

Minutes of an Ordinary Meeting of Honeybourne Parish Council
Held at the Village Hall on 12th April 2011 at 7.30pm

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

In Attendance: Mr J. Stedman (Clerk)

256. Apologies; were accepted from Cllr. B. Johnson,

257. 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.

258. Personal Interests:

a) Cllrs. B Lomax.: VISA matters as Parish Council delegate & HAGA matters as a member.

b) Prejudicial Interests:

Cllr. Sylvia Matthews: The new cemetery fence.

Cllr. Andy Attridge: Ranch Caravan Park planning application.

Cllr Trish Probert: Rural Rate Relief

259. The Chairman adjourned the meeting for open forum.

Public Open Forum – No members of the public were present.

The local PCSO Julie Pardoe gave a brief report on policing matters in the parish and informed the meeting that ASB was currently at a low level but expected it to rise in the summer months; there had recently been 1 car theft and 2 motorbike thefts in the village. She warned of metal theft on a large scale particularly on the railways which is controlled by transport police and of county wide fuel theft from vehicles and homes. PC Julie DeParis has been on long term sick leave and hopes to return to duty in May. Members informed her of a new meeting place for local youths and the incident of several allotment shed content thefts in Weston Sub Edge.

Ward Members Reports: Cllr. Haycock's report is appended to the minutes; he also thanked the Council and Clerk for their support over the last four years. The Chairman responded on behalf of the Council thanked Patrick for all his help and efforts and wished him well in the future.

Cllr Andy Attridge spoke in open forum and explained the details behind the recent planning application for the Ranch Caravan Park whereby an omission in the condition of the previous application failed to include the existing provision of touring van spaces and the current application was to only correct this error caused by the planning authority.

260. Minutes

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

261. Clerk's Report on Matters in Progress:

a) Highway verge hedge cutting on Buckle Street has been forwarded to the County Council for their resolve.

b) Parking on footways in Station Road, the PCSO reported no action has been taken as the parking had not re-occurred.

c) Member's profiles are now posted on the Parish Council website.

d) HAGA policy decisions were forwarded to the HAGA chairman and reported to their AGM.

e) Clearance of dumped rubbish bags in Gloster Ades – reported to be resolved.

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- f) Traffic light failure on Station Road bridge reported on 31/3 & 04/04 ID3985142. Then more problems arose and local engineers were informed and action taken within an hour. It was agreed to write a formal complaint over the long running and continued breakdowns of the temporary lights.
- g) Damage to the raised footway railings at The Gate Inn cross roads, the matter is in hand with the County Council
- h) Road Closure notice High Street 15th May posted on notice boards and noted.

262. Planning – W/11/00508/PN The Ranch Caravan Park variation of conditions – Council noted the application without comment as observations were submitted under the Clerks delegated power and stated the Council has no objection or comment on the application.

263. Planning Decisions to Note

- a) W/11/00170/PN Mrs A Hankel, Land off, Bretforton Road, Honeybourne. Change of use of front portion of paddock from agricultural use to domestic site & erection of 3 bedroom bungalow. Refused with 3 reasons.

264. Cemetery & Churchyard

- a) The Clerk reported the replacement of the chain-link fencing installation was still in progress.
- b) The Clerk reported on the purchase of grave 255 to Mrs S Andrews.
- c) **Garden of Remembrance:** It was reported that china vases have been placed on a tablet of ‘O Lees’ and pots have placed on the grassed areas again both in contravention of regulation. It was agreed to temporarily place the regulation in the Garden of Remembrance.

265. Street Lighting:

- a) **Lighting faults** reported: None at this time.
- b) Members reported that the replacement of the Mickleton Lane streetlight column was now complete.

266. Public Rights of Way – (PROW).

- a) Progress report on PROW 519: The PPW reported that the foot bridge repair was now complete.
- b) No other reports were available and no matters were reported by members.

267. Highways:

- a) The following highway defects are to be reported for attention.
 - (a) Potholes in Mickleton Raod to be reported to GCC.
- b) **Balancing Pond:** Members noted various correspondences sent by email regarding the Stephenson Way Balancing Pond, a résumé is contained in the Clerks report.
- c) Members considered the Clerks report on the balancing pond meeting with Taylor Wimpy and WDC officers and agreed to write to Peter Whiteman of Taylor Wimpey to inform him that until the matter of amending the property deeds of every household on the estate the balancing pond could not be considered for adoption. The clerks report is appended to the minutes.
- d) **Traffic Speed Data:** Due to the volume of data from the County Council, Cllr Trish Probert kindly analysed it and produced a comparison to the 2004 speed data she held which demonstrated a slight overall reduction in speed. After considering this and further information from the County Council, members expressed their concern over the new traffic lights on the railway bridge in Station Road as the lights could exacerbate the speeding as motorists might speed up when seeing a green light. To fully evaluate the situation it was agreed to monitor the traffic for a month after the new lights are fully operational.

