

Honeybourne Parish Council
Minutes of the Honeybourne Parish Council Ordinary Meeting held at 7.15 pm
in the Village Hall on Tuesday 12th March 2019

Present: Cllrs. Steve Sidwell, Graham Taylor, David Cowan, Cathryn Steward, Sandra Walsh, Matt Henson, Graham Clelland, and Richard Chivers

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

222. Apologies were accepted from: Cllrs Colin Clear, Andy Attridge, Heath Jobes & Cllr Alastair Adams

223. 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 None disclosed

Other Interests: Cllr Matt Henson in minute 233a & 233b

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

224. Dispensation:

Council considered a written dispensation request from Cllr Cathryn Steward for the council to grant a dispensation to enable her to participate and vote on matters relating to the public rights of way on the Fair Acre Estate. Cllr Cathryn Steward has a disclosable pecuniary interest in the matter as she owns property on the Fair Acre estate sited on the current definitive line of a footpath.

Reasons for the dispensation: -

- 1, Granting the dispensation is in the interests of people living in the council's area
- 2, The council considers it is otherwise appropriate

The dispensation request was agreed and granted by the council

225. Chairman to Move: The meeting be now adjourned for Open Forum – **No public present**
Ward Members Report: Cllr Alastair Adams circulated his report to members which was noted

226. Minutes:

The Council agreed the wording of the minutes of the February ordinary meeting as a true record of the meeting and they were signed by the Chairman.

227. Clerk's Report on Matters in Progress:

- a. Update on the car parked on the Community Centre car park- the original abandoned car has been removed and a new car is permanently parked on the car park, Clerk to take action to have the car removed when the owner can be identified.
- b. GWR survey completed requesting the rail link from Honeybourne to Stratford-on-Avon is reinstated – noted

228. Planning Applications:

- a. **18/02199/LB** Location: 35 High Street, Honeybourne, Description of Proposal: Replacement door and window Applicant: Mrs Margaret Fancutt
Under the clerk's delegated power the following comment was submitted:
The Council has no objection or comment on the application.

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- b.** 19/00277/HP: Location: Manor Larches, Brick Walk, Honeybourne: Description of Proposal: Replacement of veranda with a single storey rear extension and a rear dormer window first floor extension. Applicant: Mr & Mrs Sam Coton

The following observation was made on the application

Honeybourne Parish Council express concerns over the privacy of the property occupiers and their near neighbours as the proposed windows in the extension are facing nearby dwellings. Conditions or design amendments should be applied to mitigate the overlooking possibilities of the proposed extension

- c. 19/00365/ADV:** Location: The Gate Inn, Weston Road, Honeybourne, Description of Proposal: V board advertisement, Applicant: Camfields Ltd. The council object to the application for the following reasons

The site on the Gate Inn cross roads currently has an overabundance of random commercial advertising signs creating an incongruous clutter to the rural street scene which the Parish Council has evoked planning enforcement to regularise the signage. The size and design of the proposed new signage is considered to be a dangerous distraction to highway users at this very busy cross roads which has poor visibility in all directions due to the acute angles of the junction and nearby bends in the road. The excessive size of the proposed signage is disproportionate to the business it relates to, furthermore the reasoning for the advertising signage is not in keeping with a village shop therefore the council objects to the proposal.

- d. Planning appeal 18/01447/FUL at Land At Perrie Drive**

Proposal: Full planning permission for six dwellings, including 2, 3 and 4 bedroom units (resubmission of application 17/02263/FUL) and the provision of additional car parking and access drives to serve the existing estate: Mr Rafiq Khan

Honeybourne Parish Council considers the proposal to develop the Perrie drive greens would have detrimental impact on the health and wellbeing of the estate's residents by reason of the depletion of green open space. Furthermore, the emerging Neighbourhood Development Plan has now completed its public presentation and scrutiny under the regulation 15 requirements and now carries significant weight in the consideration of planning applications, furthermore, the council re-affirms its original objection and fully supports the District planning authority's reasons for the refusal of the planning application 18/01447/FUL therefore the appeal should be dismissed.

