**Honeybourne Parish Council**

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

**Present:** Cllrs. D Cowan (Chairman**),** Colin Clear, Graham Clelland, Richard Chivers, Steve Sidwell, and Cathryn Steward

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

**230.** **Apologies** were accepted from:
Cllrs Heath Jobes, Graham Taylor, Andy Attridge, Sandra Walsh & Cllr Alastair Adams

**231.** **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 disclosed
**Register of Interests:** Members were reminded to update their register of interests

**232.** **Co-option**
**a.** Members considered the co-option of a new council member, Mrs Cathryn Steward, and unanimously elected her to join the council. Cathryn signed her declaration of office and joined the council.

**Chairman to Move:** The meeting be now adjourned for Open Forum – no public present

**Ward Members Report:**
Cllr Alastair Adams was not in attendance and his report is appended to the minutes

**233.** The Chairman closed the adjournment and reconvened the meeting at 7:20

**234. Minutes:**
Council agreed the wording of the minutes of the February ordinary meeting and the Chairman signed the minutes as a true record of the meeting.

**235. Clerk's Report on Matters in Progress:**
- **a.** Letter sent to 11 Stratford Road requesting hedgerow plants to be cleared from the highway edge, members reported the clearance work in progress
- **b.** Letter sent to 51 Stratford Road requesting shrubs to be cleared from the footway, , members reported the clearance work in progress
- **c.** Update report on the Stratford Road sponsored bench installation – Bench £317, install £120, Plaque extra, awaiting the receipt of the sponsorship funding.
- **d.** Letter of support sent to Honeybourne Harriers Football club, received and noted
- **e.** Update report on the High Street kiosk cleaning, delayed due to the adverse weather

**236.** P**lanning Applications:**
**a.** 18/00342/FUL Location: Land Off, Sycamore Drive, Honeybourne, Proposal: The erection of 4 A1/A2/A3/B1 units and associated works Applicant: September Developments Ltd
The council offered no objection to the proposals but requested the hours of business be limited to 07.00hr opening and 21.00hr closing time. Any external lighting to be kept to low-level lighting in keeping with the rural environment.

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**b.** 17/02263/Full Mr Rafiq Khan: Proposal: Erection of nine dwellings and associated works to access and amendments to parking on land at Perrie Drive, Honeybourne and the deletion of works to the Dudley Road frontages & deletion of on-site affordable unit.
The Council has no objection or comment on the amended application.

**c.** 18/00289/HP: 65 Weston Road Bretforton, Erection of outbuildings Mr Will Down
The council objects to the proposed erection of outbuildings as the change from an existing garage to a habitable building would constitute a conversion to a dwelling. This would remove the parking facilities on the site and potentially cause vehicles to park on the highway verge of a sharp bend on a very busy road. Furthermore, to create a dwelling or habitable building on the proposed site would constitute development in open countryside and outside of the Honeybourne development area, the application should be strongly resisted to prevent over development of the site.

**d.** 18/00355/CU: Grove Farm, Stratford Road, Honeybourne, Proposal: Construction of an all-weather horse menage measuring 40 x 50 m. Change of use of arable field to an equestrian menage. Applicant: Mrs Christine Furness
The Council has no objection or comment on the application.

**237. Planning Decisions Noted: none**

**238. Neighbourhood Development Plan: NDP**

**a.** The Clerk confirmed Calum McAlinden has created the website for the NDP and its now active.

**b.** Members reported the next NDP meeting is on 28th March when it is hoped more residents will attend and the meeting will be promoted on Facebook

**239. Finance:**

**a.** Council approved the schedule of Payments as circulated by the Clerk which is appended to the minutes

**b.** Internet banking was not considered as four members were absent, item to be carried forward to the next meeting.

**c.** Members noted the Clerk's financial statement for the pavilion funding.

**d.** Council considered a payment request for the printing & delivery of the NHB questionnaire, it was agreed to refer this back to the printers with a query on the applied costings, Clerk to action the referral

**240. Sports & Recreation Field Development Project.**

**a.** Members noted the Ken Watkins February report on the project progress and proposed a site inspection for members prior to the hand over. Clerk to obtain the pavilion keys.

**b.** The council disagreed with the response from Ken Watkins regarding the queries raised at the February meeting as the installed softwood door-liners, architrave and skirting were not formally agreed by the council. Hardwood was originally agreed at the meeting dated 31st of January 2017. The doors were later changed to laminated by Ken/Mike as shown in the minutes under item 16 of the January 17 minutes. It was noted that Item 17 in the minutes specifically states Hardwood door frames and skirting but definitely not softwood, which is now installed. It was considered that the details were not given to the contractor as the room data sheet was never altered to show what was agreed.