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268. Parking on The Green in Brick Walk:

- a) **Legal Issues:** The Clerk informed the Council that under s57 of the Road Traffic Regulation Act 1984 there could be issues with the proposed car park on The Leys as it could be ultra vires and recommended the matter be reconsidered following further investigation into the power being used. In view of this, it was agreed to write to all households in the vicinity of Brick Walk outlining the parking proposals to gain opinions as to the potential use of the proposed car park.
- b) **Plans:** Any considerations of the Architects draft plans and specification for the proposed car park were suspended pending the outcome of legalities and responses to the locality letters.
- c) **Fees:** The Architect's fees for the proposed car park design and planning application were approved.
- d) **Bollards:** It was agreed to proceed with the installation of bollards around the Village Greens in Brick Walk. They would be 100mm square, pointed soft wood bollards as quoted by Hartwell Timber Ltd and spaced at approximately two metres apart. Cllr Peter Cole and the Village Handyman would survey the green to ascertain the placement and quantity required. Clerk to order the bollards to be delivered to a local address and the handyman will carry out the installation.
- e) **Site Meeting:** Members reported that the meeting with Mr Stokes of Green Farm was very helpful and he was keen to get the pipeline site reinstated and seeded as soon as possible. Mr Stokes also offered the use of his posthole borer for the installation of the bollards.
- f) **Correspondence** from a resident was noted along with Roy Fullee's report on resident parking.

269. Lengthsman

- a) Matters to be reported for action – to install the bollards on the Greens.
- b) The Clerk informed the meeting of the deduction of £412.50 in the Lengthsman claim as no payment is now made for litter picking as the District Council has withdrawn its funding. It was agreed to take the matter up with County and District Councillors at the May meeting when a new District Ward Member would be in office.
- c) Council agreed to the renewal of the Lengthsman contract with WCC and noted the 2011-12 allowance of £1,958.00.

270. The Leys Playing Field

- a) **Monthly visual inspection** – Cllr. Johnson reported the equipment is in a safe condition and noted the safety surface cracks around the legs of the swings were now sealed and the wooden bench was cleaned and re-painted.
- b) **New Equipment:** Correspondence regarding the proposed new play equipment was noted as the Clerk had responded stating the council's policy on the matter.
- c) **Party Request:** Members considered and agreed to a request to use The Leys for a private family party for the Royal Wedding and wished to inform the applicant that it is a public field and no restriction can be made for any other activities on the field.

271. VISA:

- a) The Clerk's report on correspondence with VISA was noted and Cllr Ben Lomax informed the Council that a VISA meeting was now arranged for 21st April and the VISA Chairman had engaged a new solicitor to gain incorporation after being let down by a previous company. Cllr Lomax will report further at the May meeting.
- b) The Clerk reported that copy invoices for the recreation field car park and landscaping works had been sent to VISA as requested to enable funding application to be completed.

272. Allotments:

- a) Members noted the Clerk's report on the HAGA AGM and collection of allotment fees.

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- 273. Annual Parish Meeting 19th April:** Cllrs. Trish Probert and Sylvia Matthews offered to arrange refreshments for the meeting.
- 274. Audit:** The Councils internal audit checks were deferred to the May meeting due to the overrun of other business
- 275. Finance:**
- a) The payments and receipts as listed in appendix A were approved for payment and the cheques signed accordingly.
 - b) Council checked and agreed the last quarter bank reconciliation, account balances and budgets.
 - c) **Cheque Loss error:** The cheque reported lost at the March meeting was in fact returned to Westhill from Npower and cashed by them which resolved the matter without further problems. The newly issued cheque to Westhill was then cancelled and remains in the parish records.
- 276. Matters raised by members and items for future agendas;** no matters raised.
- 277. Correspondence for Consideration**
- a) WCC Waste core strategy development plan document consultation – Council noted the document.
- 278. Correspondence Noted –**
- a) WCC Concessionary Bus passes information on changes.
 - b) The Shakespeare Hospice update.
 - c) Letter from Peter Luff MP regarding Broad Band in Worcestershire.
 - d) Land Drainage maintenance of water course Mr Godman, Bushy Hill; land at Mickleton Rd.
 - e) Land Drainage maintenance of water course Mr D Bliss, Colletts Farm; land at Mickleton Rd
 - f) Land Drainage maintenance of water course Mr D Vanender; land at Mickleton Rd.
- 279. Meeting Dates:**
- a) It was confirmed the next Ordinary Meeting of the Council scheduled for the 10th May at the Village Hall at 7.30 pm.
- Note:** Having declared a prejudicial interest in the next item Cllr. Trish Probert left the meeting.
- 280. Confidential Matters:**
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.
- 281. Rural Rate Relief – confidential.**
Having considered the circulated details for each application Cllr. Phil Wilkes proposed that all three applications should be supported by the Council as in previous years and at the new level of financial support. His proposal was seconded by Cllr. Andy Attridge and carried.
The support payments will be made at the May meeting for the following applicants:-
- a) The Thatched Tavern 12 High Street.
 - b) The Post Office 36 High Street.
 - c) Camfields Ltd 40 Stratford Rd.

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There being no further business the Chairman closed the meeting at 10.00 pm.

