

**Honeybourne Parish Council**  
**Minutes of the Honeybourne Parish Council Ordinary Meeting held at 7.15 pm**  
**in the Village Hall on Tuesday 10<sup>th</sup> September 2019**

**Present:** Cllrs. Matt Henson, Andy Attridge, Sylvia Matthews, Graham Taylor, Chris Gear & Colin Clear

**In Attendance:** J Stedman (Clerk), & eighteen members of the public

**105. Chairman:** In the absence of the Chairman and Vice-chairman the clerk took nomination for a member to chair the meeting, Cllr Henson proposed Cllr Attridge to chair the meeting and as no other nominations were received council agreed Cllr Attridge should chair the meeting which he accepted.

**106. Apologies were accepted from:**

Cllrs Graham Clelland (Chairman), Heath Jobes, Jonathan Barnes, Trevor Askew & Cathryn Steward

**107. 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 Clear – Min 108 sale of land in Dudley Road as a resident of Dudley Road

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

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

**Summary of matters raised:**

- A request was made for all councillors to introduce themselves at meetings to allow the public to know who the councillors are
- Criticisms were made regarding the wording of Parish Council's report on the August meeting published in the Village Newsletter.
- The Leys playing field proposed enhancement was raised again by several parishioners who considered the council were not consulting the parish over the proposals and had agreed a car park would be created on The leys. The chairman reaffirmed that the council has not made any decision whatsoever as no meetings have taken place to progress the project, the Play Equipment Group are scheduled to meet on September 12<sup>th</sup> to consider information gained and the options available for the sec 106 funded project.
- A request to clear the grass verge on the public footpath from Westbourne to Stratford Road was made and questions asked regarding the role of the Lengthsman for footpath maintenance.
- The sale of the land on Dudley Road and Fernihough Avenue was questioned and the Clerk confirmed the sale was already concluded and the new owners' details will be known after October 2<sup>nd</sup>

**a. Ward Members Report:**

**Cllr Thomas Havemann-Mart** his report to be appended to the minutes

**Cllr Alastair Adams** his report to be appended to the minutes

**The Chairman Closed** the open forum at 8.15 and reconvened the meeting.

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### 108. Minutes:

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

**109. Land Auction: The Clerk reported** the land for sale on Dudley Road and Fernihough Avenue to be sold by auction on 18<sup>th</sup> September was now sold prior to the auction on September 7<sup>th</sup>. The legal transfer will take place on 2<sup>nd</sup> October when details of the purchaser can be obtained for future reference.

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

- a. The clerk's report was circulated to members and a summary is appended to the minutes
- b. Matters arising from the Clerks report
  - i. The report on the state of the footpath bridge on PROW 554 to be referred to the County Council footpath officer to confirm the issues raised by her will be resolved
  - i. Members confirmed that the parishioners request to remove fencing on the footpath off Dudley Road was in fact not a public right of way therefore the fencing will stay in place.

### 111. Planning Applications:

- a. **19/01832/HP** Location: 25 Stratford Road, Honeybourne, Description of Proposal: Erection of one timber domestic double car garage Applicant: Mr S Batty  
The Council has no objection or comment on the application.

### 112. Planning Other:

- a. Members noted the consultation on representations for The Publication Version Consultation on the Worcestershire County Council Minerals Local Plan

### 113. Neighbourhood Development Plan: NDP

- a. Members noted the NDP has been deposited with WDC and the regulation 16 consultation period is 23<sup>rd</sup> August to 7<sup>th</sup> October, notices and banners have been posted throughout the parish.

### 114. Finance:

- a. **Payments:** Council approved the schedule of payments as in appendix A of these minutes.
- b. The Clerk confirmed the bank mandate has been completed and returned to Lloyds Bank but no letter of confirmation has been received to date.

