

**Honeybourne Parish Council**  
**Minutes of the Honeybourne Parish Council Ordinary Meeting held at 7.15 pm**  
**in the Village Hall on Tuesday 11<sup>th</sup> June 2019**

**Present:** Cllrs. Colin Clear, Heath Jobes, Matt Henson, Graham Clelland, Andy Attridge, Cathryn Steward, Sylvia Matthews Trevor Askew & Jonathan Barnes

**In Attendance:** J Stedman (Clerk), Cllr Thomas Havemann-Mart, Cllr Alastair Adams & two members of the public were present

**28. To Note:** Trevor Askew and Andrew Attridge both signed their declaration of office.

**29. Apologies were accepted from:** Cllrs David Cowan and Graham Taylor  
 In the absence of the Chairman the Vice-Chairman, Cllr Steward, chaired the meeting

**30. 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:** None disclosed

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

**31. Chairman to Move:** The meeting be now adjourned for Open Forum –  
**Summary of matters raised:**

- A neighbour of The Leys playing field asked a question regarding the proposed new play equipment to be considered for The Leys and wished to be informed of any plans and progress with the proposals. The chairman confirmed the Play Equipment Group would keep him informed of all matters relating to The Leys development.
- A resident of Stratford Road raised concerns over the very poor state of the pavement on Stratford Road as it is dangerous and unfit for wheeled devices to use. Cllr Alastair Adams confirmed the surface is scheduled for full maintenance to be carried out in November
- A resident requested confirmation that the council were not considering to not renew the Leys lease as he was concerned to have heard this. The chairman confirmed we had made good progress with the renewal of the lease but that the lease renewal was an item on the agenda tonight.

**Ward Members Report:**

**Cllr Thomas Havemann-Mart** presented his report to the council which was noted and appended to the minutes.

**Cllr Alastair Adams** presented his report to the council which was noted and appended to the minutes.

Matter raised with Cllr Alastair Adams were: -

- Grass growth in the gutters on Shinehill Lane ¼ mile west of Buckle St
- A blocked culvert at the Shinehill Lane junction causing highway flooding
- The persistence of the Porkys Café signage remaining on the highway verges
- The poor state of the pavements in Stratford Road

**The Chairman closed** the open forum at 7.50 and reconvened the meeting.

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### 32. Minutes:

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

### 33. Clerk's Report on Matters in Progress were noted:

- a. Confirmation that the WDC youth bus is arranged for a visit Honeybourne on July 10th
- b. Water leak at the pavilion now fixed and confirmed to Severn Trent Water as required
- c. All annual return documentation emailed to the external auditor as required
- d. Honeybourne school has been informed they can use the Recreation Field on June 28th
- e. The members site visit to Vicarage Nursery on June 10th was rescheduled for June 17<sup>th</sup> due to adverse weather conditions.
- f. The Recreation Field regular users have been informed of the new gate lock code: - John Hyde, Alex Daniels, Fair View Trading, Limebridge RS, The probation services admin and the team leader.
- g. Letter sent to local authorities regarding the Stratford to Honeybourne rail link –

### 34. Planning Applications:

- a. **19/01264/FUL** Location: Applebee, Station Road, Honeybourne, Proposal: Construction of 9 cat boarding pens in the garden of Applebee as approved under planning reference 17/01906/FUL to amend Condition 7 relating to the materials to be used. Applicant: The Council has no objection or comment on the application.

### 35. Neighbourhood Development Plan: NDP

- a. Cllr Heath Jobes gave an update report on the NDP progress and the meeting held on June 5<sup>th</sup>. A large amount of regulation-14 data has been drafted into a 50-page report and will be considered by the group at their next meeting. It was agreed the clerk arranges the printing of the reports for the NDP group to discuss at their next meeting.
- b. The request from two developers to meet with the NDP group and the Parish Council has been deferred to August to allow time for data processing. The developers wish to meet the council to present their proposals for the Honeybourne industrial estate on Weston Road and the All Things Wild site on Station Road

### 36. Finance:

- a. **Payments:** Council approved the schedule of payments as in appendix A of these minutes.
- b. **Mandate:** Council agreed an update for the council's bank mandate to delete retired members and add Cllrs Sylvia Matthews and Jonathan Barnes as signatories to the mandate.

