

Honeybourne Parish Council

Minutes of the Honeybourne Parish Council Ordinary Meeting held at 7.15 pm in the Village Hall on 13th September 2016

Present: Cllrs. D. Cowan (Chairman), C. Clear, G. Clelland, S. Walsh, S. Sidwell, A. Attridge, H. Jobes, M. Henson & A. Herbert

In Attendance: J Stedman (Clerk), Cllr. Alastair Adams & 1 member of the public were present

119. Apologies were accepted from: none

120. Resignation: The Clerk reported on the resignation from the Council of Cllr Alex Perry as of 18th August due to business commitments.

121. 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 declared

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

122. Chairman to Move: The meeting be now adjourned for Open Forum

Public Open Forum: no representation

Ward Members Report: Cllr Alastair Adams's report is appended to the minutes

123. The Chairman closed the adjournment and reconvened the meeting at 7:20

124. Minutes:

- a) Council agreed the wording of the minutes of the August ordinary meeting and the Chairman signed the minutes as a true record of the meeting.

125. Clerk's Report on Matters in Progress:

- a. Confirmation sent to WDC of the use of future sec 106 funding from the proposed 5 Bungalows on Stratford Road: Noted
- b. Tree felling on High Street reported to WDC conservation officers as no notification was received. The County Highways confirmed the tree was in a dangerous state and required removal.
- c. Update on the installation of the new High Street post box from Royal Mail – still ongoing, Clerk to chase up the matter
- d. Aon insurance confirmed the one-year insurance contract and that the village show was fully insured prior to the premium payment: Noted
- e. Request to County Highways for resurfacing the footway in Station Road referred back to the Bovis Homes contractors, this is waiting for the County Highways officer to inspect the works for standards compliance and will then issue a certificate for the completion works to be finished.
- f. Asset of Community Value for Perrie Drive and Fernihough Avenue report from WDC; the report was noted.
- g. Report on the extra documentation required by Grant Thornton the external auditors, Clerk is collating the required information

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126. Planning Applications:

- a. **W/16/01702/OU:** Land adjoining, 17 Stratford Road, Honeybourne Proposal: Outline application for the erection of 5 detached bungalows Applicant: Mr Thomas. Under the Clerk's delegated power, the council observation was: The Council has no objection or comment on the application.
- b. **W/16/01960/PP** - 20 Stratford Road, Honeybourne, proposed new and replacement extension. Applicant Mr S Hannaby. Under the Clerk's delegated power, the council observation was: The Council has no objection or comment on the application.
- c. **W/16/01329/AA:** Land off Buckle Street and, Stratford Road, Honeybourne Proposal: Four directional road signs, Applicant: Camfields Ltd. Under the Clerk's delegated power, the council observation was: -
 - 1, The Parish Council objects to the proposed signage as it is considered to be oversized and visually intrusive on the rural village street scene where many other highway signage exists.
 - 2, The proposed size and colour of the signs, and having two together, on busy road junctions could be a distraction to road users and a potential danger to road users in the proposed locations
- d. **W/16/02113/LUE** - 94 Stratford Road, Honeybourne: Application for a Lawful Development Certificate - blacksmiths business/workshop. Applicant: Mr J Humpage. The Council has no objection or comment on the application.

127. Planning Decisions Noted:

- a. Planning Inspectorate **APP/H1840/D/16/3145983:** 1 Corner Farm Drive, Proposed Glass garden room – **Appeal dismissed**
- b. **W/16/01667/PP:** Mr N Moffit, Location: Poden Farm, Mickleton Road, Honeybourne: Proposed swimming pool **Granted** with 6 conditions.

128. Neighbourhood Development Plan: NDP

- a. The clerk reported that the arranged meeting dates starting in September for the NDP Steering Group were not sent to all group members and the September 12 meeting did not take place. The following meeting dates will be sent to all group members and Brodie Manning. Meeting in the back room of the Village Hall at 7pm on Oct 10th, Nov 14th, Dec 12th, Jan 9th, Feb 13th, Mar 10th and Apr 8th.

129. Finance: Payments:

- b. Council approved the Payments, Receipts and Balances as circulated by the Clerk and listed in appendix A of the minutes
- c. The Clerk reported on further complex questions raised by the external auditors Grant Thornton regarding the 2015-16 excessive increase in income and expenditure and procurement procedures.

130. Village Show

- a. Members reported on the success of the council's stand at the show where comments were received on potential problems in the cemetery, the Neighbourhood Development Plan, Allotments and information requested on the Village Hall and new Community Centre.
- b. Members noted a letter of thanks from the Show committee for the Parish Council show sponsorship and involvement and that the funds raised were £3,400.

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131. Sports & Recreation Field Development Project.

