

Honeybourne Parish Council

Minutes of the Honeybourne Parish Council Ordinary Meeting held at 7.15 pm in the Village Hall on 13th February 2018

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

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

208. Apologies were accepted from: Cllr Sandra Walsh & Steve Sidwell

209. Dispensation: Council considered and agreed a dispensation for Cllr Graham Clelland as a trustee of the Village Hall, the dispensation will expire in May 2019

210. 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 Matt Henson – declared a interest in minute 218d

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

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

Public Open Forum: Summary of matters raised

A parishioner thanked the council for getting the stone surface installed on the China Corner footpath and confirmed it enable a safer route for users including the many school children using it as a route to school. The continued use is now causing the mud to appear again through the stone surface on the sloped section of the path. The Clerk responded and informed the meeting of the underlying problems with the correct alignment of the path which the council will consider later in the meeting.

A parishioner expressed his many concerns over the siting and retrospective planning application for a car-port built on the frontage of a property in Mickleton Lane. A written report and photographs were circulated to the councillors outlining the many environmental problems associated with the structure. The Chairman confirmed full consideration would be given to the information supplied when the application is considered later in the meeting

Ward Members Report:

Cllr Alastair Adams was not in attendance and his report is appended to the minutes

211. The Chairman closed the adjournment and reconvened the meeting at 7:30

212. Minutes:

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

213. Clerk's Report on Matters in Progress:

- a. Footway clearance requested at 1, Westbourne is completed and resolved
- b. Cllr Alastair Adams confirmed by email that the land acquisition by WDC for the Network Rails car park at the station, he also confirmed parking charges may apply
- c. Confirmation for depositing the precept demand was received from WDC
- d. Council agreed the handyman's installation costs for the new bench to be installed in Stratford Road funded by donation, Clerk to proceed with the procurement and works

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214. Planning Applications:

- a. **18/00272/FUL** Unit A Sycamore Drive Honeybourne: install 2 satellite dishes and 3 fan louvre vents; Applicant: The Co-Op Group
The Council has no objection or comment on the application.
- b. **18/00092/HP**: 37 High Street, Honeybourne, Description of Proposal: Proposed single storey extension Applicant: Mr R Holloway
The Council has no objection or comment on the application.
- c. **17/02332/HP** Location: 6 Mickleton Road, Description of Proposal: Erection of a freestanding car port to the front of integral garage. Applicant: Mr Bains
Council considered this retrospective application and agreed to object to the application for the following reasons.
 - i. The extensive roof area has no sustainable storm water disposal system giving a potential to cause flooding of close neighbouring properties
 - ii. The structure is built well beyond the building line of the existing properties giving an incongruous feature on the street scene
 - iii. As a new parking facility, there is no onsite provision for turning vehicles around causing vehicles to reverse onto the public highway.
 - iv. The flat roof design creates an unacceptable nuisance as it acts as an acoustic drum like amplifier when it rains and is considered a public noise nuisance to neighbours
 - v. The flat roof design also creates an unacceptable environmental nuisance as it reflects sunlight into adjoining properties
 - vi. The integrity of the structure is questioned as its design may not be compliant with building regulation
- d. Council re-considered the street naming for the new development off Stratford Road as requested by the developer and agreed St Ecgwins Gardens would be acceptable.

215. Planning Decisions Noted:

- a. **17/02222/HP** Mr & Mrs Guppy Proposal: Alterations and extensions Location: The Forge House, 6 School Street, **Granted** with 6 conditions
- 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/OU but without compliance with conditions 19 and 21.
Granted with 23 conditions
- c. **17/02411/HP** Location: Middle Barn Cottage, Stratford Road, Honeybourne, Description of Proposal: Extensions and external alterations Applicant: Mr Steve Mullins, **Granted** with 5 conditions

216. Neighbourhood Development Plan: NDP

- a. The Clerk confirmed Calum McAlinden is creating a website for the NDP and its development is well advanced.

217. Finance:

- a. Council approved the schedule of Payments as circulated by the Clerk which is appended to the minutes
- b. The Clerk reported on the receipt of a VAT claim for £21,975.96
- c. The Clerks reported on the procedures for applying for a public works loan for the Community Centre funding and issued the criteria for a loan application and charts indicating loan periods and repayments. Further consideration will be given when the required funding is known

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218. Sports & Recreation Field Development Project.

