

**Honeybourne Parish Council**  
**Minutes of the Annual Meeting of the Council**  
**held at 7:15 pm in Honeybourne Village Hall on 9th May 2017**

**Present:** Cllrs. D Cowan (Chairman), G. Clelland, C. Clear, M Henson, R Chivers, S. Sidwell, and H. Jobes.

**In Attendance:** Mr J Stedman (Clerk), and one member of the public.

**1. Election of Chairperson**

Cllr. David Cowan was proposed and seconded and being the only nomination for Chairman was unanimously elected Chairman for 2017-18.

**2. Declaration of Office –**

Cllr. David Cowan signed the Chairman's declaration of office and took the chair.

**3. Apologies were accepted from:** Cllr. S. Welsh, A Attridge and Cllr Alastair Adams

**4. Disclosures of Interests**

- a. To declare any Disclosable Pecuniary Interests in items on the agenda – None
- b. To declare any Other Disclosable Interests in items on the agenda – None

**5. Election of Vice-Chairperson**

Cllr. Steve Sidwell being proposed and seconded and being the only nomination for Vice-Chairman was elected unopposed. He declared his willingness to accept the post

**6. Appointment of Committees and Working Groups**

- a. **Staffing Committee:** - Cllrs. G. Clelland, A. Attridge, S Walsh
- b. **Finance Working Party:** Cllrs. G Clelland, A. Attridge, S Sidwell, H Jobes and D Cowan
- c. **Neighbourhood Plan:** S Walsh & S Sidwell
- d. **Community Centre:** D Cowan and G Clelland

**7. Appointments to Outside Bodies – Delegates**

- a. **Village Hall Committee:** - Cllr. H Jobes and Steve Sidwell
- b. **CALC;** Worcestershire County Association of Local Councils – None

**8. Document Review:**

- a. **Asset Register:** Council agreed that the content and values of the Council's asset register were satisfactory. A missing bollard was identified which the Clerk will add to the register
- b. **Health & Safety Policy:** Council reviewed and agreed the effectiveness and suitability of the Council's Health & Safety policy
- c. **Risk Assessment:** Council reviewed and agreed the effectiveness and suitability of the Council's Risk Assessment
- d. **Standing Orders:** Council considered and agreed the Council's adopted standing orders were satisfactory without amendment.
- e. **Financial Regulations:** Council considered and agreed the new 2016 financial regulations were satisfactory.

**There being no further business the Chairman closed the annual meeting at 7:30**

Chairman \_\_\_\_\_

Date \_\_\_\_\_

## Honeybourne Parish Council

### Minutes of the Honeybourne Parish Council Ordinary Meeting held at 7.15 pm in the Village Hall on 9th May 2017

**Present:** Cllrs. D. Cowan (Chairman), C. Clear, G. Clelland, S Sidwell, H Jobes, M. Henson, and R Chivers

**In Attendance:** J Stedman (Clerk), and one member of the public

**9. Apologies were accepted from:** Cllr, A. Attridge, S Walsh and Cllr Alastair Adams

#### **10. 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

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

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

#### **Public Open Forum:**

A resident from the Bovis Homes new development requested help from the Parish Council to get the sites infrastructure finished and the site tidied up. He confirmed the Station Road roadside ditch has areas of dumped rubble, the hedgerows are not cut, building material and equipment is strewn on verges and throughout the site, the shop site is a total mess and the uncut hedge is obstructing highway visibility which is a great danger as traffic is speeding over the railway bridge. He requested the council to take any action it can to get the matters resolved.

#### **Ward Members Report:**

Cllr Alastair Adams's sent his report which is appended to the minutes.

**12.** The Chairman closed the adjournment and reconvened the meeting at 7.40 pm

#### **13. Minutes:**

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

#### **14. Clerk's Report on Matters in Progress:**

- a. Request sent to the police and the Safer Roads Partnership asking for extensive speed enforcement throughout the village. – members requested the request is chased up as no actions have been noticed.
- b. Cotswold Line Promotion Group AGM 13<sup>th</sup> May and two special excursions – Noted
- c. Highway matters reported to the County Council in April – Mickleton Lane. Buckle Street & Shinehill Lane – Noted

#### **15. Planning Applications:**

- a. **17/00748/HP & 17/00071/FUL** Associated Ref:17/00749/LB Location 35 High Street, Honeybourne, Proposed Erection of detached double garage on site of former outbuildings for Mrs Margaret Fancutt. The Council has no objection or comment on the application.

