

Honeybourne Parish Council

Minutes of an Ordinary Council Meeting held at the Village Hall on 12th February 2013

Present: Cllrs B Johnson (Chairman), A Simmons, P Brookes, T Probert, M Powell, G Clelland, D George, and S Matthews

In Attendance: Mr J Stedman (Clerk), Cllr Alistair Adams and four members of the public.

Prior to the Council meeting at 6:45 three Village Hall Trustees were in attendance with six Parish Councillors to discuss the opportunities available for initiating the new Village Hall project. It was agreed that Brian Johnson would lead the meeting and he outlined the currently known options available for the transfer of new Village Hall site from Taylor Wimpy. There was a majority view that the Parish Council should take ownership of the site and then commission the building of the new Village Hall. The future management structure would be considered when the new Hall became operational. To enable the project to progress a meeting of stakeholder will be arranged whereby existing Trustees, Parish Councillors and Mr Jeremy Teal (WDC) will discuss/consider the initial project options with Paul Taylor a specialist in Company/Trust matters who has agreed to assist. The Trustees Vice-Chairman Mr Richard Kendrick will be asked by Brian Johnson to arrange the meeting.

Chairman convened the Council meeting at 7:40

209. Apologies: were accepted from Cllrs. D Cowan, A Attridge and S Kendrick

210. 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 Interests: Cllr. Trish Probert ; matters relating to the Taylor Wimpy development

Other Disclosable Interests: Cllrs. Mike Powell and Peter Brookes; matters relating to Stephenson Way

Register of Interests: The Chairman reminded members of the need to update their register of interests and that the Clerk has copies of all members register of interests if they wish to review them

211. The Chairman adjourned the meeting for public open forum.

Public Open Forum;

A member of the public expressed his concerns over perceived damage to a grave memorial in the cemetery and requested the date and time which the mowing contractor would be mowing the cemetery, He was informed that if this information can be obtained it would be passed to him. However, he was advised that the next mowing would be carried out by new contractors.

Mr Steve Bullen informed the meeting that as both Honeybourne and Bretforton had sent support to the County Council the Quiet Lane initiative was moving forward

Ward Members Reports

Cllr Tom Bean: Not in attendance

Cllr Alistair Adams: Cllr Adams having arrived late due to other meeting commitments gave his report at 8:30 pm, his report is appended to the minutes.

The Chairman closed the adjournment at 7.50 and reconvened the meeting.

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212. Minutes: Council agreed the wording of the minutes of the January ordinary Council meeting, and the Chairman signed them as a true record of the meeting.

213. Clerk's Report on Matters in Progress:

- a) PROW finger sign at Vicarage Nurseries on Bretforton Road is reinstated.
- b) Wheelie Bins in Stephenson Way – members reported no improvements as bins are left on pavements by WDC Council operatives, further monitoring will take place
- c) Station Road litter picking WDC response – members reported the verge is reasonably clear of litter but the ditch is still full of rubbish, a litter picking specification and time schedule will be requested from WDC
- d) Forestry Commission correspondence – the Forestry Commission reported the public consultation is now closed and further correspondence will not be considered unless new information is provided
- e) Quotation for an Arboriculturalist's tree inspection - A quotation of £200 from a specialist for a full tree inspection was agreed for insurance purposes.
- f) Grit Bin filling request made to County Highways – the refill was completed in January
- g) Byway HY-556 Modification – further planning appeal information was noted.

Note: Having declared a Disclosable Pecuniary Interest Cllr. Trish Probert left the room for the following debate.

214. Planning Applications– Lead Members, Cllrs. Andy. Attridge, Sandra Kendrick and Mike Powell

- a) W/13/00182/RM, Taylor Wimpy reserved matters (detailed) application for 75 dwellings on Grange Farm.
Points to add to observation – no chimneys - no natural stone – no indication of brick and tile colours – no bus shelter to be built or adopted (See also Minute 216 below).
- b) W/13/00083/PP – 28 Fernihough Avenue, replace a conservatory with a brick built single storey summer house. Under the Clerk's delegated power no objections were raised to the application.

