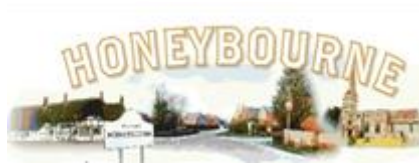


HONEYBOURNE PARISH COUNCIL



Summons and Notice of Meeting

**Members are summoned to the Parish Council meeting to be held on
Tuesday 8th March 2022 at 7.15pm at Honeybourne Village Hall, Harvest Close,
Honeybourne WR11 7RH**

Parish Councillors are hereby summoned to attend.

The meeting is open to the press and members of the public who are welcome to attend all or part of the meeting but may only speak during the allocated time as listed under agenda item 22/099 below. The public may ask questions or raise concerns regarding matters on this agenda or for future consideration. There is no expectation on the council to respond to any comments made at this time.

AGENDA

22/096 Apologies

To receive apologies from absent members and record the reason for absence.

22/097 Declarations of Interest: Councillors are reminded that to ensure transparency and retain public confidence in the council's decisions they are required to -

- a) Keep their Register of Interests form up to date;
- b) Declare any Disclosable Pecuniary Interests (DPI) and any Other Disclosable Interests (ODI) in agenda items and the nature of those interests.

22/098 To consider any dispensations

Written requests for the council to grant a dispensation to a councillor (as per Localism Act 2011, s33) must be with the Clerk before the meeting starts.

22/99 Open Session – Participation to hear from:

- a) Members of the public.
- b) Supporting organisations, e.g., South Worcestershire Policing Team etc.
- c) Worcestershire County Councillor – A Adams (Littletons division)
- d) Wychavon District Councillor T Havemann-Mart (Honeybourne and Pebworth Ward)
- e) Working groups update.
 - I. PROW & Ditch Clearing
 - II. Traffic Management & Speeding- potential date for Speedwatch Training.
7th March 8am-12noon. Participants to bring ID.
 - III. Christmas Celebration 2022
 - IV. Queen's Platinum Jubilee Celebrations.
 - V. MUGA/Honeybourne Sports Field
 - VI. Streetlighting

22/100 Update on Football foundation grant. Supporting documents to follow.

22/101 Adoption of minutes

To approve adoption of the minutes of the Parish Council Meeting 8th February 2022 previously circulated. Attached as a supporting document. (Pages 6 – 13)

22/102 Chairman's Report - A verbal report may be given during this agenda item.

22/103 Parish Clerk's Report

To be advised of any decisions taken under delegated powers, receive updates to ongoing matters and list any relevant office communications since the last council meeting

a) Replacement of luminaire-School Street-Column 27	GS Adams replaced luminaire following a complaint from a resident.
b) VAS sign	Awaiting delivery of signs which is expected early March. An invoice for grant has been submitted.
c) Expression of Interest for WDC Legacy Grant	This has been submitted to WDC. A response is expected within weeks.
d) The Leys Playing Field.	Rubbish bins – WDC officer awaiting delivery of the bins. No response has been received from C Farmer to my enquiry regarding the donation of a bench. Neither has a response been received from him regarding remedial work to the path.
e) Annual Internal Audit	The audit took place on 28 th February at the Village Hall.
f) Parish Council Bank account	Access has finally been given by to Clerk by Lloyds for online banking.
g) Fly tipping	Rubbish dumped at Beaufort End was reported to WDC and has now been removed.

22/104 Correspondence, Circulation Received

a) County Councillor A Adams Parish Lengthsman Scheme 2022/23	It was agreed at WCC on 17 th February 2022 that the budget for the Parish Lengthsman Scheme would be increased by £75,000.
b) Resident's email – Zebra crossing	“The recently installed crossing on Weston Rd does not appear to have adequate lighting so it maybe difficult to see people at night. I have noticed the newly installed crossing on Leamington Rd in Broadway has a light directly above each orange beacon which illuminate the whole crossing and so people can cross safely” This has now been forwarded to Highways for action.
c) Honeybourne Potteries email	Road Safety & Parking Issues on Honeybourne High Street Refer to supporting document. (Pages 14- 15)
d) WDC- Community & Engagement Officer. Community-based transport event	Taking place at the Civic Centre on 27 April 2022 from 6-8pm. The purpose of the event is to provide inspiration and ideas to communities in Wychavon who are looking to develop community-based transport schemes and access our Ticket to Ride funding.

	For further details contact : Tracy Perkins Tracy.Perkins@wychavon.gov.uk
e) Village Newsletter Treasurer	Email thanking PC for the grant supporting the Village Newsletter production.
f) Flood Risk Manager - WCC	Recovery support grants - the County Council is also rolling out a rapid recovery clear-up grant fund for residents and businesses and we're planning to distribute a leaflet about it to impacted addresses along the River Severn. (Previously circulated by email)
g) WDC – Invitation	Invitation by the Chairman of WDC Cllr Robert Rapheal. Civic service on Sunday 20 th March at 3pm. Venue: All Saints Church Parish Church, Evesham. Thanksgiving service to Covid- 19 heroes. Light refreshments will be served after the service. RSVP by 10 th March 2022. (Previously circulated by email)

22/105 Finance

- a) To approve bills for payment for March 2022. Schedule to follow.
- b) To approve Bank Reconciliations February 2022. Rec. to follow.
- c) To note a price increase from 31st March on PC mobile of £2.31 a month.
- d) To approve and sign Wellers Hedleys Terms of Business for lease/ licence to HHFC.
Documents circulated under separate cover.
- e) To approve quote for tree works at cemetery.
Specification:
 - T1 Multi stemmed Ash- Remove low lateral stem growing towards overhead cables and reduce remaining canopy by 2- 2.5 metres
 - T2 Twin stemmed Willow – Remove heavily leaning stem and Pollard remaining stem at 3 metres
 - T3 & T4 2 semi mature Ash growing in close proximity- Crown lift to 3.5 metres
 - T5. Mature Ash that has suffered excessive limb removal on the garden side, tree has been left unbalanced and at greater risk of collapse- Pollard at 5 metres and sever dense Ivy infestation at base
 - T6 Dead Silver Birch situated above bench close to the entrance- Tree is dead and already starting to shed material from branch end. Dismantle and remove.

Contractor A	£850.00
Contractor B	£800.00
Contractor C	£1750.00

- f) To approve HPC Financial Regulations. Document circulated under separate cover.
- g) To approve HPC Risk Management Policy. To approve Risk Management Assessment.
Document circulated under separate cover.
- h) To approve HPC Reserve Policy. Policy to follow.
- i) Queens jubilee celebrations - role of working group & Parish Council & governance. See supporting document. (Page 16)
- j) Queen's Jubilee Celebration - Jubilee Lucky Lottery. Request from working group to stage a lucky lottery. See supporting document. See supporting document. (Page 16)
- k) Queen's Jubilee Celebration – Quotation received per table below. Also refer to supporting documents supplied by Cllr Mathias to the Clerk. (Pages 17- 27)
Council to approve subject to Section 10 of HPC Financial regulations.

