

Honeybourne Parish Council

Minutes of the Honeybourne Parish Council Ordinary Meeting held at 7.15 pm in the Village Hall on 13th June 2017

Present: Cllrs. C. Clear, G. Clelland, S Sidwell, H Jobes, M. Henson, A. Attridge, and S Walsh

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

34. Apologies were accepted from: Cllr, R Chivers and D. Cowan

35. Chariman: In the absence of Cllr David Cowan, Cllr Steve Sidwell, the Vice Chairman, chaired the meeting

36. Resignation: Cllr Chris Farmer has tendered his resignation from the council on May 15th and WDC Electoral Services officer has been informed: **Noted**

37. 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

38. Co-option:

Council considered the co-option of Mr Graham Taylor as a new Councillor to fill an existing vacancy on the council – Mr Taylor's co-option application was fully agreed by council and the Chairman invited Mr Taylor to join the council who signed his declaration of office for a member of the council. The Clerk issued him a new member pack of information

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

Public Open Forum:

A resident from Mickleton Lane gave an extensive report on the continuing problems associated with HGV traffic using Mickleton Lane. He confirmed he had corresponded with Gloucestershire County Council & Worcestershire County Council and the ward members of both authorities regarding the implementation of the proposed 7.5-ton weight limit being brought about. He was aware of the support offered by the local companies involved in the HGV movement and asked the Parish Council to offer any support to expedite the weight limit proposals. The Chairman confirmed the matter was on the meeting agenda when financial support would be a consideration to conclude the process between the two County Councils involved.

Ward Members Report:

Cllr Alastair Adams's gave his report and took questions part way through the meeting, his report is appended to the minutes.

40. The Chairman closed the adjournment and reconvened the meeting at 7.32 pm

41. Minutes:

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

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42. Clerk's Report on Matters in Progress:

- a. Letter sent to John Hobbs WCC regarding traffic control measures; members noted the communications which were discussed under the Highways agenda item, Minute 53d
- b. Request sent to Steve Bullen to move the Cycle Fest sign at the Recreation Field; the sign was re-located, matter resolved.
- c. Correspondence sent regarding the Bovis Homes site. No response received to date, Clerk to pursue the issued raised if no response is received in two weeks' time.
- d. Confirmation received that the land at Perrie Drive and Fernihough Avenue has its community asset nomination approved by WDC in the name of Mrs Julie Nimmo; Noted

43. Planning Applications:

- a. **17/00409/HP**: Associated Ref: 17/00410/LB: Location: 8 China Corner, Honeybourne, Description of Proposal: Single storey rear extension Applicant: Miss C Hilyer
The Council has no objection or comment on the application.

44. Planning Decisions:

- a. **17/00071/FUL** Location 35 High Street, Honeybourne, Proposed demolition of disused garage and erection of 8 dwellings, access, landscaping and associated works **Granted** with 18 conditions.
Members expressed concerns over the development's traffic management to control site traffic using the High Street, it was agreed to liaise with the developer when construction works commence.
- b. **17/00751/HP**, Broadleaf Farm, Stratford Road: Proposed single and two-storey extension, repositioning of timber-framed garage and associated driveway, and external **Granted** with 3 conditions: **Noted**

45. Neighbourhood Development Plan: NDP

- a. Members reported the NDP group did not meet in May.
- b. Brodie Manning has issued a draft Neighbourhood Development Plan questionnaire and asked the NDP group and councillors to scrutinise the questions and to test its integrity by completing the questionnaire and returning it to Brodie Manning for amending to a final document ready for parish wide distribution

46. Finance:

- a. **Payments**: Council approved the schedule of Payments as circulated by the Clerk.
- b. Council noted the Clerk's report on the VAT claim for the missed CALC invoice in last year's accounts is now in hand for the next VAT claim

47. Audit matters noted:

- a. Grant Thornton's confirmation of receiving the annual return.
- b. The statutory audit notices have been placed on the parish notice board

48. Sports & Recreation Field Development Project.

- a. Cllr Matt Henson confirmed he has no declarable interests in any of the pavilion tendering contractors or other matters contrary to the report from Mr Ken Watkins
- b. Council agreed the debate on the pavilion tender process will be considered as a confidential matter due to its commercial sensitivity.
- c. Council noted the report from Ken Watkins on the pavilion tender opening meeting.

