

## Honeybourne Parish Council

### Minutes of the Honeybourne Parish Council Ordinary Meeting held at 7.15 pm in the Village Hall on 14<sup>th</sup> November 2017

**Present:** Cllrs. D Cowan (Chairman), Steve Sidwell, Richard Chivers. Colin Clear, Graham Clelland, Heath Jobes, Graham Taylor, Andy Attridge. and Sandra Walsh

**In Attendance:** J Stedman (Clerk), no members of the public were present

Apologies were accepted from: Cllrs Matt Henson and Alastair Adams

#### 146. 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

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

##### **Public Open Forum:**

**Mrs. Julia Luff** attended the meeting on behalf of Nigel Huddleston MP and noted members questions on the following matters: -

- i. The total lack of traffic calming measures deployed by Worcestershire County Council throughout the county
- ii. The County Highways officers negative attitude to applying traffic calming measures when requested to do so
- iii. The local police being reluctant to carry out speed enforcement in the village
- iv. The lack of police enforcement on the continuous mud deposits on Bretforton Road
- v. The lack of Network Rail's progress in the handover of the land at the access to Stephenson Way.
- vi. The lack of Network Rail's progress with creating an extra car park on their own land at Honeybourne Station to relieve parking in Stephenson Way.

Julia confirmed she would bring all the matters to the attention of Nigel and he would respond back to the council on the progress with each matter of concern.

##### **Ward Members Report:**

Cllr Alastair Adams report is appended to the minutes

#### 148. The Chairman closed the adjournment and reconvened the meeting at 7:45

#### 149. Minutes:

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

#### 150. Clerk's Report on Matters in Progress:

- a. The new notice board on Fair Acres is now installed – lock changes are being pursued by Cllr Clear to allow single key for all locks.
- b. Pavilion building site theft of goods and equipment on 3/4 November reported to the local police and noted

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- c.** The removal of commercial signs on the public highway – The Lengthsman confirmed no further signs have been removed in the last two months due to controversy over the rights to remove them from private property or on highway sign posts which the owner has gained permission from County Highways to install the signs on highway sign posts. It was agreed to gain confirmation of the alleged permission by making enquiries with County Highways officers.  
The owner of Porky's café phoned the Clerk on 10<sup>th</sup> November stating the Parish Council had removed his advertising sign from the Gate Inn cross roads which was bolted to the Gate Inn railings, Following the Clerk's denial of this he informed the Clerk he will be reporting the theft of this sign to the police and continued to accuse the Parish Council of the theft.  
PC Jammie Lee, the local Police Officer, phoned the Clerk on 13<sup>th</sup> November to inform the council of the accusation made against the council and make enquiries into the signs whereabouts, the Clerk was unable to help the enquires as no knowledge of the signs was known by the council and no instruction had been given to anyone for its removal.  
At the meeting, a councillor confirmed he had noted that the sign on the Gate Inn railings was stood on the verge for several days before it went missing, it was clearly not fixed to the railings but leaning against them at an angle. No further information was available from the council.
- d.** Repeated repairs to the vandalised footbridge on PROW 538 is completed
- e.** Response to an enquiry into the progress with weight restriction on Mickleton Lane – this enquiry was passed to Cllr Alastair Adams who confirmed it would be next spring before it was implemented by GCC.
- f.** Potential safety issues on Elm Green following a party was reported to the Village Hall committee who carried out a clean-up operation to remove broken glass and rubbish
- g.** School Street blocked gully cleared out and resolved by County Highways
- h.** LGA 2014 act on the Transparency code information uploaded to the council's website as required

### 151. Planning Applications:

- a. 17/02060/FUL:** Long Stretch Farm, Weston Road, Proposal: Construct open sided barn Applicant: Mr & Mrs K Bent  
The Council has no objection or comment on the application.
- b. 17/02147/OU** Location: Land Off, High Street, Honeybourne. Proposal: Residential Development comprising of 14no. Dwelling houses, Access Road, Area of Open Space and Drainage Improvements - as approved under planning permission ref. no. W/13/00719/CU but without compliance with conditions 19 and 21 (to amend the time period in which the visibility splays and junction arrangements are completed).  
Applicant: Mr A. J. Shorey, Mrs V. Hall & Mrs E. O'Sullivan  
The Council strongly objects to the application as the proposals would not be in the interests of the public use of the footway or highway safety.
- c. 17/02095/FUL:** 35 High Street, Honeybourne, Proposal: Demolition of disused garage and erection of 8 dwellings, access, landscaping and associated works - as approved under planning permission ref. no. 17/00071/FUL but without compliance with condition no. 18 (to change the list of approved plans) Applicant: Lovelea Projects  
The Council has no objection or comment on the application.