215. Planning Decisions to Note:

- a) **W/12/02468/PP** Mrs Sillence 3-5 High Street, Proposal: Single storey rear extension, including demolition of existing timber store and flat roof canopy. **Granted** with 4 conditions

216. Planning Matters:

- a) Honeybourne Railway Station Bridge - Chairman to report on a site meeting with Network Rail and introduced David Dunbar, a resident of the village, to the meeting. Mr Dunbar had initiated a meeting with a representative of Network Rail relating to the bridge and invited the Parish Council Chairman to attend. The meeting concerned the impact that the bridge has on the station and the surrounding areas. After discussion it was agreed that, whilst the bridge is here to stay, there are ways to mitigate its impact. After a discussion it was agreed that the Clerk would write to Network Rail registering the Parish Council's continuing concern with the following areas:-
 1. The lighting
 2. The colour scheme
 3. The surface of the ramps
 4. Lack of pedestrian lighting on the access road
 5. Damage to kerb stones at the access road entrance from Stephenson Way

The Parish Council thanked Mr Dunbar for initiating the meeting and for inviting the Parish Council to send a representative and giving an opportunity to attempt to gain some improvement in the on-going situation at the railway station.

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- b) Request to WDC for parish projects funding from the Taylor Wimpy section 106 agreement. It was agreed to write to the planning officers requesting the maximum funding from the Taylor Wimpy development is made available for major parish projects of the new Village Hall and the VISA field development. Furthermore, any financial support from the developer for broadband should not deplete the Section 106 funding.
- c) Council considered the Taylor Wimpy proposal for a bus shelter on High Street and rejected the proposals for several reasons. While appreciating the need to accommodate the bat in the existing barn, a proposal to retain some of the stone wall and construct a public notice board structure with an apex roof could fulfil the bats accommodation requirement.

217. Cemetery & Churchyard Lead Members, Cllrs David George and Sylvia Matthews.

- a) The Clerk reported on the remedial works to the Churchyard brick pathway and confirmed the County Council footpath officer will be inspecting the path shortly as the County Council are responsible for its surface. Further reports will be available following the inspection.
- b) Cllr. Mike Powell's report that the archive search of Parish Council records did not find any evidence of the Parish Council formally adopting the maintenance of the Churchyard. It was then agreed to write to the Parochial Church Council (PCC) asking if they can produce any evidence eg an Order in Council, to provide historical support of the Parish Council adopting the maintenance. If this is not easily produced the Council resolved that the PCC serve a written request on the Parish Council under section 215(2) of the 1972 Local Government Act formally requesting the Parish Council to adopt the Closed Churchyard maintenance.
- c) Council considered a report of alleged damage by mowers to a grave memorial in the cemetery and after receiving the Clerk's report and a verbal report from the complainant it was agreed the damage is now fully rectified by the owners of the memorial. The complainant requested the dates and times when the mowing contractor would be on site and the Clerk will try to find this information from the new contractor. (See also Public Forum notes above)
- d) Review of the fees charged for a grave plot and recent interment. After considering the information subsequently received from the family concerned and now understanding the full circumstances it was agreed that a refund would be made equivalent to the difference between parishioner and non-parishioner fees.
- e) Council carried out the annual review of cemetery fees and it was agreed not to make any changes for the forthcoming year.
- f) Members reported that as the new mowing contract did not start until March, the Christmas wreaths had not been collected and it was agreed that the Handyman should clear them as soon as possible.

218. Street Lights:

- a) **Lighting faults to be reported:** none at this time.
- b) The Clerk reported that the Streetlight repair at the Cemetery is completed

219. Public Rights of Way – Lead Members, Cllrs. Trish Probert and David Cowan (PPW)

No matters were reported and with the absence of the PPW no report was available.

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220. Highways: Lead Members, Cllrs. Trish. Probert and David Cowan

- a) Highway matters to be reported to County Highways.
 - i) Westbourne Footway potholes have been reported by the Clerk
 - ii) The Gate Inn cross road gullies are running very slowly and require further attention
 - iii) A blocked gully at 2, Westbourne needs clearing
 - iv) It was agreed to publicise the County Highways failure to repair the local highways in the parish newsletter and suggest that members of the public use the internet to report the many potholes throughout the parish.