UPVC Banners (ZimPrint)	£90.00	One quote received
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Bouncy castle	£350.00	Email request from working group
Toilet hire (BW Hire Ltd)	£480.00	Invoice (no quote received)
LED Screen (Purple Wave AV)	£2500.00 £1000.00 deposit	Quote received
LED Screen (Urban food fest)	£4995.00 plus £3000.00 damage deposit	Quote received
Bar Structure (Urban Food Fest)	£995.00 + +	Email quote
Bar serving drink (Urban Food Fest)	£1500.00 per day deposit	Email quote

22/106 Environment & Community Wellbeing

- a) Queen's Platinum Jubilee – Working Group request PC to consider a beacon lighting ceremony on the Leys consisting of a bonfire. No date or time or time given and Council should consider the impact of possible smoke pollution to nearby properties.
- b) Road safety and Parking Issues on Honeybourne High Street. Also to consider additional double yellow lines in Brick Walk as advised by Cllr Adams and Highway's Officer. Refer to supporting document. (Pages 14 & 15 including plan)
- c) To approve artwork for new signage for Leys Play area. Refer to supporting document. (Page 28)
- d) Update from County Cllr Adams regarding drainage enforcement – re land of Stratford Road, Honeybourne.
- e) Zebra Crossing on Station Road. The PC has been advised that it is difficult for motorists to be aware of the Zebra Crossing as there is a visibility issue. PC to seek assistance from County Cllr Adams to raise the issue with WCC Highways.
- f) Muddy area at entrance to Leys Play area advised by a Councillor. Handyman has offered to resolve the issue by laying a membrane and a layer of gravel.
- g) To consider deep aeration of the Honeybourne Playing Field.

Contractor A	Using Verti-drain machine fitted with solid tines (recommended early spring	£900.00
Contractor	Using Shockwave linear de-compactor: (recommended Late Summer/Autumn)	£900.00
Contractor B	Using Verti-drain machine fitted with solid tines	£1050.00
Contractor B	Using Shockwave linear de-compactor	£1050.00

- h) Local Government Boundary Commission for England. PC to consider and comment on the impact of the proposed boundary review on Honeybourne Parish. Consultation ends on 21st March 22. See supporting document. (Page 29)
- i) To approve Memorial Approval form and Grave Digger instruction form. See supporting documents. (Pages 30 – 32)
- j) To consider date and location for the planting of trees given by the Woodland Trust.

22/106 Planning

- a) Members to respond to planning application.

WDC ref	Site Address	Proposal
W/22/00288/HP	2 Westbourne, Honeybourne, Evesham	Single storey rear extension
W/22/00238/FUL	Land at (Os 1092 4420) Bretforton Road, Honeybourne	Erection of a general purpose agricultural building
W/22/00273/HP	Ranch Farm Cottage. Station Road, Honeybourne	Two storey rear extension.
W/22/00352/HP	Weavers Cottage, 2 High Street,	Removal of existing conservatory and erection of single

	Honeybourne, Evesham	storey rear extension forming kitchen
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b) Members to note planning decisions

WDC ref	Site Address	Proposal
W/22/00127/HP	2 Grange Farm Drive	Single storey rear extension
Decision : Approved		

22/107 Members to raise items for consideration at the next meeting.

22/108 Confidential Matter

To resolve to exclude the press and public from the remainder of the meeting on the grounds that publicity would be prejudicial to the public interest by way of the confidential nature of the business to be transacted.

i) Council matters.

22/109 Date of Next Meeting

Next Parish Council Meeting, 12th April 2022, 7.15pm at Honeybourne Village Hall

Linda Stanton

Parish Clerk

3/03/2022

***Supporting documents can be viewed on the Parish Council website**

Council Members: T Askew (Chairman), M Henson (Vice-Chairman), A Attridge, C Clear, G Clelland, C Evans, C Gear, H Jobes, A Mathias, C Steward and Z Thorpe.

HONEYBOURNE PARISH COUNCIL

Minutes of the Parish Council meeting held at Honeybourne Village Hall, Harvest Close,
Honeybourne WR11 7RH
on Tuesday 8th February 2022 at 7.15pm

Members present: Cllrs T Askew (Chairman), Vice- Chair M Henson, A Attridege, G Clelland, C Evans, C Gear, H Jobes, A Mathias, C Steward and Z Thorpe. Cllr C Clear arrived at 19:25

In attendance: Parish Clerk Linda Stanton
10 Members of the Public

22/082 Apologies – There were none.

22/083 Declarations of Interest: Councillors were reminded that to ensure transparency and retain public confidence in the council's decisions they are required to -

- a) Keep their Register of Interests form up to date;
- b) Declare any Disclosable Pecuniary Interests (DPI) and any Other Disclosable Interests (ODI) in agenda items and the nature of those interests.

Cllr	Minute	Interest	Reason
G Clelland	Item 22/091 (g) Shockwave decompaction for recreation field offered by PC grounds maintenance contractor.	ODI	Grounds maintenance contractor is a personal friend.
	Item 22/090 (a) Bill payment to Village Hall	ODI	Trustee to Village Hall
C Gear	Item 22/077 (a) bill payment	DPI	Employee to Honeybourne Village Hall
Z Thorpe	Item 22/092(a) Planning – W/22/00127/HP	DPI	Planning application for own residence.
C Steward	Item 22/091 (h) Field Adjacent to Fair Acres	-	Resident on Fair Acres Estate
Cllr M Henson	Item 22/090 (c) Appointment of Weller Law Group to draw up lease/licence for HHFC	DPI	Secretary of HHFC

22/084 To consider any dispensations

Clerk informed Council that there are 2 dispensations to consider.

- I. Cllr M Henson has requested for a dispensation for Jubilee matters and The Gate Inn Public House. He will be the new owner of The Gate Inn Public House on 31st May 2022. The Gate Inn has been asked to participate in running a bar at the Queen's Platinum Jubilee event in June 2022 and potential profits from sales will be generated. He is also currently on the working group for the Jubilee and considers a dispensation should be sought while working towards this event from February to July 2022. See Appendix 1 page: 160

Resolved:

- I. That dispensation be granted to remain as member of the working group.
- II. That dispensation be granted for Cllr Henson to run the bar at the Queen Platinum Jubilee Event.
- III. Dispensation from February to July 2022.

- II. Cllr A Mathias who is the owner of the Thatched Tavern has requested that dispensation be granted to her to remain as Chair of the Jubilee working Group and also to run a bar at the Queen's Platinum Jubilee. Appendix 2 page: 161

Resolved:

- I. That dispensation be granted to remain as Chair of the working group.

- | | |
|------|---|
| II. | That dispensation be granted for Cllr A Mathais to run the bar at the Queen Platinum Jubilee Event. |
| III. | Dispensation from February to July 2022. |

- III. Clerk informed Council that she has found Cllr M Henson's dispensation request to participate in discussion and voting on the Sports Field and Pavilion. The dispensation was submitted in Oct 2020. However, Cllr Henson stated in his dispensation that he does not wish the dispensation to cover Honeybourne Harriers affairs. The Clerk has sought advice from WORC CALC and to protect reputations it would be best that Cllr Henson declare an interest and leaves the room when HHFC matters are discussed.