### 37. Funding applications:

- a. A request from Cllr Adams for investing up to £500 each to help the local Police buy an additional speed gun was supported in principal on condition that other Parish Councils in his ward support the full funding of the speed gun
- b. Council considered a funding request from Vivienne Hall (Games Co-ordinator) to fund football shirts for the Honeybourne 5-A-side football team entering the Wychavon Parish Games event. It was agreed to support funding request by the Parish Council purchasing and owning the football shirts to ensure their future availability – Clerk to action the purchase

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### 38. New play equipment

- a. Council noted Cllr Steward's report on the play equipment site meeting with the Eibe play consultant and the equipment layout plan issued by Eibe.  
It was agreed the Play Equipment Group will consider the Eibe proposal and associated cost and report back to the Parish Council at the next meeting.  
Cllr Steward requested a cost estimate for the car park installation to requested from the amenity contractor to assist in allocating the play equipment funding budget.
- b. A new member for the play equipment group was proposed by Cllr Clelland and it was agreed that as Mr Stephen Attridge is a qualified play instructor and can offer his professional guidance to the group he is accepted as a group member.  
It was also agreed that the group leader and co-ordinator will be Cllr Steward.

### 39. 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. Council declined a request from Cllr Henson for not having any new play equipment on The Leys playing field but all on the Recreation Field.
- c. Cllr Henson withdrew his request for not renewing the lease for The Leys Playing Field,
- d. **Lease:** Members noted the draft lease for The Leys was returned to County Council as it contained typing errors which are now corrected, a further request to add the words "ancillary car parking provision" to Lease in clause 2 (c) and 2 (g) was agreed and added in part.
- e. **Lease:** Council considered and agreed the wording of the new 21-year lease and the existing lease surrender for The Leys Playing Field. Clerk to confirm the agreement with the County Council and request the engrossments are returned in readiness for signing at the next meeting

### 40. Recreation Field:

- a. **Security:** The council considered issues raised over the Recreation Field gates and other locks on the field and it was agreed the security of all locks will be the sole responsibility of the Clerk who will retain all lock codes and keys including the access to key safe on the pavilion. A record log of all authorised key holders will be maintained by the Clerk.
- b. **Tennis:** Council agreed that the MUGA is prioritised for tennis use for the summer months and agreed a notice is placed on the MUGA stating. The tennis net will remain erected from May 1<sup>st</sup> until September 30<sup>th</sup> and tennis is the priority use of the MUGA during this time.
- c. **Goalposts:** The relocation of the 5-a-side goalposts was complete following the May council meeting and soon after the goalpost fixings were vandalised and the goalposts moved, as a consequence they were removed to secure storage. Members considered the removal may have been carried out because the goalpost were to close to each other. It was agreed to reinstall the goalposts in a position parallel to the ends of the MUGA and improve the ground fixings to deter further abuse. It was also noted that the Net Ball hoops have been stored in the pavilion loft while the tennis net is erected.
- d. **Slabs:** A request from Mr Matt Henson to create a hard surface at the standpipe site by laying 5 suitable grey paving slabs and incorporating an integrated drainage system was agreed to be acceptable. It was further agreed the council will have the slabs installed by the Handyman and the costs met by the council to ensure the slabs are a council asset. The Clerk is delegated to action the works and report costs to the July meeting.