- b) Water flowing down School Street at the Bretforton Road end has now ceased; matter resolved

- c) VAS:
 - i) The Clerk reported the VAS from County Highways is now available and the sites identified are agreed by the Highway Officer.
 - ii) Council agreed to the purchase of the second hand VAS from the County Council for £750.00
 - iii) Bretforton Parish Council has requested a dialogue to consider VAS sharing between Honeybourne and Bretforton, it was agreed to further the dialogue and report any proposals to the next meeting

- d) Council declined the offer to purchase “Road Flooded” signs, at this stage, as “Road Closed” signs cannot be deployed by the Parish Council. Further signage issues will be taken up at next month’s meeting when flood depth gauges will be requested from the County Highways officer.

- e) The Clerk confirmed the County Highways are supporting the “Quiet Lanes” proposals.

- f) Members were reminded to forward highway related questions for the meeting with Roy Fullee and Cllr John Smith

- g) **Flood Action Plan:** Cllr Sandra Kendrick having agreed to investigate the draft flood plan considered the plan would not fulfil any need as all the people who regularly get flooded have sand bags and flood defences in place. She recommended the plan was not necessary and members accepted her judgment.

221. Lengthsman: New matters to be reported for action; Clear gullies as in minute 220a

222. Handyman

New matters to be reported for action; Remove Christmas wreaths as in minute 217f

223. The Leys Playing Field Lead Members, Cllrs. Graham Clelland and David Cowan

Inspection: Cllr. Graham Clelland reported the regular monthly visual inspection found no safety problems. He suggested that a cracked swing seat is replaced as the crack continues to deteriorate. Clerk to action its replacement

224. VISA and :Lead Members, Cllrs. Graham Clelland and David Cowan

- a) The VISA report on the progress with the recreation field was not available.
- b) The draft lease for the recreation field was not available for consideration but is expected soon as the solicitor acting for W R Haines has put forward necessary amendments and the lease is currently with the VISA solicitor for final consideration. Arrangements have been made to date the lease from the day of signing to ensure VISA have the full 25 years of lease they require for funding purposes.

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225. Recreation Field

c) The Clerk reported that the pavilion plans were discussed with the Football Foundation and they required amendments to extend the changing room by some two sq. metres and other internal changes to achieve their design requirements. The proposed changes to extend the building length by one metre and the internal design as required by the Football Foundation were agreed by Council. This extension would conform to the FA's recommendation and would be of benefit when funding options are considered.

The Clerk to inform the Architect to make the changes as proposed by the Football Foundation and proceed with the planning application.

d) Council agreed to delegate to the Clerk the authorization of payments for the pavilion planning application.

e) Various quotations for the pedestrian gate materials and installation works on the Gloster Ades boundary were agreed and the Clerk was requested to action the works.

226. Village Hall:

Meeting with Trustees; The Chairman will ask Mr Richard Kendrick, the Trustees Vice Chairman to arrange a meeting of all stakeholders. The Council agreed the following members should represent the Parish Council: - The Chairman, the Clerk Cllrs. Graham Clelland and Mike Powell

227. **PACT:** No matters were raised for the attention of the police

228. Stephenson Way:

a) The Clerk reported that no new information was available from Taylor Wimpy.

229. Broadband and IT matters: Lead Member Cllr Peter Brookes

Cllr Peter Brooks gave an extensive report on the broadband and following the article in the parish newsletter, a total of 60 people registered interest in Super-Fast broadband, however, this is too low a number to gain support from the County Council. The Broadband Action team will be going door-to-door over the next few weeks to solicit further support with a view of getting as many households as possible to register their interest. Once the door-to-door campaign is completed, the group will reconvene to discuss the way forward.

230. Allotments:

Cllr David George reported that the HAGA chairman will be writing to all HAGA Members to tell them that the PC is taking over the administration and rent collection and that problems will be handled by Cllr David George on behalf of the PC. David has suggested the PC also sends a letter to all Members confirming what the outgoing HAGA Chairman had said and officially saying the PC will be taking over the administration. A meeting will be arranged for the end of March or early April, the start of new Rent Year, to see if HAGA can survive as a social club or to close it.