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- d. **17/01803/HP:** 10 School Street, Honeybourne, Proposal: Demolition of a single storey conservatory and the erection of a two-storey extension to an existing dwelling.  
Applicant: Mr Joe Curry 17/02222/HP Associated Ref: 17/02223/LB  
The Council has no objection or comment on the application.
- e. **17/02222/HP:** The Forge House, 6 School Street, Honeybourne, Proposal: Alterations and extensions Applicant: Mr & Mrs Guppy  
The Council has no objection but comment the any grant of permission should be conditional to ensure no commercial use of the premises,

### 152. 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, the next NDP meeting is tomorrow and will be reported to the December meeting.
- b. The Clerk reported on the printing and posting out 61 business NDP questionnaires.

### 153. Finance:

- a. Council approved the schedule of Payments as circulated by the Clerk which is appended to the minutes
- b. The Clerk confirmed a further sec 106 claim lodged for the pavilion funding and a request for the sec 106 fund balance which was confirmed as £ 6451.34
- c. Members noted the letter from WDC for the 2018-19 budget precept requirements
- d. Members considered a date and venue for the precept and budget informal meeting and agreed the Clerk to arrange a Tuesday night at the Village Hall, date to be confirmed.
- e. Council considered a short-term (3 months) financial loan request from Pebworth Parish Council, the loan to be made under the LGA 2003 finance act. Following a thorough debate, it was agreed by a majority vote not to offer the requested loan.

### 154. 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. Council considered two quotations for the supply and installation of CCTV facilities on the Pavilion – It was agreed in principal to accept the quotation from K&SW construction subject to confirmation of further technical details of the equipment and its proposed siting in relation to the car park, MUGA and pavilion.
- c. The Clerk reported on the acceptance of the quotation for plastering the pavilion ceilings.
- d. Council considered a quotation from the contractor for the provision of ground levelling and turf laying at the end on the pavilion, council considered the ground levelling works is within the terms of the construction contract and therefore not an extra item of construction, Clerk to gain confirmation from the project manager.
- e. A ceremony/event for the formal opening of the pavilion to be considered in the spring, the matter to be placed on the February agenda.
- f. The Clerk reported on the progress with resolving the damage to the car park surface and it was agreed to write a formal letter to the main contractor confirming the matter is fully resolved before the end of the construction contract, the council consider K&SW construction are responsible for the damage to the car park surface and therefore K&SW must restore it to its original condition.

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- g. Council agreed to insuring the new pavilion for £250,000.00 Clerk to action the insurance with Aon
- h. The Clerk reported on a Complaint received over damage to the garden of 2, Gloster Ades caused when the pavilion sewer pipe was laid across the properties back garden, it is understood the tenant of the property was not aware of the easement agreed with Rooftop Housing Association to cross the garden and Rooftop failed to inform the tenant when the complaint was made. To mediate the situation, it was agreed the Chairman and Clerk would carry out a site visit with the tenant to assess the alleged damage and negotiate a resolve of the matter.

### 155. 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. Members requested weed control spray is applied around the MUGA area and the tennis net box doors need attention as they are not correctly fitting the box which could allow unwanted access.
- f. The Clerk reported on the Recreation Field sward restoration and maintenance works whereby weed and moss control was applied, a fertiliser application was made, and surface slitting will be carried out shortly to improve winter drainage. Trench re-seeding will be carried out in the early spring. All works carried out in accordance with the approved restoration contract.
- g. The Handyman reported the repairs to the broken seat is complete
- c. Council noted the report on the theft of contractor's goods and equipment from the pavilion building site.