- a. Council considered and agreed the report from Ken Watkins for the site meeting on 9th August.
- b. Council considered and agreed the minutes and meeting report from Ken Watkins for the meeting with members on 15th August.
- c. **Matter arising from the reports:**

The payment options as suggested by Ken Watkins for a regular monthly invoice for a pre-set amount was rejected by the Council as the amount invoiced should only reflect the administration work carried out each month. The same would apply to the invoices from ETC Architects.

The council agreed to request a fixed price quotation for the full project administration costs for Ken Watkins and ETC Architects to ensure the councils budgets are not exceeded.

The Clerk will consult with Heather Peachey of WDC to ensure the financial arrangements for the pavilion project are acceptable for making a claim from the sec 106 funding.
- d. The draft pavilion plans and project time scale from ETC was scrutinised by members and one amendment to the planed internal layout is required to obscure visibility into the shower rooms from outside the pavilion and a reminder that loft storage space is to be provided. Clerk to inform ETC of the required changes and request full working drawings are provided for further scrutiny at the next meeting if possible.
- e. The Council wish to approve the pavilion project tender documents and approve the contractor list prior to inviting tenders. Clerk to inform Ken Watkins of this requirement.
- f. Members rejected the creation of a Recreation Field Development Committee with delegated powers in favour of holding extraordinary council meetings.
- g. The Clerk reported on the completion of the snagging works and the issue of the final payments to JM Phillips for the car park construction. Noted
- h. The Clerk reported on the field drainage trench subsidence restoration works whereby 70 tonnes of root-zone sand fill was applied and all the trenches are now filled and the field surface is safe, members reported a job well done and congratulated the Vicarage Nurseries staff for the three days of sand spreading works carried out by them. A letter of thanks will be sent from the council.
- i. Council also noted the assistance of Ian Trout for arranging equipment and Sam from the Ranch Caravan Park for helping achieve the sand spreading through the loan of his tractor. Through everyone's efforts the field was made safe prior to the village show.
- j. Members agreed the wording and size of the safety notice for the basketball net as recommended by the safety inspector. Clerk to action the sign

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132. Community Matters

- a. **Parish Council website:** Cllr Sandra Walsh reported on the progress of the Community and Parish Council website and presented proposed data information to be posted on the site, this was agreed in principal and further data was proposed to be added. Additional information will be circulated to members and made available for consideration at the next council meeting.
- b. **Village Make-over:** A report from Cllr Alastair Adams on the village make-over carried out by Ringway and the County Council was circulated to members. Many favourable comments were made in spite of the very wet day when the works were carried out.
- c. **Planters:** Council considered the siting and maintenance arrangement for the four wooden planters donated by Ringway during the Village Make-over project. It was agreed in principal to site them on the Gate Inn crossroads, the green at Stephenson Way, the green at the Village Hall and opposite the Thatched Tavern. Local businesses will be asked if they would offer to sponsor the planting and maintenance of the planters near them. The council agreed to supply and install the necessary compost via the handyman. Further reports on sponsorship and planting at the October meeting.
- d. **Trees and Scrub:** Council considered a letter received regarding the trees and scrub over growing the footway between 1a Stratford Road and the Gate Inn. The council requested the Clerk to find the landowner and request remedial actions are take this autumn.
- e. **Smart Water:** The WDC project information for Smart Water Villages was considered by the council and take up declined for cost reasons
- f. The Cotswold Line Promotion Group newsletter was noted
- g. The Council's Community Award event will take place at the October meeting.

133. Christmas Tree:

- a. Having considered quotations from Buzz Electrical Ltd. and Lights Out Electrical Services Ltd for the power supply cabling and electrical connections, the council agreed the quotation from Lights Out Electrical Services Ltd to be preferable for the supply and installation of the power supply for the tree lights. The quotation included the supply of 92m of armoured cable but not its underground installation.
- b. A quotation from Limebridge Rural Services to install the 92m of power cable in a trench from the Village Hall to the tree site and make good all surfacing was accepted.
- c. The request for tree light sponsorship will be promoted in the October Village News

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

- a. Members have received reports of problems with access on the PROW 507c at Bayliss Hill, the PPW will investigate and report to the next meeting.
- b. The PROW sign at the Buckle Street end on 507c is broken and the PPW will investigate and report to the next meeting. The bushes around the sign were removed in the village make-over project.
- c. The PROW sign on Shinehill Lane is in need of replacement, the PPW will investigate and report the matter to Worcestershire County Council.