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- d. In consideration of the extensive tender information and the Clerk's financial illustration for funding the pavilion, it was agreed that a working party of members should scrutinise and evaluate the tender documents. The working party will consist of Cllrs. H Jobs, M. Henson, A. Attridge, G Taylor and R Chivers.
It was further agreed that the working party members should carry out a site visit on buildings constructed by selected companies to examine the workmanship and the build quality. Members agreed that Cllr Matt Henson will make the site visit arrangements to the mutual agreement of other group members.
- e. The working party will give consideration to requesting selected company representatives to meeting with councillors to discuss matters raised by the working group's scrutiny of the tenders.

49. 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.
- c. It was confirmed that the removal of two dead trees from the Leys playing field is completed. Resolved
- d. Members requested extensive hedge cutting is carried on the Leys playing field in the autumn, Clerk to arrange the works with the amenity contractor
- e. Members considered designs and costs for a new bench on the Leys playing field and agreed to pursue sponsorship for the bench as a dedication to someone and to add a further bench on Stratford Road which is in need of replacement. The sponsorship opportunity will be promoted in the Village News
- f. Members considered a promotion for tackling physical inactivity and creating a legacy of protected outdoor spaces. The initiative to have outdoor exercise equipment was supported by members and it was agreed to pursue any grants to financially support the procurement of such devices. Clerk to make enquires.
- g. The Clerk reported on the problems of obtaining the replacement corner plate for the table tennis table and confirmed the matter is ongoing with the Chairman, it was noted that the corner plate is only a cosmetic addition to the table and the need to replace it minor.

50. Community Matters:

- a. **Telephone Kiosk:** The Clerk confirmed that the High Street Telephone Kiosk is now the property of the Parish Council as the transfer agreement had been received. The Council agreed it should be insured as a council asset and agreed an insurance valuation of £2,500
- b. The future use of the kiosk was considered and this will be promoted in the Village Newsletter and on Facebook to gain public interest for its use. A proposal to use the funds raised at the Christmas tree switch on event to refurbish the kiosk will be considered when its further use is concluded.
- c. **Planter:** It was confirmed the replacement planter sited at the Village Hall is installed and complete and all other planters are re-planted.

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51. Community Centre and Village Hall:

- a. The Taylor Wimpey draft land transfer agreement has been returned to Taylor Wimpey by the council's conveyance with suggested amendments and its return is awaited
- b. The draft lease agreement document sent to the Village Hall committee for comment has been returned to the conveyancer for amendments and its return is awaited.
- c. The Clerk confirmed the application for sec 106 funding for a Rural Cinema, a project to celebrate the history of Honeybourne and arts related equipment has been sent to WDC for their consideration.
- d. Cllr Heath Jobs reported that the Village Hall committee will have information on their lottery bid acceptance in a few weeks

52. Cemetery and Churchyard:

- a. The turf laying on the grave damaged by the dumping of soil is successfully completed
- b. The Clerk reported on unforeseen delays to mowing the cemetery which is now resolved.

53. Highways:

- a. New highway matters to be reported to County Highways.
 - i. Potholes to report; Shinehill Lane junction, Station Road at Bramble Chase and under the two bridges on Stratford Road
- b. **HGV traffic:** Cllr Alastair Adams reported on the progress with the Mickleton Lane weight limit and encouraged the council to financially support the process with matched funding which he is contributing to from his councillor fund as the scheme is now ready to implement by GCC & WCC. The council considered and agreed to a contribution of £1,750 towards the Mickleton Lane Weight limit scheme, payment to be made at the July meeting.
- c. **Footway Extension:** Cllr Alastair Adams reported on the progress with the council's request for a footway extension on Bretforton Road. The proposal is in hand with the County Council and will be carried out when funding is available.
- d. **Traffic Speed:** Having received a response letter from Sarah Gilmour, ITS Manager, WCC and an email from R. J. Haynes, Traffic Management Advisor for SRP on traffic speed enforcement on Station Road members considered the community speed watch group should be resurrected as several new volunteers have declared an interest in joining the group. Cllr Alastair Adams has taken up the matter to enable a local area group to be brought about. Members wish to invite SRP traffic managers to attend a future Parish Council meeting to enable suitable sites for speed enforcement cameras to be sited. Clerk to liaise with Cllr Alastair Adams and request the traffic managers to attend our meetings.