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- **c.** The Clerk's report on the reinstatement of the damaged car park surface and confirmed the council insurers have agreed to progress the works in accordance with received quotation. The policy excess of £125 will be covered by the Parish Council
- **d.** The Clerk reported on information from Mike Cash (Architect) that the floor has lifted in places and the floor contractors have been requested to rectify the problem
- **e.** The Clerk confirmed charging the contractor for electricity usage in the construction works
- **f.** A formal opening event for the pavilion was agreed to take place on June 9th when sporting events would be arranged, further details to be considered at the April meeting
- **g.** The Chairman's proposals and costs for kitchen utensils and internal furnishings to be considered at a future meeting.
- **h.** Members noted the purchasing of four CCTV camera signs for the pavilion which were passed to Cllr Matt Henson for installing on the site.
- **i.** The Clerk reported on securing a pavilion cleaning contractor and none had come forward to date. Further enquiries will be made with advertising the contract locally on social media.
- **j.** Council considered the construction contract payment retention period as requested by the contractor and agreed the retention should be three months from the date of the formal handover, Clerk to inform the Contractor and Ken Watkins
- **k.** Council noted the receipt of the final building regulation certificate from Assent

**241. 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.** Members requested that fees and hire charges for the Recreation Field and Pavilion use are considered at the April meeting. Clerk to draft a document

**242. Council and Community Matters:**

- **a.** GDPR: The Clerk reported on the General Data Protection Regulation requirements and that a training event for Clerks and Councillors will be held shortly by CALC New GDPR information was circulated to all members by email and noted

- **b.** Members considered any actions or assistance for the ongoing maintenance or servicing of the Defibrillator at the local shop. It was agreed to make enquiries with the involved residents and offer the council assistance for ongoing maintenance.

- **c.** The Clerk reported on the New Homes Bonus questionnaire distribution and collection and confirmed over 100 questionnaires had been received to date. Most the posting boxes were now collected, an analysis will be presented at the April meeting.

**243. Cotswold View Estate –** nothing new to report or consider

**244. Community Centre and Village Hall:**

- **a.** The Clerk reported on the completion of the land transfer from Taylor Wimpey to the Parish Council and confirmed the TP1 documents have been received and further land registry documents are awaited.

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**b.** It was agreed to send a letter of confirmation to the Village Hall committee agreeing the Parish Council will be paying for the Community Centre site management annual fees of circa £199.00.

**245. Highways:**

**a.** New highway matters to be reported.

i. New Porky's Sign that has appeared on Shinehill Lane to be reported to County Highways requesting its removal.

**b. Double Yellow Lines:** The request to Cllr Alastair Adams for Double yellow lines in High Street was declined by the County Highways officer. The council are not in agreement with the decision and requested a site meeting with Cllr Alastair Adams and the County Highways officer. Clerk to action the meeting and members will gather photographic evidence of the parking problems.

**c. Traffic Speed Data**: Traffic data information from the monitoring carried out on Bretforton Road in January indicated there is insufficient speed limit abuse to request any speed enforcement or speed reduction measures. The mean speed for the week of monitoring was recorded as 31.9mph Eastbound and 25.7mph Westbound.
**Matter resolved**

**246. Lengthsman and Handyman:**

**a.** To consider any new jobs for the Lengthsman and Handyman.

i. The Wooden handrail on the inside of the raised footway at the Gate Inn cross roads is in need of attention as it is insecure.

**b. VAS reports:** The VAS was reinstalled on Bretforton Road on the 3rd March and no data was reported for the meeting

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

**a.** Consideration of actions for any reported PROW problems or issues. –

i. A stile problem on a PROW on Weston Farm will be investigated and reported at the next meeting.

**b.** The Clerk reported on matters regarding PROW 540 between China Corner and the Taylor Wimpey development. The resolve over the boundary dispute in the vicinity of the footpath has been considered by the solicitors of involved parties. Until the legal issues are resolved and the boundaries confirmed there is no matters for the council to consider.

**248. Street Lights:**

**a.** Lights reported to be in need of attention. –

i. Streetlight #20 Bretforton Road facing the wrong direction
ii. Streetlight by the old chapel on The Green not working
iii. Streetlight #14 High Street repaired by Prysmain when working in the village

The council agreed the streetlight maintenance costings offered by E-on were reasonable and agreed to request E-on to attend to the streetlight in need of attention

**b.** Council considered a quotation from Eon for the replacement of four streetlights and it was agreed to suspend the replacement works until later in the new financial year.

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**c.** The streetlight maintenance pricing schedule received from Eon was considered favourable and the Clerk will use E-on as maintenance contractor until other contractors send comparable pricing detail for consideration.