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135. Highways:

- a. New highway matters to be reported to County Highways.
 - i. The road crossing trenches on Station Road created by Bovis Homes have subsided badly and are causing a traffic hazard and public nuisance
 - ii. Many commercial advertising signs are appearing on highway signage and the council agreed the Lengthsman should remove and dispose of all of them including all redundant construction signage.
- b. A report from the County Highways officer on the proposed re-siting of the “Honeybourne” sign on Bretforton Road was noted.
- c. The proposed stopping up orders for a section of highway at Cornwall Villa was noted.
- d. **VAS:** The VAS report for August was not available due to unforeseen circumstances.

136. Section 38 Agreement - adoption of the streetlights on Stephenson Way

- a. No further information or correspondence was available

137. Lengthsman and Handyman:

- a. New jobs for the Lengthsman and Handyman – none at this time
- b. Report on works issued to the Handyman. –
 - The list of works is underway but some delayed due to holidays
 - i. To install the outdoor Table Tennis table on a slabed area - ongoing
 - ii. To install the VISA netball net on the Leys Playing Field - ongoing
 - iii. To lay a slab path on the Recreation Field - ongoing
 - iv. Restoration of the original Field access - Done
 - v. Dig verge grips on Bretforton Road. -Done
 - vi. Reinforce the tennis net box with an internal frame - Done
 - vii. Install the new wooden bench (Bovis Homes) on a slabed surface - ongoing
 - viii. Fix a gate hook on the main Recreation Field gate - Done
 - ix. Clear the visibility obstruction on the Shinehill Buckle Street junction - Done
 - x. Several overgrown PROW’s requested to be cleared - ongoing

138. Street Lights:

- a. Lights reported to be in need of attention.
 - i. The streetlight in Harvard Avenue by the bus stop on all day
- b. Bovis Homes re-instatement of the disconnected streetlight in Station Road. Members reported construction work on the new footway was complete and the new streetlight column is now installed but not connected to the power supply. The Clerk to request Bovis Homes to complete the installation work as a matter of urgency.
- c. The Clerk reported on the installation of the new streetlight on Stratford Road as E-on had installed the column and Western Power Distribution were requested to make the power connection to the streetlight. WPD returned the request stating the column was in a different place and requested a further payment of £2,101. Members disputed the demand as the column was installed where originally agreed. The Clerk will pursue the matter with WPD.

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139. Cemetery:

- a. Council considered a request from the PCC for funding support for the re-surfacing of the Church path and agreed to support the project with a donation of £1,000
- b. The Clerk presented a report on accusations of headstone damage in the cemetery, council noted the report and considered no further action was required as the complainant had made no further comments.

140. The Leys Playing Field and Recreation Field

- a. The weekly visual inspection for The Leys found no safety matters to report.
- b. The weekly visual inspection for The Recreation Field found no safety matters to report.

141. Allotments

- a. Members noted two new tenant in August and many plot vacancies still exist, advertising will continue in the Village Newsletter.

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

- a. **Cllr Steve Sidwell:** To consider reducing the length of meeting times
All members agreed the length of meetings was at times excessive but found no resolve to the problem but all agreed to be considerate towards concluding meetings in the 2 hours allowed by the councils agreed standing orders.

143. Meeting Dates:

- a. It was confirmed the next Ordinary Meeting of the Council is scheduled for the 11th October at the Village Hall at 7.15 pm

144. Exclusion of the Public from the Meeting.

Council agreed the following resolution: -

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

145. Rural Rate Relief

- a. To consider rural rate relief request for the Gate Inn public house – Council agreed to the request and to fully support the application and financial support requested.

146. Recreation Field Maintenance

- a. Council considered three quotations received for field sward restoration works to be carried out in the autumn. PDS of Pershore, D W Clarke from Banbury and Limebridge Rural Services Ltd. the council's amenity contractor offered quotations. The Clerk having an interest in the item left the room for the debate.
The council agreed to accept the quotation from Limebridge Rural Services Ltd. with the exception of field over-seeding and de-compaction options in the quote.

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

Chairman _____

Date _____

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Payments Authorised

Cheque Number	Payee	Details	Gross Payment	Net Payment
1462	D Cowan	Parish award civic expense	109.88	109.88
1463	Cancelled	Writing error	0.00	0.00
1464	CLPG	Membership fee	10.00	10.00
1465	Cancelled	Writing error	0.00	0.00
1466	Building and Plumbing supplies	Rec Field maintenance	20.26	16.88
1466	Building and Plumbing supplies	Leys safety surface repairs	8.14	6.78
1467	Aon	Insurance premium	806.05	806.05
1468	Fairview Trading Co Ltd	Topsoil for Rec Field	125.40	104.50
1469	Limebridge RS	Mowing contract	1335.60	1113.00
1470	J Stedman	Clerks salary and expenses	***	***
1471	John Hyde	Lengthsman Works	108.75	108.75
1471	John Hyde	Handyman Works	226.75	226.75
1472	ETC Architects	Rec Field Development	2400.00	2000.00
1473	Ken Watkins	Rec Field Development	1000.00	1000.00
1474	Mudway Workman	Outstanding payment show tent	388.80	324.00
1475	Lights out electrical Services	Electrical works for the show	139.09	115.91
1476	Hartwell & Co	Rec Field maintenance	6.31	5.26
1477	Wicksteed Playgrounds	Safety Inspection	108.00	90.00
1478	Phil Day Sports	Sand for drainage trenches	1008.00	840.00
1478	Phil Day Sports	Sand for drainage trenches	1008.00	840.00
1478	Phil Day Sports	Sand for drainage trenches	1440.00	1200.00

