

Honeybourne Parish Council

Minutes of the Honeybourne Parish Council Ordinary Meeting held at 7.15 pm in the Village Hall on Tuesday 12th June 2018

Present: Colin Clear, Matt Henson, Graham Clelland, Steve Sidwell, Cathryn Steward, Heath Jobs, Graham Taylor and Andy Attridge.

In Attendance: J Stedman (Clerk), Cllr Alastair Adams and 1 member of the public

31. Apologies were accepted from: Cllrs. D Cowan & Sandra Walsh

32. In the absence of the Chairman, Cllr Steve Sidwell chaired the meeting

33. 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

34. Chairman to Move: The meeting be now adjourned for Open Forum – no issues raised

Ward Members Report:

Cllr Alastair Adams gave his report midway through the meeting which is appended to the minutes

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

36. 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 meetings.

37. Clerk's Report on Matters in Progress:

- a. Letter sent to the Fair Aces Estate management company and WDC over concerns raised regarding the estate play area safety and lack of suitable play equipment – a site meeting with the management company and council members is awaiting confirmation
- b. Confirmation received that the annual return was received by the external auditors on May 23rd
- c. Community Centre opening times agreed with the WDC planning officer to allow conditions to be imposed - noted
- d. The poor fence condition on the railway bridge reported to County Highways – no action to date
- e. Pavilion contractor has paid the agreed reimbursement for the worktop issue - noted
- f. Request for a quotation to supply 5 grit bins sent to Glasdon – quote considered at minute 44a
- g. Email sent to Cllr Alastair Adams requesting enforcement action to be taken on Weston Road. – no response to date
- h. The £1700 from WCC for Mickleton Lane HGV restrictions has not been received as promised - Cllr Alastair Adams suggested the Clerk makes the refund request directly to the County Highways officer, Keiron Hemstock

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38. Planning Applications:

- a. **18/00776/HP:** 7 Westbourne, Extension to the side and rear of the property; applicant Anthony Hickman. As the application was received with very short notice it was agreed members should inspect the plans online and carry out a site visit before making comments on the proposals, the council's comment to be made by the Clerk.

39. Planning Decisions Noted:

- a. **18/00342/Full:** Location: Land Off, Sycamore Drive, Honeybourne Proposal: The erection of 4 A1/A2/A3/B1 units and associated works **Granted** with 7 conditions
- b. **18/00717/FUL:** Proposed new village hall / Community Centre at Harvest Close – Fair Acres Estate - Honeybourne Location: Land Near Grange Farm Drive & Harvest Close, Weston Road **Granted** with 12 conditions

40. Neighbourhood Development Plan: NDP

- a. Members reported on the progress with the NDP presentation event arranged for July 7th & 8th where 3 or 4 sites for potential development will be presented for comment and fed back to the NDP group to progress the plan.

41. Finance:

- a. Council approved the schedule of payments as in appendix A of these minutes
- b. HMRC PAYE and NIC payments procedures. The Clerk outlined problems with payments to HMRC as the dates the payments are received are causing accounting anomalies which need to be resolved. Council agreed that the Clerk and Cllr Graham Taylor would instigate a new payment method to resolve the problem.

42. Sports & Recreation Field Development Project.

- a. Members reported on the project progress and confirmed some small issues with the water heaters are yet to be resolved, Cllr Matt Henson is in contact with the plumber and the issues will be resolved shortly.
- b. **The formal adoption** of the pavilion and the completion of the build contract was agreed to be acceptable by the council and it was noted that a three-month retention period is in place to cover any snags arising. The contract also has a 12-month guarantee period for any defects.
- c. **The landscaping** and turf laying at the pavilion was reported to be partly satisfactory as the grass seeded areas are not acceptable as no seed has germinated leaving two areas still devoid of any grass.
- d. The Council agreed not to pay the invoice for the pavilion landscaping works as the contract has not been completed as agreed.
- e. **Car park:** The Clerk reported the repairs to the Recreation Field car park surface are scheduled to start on Wednesday 13th June. Council agreed if the contractor failed to carry out the work this week the Clerk was instructed to seek an alternative contractor for the repair works.
- f. **First Aid Box:** Council agreed to the purchase of a suitable First Aid Box to be placed in the pavilion, Clerk to action the purchase.