- a. Members noted the Ken Watkins January report on the project progress
- b. In consideration of the Ken Watkins report it was agreed several matters of concern need to be addressed including the concrete slab surface finish and the need for the already agreed extra soil levelling around the building. Questions were raised over the sewerage pumping installation as it was considered not to be in the original specification.
Members requested the clerk to arrange a site meeting with Ken Watkins and the Architect to discuss all contract issues and any remaining snagging and possibly a further meeting with the full council prior to the final handover.
- c. The Clerk confirmed the installation of two hosepipe taps in the changing rooms for the PC sum of £100
- d. Members considered fitting out the Pavilion. e.g. Vertical blinds for patio doors, equipping the kitchen with crockery and cutlery combo microwave etc. and agreed the Chairman would obtain costs for consideration at the March meeting
- e. A formal opening event for the pavilion will be considered at the March meeting

219. The Leys Playing Field and Recreation Field:

- a. The weekly visual inspection for The Leys found no safety matters to report.
The moss build-up on the safety surfaces will be treated when conditions are favourable
- b. The weekly visual inspection for The Recreation Field found no safety matters to report and litter picking carried out.
- c. The siting of steel storage container for football equipment on the Recreation Field was agreed by council. The container will be sited in the western corner of the field as there is no road access to the site giving added security. It was confirmed that the container would be supplied and owned by the Honeybourne Harriers Football club.
Note: Cllr Matt Henson having declared an interest in the next item left the room for the discussion.
- d. Honeybourne Harriers Football club requested a letter of support from the council to enable funding grants to be applied for, the council fully supported the request and the Clerk will issue the letter as requested
- e. Members raised the installation of the cricket mat for use this coming summer with a consideration of just laying the mat on the surface to play a match. This was considered unacceptable on safety grounds as the edges would be a trip hazard and the mat would not be flat enough for safe play. As the full installation cost will be circa £5k it was agreed to investigate grant funding for the permanent installation of the mat and to create a local cricket team to support any grant application.

220. Council and Community Matters:

- a. Council agreed to an internal audit of administration procedures by Geoff Bradley to be carried out in the near future. Clerk to action the audit

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- b. Telephone Kiosk:** A generous donation of £100 has been received from a parishioner for cleaning up the kiosk. It was agreed to request the handyman to carry out extensive cleaning both inside and outside and to remove any telecom equipment. A check will be made to ensure the power supply has been disconnected before any cleaning is carried out. A new display board to be fitted in the back of the Kiosk for displaying parish information
- 221. Cotswold View Estate** – nothing new to report or consider
- 222. Cemetery and Churchyard:**
- a. Council considered installing CCTV at the cemetery following thefts of Christmas wreaths and other vandalism, after considering the possible problems and logistics involved the proposal was not pursued.
 - b. The chairman reported the completion of the cemetery tree works and complemented the contractors on a very good job well done.
 - c. The interment of Mrs Dorothy Elizabeth Sheaf in plot 193 taking place on February 15th was noted.
- 223. Community Centre and Village Hall:**
- a. Members reported on attending the meeting held with councillors and the Village Hall committee members held on January 30th. Planning matters and the Community Centre funding were the main topics, many contentious issues were resolved, and all attendees considered it to be a very constructive meeting.
 - b. The Clerk reported on pursuing the land transfer agreement with Taylor Wimpey and reported the County Council conveyancer confirmed the land registration should be completed by 14th February
 - c. **New Homes Bonus:** Council agreed to initiating the process to apply for the New Homes Bonus funding for the Community Centre. Clerk to action the process in accordance with the required WDC procedure. The required questionnaire to be circulated with the village newsletter and returned via post boxes placed at various locations in the parish. The primary question to be for funding the new Community Centre and the secondary question for funding sports village facilities.
 - d. Members considered a letter for the Village Hall committee confirming the Parish Council will be responsible for paying the Community Centre site maintenance and service charges. It was agreed to find the cost of the fees and consider the request again when the cost information is available.
- 224. Highways:**
- a. New highway matters to be reported.
 - i. A private hedge is causing a highway obstruction on Stratford Road, Clerk to write to the property occupiers requesting the hedge is cut well back from the highway
 - ii. Several potholes were reported on Station Road from the Gate Inn cross roads to the railway bridge, Chairman to identify the sites and report them to County Council
 - b. Council agreed to pursue the request to Cllr Alastair Adams for Double yellow lines in High Street opposite Brick Walk, Clerk to inform Cllr Alastair Adams.
 - c. The traffic speed monitoring data for Bretforton Road was not available as the fees were not paid, this will be resolved for the March meeting.

