

Minutes of an Ordinary Meeting of Honeybourne Parish Council
Held at the Village Hall on 8th February 2011 at 7.30pm

Present: Councillors: - G. Clelland, (Chairman), S. Kendrick, P. Cole, S Matthews, A. Simmons, B. Lomax, T. Probert, B. Johnson and A. Attridge.

In Attendance: Mr J. Stedman (Clerk) and 5 members of the public.

230. Apologies; were accepted from Cllr. D White and P. Wilkes

231. Disclosures of Interests:

Members were reminded to ensure their register of interests is up to date

Members to declare and disclose any personal or prejudicial interests in items on the agenda.

232. Personal Interests:

a) Cllrs. B Lomax, G Clelland, A Attridge and S Matthews in any VISA matters as Parish Council nominated members.

b) Cllr B Johnson in 22b Internal Auditor appointment

c) Cllr. Sylvia Matthews in Village News matters as publisher

d) Cllr. B Lomax HAGA matters as a member.

Prejudicial Interests:

Cllr. Sylvia Matthews in planning 7a Land off Bretforton Road and 9b the new cemetery fence.

233. The Chairman adjourned the meeting for open forum.

Public Open Forum –

Four members of the public informed the meeting of the immense parking problems in the areas of The Green and Brick Walk. Vehicles were being parked on The Green and adjoining verges all of which are designated village greens. The volume of cars in the area causes spaces and private accesses to be blocked and inconsiderate parking aggravates the situation. The over spill parking from High Street properties also exacerbates the problem when the High Street has no more spaces. Some residents have to park as far away as the Village Hall and then walk home with shopping. Following the water pipe laying on the edge of The Green cars now park on the area of the pipe-line as no grass exists and this situation further blocks access and encroaches further onto The Green.

The Council considered this matter later in the meeting

Ward Members Reports: No ward members were present.

The Chairman closed the adjournment at 7.50

234. Minutes

The minutes of the January 11th. meeting were approved by Council and signed by the Chairman as a true record.

235. Clerk's Report on Matters in Progress:

a) Proposed visit from a Festival Housing officer; this matter was resolved in communications stating the property boundary dispute was resolved with new fencing in place and E-on are soon to move the underground power line allowing occupation of the properties

b) Repair of the Council's hedge cutter at Vale Gardens; following unfortunate damage while in use the repair was now completed using the Clerks delegated power.

c) Stephenson Way road adoptions issues. Taylor Wimpey has indicated a meeting is arranged with WDC in March. Members agreed Cllr. Johnson should attend if possible and a County Council officer should also attend to enable all stakeholders to be represented. Clerk to request Taylor Wimpey to support these arrangements.

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Note: Cllr. S Mathews having a prejudicial interest in the next item left the meeting.

236. Planning New Applications –

W/10/00170/PN Mrs A Hankel, 26 Belfast Terrace, Queenstown, New Zealand.
Land off Bretforton Road, Change of use to domestic and erection of 3 bedroom Bungalow
The application site is considered to be outside the parish development boundary in open county side and if granted would set a precedent for other developments. There is no justification for such a development in this rural part of the parish; therefore the Parish Council makes a strong objection to the application.

Cllr. S Mathews returned to the meeting

237. Planning Decisions Received & Noted

a) W/10/02859/PP – Mr & Mrs Graves, Honeybourne House, Station Road, move a fireplace and install new chimney – Granted with 2 conditions

b)W/10/02150/AC Mr W Stokes, The Green Farm, Goods vehicle track to Green Farm Buildings – Approved with 3 conditions

238. Cemetery & Churchyard

a) Members considered the re-pollarding of the willow trees in the cemetery and because of the early birds nesting time the work is postponed until the autumn.

Note: Cllr S Mathews having a prejudicial interest in the next item left the meeting

b) The Clerk reported on the acceptance of the quote from Mr Barry Matthews for the replacement of the chain-link fencing and the instruction given to proceed with the works. It was further reported that the installation would be completed before March.

