

Honeybourne Parish Council

Minutes of the Honeybourne Parish Council Ordinary Meeting held at 7.30 pm in the Village Hall on 9th June 2015

Note: Mr Michael Carter of HAGS play equipment was invited to discuss the play equipment proposals on the Bovis Homes site but was unable to attend the meeting.

Present: Cllrs. C. Clear, A. Perry, M. Powell, G. Clelland, Sandra Walsh, Simon Sidwell T. Probert & A. Attridge.

In Attendance: Mr J. Stedman (Clerk) Ward member Cllr Alistair Adams and one member of the public.

In the absence of the Chairman, the Vice Chairman, Cllr Mike Powell took the chair,

24. Apologies: Apologies were accepted from: Cllrs. David Cowan & Heath Jobes.

25. 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 and other Interests: None disclosed.

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

26. The Chairman adjourned the meeting for open forum.

Public Open Forum:

Cllr Colin Clear informed the meeting of the next Profound Decisions event at Spennall taking place in June. Colin intends to visit the event again and invited members to join him on the visit to gain first-hand information on the event organisation. He explained the local economic benefits of the event and the very well organised management of all aspects of the events and its local impact.

Ward Members Report: Cllr Alistair Adams's ward members report is appended to the minutes.

The Chairman re-convened the meeting at 7:40

27. Minutes:

- a) Council agreed the wording of the minutes of the Annual Meeting of the Council and the May ordinary meeting minutes; the Chairman signed the minutes as a true record of the meeting.

28. Clerk's Report on Matters in Progress:

- a. Confirmation was sent to the WDC officers of the need for sec 106 arts contribution of £5,274.66 for use with the new Community Centre.
- b. VISA mowing machinery storage – Mr Rushton informed the Clerk a secure storage facility is being investigated, Council requested this was followed up to ensure the safe storage is in place before any summer events on the field.
- c. Grant Thornton had confirmed receiving the annual return documents
- d. Weston Road pavements- Cllr Alistair Adams confirmed footways have always been 2m wide and that the works carried out were compliant with the approved plans. A further matter of missing dropped kerbs was now resolved.
- e. An email has been sent to the Honeybourne first School offering the use of the back of the notice board in School Street, no response received to date.

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29. Planning Applications:

- a. **W/15/01218/PP:** 8 Bretforton Road, Honeybourne. New single storey rear extension; and two storey side extension; and front porch. The Council has no objection or comment on the application.
- a. **W/15/01175/PP:** Mr Wand, 31 Stephenson Way, Honeybourne. Single storey front extension to link house and garage with bin store, general store and cloaks with canopy porch to front entrance. The Council has no objection or comment on the application.

30. Development Matters:

- a. High Street Residents' concerns over fencing and soil levels on the neighbouring Taylor Wimpey development site. Members agreed the fence and soil levels are a potential problem to the neighbouring property, The Clerk will meet with the site manager to try and resolve the matter.
- b. David Wilson Homes placement of the bollards on Shepherds Walk allowing vehicular access to the public footpath. Photographic evidence of the access problem has been forwarded to the WDC planning officer to gain guidance on resolving the problem as the existing bollard is sited in accordance with the approved plans. Guidance is still awaited from the planning officer and the Council preference is to move the new bollard back into the footpath entrance. Cllr Alistair Adams offered to take up the matter with planning officers and requested the photographic evidence is sent to him. As a consequence of the bollard's siting, wheelie bins are assembled on the pavement in readiness for collection but they are causing an obstruction to pedestrians.
- c. Bovis Homes lorry parking issues in Stephenson Way and Dudley Road. Cllr Mike Powell report on his intervention and altercation with the lorry drivers that resulted in the problems with the LaFarge tarmac deliveries being resolved. The site manager has agreed to place more signage in Stephenson Way to stop a reoccurrence of the problem.
- d. Bovis Homes contractors early start times creating excessive noise was reported to Bovis Homes head office by the Clerk. Contractors continue to arrive early but the noise nuisance has not reoccurred. It was also reported that contractors were still on site until 20:00 Hrs and at weekends. The out of hours working will continue to be monitored.
- e. Bovis Homes, Members raised concerns over the roof tiles on the first house to be completed as the two distinctive shades of grey tiles are very conspicuous.
- f. Members reported an increase in HGV's using the High Street to access the construction sites and are aware that the directional signage on Bretforton Road junction has been removed as the David Wilson Homes construction works is now completed. Cllr Alistair Adams will be asked to request the County Highways to get new signage installed at the Bretforton Road junction stating "No Construction Traffic"
- g. **HAGS** play equipment proposals on the Bovis Homes site. As the HAGS representative was not in attendance, his proposed play equipment and layout plans were considered. It was agreed to request extra public seating for parents minding children and an extra litter bin to be placed in the LAP area. Clerk to inform the HAGS representative.
- h. **Planning Enforcement:** extensive and ongoing site works on Buckle Street, north of Fairview Trading are causing concerns to local residents as no planning applications have been considered for the site. The Council requested the Clerk to bring the matter to the attention of the WDC planning enforcement officer.