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- e. **Trench filling:** The Clerk reported the drainage trench filling by the Probation Services is completed and all the topsoil used. Council agreed a further proposal to install turf on some of the filled trenches to expediate the establishment of grass on the trenches. Clerk to arrange the turf laying with the probation services and procure 4 metres of turf to be cut into strips for the trench topping.
  - f. **Public nuisance:** Council considered a parishioner's complaint regarding a public nuisance of footballs being kicked against the steel storage container and youths jumping up and down on top of the container making excessive noise and infringing on the privacy of the residents of Gloster Ades. After considering using security paint to deter the nuisance activities it was agreed to plant suitable screening plants on two sides of the container. Clerk to bring species recommendations and costs for suitable plants of at least 1.5 metres tall and sufficient to plant 8 metres of screening for consideration at the July meeting. Clerk to inform the site neighbours of the council's decision
  - g. Council noted the Clerk's report on an incident on the evening of 26<sup>th</sup> May whereby several youths were asked to leave the Recreation Field as they were consuming alcohol on the site.
- 41. Pavilion Matters**
- a. **CCTV:** Council considered an offer from Matt Henson to have CCTV cameras fitted inside the pavilion. The offer was deferred to a future meeting as questions over the compliance with GDPR regulations were raised and need to be resolved before considering the offer.
  - b. A proposal for making the pavilion toilets available for public use on weekends was declined for security reasons
  - c. **Flagpole:** A proposal to erecting the flagpole stored in the Recreation Field was deferred as the ownership of the flagpole needs to be established and the size of the flagpole confirmed to consider if planning permission is required for its erection near the pavilion to fly the union flag, Clerk to gain the information and report to the next meeting
  - d. The Handyman will be requested to plane the edges on the six internal pavilion doors to prevent jamming.
- 42. Neighbourhood Watch Scheme**
- a. The Clerk reported that after publishing the scheme in the village newsletter and requesting volunteer Neighbourhood Watch co-ordinators to contact the clerk no one had offered to be involved. It was agreed to promote the scheme for one more month on Facebook and in the village newsletter.
- 43. Council and Community Matters**
- a. The Clerk reported on the progress with the new Parish Council website and invited members to view the draft website as it is now live on the internet.
  - b. **Kiosk:** The Clerk reported on the refurbishment of the telephone kiosk and confirmed a local contractor offered to carry out the refurbishment onsite negating the need to disconnect the power supply to allow its removal to offsite refurbishment facilities. It was agreed that offsite refurbishment is the preferred option and the clerk is to pursue contractors to carry out the works.

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### 44. Village Hall and Community Centre:

- a. Cllr Clelland reported on the Pre-contract meeting held on May 28<sup>th</sup> where the contract preliminaries were finalised, and a start date of July 15<sup>th</sup> was agreed with a 34 week build programme. The Clerk was requested to contact the WDC planning officers to expedite the discharge of outstanding planning conditions. The Clerk was also requested to send a letter of intent to the Village Hall confirming the financing of £20,000 pre-contract funding. As the funding is already agreed the clerk issued the letter of intent as requested. Cllr Clelland also reported on the unresolved difficulties with Taylor Wimpey in completing the foul water drainage connection to the local sewerage system.
- b. Council agreed to delegating the Clerk to issuing the £20,000 cheque when its requested as it is part of the agreed £70k project funding from the council.

### 45. Highways: matters to be reported

- a. New highway matters to be reported to County Highways. –
  - i. Potholes on Shinehill lane
  - ii. Inadequate culvert capacity on the junction of Buckle Street and Shinehill Lane as road flooding remains for long periods
  - iii. Request for double yellow lines to be installed opposite the High Street development at Fancutts Garage site as parking opposite the development causes a considerable danger to road users.
- b. Traffic light controlled pedestrian crossing on Station Road; Cllr Alastair Adams has reported the project is in hand with County Highways and awaiting a traffic speed survey to be undertaken before the scheme can be fully costed.