### 115. New play equipment

- a. The Clerk reported the Play Equipment Group's next meeting is scheduled for September 12<sup>th</sup> at 7.00 in the pavilion
- b. The Clerk confirmed receiving further site layout proposals and cost information from Eibe which the Play Equipment Group will consider.
- c. Council agreed the suitability and adoption of the draft Code of Conduct for members of the Play Equipment Group - The code of conduct will be issued to all group members at the meeting on September 12<sup>th</sup>
- d. Council noted the report on sec 106 funding conditions and expectations received from the WDC legal team officer and confirmed it will be considered by the Play Equipment Group

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### 116. The Leys and Recreation Field

- a. **Inspection:** The weekly visual inspection for The Leys and Recreation Field found no safety matters to report and litter picking was carried out.
- b. The Clerk reported that the safety surface repair kit for the split in the safety surface under the swings has been passed to the Handyman for action
- c. Members noted the Clerk's report on meeting the probation services on the Recreation Field on Friday 6th September regarding installing turf strips to the drainage trench. Cllr Henson will inform the Clerk of any areas requiring further surface restoration to enable the probation services to carry out turf laying.
- d. Cllr Henson requested weed and moss control is carried out on the Recreation Field and the Clerk confirmed this was in hand as a autumn feed and weed application would take place shortly.
- e. Cllr Henson requested the tennis net winding handle is stored in the net box as it is regularly removed and left around the field.
- f. Council considered a request from the School to hold a car boot sale on the Recreation Field on Sunday 22nd September. It was agreed that the Recreation Field car park, MUGA and secondary car park can be used but no cars or vehicles can have access to the grass areas, if the secondary car park is used substantial barriers must be put in place to prevent access to the main field. It was also agreed that The Leys playing field can be used for the event as it can accommodate far more vehicles.

### 117. Pavilion Matters

- a. Quotations and options for the replacement of the pavilion patio doors were considered and it was agreed to pursue the replacement doors through the builder, door installers and the council's insurance, Clerk to action the enquiries
- b. The Clerk reported the new window blinds on the west side windows are now fitted, matter resolved

### 118. Amenity Mowing Contract

- a. Members agreed it is premature to consider any amendments to the contract specification, wording and areas to be maintained as the contract will be renewed for next year and the tender process and contract will be scrutinised in the autumn prior to tendering.

### 119. Council and Community Matters

- a. The draft Parish Council's new website at <https://honeybourne-pc.gov.uk/> was inspected by some members and access anomalies were not confirmed and the list of members is incomplete, Clerk to update the website and bring it into public access.
- b. Council agreed the insurance schedules and details are suitable for the council needs and the Clerk confirmed the sums insured cover the council's asset values.
- c. Members agreed to respond to the consultation on the draft Warwickshire Rail Strategy 2019-2034, Clerk to write a response comparable with the previous correspondence on the proposed reopening of the rail line to Stratford on Avon.
- d. The request for the Heras fencing to be removed from the path off Dudley Road to allow access to the area behind the Co-op was not supported as the path is not a public right of way and is private land.

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- e. The request for two benches to be sited on Station Road was suspended until the new landowner of the verges on Dudley Road is confirmed and permission can be gained to place a bench on the verge north side of the Dudley Road Junction.  
It was further agreed that sponsors for the benches should be promoted in the Village Newsletter.
- f. Council agreed a budget of £2,000 for the procurement of a Defibrillator for the High Street Kiosk and the pavilion on the Recreation Field. The procurement was delegated to the Clerk to progress.
- g. Council expressed their gratitude to a parishioner for a further donation of £100 towards the High Street kiosk refurbishment, the clerk confirmed a letter of thanks had been sent to the donor.
- h. Council considered an application received for the post of parish Handyman and agreed the proposed charge rate is unacceptable, council requested the Clerk to negotiate an acceptable contract with the applicant.
- i. The village WI group requested confirmation of the date for this year's Christmas Tree event, and if the council require help from the WI as in previous years. The council confirmed the date will be Friday November 29<sup>th</sup> and they would welcome the WI to assist in catering as before.

**Note:** at 9.00pm the chairman adjourned the meeting for 15 minutes to allow Cllr Alastair Adams to present his report and take questions.

#### 120. Training

- a. The Clerk confirmed member training is now confirmed for October 2<sup>nd</sup> and the Village Hall is booked as the training venue, Clerk to ascertain the members wishing to attend and confirm the numbers with the CALC trainer Gill Lungley

#### 121. Village Hall and Community Centre:

- a. The Clerk reported the building works are underway and on schedule, no problems have arisen so far.