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31. Neighbourhood Development Plan: NDP

- a. Cllr Alex Perry issued her NDP events time table which was agreed and adopted by the Council. The first event is to arrange a meeting with the WDC NDP officer Andrew Ford and invite interested members of the community and the Parish Councillors to attend an inaugural NDP meeting. Alex will arrange a date for the meeting and it was agreed to place a full page promotional advert in the Village News magazine.

32. Community Matters:

- a. **Rooftop Housing playground:** Members considered the request from Rooftop Housing for playground facilities upgrade on the Rooftop site in Westbourne. It was agreed to request that the upgrade is for under eleven year olds' use only and extra litter bins are installed on the site.
- b. **Grove Avenue verge mowing:** Following complaints over the lack of mowing in Grove Avenue and in consideration that the current contract is for bi-monthly mowing it was agreed to bring the verges and island green into the fortnightly amenity mowing schedule. Clerk to inform the contractors of the change in scheduling and ascertain any financial consideration.
It was noted that the mowing contractor had mown the verges as a gesture of good will.
- c. **HGV abuse:** Members noted residents' complaints over HGV's using the Bretforton Road and High Street. It was considered that as all that can be achieved to mitigate the problem has been carried out.
- d. **Scouts:** Council agreed to a request from the local Scouts to use the Recreation Field for a Scout Camp on 17th, 18th and 19th July. As development works might be in progress the camp will be restricted to the south end of the Recreation Field and accessed via the Gloster Ades pedestrian gate.

33. Finance:

- a. **Payments:** Council approved the Payments, Receipts and Balances as circulated by the Clerk. The approved payment schedule is appended to the minutes.
- b. **Village Hall hire charge:** in consideration of a request for an appropriate Village Hall hire charge for council meetings it was agreed a fee of £25 per meeting would be acceptable. Clerk to inform the Village Hall booking secretary.
- c. **Bank Mandate:** Council considered a new bank mandate and agreed to increase the signatories to five members by adding Cllrs David Cowan and Mike Powell and to remove ex Cllr Brian Johnson. Clerk will bring the new mandate form to the July meeting for formal signing.

34. Street Lights:

- a. To report any lights in need of attention
 - i. streetlight #26 in School Street was reported to be on all day
- b. The Clerk reported no further progress with the new streetlights at Green Close, Gate Inn cross roads and Stratford Road. Clerk to continue pursuing the matter.

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c. High Street Light: Council considered several options for the repair of the faulty streetlight #17 in the High Street and agreed the old style lantern should be upgraded to a new LED lantern as part of the streetlight refurbishment programme. The new lantern will have a part night timer fitted for further economy. Clerk to instruct the contractor to install the new LED light as per his quotation plus the part night timer.

d. Station Road: Council considered and agreed to a request from Bovis Homes to move the streetlight #10 on Station Road back from the road edge to allow for a new two metre wide pavement installation.