## Honeybourne Parish Council

**b. Stratford District Council Planning Consultation SCOPE/00029 Long Marston Airfield Phased development of a new settlement comprising up to 3,500 dwellings.**  
The following comments were agreed to be sent to SDC: -

- i. Substantial funding should be allocated to support the proposed Network Rail's new car park at Honeybourne station as this housing development will exacerbate the current parking problems at the station and greatly impact Honeybourne residents
- ii. Consideration of the impact of intensified traffic on rural roads and in villages with funds made available for impact mitigation and traffic calming on Station Road Honeybourne as this is a main commuter route and the route to the station.
- iii. The inclusion of local infrastructure, public services and amenities for the surrounding rural villages in Worcestershire.
- iv. Environmental pollution caused by intensification of traffic in the rural areas whereby a public transport service is in place which services the Honeybourne station

**c. Stratford District Council Planning Consultation SCOPE/00030 South Western Relief Road to Stratford-upon-Avon Extending Between The A3400 Shipston Road Near Orchard Hill Farm And The Luddington Road/B439 Evesham Road – **Noted****

**d. 17/00751/HP, Broadleaf Farm, Stratford Road: Proposed single and two-storey extension, repositioning of timber-framed garage and associated driveway, and external alterations, Mr & Mrs B. Hay. The Council has no objection or comment on the application.**

### **16. Planning Decisions Noted:**

**a. 17/00447/TC:** Location: Brook Farm, Weston Road, Honeybourne. Proposal: 18m Lattice Mast including 3no. Antennas, 2no. Dishes and Associated Cabinets. Applicant: Vodaphone Limited. Council had no comments on the application

### **17. Neighbourhood Development Plan: NDP**

**a.** Members reported the NDP group did not meet in April and suggested that the meetings require full publicity and offered to post it on Facebook. Next meeting scheduled for 17<sup>th</sup> May

### **18. NALC & CALC**

**a.** Council agreed the NALC & CALC membership renewal – annual fee £790.80 net

### **19. Finance:**

**a. Payments:** Council approved the schedule of Payments as circulated by the Clerk.

**b.** Council considered and agreed the end of year, bank reconciliation, budgets, and balances

**c.** The Clerk's reported the receipt on the first precept payment from WDC

**d.** Council considered and agreed the figures in section two of the 2016-17 Annual Governance Statement and the chairman signed the statement

**e.** Council considered Mr Geoff Bradley's internal audit report and agreed the required actions arising from the report would be resolved, namely members to initial cheque stubs and the Clerk to claim the VAT on a single missed invoice.

### **20. Sports & Recreation Field Development Project.**

**a.** No reports available as the tender returns are awaited

**Honeybourne Parish Council****21. The Leys Playing Field and Recreation Field:**

- a. The weekly visual inspection for The Leys found no safety matters to report.
- b. A tree inspection identified two dead Elm trees and it was agreed to remove them. Clerk to action the works.
- c. The weekly visual inspection for The Recreation Field found a sign advertising the Cycle Fest was obscuring the highway visibility and needs to be moved. A new gate hook is required as the original one has been stolen. Several items of large debris to be removed from the field. The 5-A-side goal post to be re-sited to mitigate wear on the sward. Extensive litter picking was carried out and the bin emptied.
- d. Cllr Matt Henson reported the Junior football team is now established with 13 under eleven's players signed up.
- e. The Clerk reported on the replacement corner plate for the table tennis table and members agreed to order two new plates. Clerk to place the order.
- f. Clerk to request the pavement on Bretforton Road is extended to the main Recreation Field entrance for safer road crossing due to parked cars restricting visibility

**22. Community Matters:**

- a. The damaged Dog Waste bin by the Gate Inn is reported to be locked but not replaced by WDC as expected. The bin will be monitored
- b. Council fully agree to strong enforcement actions against Bovis Homes regarding the poor state of Station Road where the Bovis Homes and R&M Contractors have not reinstated the verges and left the street scene in an unacceptable state. The verge and hedgerow fronting the site is overgrown and maintenance is not possible due to many signs and metal fencing items left on the verges, the open ditch on Station Road is not fenced and grass is growing through the newly laid tarmac footway. Letters will be sent to Bovis Homes, R&M Contractors, WDC, WCC and Cllr Alastair Adams.
- c. It was agreed to purchase a replacement wooden planter for siting at the Village Hall after the original was stolen. Clerk to order a 1.8m long planter of the same design as the previous one. It was further agreed the handyman should re-plant all the four planters with summer bedding plants. Clerk to action the works.

**23. Community Centre and Village Hall:**

- a. The Clerk's report that the Taylor Wimpey draft land transfer agreement will be returned to the council's conveyancer with the comments made by Mr Brian Johnson.
- b. The Clerk informed the council that various comments on the draft lease agreement had been received from the Village Hall Chairman. As the lease was drafted for the lease of a building and not the land from Taylor Wimpey it would be returned to the Conveyancer for re-drafting for just the land. It was further agreed to find a professional valuation for setting an annual commercial rent for leasing the land to the Village Hall. A further consideration was that an annual grant could be made to the Village Hall committee to help cover the commercial rent costs.
- c. A request from the Village Hall committee for the council to apply to WDC for sec 106 funding for a Rural Cinema, a project to celebrate the history of Honeybourne and arts related equipment was fully supported by the council, the Clerk is waiting for the list of goods from the Village Hall committee to verify it with the WDC funding officers.



## Honeybourne Parish Council

### 29. Street Lights:

- a. Lights reported to be in need of attention.
  - i. The streetlight on Station Road opposite Clun Forest Way is still faulty
- b. The Clerk confirmed the order to E-on to move the new misplaced streetlight column in Stratford Road was sent on January 31<sup>st</sup> and further information sent again in April.