The Honeybourne NDP Policy H7 Local Green Space states: -

Policy H7 Local Green Space

The following areas identified on the Green Space Maps (Appendix 2) are designated as Local Green Space and will be protected from development due to their particular local significance or community value:

1. The Greens of Dudley Road
2. Mill Mound
3. Elm Green
4. The Green - Cow Honeybourne
5. **The Greens of Perrie Drive and Fernihough Avenue**
6. The green spaces in the Nature Reserve off Station Road
7. Fields around the Church
8. Gate Inn Field
9. Honeybourne Sport and Recreation Field

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- e. **19/00476/AGR:** Location: Honeybourne Grounds Farm, Weston Road, Bretforton
Description of Proposal: Application for prior notification of agricultural development - proposed new grain store Applicant: Mr Richard Appleby
The Council has no objection or comment on the application.
- f. **19/00400/FUL:** Location: Land Off, Shinehill Road, Description of Proposal: Demolition of disused chicken sheds Applicant: Mr David Niblett
The Council has no objection or comment on the application.

229. Planning Matters: Noted

- a. The latest application for the 14 dwellings off High Street (Shorey Land) has been dismissed due to a failure to agree Sec 106 and CIL agreements in the time allowed

230. Neighbourhood Development Plan: NDP

- a. Council noted the Neighbourhood Development Plan open day event held on March 3rd. and the clerk reported that over 100 parishioners attended the very successful event
- b. Members agreed to a proposal from Cllr Heath Jobes to send a letter of thanks to the six NDP group members for all their dedication and hard work to produce the plan.
- c. **To Note:** The NDP public consultation is now on the WDC and Brodie Planning websites

231. **PC Jammie Lee:** The Chairman suspended the meeting at 7:35 until 7:48 to allow PC Jammie Lee to address the meeting and give a crime report update; his report is appended to the minutes

232. Finance:

- a. **Payments:** Council approved the schedule of payments as in appendix A of these minutes.
Note: The clerk confirmed the payment of £1,411.57 for the Go-Pak tables was fully funded by the ward members grant and the Village Hall committee.
- b. **Credit Card:** Council agreed to the clerk making an application to Lloyds Bank for a Parish Council Credit card on Account No 00721608. It was noted that the credit card carries an annual fee of £35.00 and a credit limit of £1000.00.
Clerk to action the application by issuing the council minutes to Lloyds bank

233. The Leys Playing Field

- a. **Inspection:** The weekly visual inspection for The Leys found no safety matters to report and litter picking was carried out.
- b. The weekly visual inspection for The Recreation Field found no safety matters to report and litter picking was carried out.
- c. **Lease:** The Clerk reported no further information was available on the renewal of the lease for The Leys playing field despite chasing it for the last three months, It was agreed to ask Cllr Alastair Adams to assist in expediting the new lease process with WCC.
- d. **Play equipment:** Council considered it is premature to contemplate suitable play or other equipment for The Leys as the lease needs to be renewed to ensure the site is securely leased before progressing the plans for new equipment.

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234. Recreation Field:

Note: Cllr Matt Henson having declared an interest in item a & b left the room for the debate

- a. **Tournament:** Council fully supported a request from Honeybourne Harriers Football Club to hold an all-day tournament on Saturday June 8th, 2019 – the facilities will be all free of charge
- b. **Trophies:** Members raised several questions over the request to sponsor some or all of the medals and trophies for the football tournament in June. It was agreed that the Clerk will request further information on funding the event from the club and report to the April meeting for further consideration.
- c. **Dogs:** Members considered the available options to deal with the irresponsible members of the public who bring dogs on the Recreation Field. It was concluded that as no bylaws are in place the only option is to ask dog owners to consider the possible health risk the dogs can bring to the children using the field and the anti-social nature of their irresponsible action. It was also noted that the Honeybourne Harriers Football Club had done all they can to have dogs removed and encourage dog owners to comply with the No Dogs rule.
- d. **Drainage Trenches:** In consideration of the contractor's quotation and recommendations to rectify the sunken trenches it was agreed to suspend the trench filling until the spring when the sinkage can be reassessed.

235. Pavilion Matters

- a. **Fire inspection:** Council considered the Fire officer's inspection report for the pavilion it was agreed to install the recommended thumb turn locks to the patio doors and place an **Assembly Point** sign in a suitable location. It was further agreed Cllr Matt Henson would fit the new locks to the patio doors and assembly point signage.
- b. **Key safe:** Council agreed that the secure key safe for the exterior of the pavilion can be securely bolted to the pavilion wall by Cllr Matt Henson. Cllr Graham Taylor will control the access by means of mobile phone app and give access to authorised users. It was further agreed only one key to the patio doors would be available from the key safe.