### 156. Council and Community Matters:

- a. **Kiosk:** Consideration for funding the kiosk refurbishment will be made at the finance budget meeting later in the month
- b. Council considered and agreed the proposed new LED lanterns type for Stephenson Way to be installed as a streetlight upgrade scheme as part on the Sec 38 highways adoption agreement
- c. Members agreed to a site meeting with Taylor Wimpey to discuss the Stephenson Way balancing pond adoption details. Clerk to arrange the site meeting with Taylor Wimpey.
- d. Confirmation received from WDC on the allocation of £6,915.15 sec 106 funds from the Shorey site for play area improvements, this is yet to be agreed by the contractors and planning officers.
- e. **Christmas Lights:**
- f. **Resolved matters: -**
  - i. Tree contractor will supply a PA system with CD player
  - ii. Tree contractor can supply extra site flood lighting.
  - iii. The Village Handyman has carried out a tree canopy lift for public safety
  - iv. The Mowing contractor has or will mow and collect the grass on Elm Green

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### **g. To receive a report on: -**

- i. Progress with the raffle ticket printing and sales – Tickets distributed to members and others for selling
- ii. Progress with the light sponsorship funding – some funds received and many more expected
- iii. Confirmation that the WI will carry out catering
- iv. Confirmation that Sylvia Mathews will organise the Barbecue
- v. Confirmation that the supply of tents and gazebo's will be from the amenity contractor
- vi. Confirmation that the Bretforton Choir is leading the carol signing
- vii. MC for the event and event itinerary confirmed as Steve Sidwell
- viii. Risk assessments for the event Clerk to produce this

- h. Planters:** Council agreed the replanting of the village planters with spring flowers to be carried out by the handyman.

### **157. Community Centre and Village Hall:**

- a.** To report on the sec 106 arts fund expenditure and fund balance for the Village Hall, the Clerk confirmed: -
- |                     |                       |                   |
|---------------------|-----------------------|-------------------|
| Received £13,809.06 | Expenditure £6,677.47 | Balance £7,131.59 |
|---------------------|-----------------------|-------------------|

### **158. Cemetery and Churchyard:**

- a.** The drain covers on the cemetery main path are now replaced for public safety reasons.
- b.** Council agreed to support a parishioner's request to have a green-waste bin installed at the cemetery subject to a suitable security system being in place and someone will unlock the bin at collection time, Cllr Richard Chivers offered to unlock the bin for the collection day, Clerk to action the proposal.
- c. Tree Works;** as only one quotation was received for the tree works it was agreed to seek further quotations for consideration at the December meeting
- d.** The Clerk reported on alleged grave damage on the grave of Mr Sadler reported by phone on 11/11/17, no further information was available.

### **159. Highways:**

- a.** To consider any new highway matters to be reported to County Highways.
  - i. Request the County Highways road sweeper to clear the gutters in Shinehill Lane
  - ii. The pending works to extend the traffic light zone on the Station road bridge was noted
- b.** Council considered the data received for the speed monitoring throughout the village and noted the 85<sup>th</sup> Percentile speed at the three-monitored locations as: -
 

a. Weston Road just inside the 30mph zone	46MPH
b. Stratford Road at No 55	34MPH
c. Buckle Street at The Elms in the 60mph zone	48MPH

The Safer Roads Partnership camera van and the police will be asked to take enforcement action on Weston Road and Stratford Road at the appropriate times as indicated in the speed data information which will be sent to them as evidence of a speeding problem. The data will also be sent to Nigel Huddleston MP as the council raised the speeding problem with him via Julia Luff.

- c.** Members noted the report from PC Zoey Carter regarding the mud on Bretforton Road and look forward to mitigating action being taken by Vicarage Nurseries.
- d.** The new highway verges on Weston Road, fronting Fair Acres are now fully maintained and added to the amenity contract for mowing twice a month starting next March.

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### 160. Lengthsman and Handyman:

- a. To consider any new jobs for the Lengthsman and Handyman.
  - i. Replace the backing board on the School Road noticeboard
  - ii. Road gullies blocked on Shinehill Lane “S” bends causing ponding
- b. Report on works issued to the Handyman.
  - i. Remove and dispose of all temporary development and commercial signage on highway verges throughout the parish-complete as far as possible.
  - ii. Clear the vegetation from the footpath leading from Station Road to Westbourne not completed clerk to chase up the matter
  - iii. Notice board painting completed
  - iv. Repairs to the goalposts in the MUGA-completed
  - v. Two drain covers on the cemetery main path replaced and completed
- c. It was agreed that the handyman replaces the notice board backing board at School Road as the plywood is beginning to separate
- d. Council considered a request from Pebworth Parish Council to borrow the VAS for one month, the request was agreed but members reported the VAS is faulty as it only partly lights up - Lengthsman to check for faults and report to the clerk for remedial action.
- e. **VAS Reports** for October – speed violation recorded
 