### 30. Matters Raised by Members

- a. Clerk to source costs and designs for a replacement seat on the Leys playing field

### 31. Meeting Dates:

- a. It was confirmed the next Ordinary Meeting of the Council is scheduled for the 13<sup>th</sup> June at the Village Hall at 7.15 pm

- 32. 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*

- 33.** Council agreed to fully support a rural rate relief request from Mr MRC Badham of Badhams Garage. The required support funding to be sent from the June meeting.

There being no further business the Chairman closed the meeting at 9.35 pm

Chairman \_\_\_\_\_

Date \_\_\_\_\_

## Appendix A

Payments Authorised			Gross	Net
Cheque Number	Payee	Details	Payment	Payment
1558	Worcestershire CALC	CALC & NALC Fees	928.19	790.80
1559	P D Long	Streetlight Maintenance	75.60	63.00
1559	P D Long	Streetlight Maintenance	12.00	10.00
1560	John Hyde	Lengthsman	52.80	52.80
1560	John Hyde	Handyman Works	35.20	35.20
1561	Limebridge RS	Grounds Maintenance	1290.00	1075.00
1562	J Stedman	Clerks Salary and Expenses	***	***
1563	Ken Watkins	Rec Field Project	840.00	840.00
1564	ETC Architects	Rec Field Project	4452.00	3710.00
1565	Geoff Bradley	Internal Audit	105.00	105.00

**District Councillor & County Councillor Report - Honeybourne**

**Month: May 2017**

**Prepared by Alastair Adams**

## **Honeybourne Parish Council**

### **Honeybourne & Pebworth Ward, Wychavon District Council Littletons Division, Worcestershire County Council**

Thank you for everyone that voted for me on 4<sup>th</sup> May, and I confirm I was duly elected with 1991 votes (63%). So I am your County Councillor for another 4 years, and I promise to continue to work hard to represent the interests of Honeybourne residents, and all 8 parishes in the Littleton Division, and to make sure our voices are heard in County Hall.

At the beginning of a new council, it is always good to look at the role of County Council, so here is some more information you might not know.

The County Council has responsibility for visible public services like maintaining roads and pavements, street lighting, household waste sites, libraries and country parks, but also many hidden or less obvious services like Children and Adult Services, County Archives and Archaeology. The Council currently oversee around £900m of public expenditure per year – which includes funding for schools and capital investment.

#### **Environment**

Worcestershire is home to over half a million people, covering 672 square miles, and the environment is one of the county's key features, providing easy access to the countryside and a wealth of stunning scenery. The County Council maintain country parks, open spaces and woodlands including the bridleways and footpaths to provide great walking and cycling opportunities. The Tourism Economy is worth £850m to Worcestershire.

Did you know the Council has also :-

- Completed 300 flood alleviation schemes since 2013
- Reduced flood risk for 4500 houses
- Built a “Waste to Energy” plant that will burn all the waste from the black wheelie bins and produce enough electricity to power Kidderminster. This also virtually eliminates landfill from domestic waste.

#### **Economy**

The County Council has put “Open for Business” as one of its key priorities, and has had some excellent results. Worcestershire is one of the fastest growing local economies in the country; with many renowned and successful companies, great education (with 9 out of every 10 schools rated good or outstanding) and improving transport links and digital connectivity (with over 90% superfast broadband coverage) to regional, national and global markets.

Record investment by the County Council is being delivered into road, rail and digital infrastructure. The Council are supporting the building of new and enlarged business parks like Worcester Six, and have been instrumental in promoting 16,000 apprenticeships which have been delivered between 2012 – 2015. The County has low unemployment compared to the rest of the UK.

#### **Adult & Children Services**

The County Council supports some of the most vulnerable people in society and around 60% of the net revenue budget is spent on social care services for vulnerable children and adults. Here are some key figures:

For adult care:-

- There are 232 Care homes in Worcestershire (Private and publically owned), and has been rated the 2<sup>nd</sup> best care provider in the Country.
- Over 1,200 County Council staff are employed in Adult Services.
- 6086 people receiving support including 3795 over 65's mostly requiring physical help with personal care

## Honeybourne Parish Council

- 26,881 new referrals per year
- 63,585 carers in Worcestershire
- The County Council fund 25,000 hours of homecare per week
- 1,900 places in residential and nursing homes funded by the Council

For Children Services;

- 700 children in care
- 77 children in children's homes
- 1700 children classified at risk
- £68m is spent on children services

### **Highways & transportation**

- Highways maintain 3875km of roads in the County
- The Council organises all the school buses
- £37m spent on roads and pavements per year
- Dealt with 2006 planning applications last year affecting road infrastructure

As always, if you have any issues on any Highways matters, please report it on the WCC website [http://www.worcestershire.gov.uk/homepage/98/report\\_it](http://www.worcestershire.gov.uk/homepage/98/report_it) Also remember a photo of the Highways problem is as good as "a thousand words" so always take a photo where possible.

**Your District & County Councillor, Alastair Adams can be contacted on [adams.pebworth@gmail.com](mailto:adams.pebworth@gmail.com) or mobile 07725 979 277 or [www.alastairadams.org](http://www.alastairadams.org)**