22/085 Open Session Participation to hear from:

- a) Members of the Public
- I. A member of public reported that 5 cars were written off on the High Street at the end of January. This was due to speeding traffic and he would like to see more done to prevent this from happening.
 - II. A member of public would like to know how much money the Council is spending to maintain the recreation field. He reminded Council a few months ago that a Council member indicated that the field was not fit for purpose. He would like to see more maintenance done to the field. A working group has been set up for the recreation field.
 - III. A member of the public reported that people had been taking photographs of his buildings whilst walking on his land. He added that they had not & do not intend to carry out any work that will affect the route of the public right of way.
 - IV. A member of the Queen's Jubilee Working Party requested for Council to consider increasing the budget (set at £4000.00) to cover a shortfall of £5500.00.
- b) Supporting organisations,
South Worcestershire Policing Team. None present. Apologies received.
- c) Worcestershire County Councillor – A. Adams (Littletons division)
Cllr Adams supplied a report and apologised for not attending the meeting as he has a prior engagement. Report is attached, see Appendix 3 pages: 162 -165
- d) Wychavon District Cllr T Havemann-Mart (Honeybourne and Pebworth Ward). On his arrival at 19:35, the Chairman welcomed Cllr Havemann-Mart and asked if he wished to address the Parish Council. Cllr Havemann - Mart reported the following:
- I. **Council Tax Rebate**
 - II. **Levelling Up White Paper**
 - III. **Rough Sleepers update**
 - IV. **Rural Matters Advisory Panel update**
 - V. **Relaunch of Parish Matters news bulletin**
 - VI. **Planning Updates- South Worcestershire Development Plan review**
 - VII. **Appointment of new Health Service Chair for Herefordshire and Worcestershire**
- Full report attached, see Appendix 4 pages: 166-167

22/091 (k) Motion to move agenda item 22/091 (k) as it is considered the item relates to discussion of those members present during the open session.

Resolved: That as per Standing Order 10 a) iv. To change the order of business on the agenda item 22/091 (k) be discussed at this point in the meeting.

Please refer to page: 158 (22/091 – k) of the minutes
District Cllr T Havenmann-Mart left at 20:05

- e) Working Groups updates

- I. PROW & Ditch Clearing- The group managed to clear the ditch from the Gate car park- Weston Road to the brook. 2 members of the group pulled a large amount of debris, including a large concrete post, from the brook. Cllr Askew reported that he has been out with the Highway Officer. Subsequently Worcestershire County Council spent several days clearing out the pipes and surveying the drainage at the junction of High Street and Station Road. Cllr Askew will contact County on their next course of action. A new member has joined the group. The group will be meeting on 27th February to clear the ditch behind The Gate Inn towards the large house.
- II. Traffic Management & Speeding- A grant of £4399.88 was awarded to the PC through the application of the Commissioner's Community Fund - Safer Roads. The 2 signs will cover the 3 locations identified by the working group. Permit and location report attached. Appendix 5 pages: 168- 176
- III. Christmas Celebration 2022- The working group will be joined by Cllrs Askew, Thorpe, Mrs Sylvia Matthews & Mr Doug Rushton.
- IV. Queen's Platinum Jubilee Celebrations- The Chair of the Working Group presented their costing for the event to justify a request for full funding of the event by the PC. The working group want the PC to provide similar funding to that being given by nearby Parish Councils. The Chair of the PC reminded the working group that at the recent meeting to approve the 2022/2023 budget the amount of £4000 for the event was unanimously approved. An amount of £1184.50 from the Christmas event has also been approved for funding of the event. The Chair had previously asked the Clerk to check what neighbouring Parishes Councils were spending on the event. The answers confirmed a maximum of £1000 but more generally no more than £500. A query was raised as to why the £15,000 returned by the village hall could not be used. The Clerk explained that the £15,000 had been put into the street lighting budget to replace monies that had been used to cover a shortfall for the fencing at the Leys Play area and other costs. This action was resolved under minute number 21/049 at the November PC meeting. The Clerk also explained why there are no monies available now to use for deposits to suppliers of services for the event. Any monies spent on the event in the current financial year would show as an overspend because there is no budget for events. The only way that deposits could be covered is by issuing purchase orders with the proviso that payment will only be made after 1st April 2022. It was suggested by a Councillor that sponsorship could be sought from local businesses to help fund the event. Appendix 6 pages: 177-178

Resolved :

- I. The working group to provide firm quotations to the Parish Clerk for any purchase orders for services.
- II. That the working group to seek sponsorship from local businesses to assist with funding for the event.

22/086 Adoption of minutes

To approve adoption of the minutes of the Parish Council Meeting held 11/01/2022.

Resolved: That the minutes of the Parish Council held on 11/01/22 be approved as an accurate record and signed by the Chairman.

22/087 Chairman's Report – The Chairman reported on the following items:

- a) Mrs Viv Hall has informed that she will not be the organiser for Honeybourne Parish Games. Mr Dave Brocks will be taking over. The Parish Council will support the Parish Games by promoting it on the PC website and noticeboards.
- b) Cllr Askew met with the Highways Officer to discuss the location of the bench on Stratford Road. The highways officer is still trying to establish the ownership of the land. In the meantime Cllr Askew has forwarded some pictures of alternative locations where the bench could be installed. Will update Council in due course. The bench will be installed by Highways when the permit is issued.

22/088 Clerk's Report

a) Replacement of luminaire- Stratford Road- Column 7	GS Adams replaced luminaire and photocell following a complaint from resident.
b) Locked defibrillator cabinet	Obtained code to unlock cabinet, registered and commissioned defibrillator. New owner of Spa shop is trying to contact the previous owner to check who is responsible for maintaining the defibrillator. Since this report the Clerk informed Council that the new owner of the SPA shop is willing to maintain the defibrillator if a code can be obtained to open the cabinet.
c) The Leys Playing Field Appendix 7 page : 179	All works on the fencing and play equipment is now complete. A handover meeting took place on 24 th January. Cllrs T Askew, C Gear, H Jobes and Clerk attended the meeting. All equipment was satisfactory. See attached total expenditure.
d) Speed Awareness in Honeybourne	The Safer Neighbourhood Officer has agreed to include Bretforton Road and Weston Road to be added on their list for speed check/enforcement.
e) Precept Demand	HPC precept demand has been submitted to Wychavon
f) Purchase of Cricket Mat using s106 monies	Notification has been received from Wychavon officer that Formal Sport, s106 cannot be used to purchase the cricket mat but can only be used for things like fixed play equipment. The cricket mat has now been ordered by the PC and will be delivered in May. Resolved : That the report be noted.