236. Council and Community Matters:

- a. **Website:** members agreed the clerks lists of website pages for the new Parish Council website: -

About Honeybourne - article for newcomers

Councillors and Clerk details including ward members

Publications including declaration of interest etc..

Meeting minutes and agendas

Council policy documents

Web links to public services

Recreational facilities – council owned

Newsletters

Contact the council – Clerks and Chairman's full details

Village organisations contact details – links only

Picture Gallery

Cemetery and Churchyard - including info, fees and regulation

Neighbourhood Plan – all document

Notice Board – Event advertising

The Website format and structure to be similar to Bidford on Avon website. Clerk to inform the website designer and move the project forward

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- b. **Community funding:** The Clerk reported on the offer of community funding from Mr Karl Lockley, the developer of the Fancutts Garage site, and confirmed a proposal of £1,500 was accepted by Mr Lockley for the refurbishment of the telephone kiosk opposite the development. Quotations for the refurbishment will be presented at the April meeting when the kiosk's future use can be considered.
 - c. **APM:** Council noted the arrangements for a Neighbourhood Watch Scheme presentation and property marking event at the Annual Parish Meeting on April 23rd
 - d. **APM:** Council consider no other speakers would be required for the Annual Parish Meeting as the local police has agreed to attend to support the Neighbourhood Watch Scheme presentation
 - e. Council agreed to carrying out the annual internal audit conducted by Mr Geoff Bradley, **Clerk to action the audit**
 - f. **Litter bins:** Cllr Cathryn Steward reported on the request for the supply of litter bins and dog waste bins on the Fair Acre Estate as none exist, she confirmed that the estate management company is responsible for on site facilities and the infrastructure is not adopted by the local authority. The estate residents will be informed of the situation via their Facebook page.
 - g. **Crime Reporting:** Cllr Cathryn Steward reported on the community messaging service leaflet provided by PCSO Elliot Wilson and the crime reports on the police website do not report crimes on the new developments in the parish, this is due to a lack of system updates and Cllr Cathryn Steward offered to pursue the problem with the police.
 - h. **Signage:** The Clerk reported that the remaining commercial signage on Weston Road was reported to the County Highways officer who confirmed the matter is in hand.
- 237. Village Hall and Community Centre:**
- a. **Landscaping:** The Clerk reported changes to the landscaping layout and amended plans for the Community Centre as the approved landscape plan is not conducive with the building layout.
 - b. The Clerk reported on receiving the full building regulations documentation from the Architect for the Parish Council records.
 - c. **Planting design:** The Clerk reported on submitting a planting design for the landscape area at the front of the Community Centre and creating the required 20-year landscape maintenance plan to enable the discharge of conditions.
 - d. **Legacy fund:** The Clerk reported that the WDC legacy fund application for £150,000 has been recommended for approval by the Localism Panel and will be finalised by the Executive Board on March 20th
- 238. Highways: matters to be reported**
- a. New highway matters to be reported to County Highways. –
 - i. Flash flooding under the two bridges on Stratford Road and extensive surface water on the approach to the bridges from Pebworth

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- b. **Speed enforcement;** Council noted the report on from Safer Road Partnership for speed enforcement on Weston Road and the data on recent enforcement which indicated no improvements in speed reduction as the six infringements per hour has not declined for several months despite speeding tickets being issued to offenders. Members noted the comments made regarding the suitability of a new VAS which will be considered at the April meeting.
- c. **Elm Green:** Council agreed to the amenity contractor's suggestion to severely prune the large Alnus bush on Elm Green outside Gloster Ades houses and the base growth on the removed tree stump at the front of the Village Hall: **Clerk to action the works**
- d. It was agreed no action is required regarding a residents' concerns over verge damage on Stratford Road at the entrance to St Ecgwins Gardens as the damage has been adequately repaired.