Stratford Road	2187	12 days
High Street	1681	11 days
Western Road	15143	17 days

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

- a. Consideration of actions for any reported PROW problems or issues. – no new matters reported
- b. PROW 501(c)/500(c) at the junction with 508(c)/509(c) is blocked by a barbed wire fence, The PPW had reported the matter to WCC and no response has been received to date

### 162. Street Lights:

- a. Lights reported to be in need of attention. None at this time
- b. The Clerk reported that PD Long is to fully retire from 1st of March 2018 and will be able to maintain our lights until that date. Council requested the Clerk to investigate and alternative contractor to carry out streetlight maintenance.

### 163. Matters Raised by Members - None

### 164. Meeting Dates:

- a. It was confirmed the next Ordinary Meeting of the Council is scheduled for the 12<sup>th</sup> December at the Village Hall at 7.15 pm

There being no further business the Chairman closed the meeting at 10.20

Chairman \_\_\_\_\_

Date \_\_\_\_\_

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### Appendix A

Payments Authorised			Gross	Net
Cheque Number	Payee	Details	Payment	Payment
DD	Npower	Stretlight Energy	782.70	652.23
1629	WDC	Planning App for Pavilion	97.00	97.00
1630	WCC	Traffic Survey	380.00	380.00
1631	Hartwell & Co Timber	Church Kissing Gatepost	32.44	27.03
1632	Vale Press	NDP banner	42.00	35.00
1633	Brodie Planning Associates Ltd	NDP processing Expense	216.00	180.00
1633	Brodie Planning Associates Ltd	Mileage Expenses	190.80	159.00
1634	K & SW Construction Ltd	Stage construction payment	64350.00	53625.00
1635	Ken Watkins	Pavilion Project	560.00	560.00
1636	Grand Thornton	Audit fees	480.00	400.00
1637	John Hyde	Lengthsman	87.75	87.75
1637	John Hyde	Handyman Works	202.50	202.50
1638	J Stedman	Clerks Salary and Expenses	***	***
1641	K & SW Construction Ltd	Extra works on Pavilion	750.00	625.00
1642	Stephen Sidwell	Raffle Prize cash Budget Skips	100.00	100.00
1643	e-on	Street Lighting	517.02	430.85
1642	Stephen Sidwell	Raffle Prize cash Budget Skips	100.00	100.00
1643	e-on	Street Lighting	517.02	430.85

#### **District Councillor & County Councillor Report - Honeybourne**

**Month: December 2017**

Prepared by Alastair Adams

Honeybourne & Pebworth Ward, Wychavon District Council

Littletons Division, Worcestershire County Council

The following development of 3500 new homes in Warwickshire will probably have the biggest impact on our area of Worcestershire over the coming twenty years. Although this development is in the next County, it will affect transport, schools, work, congestion, health care, and much more. You cannot stop these houses being built as they either have planning permission already or are in the Stratford local plan, but you can influence everything else. So I strongly recommend that the Parish Council consider the impact on Honeybourne of this new development and write up a list of demands. Brain storm the ideas. For example a cycle route from the new development to Honeybourne station or all the way to Evesham could be one your requests to minimise cars driving through the village, investment in our school to deal with the extra demand, improved bus service, etc. There is no guarantee that Stratford District Council, or WCC will incorporate these demands, but there is a chance that by flagging them up to all the authorities at this stage, monies will be allocated to your requests.....

*Long Marston Airfield Garden Village –*

*Draft Framework Masterplan Supplementary Planning Document*

Consultation - Thursday 19 October to 5.00 pm Friday 1 December 2017

Stratford District Council is undertaking public consultation on the draft Long Marston Airfield (LMA) Garden Village – Supplementary Planning Document (SPD).

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The Council's adopted Core Strategy sets out at Proposal LMA the policy basis for the development of a new settlement at Long Marston Airfield that will include up to 3,500 new homes, employment land, a village centre, community hub, new schools, open and green space and landscaping.

In January 2017 the proposed new settlement at Long Marston Airfield was granted Garden Village status by the Government.

The draft SPD takes the form of a Framework Masterplan to guide developers and the local planning authority in respect of environmental, social, design and economic objectives as they seek to create a new community at Long Marston Airfield.