22/076 Correspondence & Circulations Received

a) Honeybourne Village Hall- Installation of Defibrillator. Appendix 8- page: 180	The Village Hall will be sourcing a defibrillator to be placed outside the hall. The village hall will take responsibility for the defibrillator. Resolved: That the report be noted.
b) Local Government Boundary Commission for England. Appendix 9 – pages: 181- 183	New boundaries are being proposed for council wards in Wychavon District Council. The Local Government Boundary Commission wants to hear what residents and local organisations think about the proposal. A 10 week consultation on the proposal will run until 21 st March 2022. Resolved: That the report be noted.
c) Evesham Safer Neighbourhood Team Appendix 10 – page: 184	I. Following complaints from local residents in Honeybourne on Station Road regarding motorists not stopping at the zebra Crossing, the Safer Neighbourhood Team have carried out a foot patrol in the area to deter such actions. II. Speed Enforcement Day 20 th January 2022 Resolved: That the report be noted.
d) County Cllr A Adams LD/22/00004- Land Off Stratford Road, Honeybourne. Appendix 11 – page: 185	WDC have posted a land drainage enforcement on 18 th January to the landowner to restore the proper flow in the ditch. The landowner has 28 days to complete the works. Resolved: That the report be noted.
e) PROW & Ditch Clearing Working Group Appendix 12- page: 186	For full detail refer to report. Resolved: That the report be noted.

f) Resident email concern of speeding in the village. Appendix 13- page: 187	More needs to be done to slow vehicles down. The current measures for slowing vehicles down are woefully inadequate. The Weston Road and Bretforton Road signs are ignored. Resolved: That the report be noted.
Circulations	
g) Limebridge- Jubilee Trees. Appendix 14- page: 187	Planting option & list of trees. Resolved: That the report be noted.
h) South Worcestershire Development Plan Review. Appendix 15 page:188	Newsletter January 2022. Resolved: That the report be noted.

22/090 Finance

a) To approve bills for payment for February 2022.

Invoice no	Cheque no	Description	Supplier	Net £	VAT £	Gross £
974629549	Direct Debit	Pavilion Power	British Gas	50.55	2.52	53.07
M012 NS	BACS	Pavilion broadband for CCTV	British Telecom	32.95	6.59	39.54
1032	BACS	Tools for PROW	Waterscape	512.44	-	512.44
-	002128	Donation for M Powell	Stratford upon Avon Stroke support group	50.00	-	50.00
238335	002129	Installation of fencing for Leys play area	Kompan Ltd	11,982.16	-	14,378.59
	002130	cancelled	-	-	-	-
INV- 2202	002131	Renewal subscription for accounts software	Starboard Systems Ltd	468.00	93.80	561.60
-	002132	Cancelled	-	-	-	-
-	002133	Handyman work for Ley & Pavilion	J Hyde	146.20	-	146.20
7995	002134	IT Support & website hosting	Security4 Systems	69.99	14.00	83.99
2022/CG188	002135	Office hire for 4 weeks and Council meeting hall hire 11 th January 2022	Honeybourne Village Hall	96.00	-	96.00
6280293762	002136	Stationery	Lyreco Uk Ltd	48.81	9.76	58.57
-	002137	Honeybourne Village News	Grant application	996.00	-	996.00
-	002137	Mileage claims for Council business Oct 2 – 23 Nov2021	L Stanton	76.50	-	76.50
SIN92926	002139	Material to repair basketball net	Fairview Trading Co. Ltd	25.65	5.13	30.78
124131	002140	Replacement Column 37- Stephenson Way	E.On Energy Solutions Ltd			1451.33
Resolved: That the February bills as listed in the schedule be approved						

- b) To approve bank reconciliations for January 2022.

RESOLVED: That the bank reconciliations are approved. See, Appendix 16– page 189

- c) To approve appointment of Wellers Law Group to draw up a lease/licence for HHFC. Estimate cost of £850.00. Also to approve for Clerk and one Councillor to liaise with the solicitor and the working group.

Having declared an interest at minute reference 22/083 Cllr M Henson left the room at 20:20 to enable debate and resolution to take place.

Resolved: To appoint Wellers Law Group to draw up a lease/licence for HHFC. To approve for Clerk and Cllr C Steward to liaise with the solicitor and the working group.

Cllr M Henson was re-admitted to the meeting at 20:25.

- d) To approve transfer of £3000.00 from the Leys Play Area equipment budget to the Pavilion equipment budget for the purchase of a cricket mat (2022/2023).

Resolved: That £3000.00 from the Leys Play Area equipment budget to be transferred to the Pavilion budget for the purchase of a cricket mat (2022/2023)

22/091 Environment & Community Wellbeing

- a) To consider request from Haven 4 Wildlife to allow nature walks, journaling and activities like forest school for children on PC Land.

Resolved: To allow Haven 4 Wildlife to conduct nature walks, journaling and activities like forest school for children on PC land.

- b) To discuss resident's concerns regarding business signage on Station Road.

The resident found the signage can be distracting to the motorists. District Cllr T Havemann-Mart will speak to WDC planning to check that signs are within the specification.

- c) To consider wording for new signage at the Leys Play area.

Resolved : Clerk to check with WDC park officer on wording used on notices in their parks and to order the signs.

- d) To consider changing day of PC meeting to Wednesday which would enable PC to meet in the main hall.

The Chair informed Council that a member of the public raised concerns that the room used for the Council meeting is too small to allow social distancing. As the government is ending covid-19 restrictions members were of the opinion that we have to learn to live with Covid-19. Members do not wish to change the meeting date to Wednesday.

Resolved: The Parish Council will continue to hold their meeting on a Tuesday.

- e) To approve dates of PC Meetings 2022/2023. See Appendix 17 page: 190

Resolved: To approve dates of PC Meetings, Annual Parish and Annual Parish Council meeting dates. To hold the August meeting in abeyance pending a decision on the requirement.

- f) Formal Sports s106 monies W/18/02377/FUL can be for pitch enhancement such as drainage and sand dressing. WDC have identified the recreation ground is in need of improvement and is poor quality. PC to allow MUGA/Honeybourne Sports Field Working Group to discuss improvement to the field and report back to PC with their recommendation.

Resolved: To allow MUGA/Honeybourne Sports Field Working Group to discuss improvement to the field and make their recommendation to PC for approval.

- g) To consider Shockwave decompaction for the recreation field as offered by the PC's grounds maintenance contractor at a cost of £1,050.00. Other quotation should be obtained. Deferred until further quotations have been obtained. See Appendix 18 page: 191
- h) Field adjacent to Fair Acres and public footpath- Residents of Fair Acres have raised concerns of possibility of someone taking up residence on an adjacent field without planning permission. Public footpath 542c has been blocked and the signpost has been removed on 544c. WDC Planning Enforcement and the footpath officer have been notified.
- i) To approve DTH contractor for burial and church yard services. For ICCM compliance the PC should have an appointed grave digger and not use adhoc contractors. See Appendix 19 pages: 192-193.

Resolved: To appoint DTH Burial and Church Yard services as PC grave digger.

- j) Great British Spring Clean 2022- To consider getting involved in the campaign run by The Keep Britain Tidy Charity. See Appendix 20 page:194

Resolved : The Parish Council will participate in the campaign.

- k) Wychavon Community Legacy Grant. The Community Legacy Grant scheme is a £3 million fund for innovative, ambitious, viable capital projects that meet local needs and that will create a significant community legacy. The scheme can also provide start-up funding for smaller, innovative schemes that address local needs. WDC awarded a total of £1.7 million in the first two rounds, so there is over £1 million still available. District Cllr T Havemann-Mart informed Council that decision on the grant applications is considered by the Councillors and not the officers. He will assist the PC on the grant application.