### 46. Lengthsman and Handyman:

- a. New and existing jobs for the Lengthsman and Handyman. –
  - i. Weed clearance of the two footpaths leading from Westbourne – delayed by weather conditions
  - ii. Tennis net and goalpost re-siting – ongoing issue
  - iii. Water leak on the Recreation Field – fixed and resolved
  - iv. Clear and replant the village planters - delayed by weather conditions
- b. **New Handyman works** spray all the weeds on all hard surfaces on the Recreation Field, particularly the car park area
- c. **VAS report: Noted**

Western road	10791	12 days
Bretforton road	12492	14 days
Stratford road	4651	16 days

### 47. Public Rights of Way (PROW):

- a. Actions for any reported PROW problems or issues. No issues reported

### 48. Streetlights: To report any lights in need of attention – none reported

- a. The Clerk confirmed E-on has installed the new LED streetlight in Green Close

### 49. Cemetery:

- a. The Clerk reported the agreed notice was placed in the cemetery on May 18<sup>th</sup> regarding the excessive pots and plants placed in the Garden of Remembrance. Council agreed the Handyman is requested to tidy the Garden of Remembrance by moving items onto plots or disposing of the plants etc where necessary, the clearance to be carried out after the end of June.

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**50. Matters Raised by Members – none requested**

**51. Meeting Dates:**

- a. It was confirmed the next Ordinary Council Meeting is scheduled for the 9<sup>th</sup> July at the Village Hall at 7.15 pm,  
Cllr Clear tendered his apologies for the July meeting

**52. 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.* **Motion agreed**

**53.** A debate ensued regarding a proposed formal response to the concerns raised by the Hot Air Balloon operators having access to the Recreation Field, conflict with a parish councillor and accusations of their activities being a business. As some members were unaware of the reasoning for the formal response a confidential letter which was sent to the councillor concerned was read out by the chairman which outlined the situation. The debate then moved to the content of the letter and not the item of a formal response. The debate on formal response was suspended until the next council meeting when the involved councillor can be present as members also wish to discuss the content of the confidential letter.

There being no further business the Chairman closed the meeting at 10:20

Chairman \_\_\_\_\_

Date \_\_\_\_\_

<b>Payments Authorised</b>			<b>Gross</b>	<b>Net</b>
<b>Cheque Number</b>	<b>Payee</b>	<b>Details</b>	<b>Payment</b>	<b>Payment</b>
1825	Honeybourne Village Hall	Village Hall hire fees	123.00	123.00
1826	E-on	Streetlight Maintenance	114.00	95.00
1826	E-on	Streetlight Maintenance	73.20	61.00
1826	E-on	Streetlight Maintenance	78.00	65.00
1827	WDC	Bin maintenance	89.10	74.25
DD	Water Plus	Ref Field water charges	57.29	57.29
1828	Fairview Trading Co Ltd	Rec Field Maintenance	4.37	3.64
1828	Fairview Trading Co Ltd	Rec Field Maintenance	9.94	8.28
1828	Fairview Trading Co Ltd	Rec Field Maintenance	2.59	2.16
1828	Fairview Trading Co Ltd	Soil for Rec Field trenches	371.52	309.60
1829	Freethought Internet Ltd	Website domain fee	120.00	100.00
1830	Cancelled Cheque	Error	0.00	0.00
1831	John Hyde	Handyman works	247.40	247.40
1831	John Hyde	Lengthsman Works	153.90	153.90
1832	J Stedman	Clerk's salary and expenses	***	***
1833	Limebridge RS	Amenity contract	1434.00	1195.00

## Honeybourne Parish Council

County Councillor Report - Honeybourne

Month: June 2019

Prepared by Alastair Adams

Littletons Division, Worcestershire County Council

Reminder about weed-killing on pavements around the Parish

This time of the year grass and weeds are growing fast so please use your Lengthsman to apply weed-killer to kill any growth on your pavements/kerbs.

Growth like above can destroy a pavement, especially if someone pulls it up and pulls the tarmac up with it! So please take preventative by applying weed killer regularly in the growing season.