Issues raised by HAGA are that there is some confusion over Fruit Tree planting as the tenant's agreement states no fruit trees and this needs to be clarified as the PC have since said yes to a certain height. Public Liability Insurance is in place until 31st Dec 2013 and the PC will then need to cover this matter. As the current rent is £20 pa this might need to be reviewed to cover the PC expenses of rent, insurance, maintenance and water charges.

231. Annual Parish Meeting:

The Clerk will post notices as soon as possible and circulate the email news with the agenda, all parish organisations will be requested to offer or give a report and refreshments will not be available. The meeting will commence at 7.30 on 23rd April

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232. Policy:

- a) Council agreed to delegating to the Clerk the following matters for action;
 - i) All highway and public rights of way repair & maintenance matters.
 - ii) All Lengthsman jobs
 - iii) The control of the VAS movements to approved location.
 - iv) All streetlight repair matters.

All such matters, in future, should be reported directly to the Clerk by members when they become aware of them. It was further agreed these matters would not be placed on future agendas to reduce meeting times and expedite required actions. All matters carried out under this delegation will be reported to Council at the next meeting.

233. Audit:

Council considered the pre-audit inspection of the Council's records and noted the recommended action; procedures will be implemented to mitigate the issues raised in the report.

234. Newsletter

Council considered a letter from Claire Poore regarding the Village News being fully circulated throughout the parish free of charge. The initiative would require a financial contribution from the Parish Council to pump prime the proposal and as the newsletter would carry regular Parish Council matters the proposal found favour with the Council. Clair will be invited to put the full details of her proposal to the Council at the next meeting when a decision will be finalised.

235. Finance:

- a) The Council approved the Payments, Receipts and Balances as listed in appendix A
- a) The Chairman signed the WDC precept notification form as requested

236. Matters raised by members and items for future agendas – none

237. Correspondence for consideration: None

238. Correspondence To Note: None

239. Meeting Dates:

Members confirmed the next Ordinary Meeting scheduled for the 12th March at the Village Hall at 6:45 when Cllr John Smith and Mr Roy Fullee would attend prior to the formal meeting

There being no further business the Chairman closed the meeting at 10:17 pm.

Chairman

Date

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APPENDIX A: FINANCE

Payments to be Authorised

Feb-13

Cheque No.	Payee	Details	Total Payment	VAT Element	Net Payment
DD	ICO	ICO Annual Fee	35.00		35.00
1058	WDC	Rural Rate Relief	321.46		321.46
DD	Npower	Streetlight Energy	608.34	101.39	506.95
1059	WDC	Newsletter Printing Nov	62.40	10.40	52.00
1060	Felix Dennis	Allotment rent	300.00		300.00
1061	P D Long	Streetlight Maintenance	168.00	28.00	140.00
1062	Sandra Kendrick	Members Expenses	8.10		8.10
1063	Mike Powell	Members Expenses	8.10		8.10
1064	John Hyde	Lengthsman works	209.53		209.53
1064	John Hyde	Handyman Works	40.63		40.63
1065	J Stedman	Clerks Salary & Expenses	851.74		851.74
1066	WCC	Purchase of VAS	750.00		750.00
			3,363.30	139.79	3,223.51

Account Transfer	£ 10,000.00	14-Jan
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Payments received and banked	None
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All paid up Account Balances

CURRENT ACCOUNT	£10,145.43
DEPOSIT ACCOUNT	£64,540.36
TOTAL FUND BALANCE	£74,685.79

District Councillor report - Honeybourne

Month: February 2013

**Prepared by Alastair Adams – Honeybourne & Pebworth Ward,
Wychavon District Council**

1. **Flooding** – Tony Jones (Chief Engineer - WDC), and Emma Stokes (Executive Board Member responsible for flooding issues - WDC) visited Honeybourne on 11th January, and we met up with Graham Clelland and Sandra Kendrick and toured the flood problem areas – under the 2 bridges, and the Gate Inn.
Since the meeting, I have met Tony and Emma again, and actions to date are:
 - a. Tony has requested financial support for flood alleviation in Honeybourne from the County wide review of flooding issues, and this looks promising.
 - b. We have requested a meeting with Taylor Wimpey to discuss how their site on Weston Road could help alleviate the flooding issues at The Gate.
 - c. He has discussed a possible flood alleviation scheme similar to the one recently installed in Harvington but this would need land upstream of the brook near the Gate.