Cllr S Mathews returned to the meeting

c) Grave maintenance works; this is now completed with all the safety issues rectified. The Handyman reported on the disposal of very many displaced Christmas wreaths due to the recent high winds. The Clerk reported the mowing contractor will be removing the remaining wreaths shortly

239. Street Lighting:

a) **Lighting faults** reported: none at this time

b) Replacement of the Mickleton Lane light column; an order has been placed with E-on to replace the column and move it back one metre from where it is. Network Rail has agreed to reimburse the costs incurred by the Council.

c) The Clerk reported on confusion over streetlight numbers in Station Road where the sequence is 10, 1, and 11 and when 10 and 11 were reported faulty No. 1 was repaired instead. The matter is now resolved.

240. Public Rights of Way – (PROW).

a) Progress report on PROW 514 and 519: The PPW reported that there is no progress on the path restoration to date as the County Council has not offered to supply any material to repair the damaged bridge or made any efforts to take enforcement action on the land owner to clear the path surface of concrete. His report also states all other PROWs are in reasonable order and usable. The Council expressed concerns over the length of time it's taking to resolve these problems with 514 and 519 and requests a letter be sent to the County Council Officer and copied to the PPW. A Further letter to be sent to Cllr. Prodger if actions are not taken and the matter resolved shortly.

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241. Highways:

- a) The following highway defects are to be reported for attention
 - (a) Potholes in various places on the Bretforton Road
 - (b) Potholes on Fir Tree Corner
 - (c) Potholes in Stratford Road by the Church
 - (d) Potholes at the top of High Street by No 8
 - (e) Potholes at the top of High Street on the bend
 - (f) Verge damage by the Spar shop – request a concrete bollard
 - (g) A utility service box in at the lower end of High Street has become loose as the tarmac has eroded away

- b) Closure of the Bridge on Station Road- The County Council are to install traffic lights on the bridge and the Parish Council wishes to request a footway be created over the bridge as requested many months ago when the Parish Council suggested having traffic lights and a foot way installed for highway safety. A request will be made to County Highways for the footway in be included in the scheme.

- c) VAS: Further information on proposed VAS sites was received from County Highways and the Council agreed to the proposed scheme of a site in Station Road and one on the Bretforton Road. Clerk to inform the CC and request the scheme be moved forward. The Clerk will liaise with our partner Parish Council of Offenham over the share scheme.

- d) Parking on The Green in Brick Walk: Members considered the remarks made in Public Open Forum and circulated correspondence with photographs of the area. After considerable debate the Council resolved to carry out the following actions.
 - (a) Write to Mr Stokes requesting he reinstates the green where the pipeline is laid
 - (b) Enquire with the County Council if highway parking spaces can be reserved for resident parking only
 - (c) Write to all properties in the vicinity asking for cooperation and consideration when parking in the area.
 - (d) Check the ownership of the verge on the north side of the road below The Green
 - (e) Enquire if a parking area could be created on The Leys playing field.
 - (f) Write to Honeybourne Pottery requesting their guests and visitors avoid using Brick Walk and The Green for parking whenever possible.
 - (g) Give further consideration to installing bollards around The Green as the previous suggestion to do this was not favoured by the residents.

242. Lengthsman & Village Handyman

- a) The Clerk reported all outstanding Lengthsman matters are completed.

- b) Matters for the Lengthsman's attention – none at this time

243. The Leys Playing Field

- a) **Monthly visual inspection** – Cllr. Johnson reported the equipment is in a safe condition and noted the safety surface was cracked around a leg of the swings, the handyman to be requested to seal the cracks to prevent water ingress

- b) **Wicksteed safety inspection:** Council agreed to have the annual safety inspection and risk assessment carried out. Clerk to action this.

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244. VISA:

- a) Council considered the need for the Recreational working group and the Councillor's membership on VISA. On a proposal from Cllr. Johnson, it was agreed to close the Council's Recreational Working Group and withdraw members from the VISA group. A further proposal to have a Council delegate on VISA was agreed and Cllr. Lomax was proposed and agreed to be the Council's delegate. Clerk to inform VISA of the changes.
- b) Members considered the £2,500 grant cheque made out to VISA which is held in abeyance by the Chairman until VISA became a charitable company. As VISA had received grant money which satisfies the Charity Commission's requirement for annual turnover and the financial year end is approaching a proposal by Cllr. Johnson to cancel the cheque was agreed. The Chairman handed the cheque back to the Clerk for cancellation.
- c) While discussing recreational funding, the Clerk was requested to enquire if the section 106 fund was available to draw down in parts or only as a whole.