Resolved: The Parish Council will submit an expression of interest to apply for the grant for installation of the trim trail and boules pitch for the Sports field.

22/092 Planning

- a) Members' response to the following additional/amendment (s) planning application.

WDC ref	Site Address	Proposal
W/22/00127/HP	2 Grange Farm Drive, Honeybourne, WR11 7RD	Single Storey rear extension
Having declared an interest at minute reference 22/083 Cllr Z Thorpe left the room at 21:00 to enable debate and resolution to take place.		
Resolved : The Parish Council have no objection to this planning application Cllr Z Thorpe was re-admitted to the meeting at 21:05.		

- b) Members to note planning decision.

WDC ref	Site Address	Proposal
21/01657/OUT	Land at (Os 1092 4420) Bretforton Road, Honeybourne	Outline planning permission (all matters reserved bar access) for the erection of an agricultural workers dwelling, including the formation of a new access and installation of a package treatment plant.
Decision: Permission has been refused based on the following reasons: The application site lies beyond a defined development boundary and in an area of open countryside, where in accordance with policy SWDP2 of the South Worcestershire Development Plan proposals for new residential development will only be permitted where they accord with specific policies of the plan. The applicants reside in a property (Corner Farm, off School Street) that is located near to the associated farm holding for which consent is being sought for a rural worker dwelling and have operated the farm holding from this property for many years. This raises doubt that there is a need in principle for another property in association with the operation of the enterprise. In addition, the application submissions do not adequately consider alternatives to a new property – for example, the use of security measures to protect the holding such as CCTV to enable remote monitoring of livestock and equipment ,alarms strengthened security gates/fencing, or the siting of farm buildings closer to the existing property. Consequently, it has not been demonstrated that there are no other dwellings available in the locality that can meet the required need - and specifically that Corner Farm is unable to do so - contrary to the requirements of the functional test set out in planning guidance. Therefore, the proposal would result in inappropriate residential development being provided in the open countryside contrary to Policies SWDP2, SWDP19 and Annex G of the South Worcestershire Development Plan, as well as guidance contained in paragraph 80 of the Framework. In view of the first refusal reason, the non-essential introduction of permanent accommodation in this open countryside location will harm the character and appearance of the countryside contrary to Policy SWDP25 of South Worcestershire Development Plan.		
21/02651/HP	12 Grove Avenue, Honeybourne	Erection of single and two storey rear extension
Decision: Permission Granted		

22/093 Members to raise items for consideration at the next meeting.

- I. Update from County Cllr A. Adams on land drainage enforcement LD/22/0004 – Land Off Stratford Road, Honeybourne.
- II. Poor visibility approaching the Station Road Zebra Crossing.
- III. Local Government Boundary review.
- IV. Update on HHFC grant application to FA.

22/094 Confidential Matters

RESOLVED: That the press and members of the public be excluded from the meeting on the grounds that publicity would be prejudicial to public interest by way of the confidential nature of the business to be transacted.

At this point of the meeting members of the public and the Clerk left the meeting.

22/095 Date and venue of the next meeting.

The next Parish Council meeting will be Tuesday 8th March 2022, 7:15 pm at Honeybourne Village Hall.

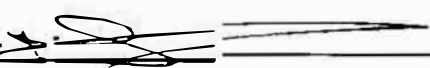
The open meeting concluded at 21:12hrs

Signed:..... Date.....
Chairman, Honeybourne Parish Council 8th February 2022

Honeybourne Parish Council Dispensation Request Form

Please give full details of the following in support of your application for a dispensation. If you need any help completing this form please contact the parish clerk.

Your name	Matthew Henson
The council business/matter for which you require a dispensation (refer to agenda item number if appropriate)	Jubilee matters and the Gate Inn public house – ongoing until July 2022
Details of your interest in that council business/matter	I will be the new owner of The Gate Inn public house on the 31 st of May 2022, The Gate Inn has been asked to participate in running a bar at the Queens jubilee event being held in June 2022, potential profits from sales will be generated. I am currently on the working group for the Jubilee and consider a dispensation should be sought while working towards this event.
Date of meeting or time period (up to 4 years) for which dispensation is sought	February 2022 – July 2022
Dispensation requested to participate, or participate further, in any discussion of that council business/matter by that body	Yes
Dispensation requested to participate in any vote, or further vote, taken on that council business/matter by that body	Yes
REASON(S) FOR DISPENSATION 33 a) without the dispensation the number of persons unable to participate in the transaction of council business/matter would be so great as to impede the transaction of the council business/matter	The mobile bar sited at the sports field for the Jubilee is just a small part of the groups remit, without the dispensation I would consider it not possible to partake in the group or discussions at meetings regarding the event due to my future interest.
33b) without the dispensation the representation of different political groups would be affected so as to alter the likely outcome of any vote	N/A
33c) the dispensation is in the interests of persons living in the authority's area	Yes, it would be good to have both public houses and representatives working with the Jubilee group, this would accommodate many more parishioners on the day of the event.
33e) that it is otherwise appropriate to grant a dispensation Reason :	By granting the dispensation, it will show no bias to either public house (based on both dispensations being granted), parishioners will see that there is no bias thus being inclusive.

Signed: Dated: 07/02/2020**DECISION :**

Dispensation Given : YES

LENGTH OF DISPENSATION : February 2022– July 2022

Date : 8th Feb. 2022

Minute number : 22/084

Signed : *Linda Stanton*

Clerk to the Council

Honeybourne Parish Council Dispensation Request Form

Please give full details of the following in support of your application for a dispensation. If you need any help completing this form please contact the parish clerk.

Your name	Army Mathias
The council business/matter for which you require a dispensation (refer to agenda item number if appropriate)	Platinum Jubilee
Details of your interest in that council business/matter	AM at Thatched Tavern. They will be running a stall @ celebrations
Date of meeting or time period (up to 4 years) for which dispensation is sought	31/7/2022
Dispensation requested to participate, or participate further, in any discussion of that council business/matter by that body	Yes / No ☒ Yes
Dispensation requested to participate in any vote, or further vote, taken on that council business/matter by that body	Yes / No ☒ Yes
REASON(S) FOR DISPENSATION	
33 a) without the dispensation the number of persons unable to participate in the transaction of council business/matter would be so great as to impede the transaction of the council business/matter	
33b) without the dispensation the representation of different political groups would be affected so as to alter the likely outcome of any vote	
33c) the dispensation is in the interests of persons living in the authority's area	
33e) that it is otherwise appropriate to grant a dispensation	☒
Reason:	Judgment will not impede the effective running of working group on PC

Signed: *Army Mathias*

Dated: 8/2/2022

DECISION

Dispensation Given : YES / ☒

LENGTH OF DISPENSATION : Feb - July 2022

Date: 8th Feb 2022

Minute Number: 22/084 (ii)

Signed: *Linda Stanton*

Clerk to the Council

County Councillor Report – Honeybourne
Month: February 2022
Prepared by Alastair Adams
Littletons Division, Worcestershire County Council

Dear All,

Spring is in the air and I can see the green shoots of snow drops and daffodils starting to poke through the earth in my flower beds. The days are starting to get longer, so more daylight to do the things you want to do. And most of the legal COVID restrictions have been abolished. So, let's look forward to a wonderful 2022.