#### 122. Highways: matters to be reported

- a. New highway matters to be reported to County Highways. –
  - i. The very poor state of the footway on Dudley Road to be reported to County Highways requesting an inspection and safety report
- b. Council fully supported the County Highways proposed Prohibition of Waiting At Any Time Order for High Street as requested by the Parish Council – Clerk to inform the County Council officer
- c. Members requested the community speed watch scheme is promoted again in the Village Newsletter to request volunteers to join the scheme
- d. The Clerk reported on the conifer hedge overhanging the highway near the Gate Inn on Stratford Road and a cut back request is in hand. The landowners are being sought and Cllr Matthews indicated the possible owner which will be investigated by the Clerk.

#### 123. Lengthsman and Handyman:

- a. Existing jobs for the Lengthsman and Handyman are listed in the clerk's report appended to the minutes
- b. **New works** – To install the exterior tap soakaway at the back of the pavilion
- c. **VAS Report:**
  - i. Weston Road      14,555 in      11 Days
  - ii. Bretforton Road   6,503 in      9 Days

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

- a. Actions for any reported PROW problems or issues.
  - i. Clerk to request clarification on the foot bridge replacement on PROW 544 as the County Council officer has indicated it has problems.
  - ii. Cllr Thomas Havemann-Mart suggested the council invites locals to form a task force to help with PROW maintenance and suggested Mr Fellow of Pebworth be contacted for information on setting up a volunteer group as he has done so in Pebworth
- b. The reported accident on PROW 544c has been noted and the cause of the trip has been removed, no further actions required.
- c. To receive a report on the County Council officer's inspection of 544 & 551
- d. Members considered a request to apply gravel to PROW 544c to mitigate the mud problem by the foot bridge, it was agreed not to be necessary at this time as the path is a walkable standard and is safe.

### 125. Streetlights: Any lights in need of attention – none reported

### 126. Matters Raised by Members –

- a. Weeds on the Recreation Field
- b. Conifer hedge overhanging Stratford Road  
NB. Both matters are reported in the main minutes

### 127. Meeting Dates:

- a. It was confirmed the next Ordinary Council Meeting is scheduled for the 8<sup>th</sup> October at the Village Hall at 7.15 pm,

### 128. Exclusion of the Public from the Meeting. The following resolution was agreed: - *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.*

### 129. Council agreed to reimburse the Clerk for current and retrospective hours spent attending meetings and the administration of the Play Equipment project.

There being no further business the Chairman closed the meeting at 9:45

Chairman \_\_\_\_\_

Date \_\_\_\_\_

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### Appendix A Payments

<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>
1857	Cotswold Line Promotion Group	Annual subscription	15.00	15.00
1858	Brodie Planning	NDP expenses	2986.61	2488.84
1859	j Stedman	3 invoices Leys, Kiosk & Banner	183.72	153.10
DD	Water Plus	Pavilion water fees	37.50	37.50
1860	J Stedman	Clerk's salary and expenses	***	***
1861	John Hyde	Handyman works	260.00	260.00
1861	John Hyde	Lengthsman Works	54.75	54.75
1862	Calum McAlinden	Website design as quoted	300.00	300.00
1863	Limebridge RS	Amenity contract	1394.40	1162.00
1864	Crocodile Trading	Marque parts	123.90	103.25
1865	Honeybourne Village Hall	Hire fees June to Aug	75.00	75.00
1866	Honeybourne Village Hall	NHB fund transfer	63780.00	63780.00
DD	British Gas	Pavilion electricity bill	28.85	27.48
1867	Thomas Gilbey Interiors	Pavilion window blinds	160.00	160.00
1868	Cotswold Archaeology	Archaeological Brief VH	5964.00	4970.00

#### Clerk's summary report on matters in progress:

1. Kiosk refurbishment is on schedule and possibly completed
2. Highway hedge cutting request to landowner on Stratford Road beyond the two bridges promised to cut it back by mid-September
3. Repairs to the safety surfacing on The Leys playing Field – repair goods ordered by the Clerk
4. A further donation of £100 received from for the ongoing maintenance of the High Street kiosk – letter of thanks returned
5. Two letters received regarding the Play Equipment and car park on The Leys, both responded to and referred to the Play Equipment Group for their consideration
6. Hot air Balloon operators risk assessment received as requested – copy available at the meeting

#### Planning matters to note

19/01577/HP West Acre Weston Road Bretforton Evesham WR11 7QA

Proposal: Proposed single storey rear extension inc. a replacement entrance porch and insertion of two rooflights to the rear of the property. Granted with 4 conditions

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### **District Councillor Report - Honeybourne**

**Month: September 2019**

**Prepared by Cllr Thomas Havemann-Mart**

Wychavon have informed me that the activity on the airfield is in line with the change of use Mr Appleby obtained. I have had a meeting with Sam who owns the company and he has shown me where he is working and the piles of Miracle Grow his company is making. I have asked him to come to tonight's parish meeting to explain the business etc. The change of use does have restrictions on when people can be working there which I believe to be 8am to 7pm although I do need to check that.