Chairman

Date

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APPENDIX A: FINANCE

PAYMENTS FOR COUNCIL AUTHORISATION

Apr-11

Cheque No.	Payee	Details	Total Payment	VAT Element	Net Payment
885	FG Haines	Handyman Works	212.50		212.50
885	FG Haines	Handyman Works Expenses	24.49	4.08	20.41
886	Hartwell & Co	PROW repairs	70.66	11.78	58.88
886	Hartwell & Co	PROW repairs	14.62	2.44	12.18
887	J Stedman	Clerks salary & expenses	330.78		330.78
888	Limebridge RS	Rec Field Car park	5,994.00	999.00	4,995.00
889	Worcestershire CALC	Clerks Gathering 50%	3.75		3.75
889	Worcestershire CALC	Clerks Gathering 50%	3.75		3.75
889	Worcestershire CALC	Clerks Gathering 50%	7.50		7.50
889	Worcestershire CALC	Clerks Gathering 50%	3.75		3.75
890	HMRC	Clerks PAYE	392.43		392.43
891	Cllr Johnson	Mileage abd parking expenses	11.30		11.30
			7,069.53	1,017.30	6,052.23

	£	
Account Transfer	15,000.00	04-Apr

For Information		PAYMENTS RECEIVED AND BANKED	
Received From	Details	Amount	Banked
Mrs S Andrews		360.00	
HMRC		2,162.83	
HAGA members		700.00	
	Total	3,222.83	

All paid up Account Balances

CURRENT ACCOUNT	£2,541.72
DEPOSIT ACCOUNT	£28,398.12
TOTAL FUND BALANCE	£30,939.84

Payments Agreed

Chairman

Apr-11 Date

**HONEYBOURNE AND PEBWORTH
WARD MEMBERS REPORT****April 2011****Planning Permission**

Wychavon District Council has recently released a new publication to help local people who want to build or extend a property, but have not come into contact with the planning process previously. The document is entitled “Applying for Planning Permission? Get it right first time” Copies can be obtained at one of the community Contact Centres or by searching on www.wychavon.gov.uk/planning.

Balancing Pond at Cotswold View

I have received several emails from Mike Powell, a resident of Honeybourne about the problems and the possible adoption of the balancing pond. This has been a problem for many years and for whatever reason has never been resolved.

I am aware that Honeybourne Parish Council met with the developers recently and that a procedure for adoption was agreed. By chance WDC Overview & Strategy Committee had a meeting last week with Severn Trent to discuss a variety of subjects, including such items as the adoption of private sewage and waste water systems. I tabled a question about the problems HPC had, in general terms and I have been promised a written answer. It has not been sent to me as yet but I will forward a copy to John Stedman when I receive it.

Savings achieved

The last 12 months have been very difficult and challenging for Wychavon District Council (WDC). The major problem facing WDC being the uncertainty about the levels of funding and support coming from Central Government, regardless of its political colour.

The final outcome of the Comprehensive Spending Review shows that funding for WDC will fall by a further 25%, or £1.8million over two years. Whilst WDC had planned for this level of reduction in cash terms it was expected to be spread over 4 years.

The senior management team and the Council Members have been focussed on saving cost wherever possible without reducing services to our constituents. Much has been done with savings already achieved of £1.71 million. These savings have been achieved by such actions as:

- Shared Services for Revenues and Benefits, IT, Internal Audit and Regulatory Services.
- Business Process Improvement
- Improved Purchasing
- Renting unused office space at the Civic Centre in Pershore
- Energy reduction at the Civic Centre.

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The Next Steps

However, much remains to be done. Plans are already in progress to implement a further £1.9 million in savings from :

- Efficiencies and additional joint working by reduced opening hours at Community Contact Centres, additional shared services on CCTV and Personnel services
- Management and staff savings
- Increased charges for our services, such as increasing the charge for Green Waste disposal and some car parking charges
- Service reductions, removing the free bulky waste service and reduced street cleaning especially in rural villages
- Increased income from assets such as selling surplus land and rent reviews on investment properties

These changes taken in conjunction with the current economic climate in the UK mean that there are some very challenging times ahead for Local Government. We will also be faced with the introduction of the Localism Bill which will place additional, but as yet unknown, burdens on District, Town and Parish Councils.

Standing Down

As many of you will already realise I will not be standing for election in May. There are many reasons why I have taken this decision and this is not the place to discuss them.

In conclusion

It has been a privilege to serve the residents of Honeybourne and Pebworth for the last 4 years. I have done my best and I hope that I have not disappointed too many of you.

We have achieved some notable successes during this period including:

- The removal of the threat of the proposed New Town at Long Marston
- The introduction of the new waste and refuse system which has helped WDC beat the levels of recycling imposed by Central Government
- Limited new housing in both Villages
- New allotments in Honeybourne
- New recreation fields in both Villages
- New Fire Station in Pebworth
- Low rates of increase in Council Tax charged by Wychavon

In closing, I wish to thank both Parish Councils for their support and a special thanks to John Stedman for his unwavering help. I wish you all good fortune in the coming years.

Patrick Haycock