The latest news is as follows;-

COVID-19 Update -ANNOUNCEMENT 19th January

Plan B in response to the risks of the Omicron variant has ceased. This means:

- The government is no longer asking people to work from home if they can. People should now talk to their employers to agree arrangements to return to the office.
- From 20 January: Face coverings will no longer be advised for staff and pupils in secondary school and college classrooms.
- From 27 January: Face coverings will no longer be advised for staff and pupils in communal areas of secondary schools, nor for staff in communal areas of primaries. Directors of Public Health will only be able to recommend pupils and staff wear masks in communal areas in places where there are outbreaks or where the local public health situation justifies it, and with sign-off from the Education Secretary.
- From 27 January: There is no longer a legal requirement to wear a face covering. The government suggests that you continue to wear a face covering in crowded and enclosed spaces where you may come into contact with other people you do not normally meet.
- From 27 January: Venues and events will no longer be required by law to check visitors' NHS COVID Pass. The NHS COVID Pass can still be used on a voluntary basis.

COVID-19 will be a feature of our lives for the foreseeable future, so we need to learn to live with it and manage the risk to ourselves and others. See link for full details of Government's advice

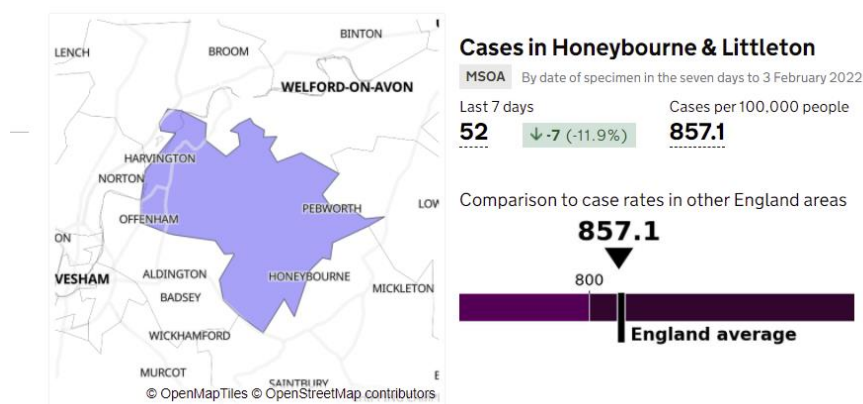
<https://www.gov.uk/guidance/covid-19-coronavirus-restrictions-what-you-can-and-cannot-do>

COVID statistics and information are available on the links below:

<https://www.gov.uk/government/publications/covid-19-track-coronavirus-cases>

As part of the biggest and fastest vaccine programme in health service history, online bookings are available for all www.nhs.uk/covid-vaccination

In Pebworth & Littletons and surrounding area see below



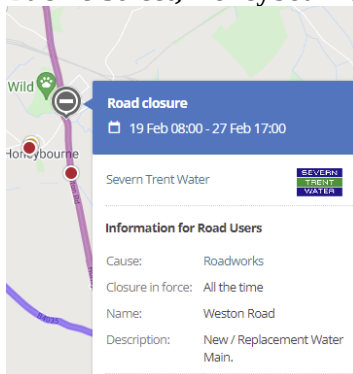
Highways:

It is the beginning of the season for road patching/ road preparation before the surface dressing in Spring, so please check <https://one.network/> to see all the temporary road closures on a regular basis.

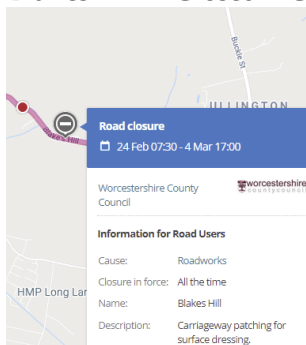
1. **Double Yellow Lines on the corner of the High Street – last month the Parish Council gave the go ahead and Highways will paint the lines as shown below**



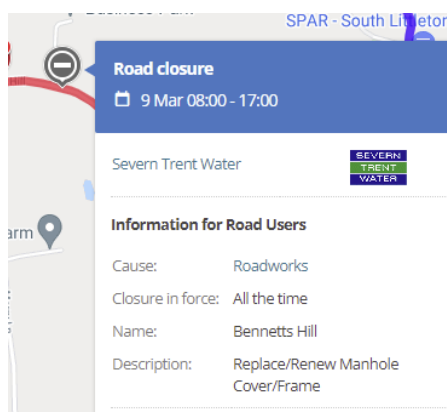
2. The Public Right of Way PROW 544 from Grange Farm/Fallow Field to the new playground at The Leys has in principle been agreed to be hard-surfaced so prams and wheelchairs could use it. It was suggested that planning was needed, but I have flagged this to Vic Allison at WDC to question whether this is really necessary.
3. Road drainage pipes broken under the raised pavement along Station Rd, Honeybourne by a utility (BT?). Highways liaising with BT to resolve the issue.
4. **Buckle Street, Honeybourne closed 19 Feb to 27 Feb for Severn Trent Mains**



5. **Blakes Hill – Closed – Carriageways patching -1 day between 24th Feb – 4th March**



6. **Bennets Hill – Road Closed – Severn Trent replace manhole – 9th March**



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.

Flooding under Honeybourne Bridges

The work carried out before Christmas seems to have worked to a certain extent as no flooding under the bridges this month. However further work is still needed – the road drain on the corner is blocked and the drainage pipe is collapsed so this needs replacing. Secondly the culvert in the ditch nearest Grove farm needs a proper cover /grate to protect it getting blocked. Ideally a bund also needs to be built in the corner of the field by the bridges to stop water pouring off the field onto the road. WDC have issued a notice to both land-owners for the brook that flows behind Badhams to be cleared.

GIGA-VOUCHERS - BROADBAND- Stratford Rd/Honeybourne Rd (01386 exchange)

Agreement has been reached to finance this scheme using the Giga-voucher scheme provided by Central Government, and to use the top-up fund from Worcestershire County Council. These residents are now waiting for Openreach to confirm works will begin, and are hoping they will have fibre to the premises fitted sometime in 2022. Then they will benefit from speeds of up to 1000Mbps; much better than the meagre 4 - 8Mbps they are currently getting.

County Council Budget Scrutiny

The County Council is proposing to have a 3.94% council tax increase next year; 3% for Adult Social Care levy, and just 0.94% for everything else.

As the new budget is being scrutinised, it is a good time to look at some of the key statistics of the County Council during 2021/22;

- The County Council spends over £1.1billion/year in the Worcestershire economy.
- £27m has been invested into our carriageways and footways
 - 250 footway schemes will have been completed = 75 kilometres of new and improved pavements
 - 350 road schemes completed this year = 200 kilometres of new and improved roads
- 650 flood alleviation & drainage improvements schemes
- The number of houses able to access Gigabit Broadband (1000Mbps= Ultrafast Broadband) has grown substantially. In December 2019 was just 3.8% of houses in Worcestershire, in December 2020 =36.4% and in December 2021 has risen to 42.3%.