The document sets out:

- the purpose of the SPD
- site constraints and opportunities
- the vision and masterplan for the new settlement
- infrastructure for the new community
- phasing, timing and delivery

The document has been informed by technical analysis as well as engagement with local stakeholders including elected representatives of the communities in the area.

The Council is aware of local concern about the proposed South Western Relief Road (SWRR) which is to be delivered alongside the new settlement. The SPD makes reference to the relief road but it should be noted that this consultation is primarily about the development of the Garden Village on the Long Marston Airfield site. The SWRR will be consulted on separately through the planning application process.

The consultation document can be viewed on the District Council's website at [www.stratford.gov.uk/lma-spd](http://www.stratford.gov.uk/lma-spd). It is also available to inspect at the District Council offices - Elizabeth House, Church Street, Stratford-upon-Avon CV37 6HX and at Stratford-upon-Avon Library.

The consultation is also being advertised by Public Notice in the Stratford Herald (19 October) and Midweek News (24 October) 2017 and on the Council's website.

### How to Comment

Comments are invited on any aspect of the SPD.

- Responses can be made via an on-line comment form using the link above, or
- by downloading a form and emailing it to [policy.consultation@stratford-dc.gov.uk](mailto:policy.consultation@stratford-dc.gov.uk), or
- by post to: Freepost Plus RTYG-BGXS-ESLZ, Stratford on Avon District Council, Elizabeth House, Church Street, Stratford-upon-Avon, CV37 6HX, or
- handed in at the Stratford District Council offices in Stratford-upon-Avon.

**Whichever of the above methods you use, I would recommend you copy your response to, The Planning Dept, Wychavon District Council, Elizabeth Drive, Pershore WR10 1PT and to Highways Network Development, Worcestershire County Council, County Hall, Spetchley Rd, Worcestershire WR5 2NP. These are your local councils, and they are statutory consultees, so can fight your corner and re-inforce your points to Stratford District Council, and Warwickshire County Council.**

### Improvements to the Railway infrastructure

Around £53million is being spent by the County Council and its partners on rail improvements up to 2019 including stations such as Kidderminster, Worcester Parkway and work already completed at Foregate Street in Worcester, Malvern Link and Bromsgrove. Also improved parking at Honeybourne Station is now been identified as a priority.



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### Rural Community Hall Wi-Fi Funding

Rooftop Housing are offering to provide the opportunity for more people to go online and enjoy the benefits of the internet by funding the installation of free Wi-Fi into community venues/ village halls.

### Superfast Broadband

Works has continued all month in laying new ducting for the fibre optic cable to bring Superfast to Ullington. So soon hopefully residents in these areas will be able to sign up for Superfast Broadband.

### Blue Badge inspection

Officers from our Parking Services team, along with our Civic Enforcement Officers, recently completed a week-long operation as part of a county-wide crackdown on the misuse of disabled persons' Blue Badges in the district.

With close to 10,000 badges issued in Worcestershire alone, demand for parking in disabled bays is high. Blue Badge misuse is a serious offence that can result in a maximum fine of £1,000, as well as withdrawal of the badge.

### Highways

1. **Street Cleaning** – the manager responsible for street cleaning (carried out by WDC but funded by WCC) visited the Littletons Division and agreed to use the machines to sweep the kerbs to remove the detritus and dead grass and weeds. Particular attention was given to Birmingham Rd and Shinehill Lane. He will review the schedule in these rural areas and may increase the frequency to help clear the weeds and grass from growing along the kerbside.
2. **The Hub has revised their telephone procedures** to make it easier to be used residents phoning in to report Highway problems and other issues. The preferred communication is for everyone to use the Report It website (address below) but there are times when you want to talk to a human person, and now you can! Tel 01905 765 765
3. **Pedestrian Crossing** – Honeybourne – At the request of a resident, I have started a conversation with County Hall to look at installing a pedestrian crossing in Station Rd near the footpath exit from Westbourne and near the junction with Shepherds Walk where the kerb stones are already dropped. This is a long term project as funds need to be found to build it, but I do think it is a welcome addition to the village.
4. **Road over bridge by Honeybourne Station** –Highways are closing Station Rd over the railway bridge from 14<sup>th</sup> November for up to 5 days to investigate the subsidence.

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](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.

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### 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](mailto:adams.pebworth@gmail.com) or mobile 07725 979 277 or [www.alastairadams.org](http://www.alastairadams.org)