District Councillor & County Councillor Report - Honeybourne

Month: September 2016

Prepared by Alastair Adams

Honeybourne & Pebworth Ward, Wychavon District Council

Littletons Division, Worcestershire County Council

A BIG "Thank You" to Bal Padda of Vicarage Nurseries for helping to fill the holes and crevices/trenches on the recreational field to prepare it for the village fete.

The Honeybourne "Make Over" was a success

Another big "Thank You" to WCC Highways, Ringways, Wychavon District Council, the Parish Council, Rooftop, the School and Network Rail – all who helped clean up the village on Saturday 3rd September. A team of workman with 3 different road sweepers, numerous trimmers, a large tractor with hedge cutter, and several paint brushes descended early on the Saturday in the Gate car park for a briefing on what needed to be done. I attach a booklet on the before and after photos showing what was done. Grass and weeds were strimmed and chopped all over the village, signs were washed, benches painted, playgrounds tidied up, and hedges trimmed everywhere! I am especially pleased to see the hedge along Weston Rd were cut back even further to improve visibility. I also thank all the residents who emailed me with suggestions on what needed to be done, and most of these were accomplished on the day. However, the car park off Harvard Avenue behind the bungalows still needs attention, and I have chased Rooftop Housing who assure me they will be back to finish it all!

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A special "Thank You" to Ringways and McDonalds who donated 4 large flower troughs to go at each entrance of the village by the village signs. The Parish Council is organising volunteers to fill them with flowers and to maintain them throughout the year. Could this be the start of the Honeybourne Britain in Bloom committee? If you are interested, let me know.

And finally, now the village is looking spick and span, can we all help keep it that way.

HGV's and the Advisory Lorry Routes

The new lorry route signs mentioned in my July report are made and will be erected in September.

WCC Driving Home Highways programme

An extra £12m is being spent on rural roads over 2 years. I have identified several roads in my Division that I believe should be included in this programme including:-

- Weston Road, Bretforton
- New St, Bretforton
- Stratford Rd, Honeybourne
- Dudley Rd Estate, Honeybourne
- Main St, Cleeve Prior
- Meadow Rd/Norval Rd/Withy Trees Rd, Estate, South Littleton

There is no guarantee that all these roads will be done as part of this project, but I am keeping my fingers crossed. A Pavement project will follow early next year too.

Extension to 30mph speed limit in Bretforton Rd is proceeding and is with the WCC legal dept currently.

Superfast Broadband - The new BT cabinet (called Badsey 17) in Station Road opposite Dudley Road was planned to go live in August but a blocked ducting means the road needs to be dug up to clear the blockage. This will delay the go live date until November. BT apologise for the delay.

Divisional Funds.

Please remind all community organisations in your village that I have a Divisional Fund which can give small grants (normally up to £500) to help with purchasing new equipment or services that will help their organisation flourish.

And finally.. Worcestershire has one of the fastest growing economies in the UK, and the District Council and the County Council has put the economy as one of their key priorities in their new corporate plans. A good example of how the councils can attract new businesses into the area is Boardman Bikes who have just announced its plans to develop its World Class Centre at The Valley in Evesham. This has been accompanied with a planning application, which has been submitted by Eagle One – the owners of The Valley. The new centre will give cyclists access to cutting edge facilities including a cycling specific wind tunnel, performance testing lab, event space and a Boardman concept retail store. Boardman Bikes will also be relocating its headquarters to the site. In its press release Chris Boardman MBE, Chairman of Boardman Bikes, is quoted as saying: "Creating a Performance Centre that's truly accessible to everyone has been a dream of mine since the early 90s. When I was racing I was able to see the effect of every choice I made. Now that opportunity will be available to all, be they a sportive rider or Tour de France contender." Evesham was selected as the site for the new centre due to its central location, transport links, proximity to local facilities and safe cycling network. This is clearly great news and will help build on the huge success of GB cycling at the Rio Olympics, and boost local cycling participation and activity.

Your District & County Councillor, Alastair Adams can be contacted on adams.pebworth@gmail.com or mobile 07725 979 277