The new budget is proposing £65.5m **additional** capital investment in Highways for 2022/23 and 2023/24. This includes the following additional capital programme allocations per year for the next 2 years on top of existing commitments;-

- £6 million extra for resurfacing roads
- £4 million more for improving the condition of pavements
- £3 million to accelerate the roll out of LED street lights
- £1 million for highway drainage & flood mitigation

- £500k for small scale cutting congestion projects and new pedestrian crossings
- £2m for Rail station upgrades \ parking

REMINDER- Neighbourhood Matters

Sign up now to hear about policing updates in your area. www.neighbourhoodmatters.co.uk

New battery Gigafactory in the Midlands

The planning committees at Warwick District Council and Coventry City Council approved outline plans for the West Midlands Gigafactory recently.

Based at Coventry Airport, the Gigafactory will be adjacent to the pioneering UK Battery Industrialisation Centre, the state-of-the-art national battery manufacturing development facility. The Advanced Propulsion Centre, headquartered at the University of Warwick, in Coventry, is managing the investment fund to research, develop and commercialise the transport technologies of the future.

The West Midlands Gigafactory will inject a £2.5bn investment into the region, making it one of the largest new industrial facilities of any kind in the UK. The Midlands is the automotive skills capital of the UK, and this new factory will directly create 6,000 well-paid, highly-skilled jobs and thousands more in the wider supply chain.

Covering more than 530,000sqm of space, the Gigafactory will be amongst the largest single industry facilities of any kind in the UK and could be open as early as 2025. It will be powered by a 100% renewable electricity supply, from a combination of solar power and grid-supplied renewables. For more information see <https://www.ukgigafactory.com/>

County Council Divisional Fund

Hurry up and send in your applications from local community organisations that are manned by volunteers and require a little help to buy equipment or services. To apply, please contact me. Fund closes by the end of February 2022.

I have received the following applications

1. Offenham Cricket Club – grant requested for playing and coaching equipment for 17 juniors
2. Honeybourne primary School – grant for use of village hall for dance, drama and PE
3. Littleton Scout Group – grant to help refurbishment of village hall
4. Pebworth Village Hall – grant for new blinds
5. Badsey Flower Show – grant to help buy a storage container
6. Honeybourne Harriers – grant requested for more flood lights
7. Honeybourne PROW & ditch clearing voluntary group – grant requested for some tools
8. Littletons Link – grant requested to restart printing the village magazine
9. Littleton village hall – grant requested for new cooker
10. Littleton Juniors football team – hire of hall
11. Pebworth Bowls Club – grant for new mat and storage stand
12. Honeybourne Village Hall – grant for a defibrillator
13. Grant requested to help the Evesham Abbey Trust Application for Funding for Arts Projects
14. Honeybourne Bowls Club – grant for new equipment
15. Cleeve Prior – grant for the hire of a marquee for the Queen's Platinum Jubilee
16. Sea Cadets – grant for new equipment for outdoor games
17. Pebworth in Bloom – grant towards a commemorative plaque for the Queen's Platinum Jubilee trees that have been planted

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

Honeybourne parish council February 2022

Dear Honeybourne parish council,

Council Tax rebate The Government has announced all households in England, which are in Council Tax Bands A to D, will receive a £150 Council Tax rebate. This will be made directly by councils from April and will not need to be repaid. On top of this, councils are getting discretionary funding worth £144 million to support vulnerable people and individuals on low incomes who do not pay Council Tax or who pay Council Tax for properties in Bands E to H. We await more information from the Government about how both these schemes will work, any implications for us and what this will ultimately mean for our residents once all the various precepts have been set. You will have seen our media release on Thursday announcing the decision by the Executive Board to freeze Wychavon's share of the Council Tax bill for the fifth year in a row. This means by the end of March 2023 our residents will have benefitted by £1.9million.

Levelling Up White Paper The Government has published its long-awaited Levelling Up White Paper. This sets out the plan for reversing the UK's geographic inequalities and improving the country by:

- Unleashing the full potential of the private sector, boosting pay, productivity, innovation and economic growth
- Improving public services, including giving everyone access to higher quality schools and training, improving people's health, particularly in disadvantaged communities, and increasing the supply and standard of housing
- Regenerating town centres and high streets, tackling crime and anti-social behaviour to make streets safer, and ensuring everyone has access to culture The White Paper contains 12 national missions – all quantifiable and to be achieved by 2030 – which will be given status in law in the Levelling Up and Regeneration Bill, including:
 - A new devolution framework which sets out a clear menu of options for places in England that wish to unlock the benefits of devolution. By 2030, every part of England that wishes to have a 'London-style' devolution deal will have one.
 - A transformation of the government's approach to data and evaluation, with a new independent body created to improve transparency of local government performance.
 - A commitment to simplify the local growth funding landscape.
 - The intention to mobilise £16 billion of the Local Government Pension Scheme for investments in local projects.
 - The £2.6 billion UK Shared Prosperity Fund will be decentralised to local leaders as far as possible.
 - Councils will be given the power to require landlords of empty shops to fill them if they have been left vacant for too long.
 - 68 more councils to be supported by the High Streets Task Force.
 - All homes in the Private Rented Sector will have to meet a minimum standard – the Decent Homes Standard.
 - 55 Education Investment Areas (EIAs) will be designated where school outcomes are currently weakest and will benefit from intensive investment and support. The Secretary of State for Levelling Up, Housing and Communities, Rt Hon Michael Gove MP, has written to all councils in the UK with details of the White Paper. Read the announcement on the Levelling Up White Paper. Read the Levelling Up White Paper.

Rough sleepers update Rough sleeper estimate - Each year the Housing Service undertakes an evidence-based estimate of the number of rough sleepers in the area using feedback and knowledge from the Housing Outreach team, and partner organisations working across Wychavon and Malvern Hills. The estimate was assessed on the night of 4 November 2021 and the verified data identified six rough sleepers for MHDC and three rough sleepers for WDC. This number will change over time and officers are pleased to report a reduction to two in MHDC and one in WDC. **Severe Weather Emergency Plan** - The SWEP has been activated several times during the winter period when the temperature has reached zero. Our Outreach team work closely with external partners across the districts to ensure our customers are offered accommodation when the SWEP is activated. As of 14 January 2022, MHDC has had a single placement on four separate nights and two placements for one night. WDC has had a single placement on 10 separate nights and two placements for one night. **No First Night Out** - This scheme, based in Evesham, is designed to ensure that rough sleepers, or those at high risk of rough sleeping, are supported away from the streets before they become further entrenched. It continues to operate at full capacity. Four referrals with a connection to MHDC accessed the

accommodation in December, with three going on to receive offers for longer term provision. Six WDC referrals accessed the accommodation in December, with five going on to receive offers for longer term provision.