Bovis Homes had agreed to the Clerk's request to upgrade the existing lantern to a new LED lantern as part of the streetlight refurbishment programme, members confirmed their agreement to the proposal and requested a part night timer be fitted to the new Streetlight.

e. Stratford Road: A request to restore the switched off streetlight at 35 Stratford Road was considered and members agreed the new streetlight ordered for Stratford Road on the junction of the Church Lane should be installed and assessed before any further decision are made on the streetlights in the area.

f. Bovis Homes site: A request from WCC Highways for streetlighting siting and adoption for the Bovis Homes site was declined by the Council as it was felt unnecessary to have streetlights on the Bovis Homes site when the Taylor Wimpey site has no streetlights.

35. Public Rights of Way (PROW): David Cowan (PPW)

a. To receive any reported PROW problems or issues - None to consider

36. Highways:

a. New highway matters to be reported to County Highways.

i. Bretforton Road potholes near the PROW crossing.

ii. Bretforton Road carriageway edge erosion near Fir Tree Corner.

iii. Stratford Road poor road surface conditions from the Gate Inn to the Shop

iv. Stratford Road pavement very poor condition from the shop to Mickleton Lane

v. High Street double yellow lines are in need of re-painting

b. Council considered a residents concern regarding the very narrow pavement width in High Street south of Fancutts garage on the bend. It was appreciated that this situation is a problem but members cannot find a solution to alleviate the situation due to the structures in the area. A request for the re-painting of Double Yellow Lines will be made to County Highways to help ensure parking in the area is controlled.

c. The Lengthsman reported on a fault with the VAS device and council agreed to having it repaired by the manufactures. Clerk to action the repairs

37. Lengthsman and Handyman:

a. Report on works issued to the Handyman. – all completed: -

i. Cutting back the hedge and clearing the verge over the Railway Bridge

ii. Cut back the hedge fronting the allotment site

iii. Clean the paint from the street signs in Westbourne

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- b. To consider any new matters for the Lengthsman or Handyman
 - i. Cut back the roadside hedge on the Gloster Ades cross roads in Bretforton as its blocking the highway visibility
- c. **Village Hall Car Park:** It was agreed that the Handyman should proceed with filling the potholes on the Village Hall car access with type one stone mixed with cement and well compacted. The required materials to be purchased from Fairview Trading on the Parish Council's account.

38. Sports & Recreation Field Development Project.

- a. The Ken Watkins report on the Recreation Field development progress meeting held on 27th May was circulated to members by email due to its late arrival.
The report indicated the project is well underway and contracts are awarded for the various aspects of phase one works.
An issue with the planning officer regarding the archaeological site survey was highlighted in the report which is alleged to be causing a delay in having the planning permission fully granted. When informed of this, Cllr Alistair Adams considered this would not cause a holdup as the permission was granted subject to satisfactory plans for changing rooms being submitted, he was asked to intervene on the matter to expedite the planning process.
- b. The architect's design plans for the pavilion were considered by the council and the general layout was agreed subject to further consultation on internal details and the layout being acceptable to fulfil the requirements of the planning committee's decision.

39. The Leys Playing Field:

- a. Council noted the weekly visual inspection report for The Leys and no matters of concern were raised. Some litter clearance was carried out.
- b. Annual safety inspection from Wicksteed playgrounds. It was agreed to have the unattended inspection and risk assessment carried out by Wicksteed, Clerk to order the inspection accordingly.

40. Cemetery:

- a. The Clerk reported on the sale of grave plot 64AA to Ms Karen Smith of South Littleton
- b. Council noted the grave memorial for Rita Wadhams was approved for installation.
- c. Council noted a Garden of Remembrance memorial for Jean Dickenson was approved for installation.

41. Community Centre Project:

- a. Members considered the Taylor Wimpey draft land transfer agreement document for the new Community Centre which had been circulated by email. The Clerk confirmed that Mr Brian Johnson had also scrutinised the draft and asked for confirmation that the site would be fully serviced by utility connections, Clerk had received confirmation from Taylor Wimpey that utility connection would be available as part of the transfer. The draft transfer document is currently with the County Council Conveyancer acting for the Parish Council and we are awaiting their comments or considerations prior to the council agreeing to the transfer.

42. Existing Village Hall

- a. Mr Brian Johnson is progressing with the land registry information and continues to liaise with the County Council Conveyancer.