**249. Matters Raised by Members –** None

**250. Meeting Dates:**

**a.** It was confirmed the next Ordinary Meeting of the Council is scheduled for the 10th April at the Village Hall at 7.15 pm, Cllr Matt Henson gave apologies for the meeting

**b.** The Annual Parish Meeting is scheduled for Tuesday 17th April at 7.30 in the Village Hall

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

Chairman _____ Date _____

**Payments Authorised**

| Cheque Number | Payee | Details | Gross Payment | Net Payment |
|---|---|---|---|---|
| DD | Water Plus | Water supply Rec Field | 17.75 | 17.75 |
| DD | ICO | ICO annual fee | 35.00 | 35.00 |
| 1674 | J Stedman | CCTV signs for the Rec Field | *** | *** |
| 1675 | J Stedman | Clerks Salary and Expenses | *** | *** |
| 1676 | Calum McAlinden | NDP Website creation | 300.00 | 300.00 |
| DD | British Gas | Rec Field Electricity | 700.98 | 584.15 |
| 1677 | K & SW Construction Ltd | two extra tps in the pavilion | 120.00 | 100.00 |

**Appendix A**

**News from your District Councillor & County Councillor Alastair Adams**
**March 2018**

NEW figures released by Inform Direct Review of UK Company Formations show more new businesses were established in Worcestershire last year than in any previous year, supporting the evidence that Worcestershire is one of the fastest growing counties in the UK.

The new Worcestershire Parkway station is well under way and you can see the outline of the new car park from the B4084 main road from Pershore to Worcester. The new railway station linking Worcester to Paddington line to the Birmingham to Bristol line will open in early 2019, meaning many more destinations from Honeybourne.

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Council Tax 2018/19
Each household in Honeybourne will receive their local tax demand this month which 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 you council tax demand in March 2018, you will see the breakdown between these 5 organisations.

Visit to Kanes Foods
I visited Kanes Foods in Littleton, and met the new MD with several members of other Parish Councils, on 23rd February. Kanes is one of the biggest employers in Wychavon, employing nearly 2000 people at peak times, and they supply salad bags, and stir fry ingredients to most of the supermarkets. However, from Cleave Rd you can see little of their premises, but they are very environmentally conscious, and their huge factory has a grass roof, and there is a large natural trail that schools and community organisations are welcome to visit. They are also taking on apprentices especially students in engineering – see http://kanesfoods.co.uk/

Highways – lots of work to our roads around the area this month!

1. Stratford Road Honeybourne - Road closure application on behalf of Worcestershire county council - 14.04.18 - 22.04.18 – pavement and roadworks

2. Raised Pavement near the Gate – due to be repaired by end of March

3. A46 Evesham Bypass Closed overnight in both directions 12th March to 30th March by Highways England
To improve the road markings and signs and replacing the anti-skid surfacing on the roundabout approaches, and install a new pedestrian crossing point to make it safer for all users when crossing this busy road.
The work will take place from Monday, 12 March to Friday 30th March
To minimise inconvenience and disruption to the travelling public, works will be carried out overnight Monday to Friday from 8pm to 6am when the roads are quieter. Diversions will be in place. If you have any questions about this work, please call the Highways England Customer Contact Centre on 0300 123 5000. You can also email info@highwaysengland.co.uk.

4. Closure of Offenham Rd to install a new storm drain – the closure of the Offenham Rd from 2nd April - 15th May. I have asked Highways to have a meeting with the contractors to see if this length of closure is really needed.
5. 10mph Convoy Working B4085 Birmingham Road, Badsey -for re-tarmacking in the first week of April – should only take one day.
6. Under the bridges towards Honeybourne Road Closure C2049 Stratford Road, Honeybourne - 23/04 - 27/04 Night Works 23:00 - 06:00
7. No ditch down on eastern side Buckle Street just before the junction with Shinehill Lane – WDC flood engineers and Highway inspectors visited Honeybourne to inspect this and look at ways to prevent water running down the road. Proposals being investigated.
8. Public footpath - PROW 540c China Corner – to Grange Farm Taylor Wimpy site. Countryside Services have offered to meet with Taylor Wimpy to agree the position and re-surfacing of this path.
9. Weed killing – I have also sent a reminder to all local parish councils to use their lengthsman to kill weeds on pavements and kerbs.
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.

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Superfast Broadband to Ullington & Buckle Street
Ullington residents should now be able to sign up for Superfast Broadband

Litter Pick
Thank you to the Honeybourne residents who contacted me last month and volunteered to join a community litter pick. We are now looking for someone to lead this community litter pick, and we really need a few more volunteers too. Can you help? If so, please contact me at adams.pebworth@gmail.com WDC have agreed to supply litter pickers (standard size, & extra long for ditches), gloves and high vis jackets all free of charge to help launch the Honeybourne Community Litter Pick.

Planning

1. Planning Application 17/02263/FUL Land At Perrie Drive, Honeybourne for 9 new dwellings – An extension to the public consultation on this application was given as new plans were submitted by the developer. 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.

Divisional Fund

1. Pebworth Fringe Festival have applied for a grant to promote the event
2. Cleeve Prior – grant requested for new computers for pre-school
3. Badsey – Freedom Day Centre for people with learning difficulties – grant requested for new computers
4. Offenham First school PTA - laptops for school.
5. Pebworth in Bloom have requested a grant to wards the replacement of the metal fence around the cemetery that were damaged many years ago
6. Mats for Cleeve Prior village hall for Yoga & Pilates
7. Littleton Junior Football Club – line marker
8. Offenham Cricket club – mobile pitch covers
9. Cleeve Prior – equipment for footpath warden
10. Long Lartin Residents Association – new play equipment for the new playground
11. 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

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