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43. 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 and litter picking, and bin emptying carried out.
- c. The revised quotation from the amenity contractor for ongoing Recreation Field sward management – *due to holidays and time constraints this item is deferred to the next meeting*
- d. The Clerk reported the tennis net support cable damage has been successfully repaired by the Handyman and back in use, straps will be used to help tying the net together and storing it in its box.
- e. Members reported the new concrete path and table tennis base works is satisfactory and completed.
- f. Fees and hire charges for the use of the pavilion and other Recreation Field facilities were considered and it was agreed to refer the matter to a working group to consider all the options and report back to council. The group was agreed to consist of Cllrs. Steward, Henson, Sidwell, Taylor and Jobes; Clerk to arrange a meeting date and time for the group.
- g. Cllr Matt Henson reported on receiving the new marquee and its successful use at the football tournament. It will be stored in the loft space of the pavilion along with the instructions for its use
- h. Cllr Matt Henson reported on the new fridge supplied and installed in the kitchen area by Honeybourne Harriers Football club, the original fridge will be stored in the pavilion loft.
- i. Cllr Matt Henson reported the football tournament event held on Saturday 9th June was very successful with 120 children playing in the football teams and a large number of parents and followers attending the event, Members congratulated Matt for his efforts in arranging and organizing the event.
- j. Council agreed to the annual playground safety inspection from Wicksteed Playgrounds for both The Leys and Recreation Field. Clerk to action the inspection
- k. Council considered two quotations for the pavilion window roller blinds and declined to purchase the blinds due to the costs at this time, the matter to be considered again in the future
- l. Council agreed to a request from Honeybourne School to use the Recreation Field and pavilion for a sports day on Friday 6th July with the condition that no pitch or track marking is carried out without full consultation with the council, Cllr Matt Henson offered to carry out any track marking the school might require.
- m. The pavilion keys held by the Clerk were passed to Cllr Graham Taylor for safe keeping and to be available within the village.

44. Council and Community Matters:

- a. **Salt Bins:** Council considered a quotation from Glasdon for the supply of salt grit bins for the three new estates in the parish, it was agreed to order six green coloured grit bins at a cost of £135.00 each to be sited within the new estates. Cllr Matt Henson agreed to have the delivery made to his property, Clerk to action the order and delivery arrangements.
- b. **Planters:** The Clerk reported on the completion of replanting the village planters by the Handyman
- c. **Co-op Lights:** Concerns were raised over the lateness of the shop's exterior lights timed switch off, Cllr Matt Henson agreed to raise the matter with the shop manager.

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45. **GDPR:**

- a. Members reported on the CALC GDPR training event held at Worcester and considered it offered no information on GDPR and was not at all informative due to poor presentation and audibility.

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

- a. The Clerk's report that the completion of the land transfer from Taylor Wimpey to the Parish Council was now finalised and the land registry documents had been received, matter resolved.
- b. Cllr Cathryn Steward raised issues with the land transfer documentation as documents referred to in the transfer were incorrectly dated which will cause confusion in the future if the error is not corrected. Cathryn submitted a report on her findings and the council agreed the report should be sent to the council's conveyancer at WCC requesting the error is resolved by the land registry.
- c. The Clerk passed the Community Centre land lease document to Cllr Cathryn Steward for her professional scrutiny to ensure the lease is compliant with the land registry transfer document. Her report will be considered at the next meeting when the lease can be considered for approval and signed by the council.
- d. The Clerk reported on the Community Centre approved planning application and the 12 conditions attached to the approval. The operation times for the Community Centre were noted to be 08.00 to 23.00hrs
- e. Members noted the planning conditions report received from the Architect, Keith Chandler and circulated by email to members
- f. The Clerk reported on matters dealt with regarding the planning condition for an archaeological survey and the officers agreement to have a very minimal survey carried out to save delaying the project time scale. It was noted two survey pits had already been dug on the site, the survey report is awaited.

47. **Highways:**

- a. New highway matters to be reported.
 - i. Commercial advertising signage on a property frontage on Stratford Road and at the Gate Inn cross roads to be brought to the attention of the WDC planning enforcement officers, also check the planning needs for the advertising signs at the Village Hall.
 - ii. Mud deposited on Bretforton Road following the recent heavy rain to be reported to the PCSO
 - iii. Request to improve the 7.5-ton weight restriction signage at the Bretforton Road junction in Bretforton
 - iv. Request to County Highways to extend the footway on Bretforton Road (north side) as far as the main entrance to the Recreation Field

48. **Lengthsman and Handyman:**

- a. To consider any new jobs for the Lengthsman and Handyman.
 - v. Weed spraying on pavements and gutters throughout the village
 - vi. Extensive weed spraying in high Street under the new wall, the Gate Inn cross roads raised wall and the walkway from Stratford Road to Westbourne all in need of weed control and strimming
 - vii. New bench installation on Stratford Road to be completed.
 - viii. Request to clear the Bretforton Road Recreation Field pedestrian entrance and cut the hedge well back
 - ix. Request to the property owner of 1 School Street to cut the hedge on Bretforton Road side of their property to improve visibility

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- b. VAS report:
 - i. Bretforton Road 9870 in 16 Days Western Road 12949 in 14 Days
 - ii. As the VAS is regularly showing faults as the LED's regularly fail, it was agreed to investigate a new VAS, Clerk to obtain information on modern VAS devices for the next meeting.