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43. Allotments

- a. Mr Kevin Gisbourne reported almost all the rent collections are complete and 11 plots are currently vacant with some interest from new tenants.
- b. Confirmation was given that the Council will reimburse HAGA for some of the materials used for weed control spraying on vacant plots.
- c. It was noted that allotment site boundary mowing was arranged at the request of Kevin Gisbourne and the mowing contractor was requested to proceed.

44. Matters Raised by Members for information or Items for Future Agendas:

No matters were raised

45. Correspondence:

- a. Fields In Trust Letter, update information sheet and membership renewal form were noted by Council

46. Meeting Dates:

- a. Members confirmed the next Ordinary Meeting of the Council is scheduled for the 14th July at the Village Hall at **7.00 pm** when David Manning will address the Council on the Rural Communities Programme.

There being no further business the Chairman closed the meeting at 10:25

Chairman _____

Date _____

Payments Authorised

Cheque Number	Payee	Details	Gross Payment	Net Payment
1301	Geoff Bradley	Internal Audit	105.00	105.00
1302	R S Bullen	WCC members Grant transfer	500.00	500.00
1303	etc. Design Ltd	Rec Field Development	640.50	533.75
1304	CALC	Clerks Training	5.00	5.00
1305	P D Long	Streetlight Maintenance	70.80	59.00
1306	Limebridge RS	Mowing contract	933.60	778.00
1307	J Stedman	Clerks salary and Expenses	***	***
1308	John Hyde	Lengthsman Works	170.00	170.00
1309	Ken Watkins	Rec Field project fees	1,470.00	1,470.00

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District Councillor & County Councillor report - Honeybourne Month: June 2015

Prepared by Alastair Adams
District Councillor, Wychavon District Council
County Councillor, Worcestershire County Council

Good news- the New Homes Bonus Scheme looks like it will continue under the new government which could mean Honeybourne village will receive £thousands to invest in the local infrastructure. More news will be published after July. For more information see <http://www.wychavon.gov.uk/newhomesbonus>

Planning

1. **VISA planning application.** I attended the planning committee on 30th April, and supported this application. It was voted for approval pending the final design of the changing rooms to be submitted. Final designs still not received at WDC as of last week.

Highways

1. **Grange Farm – Taylor Wimpy** – Work progressing with new entrance and traffic calming measures. Dropped kerbs to be installed opposite the Gate pub.
2. **Ways to stop HGV's using Mickleton Rd as a rat run** - We have an agreement that GCC will lead on imposing a weight limit on this road, with the support of Worcestershire CC. Waiting for news from Gloucestershire County Council.
3. **Adoption of Roads in Stephenson Way** - Nothing new to report this month – still waiting for Network Rail and Taylor Wimpy solicitors to reach agreement. Sent an email to Nigel Huddleston and asked him to write to Network Rail.
4. **Broken hand rails on raised footpath** at junction Station Rd /High Street – Scheduled to be repaired in July. Safety barriers erected in meantime.
5. **Shepherd's Walk – illegal parking on footpath** – reported to Jephson Housing Association

PACT

1. I attended the PACT meeting in June, and the good news is that PACT (Police & Community Together) has referred some roads in the area as a "Community Concern Area" including Station Road. It is also suggested the Parish Council also write to the Safer Road Partnership to request action . See their web site <http://www.srpwestmercia.org.uk/> for more .
2. For more information on what is happening in your Police area (Honeybourne is in Evesham North Rural) , go to your dedicated local police website - www.westmercia.police.uk/article/2204/Evesham-Rural-North
3. We still have some wheelie bin stickers "Slow Down" and "30 drive carefully". If you want some, please ask the Parish Clerk, or contact me on adams.pebworth@gmail.com .

Other issues:

1. I have the new Wychavon District Council "Meet your Council" leaflets which I will distribute. It would be good to have them on display on all the notice boards in the village.

Councillor's Divisional Fund

In addition to the good causes already authorised, the following actions have happened this month :

1. Flower planters for Badsey – grant requested – **paid**
2. Honeybourne Sea Cadets – grant requested for new toilets – **paid**
3. Offenham Cricket club junior section – grant requested for lawn mower - pending

End of report.