Regarding the land off Dudley road the district hasn't told me much at all. The roads are highway adopted and the land is private. The Gate Inn has apparently gone to appeal over their signs so no enforcement action is being taken and we are still waiting for officers to come (hopefully this week) and measure the new signs next to the coop to confirm they would require planning.

### **County Councillor Report - Honeybourne**

**Month: September 2019**

**Prepared by Alastair Adams**

**Littletons Division, Worcestershire County Council**

### **Reminder - Worcestershire County Council Passenger transport Strategy Consultation**

Residents and stakeholders are being encouraged to have their say on the draft **Worcestershire Passenger Transport Strategy** over the next couple of months. WCC spend over £23million a year on transport, and this review will look at ways to improve the service provided by the council. The main spend is on

- Home to School Transport
- Public Transport
- Community Transport
- Social Care Transport

To read more go <http://www.worcestershire.gov.uk/passengertransportstrategy>

To download the full document strategy on the above webpage at the bottom, click on **“Worcestershire Passenger Transport Strategy Downloads”**, and click on the **“Worcestershire Passenger Transport Strategy 2019-2030”**

To have your say, click on the **“Have your say: Online Consultation Survey”**

### **Mobile Phone coverage survey in Worcestershire**

Worcestershire County Council has appointed Advanced Wireless Telecommunications Group (AWTG) to undertake an assessment of mobile phone signals and services (2G, 3G, 4G) around Worcestershire from Tuesday 27th August for approximately 3 weeks.

These tests will cover signal strengths, service failures etc. around the county and will include drive, walk and static tests including on major roads, rail routes, train stations, in the urban centres, rural villages and other specific sites in the county. The routes are largely a repeat of the Trials undertaken in 2017, so the results can be compared against the baseline, WCC can then assess improvements and provide evidence to support our further dialogue with mobile operators to keep improving services.

Please be advised West Mercia Police have been notified of the activities, as have a number of front line services such as libraries and operators at the Hub; the AWTG team will be carrying a letter

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from Worcestershire County Council, confirming the details and providing an officer name and contact details should there be any concerns raised as a result of what they are doing.

#### As Autumn arrives, please keep the road gullies clear of leaves

Please help to check the road drains and gullies near your property are clear of any rubbish/leaves to help prevent flooding.

#### Overhanging hedges/shrubs/tree branches/brambles

Please help to keep the pavements around the village clear of overhanging hedges/shrubs/trees branches/brambles. Remember, pedestrians must be able to walk along our pavements without hindrance so if you have a hedge/Shrub/tree branch or brambles that has grown over the summer is hanging over the pavement, please make sure it is cut back and there is plenty of headroom for pedestrians. Thank you.

#### Highways:

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)

1. **Double Yellow lines to be installed along High Street** – see map showing placement. Legal process and consultation could take 3 months.
2. **Footpath Westbourne Rd, Honeybourne – uneven surface** – inspected and 1 week works order raised to repair it.
3. **Buckle Street being closed from 16/9/19 up to 26/9/19 for carriageway repairs between Sheenhill Road Junction to the Pebworth Rd/Blakes Hill junction.** But should 2-3 days.
4. **Road Liable to Flooding' warning signs to be installed** either side of the bridge. On order. No date set to install.
5. **Re-tarmacking of pavement along Stratford Rd** - programmed to start 14<sup>th</sup> October and to take up to 12 days - Road closed - see diversion map
6. **Dorsington Rd, Pebworth closed from 7<sup>th</sup> October** for new mains water pipe to be installed. Up to 26 days closed.
7. **Roads & pavements along Dudley Rd/Westbourne Rd – Highways confirmed all roads are adopted, and all pavements adjacent to roads are also adopted. See map.** There are some grass verges that are owned by others as are the paths around the green at the end of Perris Drive.
8. **Overgrown Nettles,weeds,and brambles,on the footpath linking Stratford road to Westbourne** – reported and asked the lengthsman to cut.
9. **Section 38 Stevenson Way, Honeybourne – Update** WCC manage to secure the Section 38 Agreement with Taylor Wimpey on 18<sup>th</sup> July 2018, after over 15 years of negotiations, which also had to involve Network Rail, as they owned some of the land within the site access. Taylor Wimpey asked WCC to carry out an inspection of the adoptable road works last year, and an inspection report was forwarded last October, with a list of defects and deterioration to be rectified before WCC can issue the certificate of completion and adopt the roads. Our Clerk of Works Martin Attwood did subsequently meet Taylor Wimpey's engineer on site earlier this year 2019 to agree the full extent of remedial works to be completed before they commenced the work. We are currently waiting for Taylor Wimpey to commence the remedial works so that we can re-inspect, before issuing the final certificate. WCC are also