49. Public Rights of Way (PROW):

- a. The Clerk reported no progress with the alignment of PROW 540 on the Fair Acre estate due to legal holdups

50. Cemetery & Churchyard

- a. **Alleged Damage:** Cllr Steve Sidwell has not carried out a site visit to inspect the alleged grave stone damage on Mrs Boulter's grave and he reported the meeting was not required as Mr Boulter will continue to maintain the grass around his family graves and confirmed he does not want the mowing contractor to mow near the graves. The council agreed the contractor would be instructed not to mow the Boulter grave sites.
- b. **Japanese Knotweed:** The Clerk reported that the PCC has been made aware of the knot weed problem, but no confirmation of their responsibility has been received

51. Street Lights:

- a. Lights reported to be in need of attention. – no new problems reported
- b. The Clerk reported Eon has repaired streetlight 20, 11 & 21 invoices are awaited
- c. Members signed the direct debit mandate of changing to SSE for the energy supply contract offered by Southern Electric, the Clerk confirmed the Npower contract would need to be terminated before the new contract can be implemented
- d. Council agreed to the adoption of the 6 streetlights on Stephenson Way all now upgraded to LED as requested and all 6 test certificates received by the Clerk

52. Matters Raised by Members –

- a. **Cllr Heath Jobs:** Wychavon Youth Bus. Heath proposed the bus availability is confirmed to ensure its available in the school holidays and then advertise it on social media and the Village News to gain local interest to request it to visit the new Community Centre car park on Weston Road.

53. Meeting Dates:

- a. It was confirmed the next Ordinary Council Meeting is scheduled for the 10th July at the Village Hall at 7.15 pm,
Cllr Cathryn Steward offered apologies for the meeting

There being no further business the Chairman closed the meeting at 9.55

Chairman _____

Date _____

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Payments Authorised			Gross	Net
Cheque Number	Payee	Details	Payment	Payment
1697	Crocodile Trading	Marquee for Rec Field Etc	877.98	731.65
1698	MRW Skip Hire	Skip Hire Rec Field	192.00	160.00
1699	Hartwell & Co (Timber) Ltd	Bench for Stratford Rd	380.40	317.00
1700	Honeybourne Harriers FC	Benches/Door Locks	469.85	469.85
1701	Jason Richardson	Recreation Field concreting	1772.56	1772.56
1702	WDC	Dog and litter bin maintenance	89.10	74.25
1703	Heath Jobses	NDP event catering	0.00	0.00
1704	Limebridge RS	Amenity mowing contract	1290.00	1075.00
1705	John Hyde	Lengthsman Works	161.95	161.95
1705	John Hyde	Handyman Works	37.50	37.50
1706	J Stedman	Clerks salary & Expenses	***	***
1707	J Stedman	Concrete for Rec Field Card pay	383.98	319.98
1708	Zip Haze Web Hosting	NDP website hosting	15.00	15.00

District Councillor & County Councillor Report - Honeybourne

Month: June 2018

Prepared by Alastair Adams

Honeybourne & Pebworth Ward, Wychavon District Council

Littletons Division, Worcestershire County Council

Highways:

There have been lots of road re-surfacing and surface dressing around the area in the last month as part of Worcestershire County Council's road and pavement improvements programme. Although this is the good news, it does mean there are more temporary traffic lights or diversions at this time of the year but although this brings short term pain, it does mean improvements to our roads & pavements in the longer term. Here is the latest news affecting your area:-

1. **Station Road Honeybourne** - roadworks resurfaced and white lines painted including the ones designed to help the pedestrian crossing - Done. There is still some new signage to be erected to warn drivers of children crossing.
2. **White lines at the junction Pebworth Rd/Blakes Hill/Buckle Street** – for safety reasons to highlight this junction, white side lines painted along Buckle Street - Done
3. **A46 Evesham Bypass Closed overnight in both directions by Highways England**
To improve the road markings and signs and replacing the anti-skid surfacing on the roundabout approaches, and install a new pedestrian crossing point to make it safer for all users when crossing this busy road. - Done
4. **B4085 Birmingham Road, Badsey** -for re-surfaced – Done
5. **Re-surfaced Bretforton Rd, Badsey – Done**
6. **Closure of Offenham Rd to install a new storm drain** – now done, and road open.