An additional Police speed gun purchased by the 7 Parishes in Evesham North Rural

A suggestion has been made for the 7 Parishes to donate £500 each to help buy another speed gun for use of the local police to carry out more speed checks in the local area. Awaiting responses from all 7 parish councils.

Vale of Evesham Freight Quality Partnership Working Group

Worcestershire County Council has agreed to lead the resurrection of the VFQP Working Group (Vale of Evesham Freight Quality Partnership Working Group) with the support of Wychavon District Council who have agreed to provide secretarial support. The aim is to meet once or twice a year to discuss any issues.

Draft dates

Friday 26 July (pm)

Wednesday 21 August (pm)

Friday 6 September (pm)

Background

Over the last few years, I have been working with Kanes, Unipart, various hauliers, parish councils, the Police, Wychavon DC, Warwickshire CC, and Worcestershire Highways looking at HGV using the roads around the area. As a consequence we have reduced speed limits, or in places extended speed limits, imposed weight limits, promoted compliance to advisory lorry routes maps, and much more. However to have joined-up thinking it is consider that a meeting of all interested groups would help. I have spoken to following about re-starting the Vale of Evesham Freight Quality Partnership and there is widespread support;

- the main users of HGV's, ie hauliers, and local businesses like Unipart
- the Freight Transport Association - FTA, and the Road Haulage Association - RHA
- the West Mercia Police, Safer Road Partnerships, Warwickshire Police, Gloucestershire Police
- the Highways dept from Worcestershire, Warwickshire & Gloucestershire CC

Please be careful when driving along Buckle Street

Following another fatality along Buckle Street when a man died after a car crashed into a tree in Bickmarsh. on 17th April, I have asked Highways and the Police to re-look at what can be done on this road.

PC Jamie Lee has been carrying out some speed checks near Bidford Gliding Centre in the last month.

Highways are looking at erecting reminder signs such as "Think! 10 casualties in 3 year" as installed in Warwickshire along the Fosseyway. See below.

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Next time you use this road, please watch your speed! The maximum speed is 60mph, and 40mph through Bickmarsh. However, always drive in anticipation of the unexpected, and when driving along this road; remember there are entrances into houses and crossroads, so drive slower than the speed limit – especially through Ullington.

### 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](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](http://www.roadworks.org)

It is also that time of year when Highways cut grass verges – see attached leaflet

1. Temporary Closure Stratford Rd Honeybourne- Bridge maintenance 8th July for 5 days.
2. Road Liable to Flooding' warning signs to be installed either side of the bridge.
3. The WCC Head of infrastructure, Nigel Hudson, has written to Warwickshire CC adding his weight to concerns about traffic through Pebworth & Honeybourne that will be generated by the Long Marston airfield development and asking what is happening to the initial proposal about re-opening the Stratford to Honeybourne railway.
4. Rubbish along Blakes Hill reported – FCC to organise collection.
5. Bretforton Rd Honeybourne – dropped kerbs installed new footway to link existing pavement to recreation ground – completed
6. Re-tarmacking of pavement along Stratford Rd programmed for November 2019
7. Pedestrian Crossing along Station Rd – WCC organising another speed measurement along the road to ascertain what progress has been made to reduce the 85th percentile figures since the new signage and white lining were installed last year. Last time it was 34.2mph. Over 35mph the pedestrian crossing has to be signalised.

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.

Worcestershire Archives & Archaeology based at the Hive, Worcester

A little known gem of a department which contains all the historic paperwork of Worcestershire. A must to visit, but you can explore it on line by going to [www.explorethepast.co.uk](http://www.explorethepast.co.uk)

### County Council Divisional Fund

Divisional grants have re-opened in April, so any community organisation that needs a little support to buy equipment or some essential service can apply by contacting me.

Grant requests received this month are

1. Badsey Soap Box Races – grant requested to help organise it
2. Cleeve Prior Annual Cricket Match – grant requested for new equipment
3. Badsey Carnival - grant requested to help organise it
4. Badsey Flower Show & Scouts – grant request towards a new marquee

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)