships agreed to put a mobile speed camera in Honeybourne at the end of August. By the middle of September 23 people have been caught speeding. So slow down through Honeybourne, or risk getting a speeding ticket!

Two Fatal accidents along Buckle Street

Since my last report, there have been 2 horrific car accidents on Buckle Street not far from the glider airfield. My thoughts are with the families and loved ones of the young men that lost their lives.

Honeybourne Parish Council

Buckle Street is a dangerous road with many junctions and house/farm entrances, and many folk do drive too fast when using it. I have been working to get a TRO for a 40mph speed limit through Ullington, but in the meantime please can I ask all drivers to slow down through Ullington; residents pulling out of their drives have reported terrifying stories of near misses. The Safer Road Partnership, the Police and the Highways Authorities are also carrying out various investigations currently along the length of this road. I will keep you informed.

Divisional Fund

The divisional fund is now open for business again, and offering help in providing small grants to help community voluntary organisation. So if you need a grant to help the community, then please email me details of what you need.

Your District & County Councillor, Alastair Adams can be contacted on adams.pebworth@gmail.com or mobile 07725 979 277 or www.alastairadams.org