239. Lengthsman and Handyman:

- a. New and existing jobs for the Lengthsman and Handyman.
 - i. Put up and take down the NDP open day event banners – **done**
 - ii. Three new signs from Acorn Creative collected and installed by the Handyman – **done**
- b. **VAS report:** Station Road 9717 for 16 days: Stratford Road 1810 for 7 days

240. Public Rights of Way (PROW):

- a. Actions for any reported PROW problems or issues.
- b. PROW 540 Handyman requested to install hardcore surface – **Done and resolved**
- c. inspection report on missing signage on PROW 535 off Bretforton Road – agreed to refer inspection report to County Council for their action and supply of way marker posts, **Clerk to report the matter**
- d. Members considered having wire netting fitted to the bridge crossing on PROW 537B from the Church to the Gate Inn and considered no action is necessary as the crossing is safe to use. **Matter resolved**
- e. The removal of the chain link fencing on the Station Road to Westbourne footpath for public safety reasons. – **Done and resolved**

241. Cemetery & Churchyard

- a. Council agreed to the Handyman's quotation for re-painting the wrought iron cemetery gates. **Clerk to action the works**
- b. **Trees:** Members considered a request from a resident of Stratford Road for the council to remove the branches from the trees overhanging her garden. – council resolved the resident could have the branches removed at her own expense as the council has no obligation to carry out the works.
- c. **Interment:** The Clerk reported the interment of Enid Allibone in Plot 17c on 12/03/19

242. Street Lights: To report any lights in need of attention

- a. Update on the streetlight #9 in Grove Avenue and # 37 in Station Road opposite the co-op shop both reported to be faulty, **Noted**
- b. Council agreed to accept the quotation from E-on to completely replace streetlight #23 in Green Close, **Clerk to action the works**

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243. Matters Raised by Members –

- a. **Cllr Graham Clelland** – commercial advertising in parish notice boards – next meeting agenda

244. Meeting Dates:

- a. It was confirmed the next Ordinary Council Meeting is scheduled for the 9th April at the Village Hall at 7.15 pm,
 b. It was confirmed the Annual Parish Meeting is scheduled for the 23rd April at the Village Hall at 7.30 pm,
 Cllr David Cowan and Sandra Walsh gave apologies for the meeting.

245. Confidential matters

- a. **Exclusion of the Public** from the Meeting. To agree the following resolution: -
That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded and they are instructed to withdraw

246. Council considered the clerks annual salary review and agreed an increase of two SCP in accordance with the NALC pay scales for 2019-20 to be applied from 1st April 2019

There being no further business the Chairman closed the meeting at 9:20

Chairman

Date

Cheque Number	Payments Authorised		Gross Payment	Net Payment
	Payee	Details		
1790	Arbor Vale Tree Specialists	Tree works on The Green	240.00	240.00
1791	The Children's Kayak Charity	Charity donation	150.00	150.00
1792	Honeybourne Village Hall	Hall hire Nov to Feb	100.00	100.00
1793	Acorn Creative	Playing field signage X 3	153.00	127.50
1794	E-on	Streetlight maintenance	109.20	91.00
1794	E-on	Streetlight maintenance	168.00	140.00
1794	E-on	Streetlight maintenance	73.20	61.00
DD	Water Plus	Rec Field Water charge	45.19	45.19
1795	Limebridge RS	Rec Field Maintenance	708.00	590.00
1796	The Heart of England Forest Ltd	Allotment land rent	300.00	300.00
DD	ICO	information commissioner fee	35.00	35.00
1797	Hartwell & Co (Timber) Ltd	NDP expenses Banners	11.65	9.71
1798	J Stedman	Clerks salary & Expenses	***	***
1799	John Hyde	Lengthsman works	52.95	52.95
1799	John Hyde	Handyman Works	85.10	85.10
1800	Poore Prints	NDP poster printing	123.00	123.00
1801	J Stedman	Key safe card payment	129.80	108.17
1802	Vale Office Interiors	Gopak tables for the Com Centre	1693.88	1411.57
DD	British Gas	Pavilion Electricity	64.57	61.50

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Appendix 2

Summary of PC Jamie Lee's report

Following a spate of thefts on estate properties in Honeybourne and other villages he reported crime levels have dropped significantly in Honeybourne and the crime in the area has calmed down. He is aware Honeybourne is on a main route to the Cotswolds and criminals will be passing through and police surveillance is ongoing in the area, He confirmed he would endeavour to attend the APM in April to support the Neighbourhood Watch Scheme presentation

District Councillor & County Councillor Report - Honeybourne

Month: March 2019

Prepared by Alastair Adams

Honeybourne & Pebworth Ward, Wychavon District Council

Littletons Division, Worcestershire County Council

District Council Tax – Budget 2019/20 – New Promises

The District Council announced at the Council meeting on 20th February the following new promises:-