2. **Detailed Planning application - Weston Rd – Taylor Wimpey** - I had a meeting with Heather Pearson, the Planning officer responsible for this application, to look at the detailed plans of the houses proposed, and I was surprised at the poor design that in my opinion would look out of place for the

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village environment. I have recently worked with the local community in Pebworth, and Carla Homes on the design of their new houses planned for Jeffreys Yard in Pebworth. I was pleased that Carla modified their original house designs to reflect the existing vernacular in the village. They have even included some natural stone – Cotswold and blue lias to match the existing buildings. I hope I can get similar co-operation from Taylor Wimpey to re-design their houses to match the varied styles in Honeybourne, and have a something that is in keeping with the village.

3. **Planning application for new 380 dwellings** – a planning application has now been received for 380 houses next door to the SIMS recycling centre in Long Marston. This is additional to the St Modwen site which already has planning permission for 500 houses. This a seriously big application, and could result in a new village of over 880 houses dwarfing surrounding villages and putting severe strains on the local schools, health services and roads. Therefore if you don't want it, please express your concerns on the Wychavon District Council Planning portal <http://www.wychavon.gov.uk> and enter the reference **13/00132** and click on "**Comment on this application**"
4. **Planning application to change the working hours of the SIMS recycling plant to 24/7** – Still no decision made yet. The latest noise survey raised questions over this application – Some 3D modelling is being looked at.
5. **Planning – Heart of England Forest** – I wrote to the Head of Planning seeking clarification on the view of the WDC on this scheme, and he replied “ Using land for agriculture / forestry use does not need planning permission, so there is little that the council can do in relation to planning controls. However, the Heritage Manager, Jim Burgin, had written to the Forestry Commission expressing concerns on the impact on the Landscape Character, and we await the Environmental Impact Assessment”.
6. **Broadband** —I attended a meeting at County Hall on 23rd January. The main messages are:
 - a. Unfortunately only 69 people in Honeybourne have registered their interest on <http://www.worcestershire.gov.uk/broadband> in getting superfast Broadband and this is only 11.1% of the number of houses in Honeybourne.
 - b. We need to get 50% to support our bid for the DEFRA grant. If we don't, it is unlikely we will get superfast Broadband in Honeybourne in the near future.
 - c. Therefore, if you have not, (or cannot remember if you did), please register your interest by clicking on <http://www.worcestershire.gov.uk/broadband> It only takes 2 minutes!
 - d. Also, please spread the word and get all your neighbours to complete the online registration.
 - e. If your neighbours do not have access to the internet, then you can help them fill in the form on your computer, or they can fill in a paper version (copies can be downloaded from the website. I also have copies if anyone needs them)
 - f. Also, as well as registering your interest, “Case Studies” are required on why you want Superfast Broadband, and how it will help your business, or your children's learning, etc. Please, can you also complete a case study form – see below
 - g. Case study form for businesses: <http://www.worcestershire.gov.uk/cms/pdf/Case%20Study-%20Businessesv4a.pdf>
 - h. Case studies form for local residents: <http://www.worcestershire.gov.uk/cms/pdf/Case%20Study-%20Residentsv3a.pdf>
7. **Speeding in Bickmarsh** –Highways have at last agreed to carry out a speed survey in Bickmarsh
8. **Chipping Campden School** – I wrote to the Head master requesting what will happen to the children in Honeybourne who want to go to Chipping Campden school once the new houses are built in Long Marston. He stated he is looking to change the school's catchment area to protect the villages that have traditionally used the school. **There is a meeting to discuss this at the school on Tuesday 26th Feb at 6pm – all welcome.**
9. **Bretforton Road – mud** – A resident phoned me to complain about the state of this road, and I phoned the local farmer responsible who organised it to be cleaned.
End of report.