245. Recreational Field.

- a) The Clerk reported that the construction works and landscaping were now complete; the redundant gate was sold and paid for. The car park surfacing would be carried out when soil conditions improve in early March.

246. Allotments:

- a) No matters were raised for the HAGA APM

247. Elections:

- a) The circulated members profiles were considered to be suitable for publishing in the Parish Council Village Newsletter well before the May elections and photographs of all members will accompany their profiles

248. Station Notice Board: The Clerk reported no progress on this matter

249. Parish Council Newsletter

- a) Members agreed the Clerk's draft layout of the newsletter and requested a draft publication copy for the March meeting. Members will send contributions for publication to the Clerk. The Chairman informed the meeting the parish wide delivery system for the newsletter was organised and ready to go.

250. Website:

Council considered the renewal of the two year domain fee of £66.00 and agreed the Honeybourne-PC.gov.uk site is not required as the WCC site which is kept up to date by the Clerk is more suited to the Council's needs and is free of charge. The PC .gov.uk site will be cancelled.

251. Finance:

- a) The payments and receipts as listed in appendix A were approved for payment and the cheques signed accordingly.
- b) Appointment of a new internal auditor. Mr Geoff Bradley of South Littleton had offered to take up the post; his CV was circulated to all members for consideration and his appointment was approved by the Council following a proposal by Cllr. Attridge. The Clerk will make a formal request to Mr Bradley to accept the post of internal auditor.

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252. Matters raised by members and items for future agendas;

a) Cllr. P Cole – To consider the lack of play equipment on The Leys playing field. Following a considerable debate it was agreed to obtain quotations for several types of junior play equipment such as spring animals and spring rockers, the Clerk will bring quotes to a future meeting

253. Correspondence for Consideration.

a). WCC Subsidised public transport consultation – The questionnaires for the consultation were distributed to the Post Office and the Spar Shop

b) WCC Waste core strategy development plan document publication document (regulation 27 consultation). Council noted the publication

254. Correspondence Noted – None**255. Meeting Dates:**

a) It was confirmed the next Ordinary Meeting of the Council scheduled for the 8th March at the Village Hall at 7.30 pm.

There being no further business the Chairman closed the meeting at 10.10 pm

Chairman _____

Date _____

APPENDIX A: FINANCE

PAYMENTS FOR COUNCIL AUTHORISATION

Feb-11

Cheque No.	Payee	Details	Total Payment	VAT Element	Net Payment
871	Westhill	Stationary	133.67	22.28	111.39
872	Hartwell & Co	Recreational field fencing	8.86	1.48	7.38
872	Hartwell & Co	Recreation Field Gate	146.21	24.37	121.84
873	FG Haines	Lengthsman	237.50		237.50
874	PD Long	Streetlight Maintenance	98.40	16.40	82.00
874	PD Long	Streetlight Maintenance	58.80	9.80	49.00
874	PD Long	Streetlight Maintenance	58.80	9.80	49.00
875	Npower	Streetlight Energy	489.22	88.70	400.52
876	A G Redman	Rec Field access construction	949.56	158.26	791.30
877	J Stedman	Clerks salary & expenses	645.59		645.59
878	Vale Gardens	Hedge cutter repair	144.83	24.14	
DD	IOC	Data Protection Fee	35.00		35.00
			3,006.44	355.23	2,530.52

For Information		PAYMENTS RECEIVED AND BANKED	
Received From	Details	Amount	Banked
K James	Purchase of redundant gate	50.00	19-Feb

All paid up Account Balances

CURRENT ACCOUNT	£7,951.61
DEPOSIT ACCOUNT	£28,395.86
TOTAL FUND BALANCE	£36,347.47