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waiting for Taylor Wimpey to confirm that Severn Trent Water Ltd. has adopted the on-site sewers, as we can only adopt the roads when we have confirmation that the sewers have become "public" sewers, as the highway drainage discharges into these sewers.

- 10. Honeybourne pedestrian crossing on Station Rd** – WCC have confirmed that a zebra crossing can be installed following the recent speed survey. Now awaiting detail design of crossing and costings.

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.

#### Message from the Police - Take extra care on rural roads during harvest season

**Warwickshire Police is warning motorists of the dangers that may be present at this time of year as farmers are using the roads more when harvesting and moving their produce, and reminding them that extra care and patience should be taken during this important season.**

Agriculture is one of the region's key industries and this time of year is very busy in the farming calendar with many crops requiring harvest and transportation, often within a short window of opportunity in order to ensure consumers can enjoy the produce in prime condition. However, this burst of activity traditionally sees a rise in road collisions, many of which are preventable.

A significant proportion of the collisions involving agricultural vehicles occur on rural roads with 60mph speed limits, and many near turnings into farms. The typical causes of collisions are poor overtaking manoeuvres and inappropriate speed, with drivers finding themselves unable to stop in time when presented with a slow moving or wide vehicle. Since the start of 2017 there have been 12 collisions across Warwickshire involving an agricultural vehicle.

#### **Caution mud on road**

A further hazard is caused by mud and debris being brought onto the roads by tractors and other vehicles that have been working in the fields.

Under the Highways Act (1980), farmers and contractors have a legal obligation to ensure their vehicles are cleared of any mud or debris before entering the public highway. Excess mud on the road is a danger to cars, motorbikes and cyclists and can change the way a vehicle handles, causing skidding, especially in wet conditions.

Superintendent Mel Crowther, Force Operations comments: *"Every year we face problems with agricultural vehicles leaving large amounts of mud and debris on the roads during the harvest season. While the majority of farmers take steps to ensure they keep the roads clear and safe, not all are as diligent.*

*"We would like to remind farmers and contractors of their responsibilities under the Highways Act and we will continue to take a tough stance against anyone who we believe is being reckless and irresponsible, this also includes other motoring offences such as mobile phone use.*

*"Although many drivers of agricultural vehicles use the roads in a responsible way, we are reminding them to be aware of the impact they can have and consider other road users while they undertake their work. During busy traffic periods, pull into a lay-by or safe place to allow other vehicles to pass safely, to avoid traffic build-up and prevent unsafe overtaking manoeuvres.*

*"We would also like to remind general motorists that extra care and patience should be taken during the harvest season. While it can be frustrating travelling behind an agricultural vehicle it's not worth getting impatient and putting yourself and other road users at risk with dangerous manoeuvres."*

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Drivers or anyone wishing to report any issues regarding debris or mud on the road can contact Warwickshire County Council on 01926 412 515, or if in Worcestershire report it on [http://www.worcestershire.gov.uk/homepage/98/report\\_it](http://www.worcestershire.gov.uk/homepage/98/report_it).

### **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 in last 6 weeks are

1. Bretforton Allotments – new shed – grant paid
2. Bretforton Memorial Hall – new folding chairs – grant paid
3. Pebworth in Bloom – grant requested for more fruit trees
4. Freedom Day Centre, Badsey – grant requested for new kitchen

**Your 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)**