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

- a. Consideration of actions for any reported PROW problems or issues. None reported
- b. Complaint received regarding loose dogs on PROW 546C on Green Farm – referred to PPW who added extra way markers to help direct path users; matter resolved

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35. Lengthsman and Handyman:

- a. New jobs for the Lengthsman and Handyman;
 - i. Clear the gutter of soil for 300m on Shinehill Lane starting at Buckle Street - ongoing
 - ii. Check on verge damage on Bretforton Road and re-dig the grips – it was agreed to write to Vicarage Nurseries requesting they keep tractors off the verges as the grips are filled in when tractors drive over them
 - iii. Finish the footway side out on Station Road- ongoing
 - iv. Carry out strimming and weed spraying on the two Westbourne footpaths
 - v. Clear all developers and illegal commercial signage from all village verges
 - vi. Strim the footpath from Harvard Avenue to Badhams Field
 - vii. Strim the gates at the 30mph signs on Weston Road
 - viii. Regularly Spray all footways in the village with weed killer
- b. Confirmation received for the Lengthsman's public liability insurance for 2017-18
- c. Members expressed concerns over the time taken to complete some Lengthsman jobs and requested the Clerk to inform the Lengthsman of their concerns.
- d. VAS reports
 - i. Station Road facing bridge 12,251 (17 days)
 - ii. Station Road facing X roads 13,573 (15 days)

36. 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 E-on will move the new streetlight column in Stratford Road on 23rd June

37. Allotments

- a. The Clerk reported on receiving two allotment rent payments via the Chairman and also reported that ten plot vacancies remain.

38. Matters Raised by Members None

39. Meeting Dates:

- a. It was confirmed the next Ordinary Meeting of the Council is scheduled for the 11th July at the Village Hall at 7.15 pm – Cllrs. Graham Clelland and Andy Attridge tendered apologies for the meeting

40. **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

41. Staffing Matters

- a. Council considered and agreed to increasing the Clerk's SCP by one point

There being no further business the Chairman closed the meeting at 10.18 pm

Chairman _____

Date _____

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Appendix A

Payments Authorised			Gross	Net
Cheque Number	Payee	Details	Payment	Payment
1566	WDC	Rural Rate Relief Badhams	404.97	404.97
1567	P D Long	Streetlight Maintenance	60.00	50.00
1568	J Stedman	New Planter	109.99	91.66
DD	Water Plus	Water supply Rec Field	26.69	26.69
1569	John Hyde	Handyman Works	143.00	143.00
1570	Structural Design Services	Pavilion Work	1800.00	1500.00
1571	Limebridge RS	Grounds Maintenance	1359.60	1133.00
1572	Honeybourne Village Hall	Village Hall Hire fee	100.00	100.00
1573	J Stedman	Clerks Salary and Expenses	***	***
1574	John Hyde	Lengthsman	199.50	199.50

District Councillor & County Councillor Report - Honeybourne

Month: June 2017

Prepared by Alastair Adams

Honeybourne & Pebworth Ward, Wychavon District Council

Littletons Division, Worcestershire County Council

County Council Elections

Thank you for everyone that voted for me on 4th 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.

New Council Appointments

Since the County Council election, I have been asked to be Chairman of the County Council Overview & Scrutiny Panel which oversees all Highways works (called the Economy and Environment Panel).

Highways

1. **Emmas Lane, Mickleton and Mickleton Rd, Honeybourne - Weight restriction** Gloucestershire Highways are liaising with Worcestershire Highways to start the legal process; GCC are saying the cost to do the legals and erect the signs is £10,000, and the suggestion is Worcestershire pay 50% made up from £1750 from the Parish Council which I will match with £1750 from my Members Fund, and WCC Highways will contribute £1500. Parish Council to confirm.
In addition, the transport manager at SIMS is working with local residents to stop HGV's to and from SIMS using this road. A good communication process has been developed this month with photos of any offending HGV's being emailed to the SIMS.
2. **Subsidence of Road by Bovis Site, Station Rd, Honeybourne** – Highways are aware of this and it has been an ongoing issue for many years. The embankment belongs to Network Rail. Ideally, the embankment requires strengthening to prevent further settlement. However, this would involve Network Rail as the works would have to be carried out on their land. Network Rail who are also aware of it and are monitoring it
3. **Leaning lamp posts in Perrie Drive** –The WCC have written to Mr Khan to say the works have to be done by competent operatives in a safe manner as it is in a public space.
4. **Post Office Direction Signs**– agreed to be installed for the Premier Store/Post Office giving directions to where the post office off the main road
5. **Stratford Road** – to be re-surfaced during July from the junction with Station Rd