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225. Lengthsman and Handyman:

- a. To consider any new jobs for the Lengthsman and Handyman.
 - i. Cut back brambles on PROW 540 at China Corner
- b. **VAS reports** none available as Pebworth have borrowed the VAS, members requested it is returned soonest, Clerk to make the request.

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

- a. Consideration of actions for any reported PROW problems or issues. – no new issues
- b. Various reports from the Clerk regarding PROW 540 between China Corner and the Taylor Wimpey development were considered and the unresolved and contentious matter is the alignment of the path as it enters the Fair Acre estate from China Corner. The Clerk confirmed that the County Council and District Council both declined to take responsibility of confirming the actual line of the path now the new estate boundaries are defined. To help resolve the alignment issue and get the path reinstated on its correct line it was agreed to refer the matter to Cllr Alastair Adams as he has access to both authorities, one of which must resolve the alignment issue to allow the path to be made safe and reasonably accessible as a route to school from the Fair Acre estate. Clerk to inform Cllr Alastair Adams of the problem
- c. The Clerk reported on having the surface of PROW 540 at Grange Farm surfaced with crushed stone to help with access on a muddy slope. It was further reported by a parishioner that the mud situation is getting worse again.

227. Street Lights:

- a. Lights reported to be in need of attention. – none at this time
- b. Following the Clerk's survey of all streetlights members requested the Clerk to obtain a quotation to replace four old streetlights as the streetlight replacement budget is currently unspent and a further streetlight budget was set for the next financial year. Clerk to action the quotations
- c. The Clerk reported the new LED lantern supplied and fitted by P D Long to streetlight #20 on Bretforton Road is completed and operational.
- d. The investigation into a new streetlighting maintenance contractor is still unresolved and ongoing

228. Matters Raised by Members – None

229. Meeting Dates:

- a. It was confirmed the next Ordinary Meeting of the Council is scheduled for the 13th March at the Village Hall at 7.15 pm

There being no further business the Chairman closed the meeting at 9.35

Chairman _____

Date _____

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Appendix A

Payments Authorised			Gross	Net
Cheque Number	Payee	Details	Payment	Payment
1662	Land Registry	Land Registry Comm Centre	40.00	40.00
1663	Steve Sidwell	Raffle book printing	53.60	44.67
1664	Heart of England Forest	Allotment Rent	300.00	300.00
DD	Npower	Streetlight Energy	789.61	658.01
1665	Honeybourne Village Hall	Christmas Donation Min 195d	1300.00	1300.00
1666	P D Long	New streetlight lantern	213.60	178.00
1666	P D Long	Streetlight Maintenance	72.00	60.00
1667	Limebridge RS	Cemetery tree works	1650.00	1375.00
1668	Ken Watkins	Pavilion project	280.00	280.00
1669	WDC	Com Centre planning fee	1386.00	1386.00
1670	John Hyde	Handyman Works	69.60	69.60
1670	John Hyde	Lengthsman	82.50	82.50
1671	J Stedman	Clerks Salary and Expenses	***	***
1672	Worcestershire CALC	Training expenses	10.00	10.00
1673	WCC	Traffic Survey	190.00	190.00

News from your District Councillor & County Councillor Alastair Adams

February 2018

Road drains/Gullies

I visited the Highways depot at Lydiate Ash just off junction 4 on the M5 recently to be shown how the County Council keeps our roads clear of water. They use a clever computer system that shows all 126,000 road drains in the county, gives it a reference number, if there is any logged issue with an individual gully, and when it was last cleaned and even how full it was last time. GPS sensors on the special lorries used to clean these gullies, feedback live data to this computer, and the information is used to improve the cleaning rota. Some drains get silted up very quickly so have to be cleaned more regularly, whilst others need less cleaning. This interactive system is constantly being improved, which hopefully means that in the future all 126,000 road drains will be working at peak performance!

One of the things I have been trying to do is to get the County Council to share more of this live data with the parishes. Now, on a trial basis, County Highways have agreed to share their live information on gullies with the parish clerks so they can check on what is happening on any particular road drain in your parish.

Litter Picks

Does Honeybourne want to organise a community litter pick? Or do you have volunteers / residents want equipment to help litter pick? If so, WDC have agreed to supply litter pickers (standard size, & extra long for ditches), gloves and high vis jackets free of charge. If so, contact me.

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It is that time of year when Council Budgets are approved and this has direct impact on the Council Tax you pay.