1. Work with partners to increase levels of cycling and walking by supporting the delivery of new routes in Evesham and the development of cycling and walking plans for Droitwich Spa and Pershore by 31 March 2021.
2. Work with partners to improve social mobility across the district and invest a further £200,000 over three years to support and improve outcomes for free school meal eligible children and their families.
3. Work with partners to reduce the crimes most affecting our district through supporting communities, delivering education and awareness campaigns, coordinating community days of action and property marking events.
4. Over the next two years install at least 20 additional electric vehicle charging points in car parks across the district and publish a plan setting out how we will encourage businesses, developers and communities to install more charging points.
5. Invest £200,000 over the next two years to improve play areas, equipment and paths in our parks.
6. Work with partners to promote and support delivery of the emerging Worcestershire Pollinator Strategy including the creation of new and improved habitats for bees, butterflies and other insects in council managed green spaces by 31 March 2021.
7. Create a new urban designer role to lead work on delivering well designed, high quality and locally distinctive development.
8. Build small business units for rent and create a Wychavon business hub to pilot providing support to at least three businesses at key stages of their development by 31 March 2021.
9. Work with partners to help transform and revitalise our town centres so they are fit for the future and establish an initial seed-fund of £150,000 to help develop masterplans for our three towns by 31 March 2021.
10. Deliver the first phase of our tourism action plan through producing a targeted marketing plan, arranging business networking events and planning a familiarisation event for journalists and group travel organisers by 31 March 2021.
11. Deliver a three year programme of funding, mentoring and advice to strengthen and improve a range of community-led rural transport options.

Community Legacy Grant Applications

Applications for the first round of the District Council's Community Legacy Grants closed in the middle of January, and only 11 applications were received for a total grant of £1million. Honeybourne village hall committee applied, so this bodes well for them some form of grant to help extend the village hall. The Localism and Community Funding Advisory Panel will assess the applications at its next meeting, and on

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20th March the Executive Board will consider the Panel's recommendations and make the final decisions on funding.

Re: Land opposite Co-op store in Honeybourne

I have asked the District Council to see if they can exert pressure on the developer to tidy up this waste ground by the Co-Op

Highways:

Worcestershire County Council's road maintenance programme has started, and there will be a few road closures around the area whilst the roads are upgraded and improved. To keep up to date on the roads affected see http://www.worcestershire.gov.uk/info/20602/roadworks_in_worcestershire
Or look at the national roadworks website below, and type in Honeybourne in the top right box to search.
www.roadworks.org

Please note some of the roads that are being surfaced dressed are the ones that were re-tarmacked last year using a Binder course; this is the layer that is usually below the running surface and does not have the required texture depth for continued traffic use. However, the Binder course looks like normal tarmac but is a lot cheaper but needs to be surface dressed within 6-9 months after laying to give it a long life. Surface dressing is always done in Spring when the weather gets warmer.

Road closures:-

1. Road closed - **Gloster Ades Road, Honeybourne.** 1 day of work between 13/04 – 22/04/2019 – surface dressing
2. Road closed - **Station Road, Bretforton/ Blackminster.** 1 day of work between 13/04 – 22/04/2019. – surface dressing
3. Road closed - **Cleeve Road, Cleeve Prior.**C2259 Buckland Road, Childswickham. 1 days' work between 13/04 – 22/04/2019– surface dressing
4. Road closed - **Bretforton Road, Honeybourne.** 1 day of work between 13/04 – 22/04/2019– surface dressing
5. Road closed - **Bretforton Rd Honeybourne - new footway to link existing pavement to recreation ground** – See attached map. Work to start to start 1st April and lasts approx. 5 days
6. Traffic lights - **building the concrete spillways through the verge to divert the water off the road on Buckle Street just before junction with Sheenhill Rd near Fairview Trading** –Works to start w/c 11/3/19 and last approx. 5 days
7. **Road Liable to Flooding' warning signs to be installed** either side of the bridges in Stratford Rd. The height restriction signs on the bridges are either missing, faded or damaged, so Highways will be also replacing these signs at the same time. To do this work will require a road closure, so what with road permits and delivery times for the signs it will be approx. three months before this work is completed.
8. **Road Closure Dorsington Road & Front Street in Pebworth** - POSTPONED - Severn Trent were closing the above roads from 25th February until 19th April for new water main to be installed. Also Front Street/Dorsington Road/Back Lane junction was going to have 4 –way traffic lights. **However this has been postponed and no new date yet set.**

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.

County Council Divisional Fund

This year's allocation of Divisional grants has now closed. It will re-open in April so any community organisation that needs a little support to buy equipment or some essential service can apply next month by contacting me.