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6. **£6m pavement fund** – the WCC is finalising which pavements are the worst in the area to prioritise which works begin first. Therefore I have asked the Parish Council to email me a map showing the pavements in Honeybourne that desperately need repairs.
7. **Removing the grass and weeds on pavements** – one of the biggest causes of pavements to deteriorate is the weeds and grasses that grow especially on rural roads. Last year the WCC agreed all Parish Councils could use their lengthsman to apply weedkiller (if properly trained) to keep the pavements in good order for longer. All Parishes are reminded to apply weedkiller on a regular basis to all their pavements in their area using their lengthsman.

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 Also remember a photo of the Highways problem is as good as “a thousand words” so always take a photo where possible.

Litter Bin Stephenson Way, Honeybourne

WDC have confirmed they will be replacing this free of charge, but no date yet given for installation of new bin

Traffic Calming in Honeybourne

Just to put it in perspective, there has been a lot of traffic calming infrastructure installed in the last 2 years in Honeybourne.

1. **Southern entrance to village**: - 30mph speed limit was extended southwards to Weston Sub edge and dragon teeth warning road signs painted on the road. New central bollards fitted, and a solar powered flashing sign to remind drivers to slow down. All the verge saplings and bushes were cut away on the RHS verge to give clear view of the new village entrance signs and 30mph signs on both sides of the road.
2. **Western entrance to village from Bretforton** – 30mph speed limit extended towards Bretforton, and dragon teeth warning road signs painted on the road. Warning signs erected of Children playing.
3. **Northern entrance to village** - 30mph speed limit extended towards Bidford and traffic lights erected to give a one vehicle access over the railway bridge thus providing a natural traffic calming carriageway restriction where vehicles have to stop a lot of the time before driving through the village. **In addition to these infrastructure changes.** the local Police are at last re-inforcing the speed limits – Evesham North Rural with the 2 CSO's and the PC Jamie Lee have carried out speed checks and issue tickets around the area to re-inforce the speed limits, and will continue to do so. Also the Safer Road partnership have mobile speed cameras in the area every week and are issuing 12 tickets per hour at times.

Potential other initiatives tried elsewhere in the area that might help:-

1. **Make sure the grass verges are cut** at the entrances to the village so it again reinforces to Drivers that you are entering a village. Salford Priors is a good example of this.
2. Getting the local school involved with “**stop speeding**” posters designed by the pupils and then erected on the lamp-posts on the main roads into the village. Example – Cleeve Prior
3. **Community Speed Watch** where volunteers are trained in using the laser speed check guns. (as in the Archers!) Example – Mickleton. This was offered to the village about 12 months ago, but no volunteers were forthcoming.
4. **Flower troughs** in front of the main village entrance signs. These help re-inforced to drivers that they are entering a built up area. Examples Pebworth and North Littleton. As part of the Make-over weekend, Highways supplied wooden entrance flower troughs to Honeybourne to be installed at each entrance to the village. All that was needed was some volunteers to plant flowers and maintain these at each entrance. Unfortunately, the Parish Council decided not to install at the entrances as originally planned.
5. **Parking of cars on the main roads** – there have been many examples of how parked cars on roads slow down the traffic. Examples Willersey, South Littleton.

Divisional Fund

A request has been made by Matt Henson for a grant to help with a new under 11 football team in Honeybourne for equipment and hardship fund – further information requested.

Finally...Evesham getting a Make-over

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Work has started on Evesham's brand new Waitrose store on 25 May and it is hoped the store will open soon in March/April 2018. The new 28,145 sq ft store at Merstow Green in Evesham – on the old Evesham Fire Station site – is being constructed for WDC by Midas Retail Limited, with Waitrose as the tenant. This project follows in the footsteps of WDC building the Waitrose in Drotwich. The aim is twofold – to give the Council a better return on its investment than money in the bank, and helping to re-vitalise Evesham. Once open, the store is expected to create up to 150 jobs.

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