Your local tax demand is made up of 5 different bodies; the County Council, the District Council, the Parish Council, the Police, and the Fire & Rescue Services. Each of these can decide their own increase so when you get your council tax demand in March 2018, you will see the breakdown between these 5 organisations.

I list below the 3 councils and their approximate budget per year, and a summary of their main areas of responsibility:

- **Worcestershire County Council** - £324m/year - Highways, Education, Social Services (Adult & Children Services), Economic development, Environmental services
- **Wychavon District Council** -£10.6million/year - Planning, Waste collection, Street cleaning, Community services like leisure centres & parks, assessing and payment of housing benefits, and Social housing. Wychavon also invest in buildings and business parks like Vale Park in Evesham to help the economic development of the area.
- **Honeybourne Parish Council** – £87,000/year - grass cutting including cemetery. Maintenance of parish property including playground and street lighting.

Worcestershire County Council is proposing a 4.94% increase in council tax (3% ring-fenced for Adult Social Care, and 1.94% for other). As you have heard on national news, Social Care is consuming ever more of the budget of all county councils as people live longer.

Currently Adult Social Services consumes over £125 million of the WCC budget (nearly 40%). As part of the new budget, they are proposing to increase spend on Children's services, increase spend on Adult Services, and have a substantial investment in Highway infrastructure including improvements to the Southern bypass around Worcester by building a major new bridge.

Wychavon District Council have announced a council tax freeze - zero increase. Wychavon already has one of the lowest District Council taxes in the country at £120.08 at Band D. However, they do manage to achieve a lot for the money they spend as you can see from the above list of responsibilities. They are also investing heavily around Evesham trying to kick start improvements to the town centre, and are developing business parks to encourage more businesses into the area to provide more jobs.

Honeybourne Parish Council are increasing parish council tax by 8.23%, I attach a list of the Band D charges for each Parish council in Wychavon for 2017/18 and 2018/19, and the level D band for Honeybourne is £108.81. (the average across all 70 parishes in Wychavon is £44)

Planning

1. **Planning Application 17/02263/FUL Land At Perrie Drive, Honeybourne for 9 new dwellings**
 = Although the public consultation on this application has closed, the decision has not yet been made, so you may still have time to object to it. You can write your comments on the planning portal <https://plan.wychavon.gov.uk/> and type in the reference 17/02263. I strongly oppose this application as it will remove the green open space that has been used by residents for many years. I am pleased to see so many residents have already written into oppose this application, but the more the better. Please help protect our open spaces by opposing this application.
2. **Planning Application 17/02147/OU Land of High Street Honeybourne – to remove compliance with conditions 19 and 21** – I spoke at last month's Planning Committee meeting to oppose these changes but the committee over-ruled me, and approved this change. Hopefully the contractors will not jeopardise the safety of local residents when they start work on site.

Highways

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1. **Stratford Rd** - Highways have confirmed they are patching/re-tarmacking footways and the entrance into shop car park on 16th February
2. **Under the railway bridges towards Pebworth** - temporary road closure for C2049 Stratford Road, Honeybourne for Network Rail in order to facilitate bridgeworks to bridge parapet for approx. 5 nights (23:00hrs – 06:00hrs) 23rd April – 27th April 2018.
3. **Pedestrian crossing in Honeybourne on Station Rd.** – I have asked Highways 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 will be a welcome addition to the village.
4. **Road over Honeybourne Station Bridge.** – A proposal to extend the length of carriageway narrowed to one lane by approx. 20m is being considered by Highways to protect the road edge on the embankment which has been recently repaired.
5. **Street Cleaning** – various roads around the area have recently had extra street cleaning (carried out by WDC but funded by WCC) The aim is to remove the detritus and dead grass and weeds along the kerbs to protect and improve the rural pavements. WDC 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.

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.

Divisional Fund

1. Cleeve Prior – grant requested for new computers for pre-school
2. Badsey – Freedom Day Centre for people with learning difficulties – grant requested for new computers
3. Offenham First school PTA - laptops for school.
4. Pebworth in Bloom have requested a grant to wards the replacement of the metal fence around the cemetery that were damaged many years ago
5. Mats for Cleeve Prior village hall for Yoga & Pilates
6. Littleton Junior Football Club – line marker
7. Offenham Cricket club – mobile pitch covers
8. Cleeve Prior – equipment for footpath warden
9. Long Lartin Residents Association – new play equipment for the new playground
10. Littleton Scout Hut – new doors

If you run a local Community organisation and need a grant for some vital equipment or service, then please feel free to apply for one from the Divisional Fund by contacting me at adams.pebworth@gmail.com

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