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7. **Honeybourne Road Closure C2049 Stratford Road, Honeybourne** - Network Rail are carrying out bridgeworks to bridge parapet - all done
8. **M5 Junction 6 improvements will start in May and last up until Spring 2019** – please be aware of various overnight closures at this junction. This work is being carried out by Highways England, and visit their website for more info - www.highwaysengland.co.uk
9. **No ditch down on eastern side Buckle Street just before the junction with Shinehill Lane** – This has been passed to Highway engineers to look at possible solutions, and progress has been made with the landowner to divert the water off the road
10. **Public footpath - PROW 540c China Corner – to Grange Farm Taylor Wimpy site.** Countryside Services have offered to meet with Taylor Wimpy to agree the position and re-surfacing of this path but Taylor Wimpy has postponed a meeting until dispute over boundaries are resolved.
11. **Weight limit on Mickleton Rd** - It was agreed that Worcestershire Highways could put signage at the entrance to Mickleton Rd in Gloucestershire advising that HGV's should not use this road. These are the signs of a lorry with red strike through and these will be put up at either end of the road by the end of July.
12. **Weed killing –A reminder to all local parish councils to use their lengthsman to kill weeds on pavements and kerbs as Spring is here and weeds are growing fast!.**

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.

Improved Cycle ways joining Evesham to Honeybourne, and Honeybourne to North Littleton–

attached is a copy of the draft scheme to upgrade the bridleway between Pear Tree Corner, Badsey and Allen's Barn Bretforton to improve it for cyclists and thus join up the cycle way from Evesham to Honeybourne.

The National Cycle Network (NCN's) are national routes provided by local authorities in discussions with Sustrans.

The NCN41 and NCN442 link Pershore to Hinton on the Green and from Honeybourne to Pebworth or Chipping Campden as can be seen by the attached map. With each route there is a missing part from Evesham to Honeybourne. This project aims to join the two ends by utilising country roads and existing PROW. This section will link Badsey to Honeybourne by travelling along Willersey Lane then branching off to Pear Tree Lane and using the bridleway BD-510 and BV-522 to Stoneford Lane and on to Honeybourne.

There is also another programme to join up Honeybourne with North Littleton – see attached signage.

Worcestershire has been successful in its bid for Government funding to test and explore 5G mobile phone connectivity.

5G is the next generation of mobile technology, so this hopefully will give Worcestershire better and faster mobile phone connectivity. The Worcestershire 5G Consortium, which includes the County Council and the Local Enterprise Partnership, are part of the country's most comprehensive industrial 5G Testbed trial.

Countryside Access; Pebworth Volunteers – Good progress is being made to improve the PROW's around Pebworth using the local residents. Recently broken bridges and stiles have been replaced by residents with the materials supplied by the WCC. If your parish is interested, then contact me.

Smart Water Offer The Police & Crime Commissioner, John Campion, has offered to help every village fight burglary by supplying smart water at 25% discount and supplying the signage to be erected around the

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village warning potential thieves “Thieves beware - we don’t buy crime – Smart water in this area”. Details sent to every Parish Council for their decision to participate in the scheme or not.

Children's Social Care Services – a new company owned by the WCC has been set up to supply the children’s social care services following the Ofsted report last year. The aim is to improve the services offered, and help more children.

Superfast Broadband to Ullington & Buckle Street - There have been more delays so Ullington residents have not been able to sign up for Superfast Broadband yet although all the fibre network has been installed. Hopefully BT/Openreach will confirm it is commissioned and open for business and start accepting orders very soon.

The new Worcestershire Parkway station is well under way and you can see the excellent progress from the B4084 main road from Pershore to Worcester – new roundabout, the car park and the bridge all nearly completed. The new railway station linking Worcester to Paddington line to the Birmingham to Bristol line will open in early 2019, meaning many more destinations from Honeybourne.

Planning

1. **Planning Application 17/02263/FUL Land At Perrie Drive, Honeybourne for 9 new dwellings** – Good news, Wychavon District Council refused this application. A success for the residents of Perrie Drive who fought it as it would remove the area of green space in front of their houses that has been used by residents (young & old) for many many years. Well done everyone that wrote in to object.

Divisional Fund

Grant requests received this month include:

1. Vale Landscape Heritage Trust – grant requested to help fence Littleton Meadows & Rough Hill next to the B4510

If you run a local Community organisation and need a grant for some vital equipment or service, then please feel free to apply for one from the Divisional Fund by contacting me at adams.pebworth@gmail.com

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