Communities and Funding Advisory Panel update At the meeting on 17 January, the Panel received the latest update on the projects funded through the Community Legacy Grant scheme. All the round one projects are now complete and we have paid out £775,000 for the round two projects, with £125,000 to go. The progress on the round three projects is currently mixed, mainly due to Covid. Round four expressions of interest opened on 4 January, and parish and town councils have been informed. Officers will be contacting the councils that have not previously received a Community Legacy Grant, and that have had relatively high levels of housing growth, to encourage them to put in applications. A briefing was held in November with 21 representatives from 19 town/ parish councils attending, along with five district councillors. Please encourage your parishes to apply if they have any legacy projects in mind – the deadline is 4 March 2022.

The Panel also heard that, following on from their recommendation, the Crown at Peopleton has been re-listed as an Asset of Community Value.

The Spacehive Review Task group have now met on several occasions. They have agreed that the purpose of the group is to carry out a review of the Spacehive funding platform, focusing on effectiveness, impact and inclusivity. They want to look at what could be learnt from Crowdfund Wychavon and the Ticket to Ride fund, and to consider the role of civic crowdfunding in helping to deliver our priorities and support communities. The report's findings and recommendations will be delivered to the Executive Board, following discussion with the Communities and Funding Advisory panel. The meeting can be viewed on YouTube.

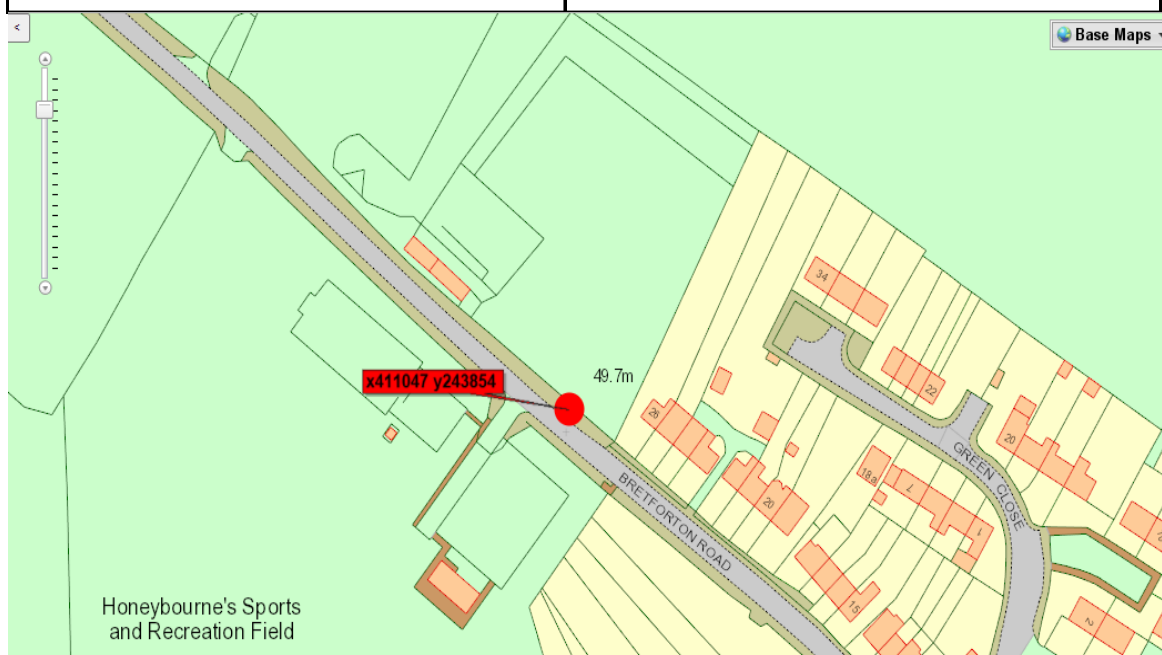
Rural Matters Advisory Panel update As Councillor Aaron Powell has now joined Executive Board, Councillor Thomas Havemann-Mart has joined the Rural Matters Advisory Panel as Chairman. Councillor Powell, along with Councillor Christopher Day, will remain on the panel as the Executive Board link. The main topic on the agenda for the 27 January meeting was rural transport as the Panel received a presentation from the Avon and Arrow Greenway Project (AAGP). They aim to deliver a new Greenway, from Evesham to Alcester, and Broom to Stratford, and to investigate the potential to develop pathways for walkers and cyclists across parish boundaries. They have made significant progress over the last two years in establishing the organisation, gaining charitable status, and starting to implement the feasibility study. More details can be found on their website.

The Panel also heard about the Bromsgrove on Demand bus service scheme. The pilot started last July with two buses and is operated by Diamond, on behalf of Worcestershire County Council, who manage bookings via the Worcestershire On Demand App. The scheme has been very successful, with positive responses from passengers who are now using the bus on a regular basis. The Panel were reminded of the Council promise around community-based transport. Cherrie Mansfield informed them that an event is going to be held with parishes and communities to show examples of best practice and to let them know about Spacehive. More details will follow. The meeting can be viewed on YouTube.

Parish Matters Parish Matters, the news bulletin for town and parish councils, has been relaunched. The first edition went out this week and we are planning to send it out every other month. The next one is due to go out at the beginning of April. tracy.perkins@wychavon.gov.uk. If you have any items that you think would be of interest to them, please contact Tracy.

Planning updates South Worcestershire Development Plan review Our concept plan, spatial framework and evidence to date has been through a two-stage independent design review process administered by Design Midlands; the second stage concluded on 26 January. Although initial feedback has been positive, we have been advised to make some refinements as we prepare the Regulation 19 version of the SWDPR. New health service chair appointed in Herefordshire and Worcestershire Please see the following update about the appointment from the local NHS. Crishni Waring has been appointed as chair designate of NHS Herefordshire and Worcestershire Integrated Care Board (ICB). The Integrated Care Board is set to take over from NHS Herefordshire and Worcestershire Clinical Commissioning Group (CCG) on 1 July 2022, subject to the Health and Care Bill 2021 being passed by Parliament. As well as taking responsibility for the commissioning functions of the CCG, it will also be accountable for NHS spend and performance across the two counties. Crishni has significant experience of leadership at senior level. She is currently the Chair of Northamptonshire Healthcare NHS Foundation Trust, a role which she will continue, having joined from Coventry and Warwickshire Partnership NHS Trust in 2016, where she was a Non-Executive Director for over five years. In 2020, Crishni was invited to Chair the newly established NHS Midlands Regional People Board, which oversees the implementation of the People Plan in the Midlands Region, and she is also a member of the NHS People Directorate's Health and Wellbeing Advisory Board. Kind regards, Tommy. **Your District Councillor, Thomas Havemann-Mart can be contacted on Thomas.Havemann-Mart@Wychavon.net or mobile 07817 873 054**

LOCATION ASSESSMENT FOR MOBILE VEHICULAR ACTIVATED SIGNS	
Assessment carried out by:	Barry Barnes
Designation of Assessor:	Liaison Officer
Date of Assessment:	21/01/2022
Proposed Location of Mobile VA Sign	Side 26 Bretforton Road Honeybourne
Grid Reference	x411703 y243854
Location Plan (see below)	Attached
Does the site meet the approved criteria for locating mobile VA signs	YES
Is there any justification for a departure from criteria - please state	NO
Any additional information	N/A





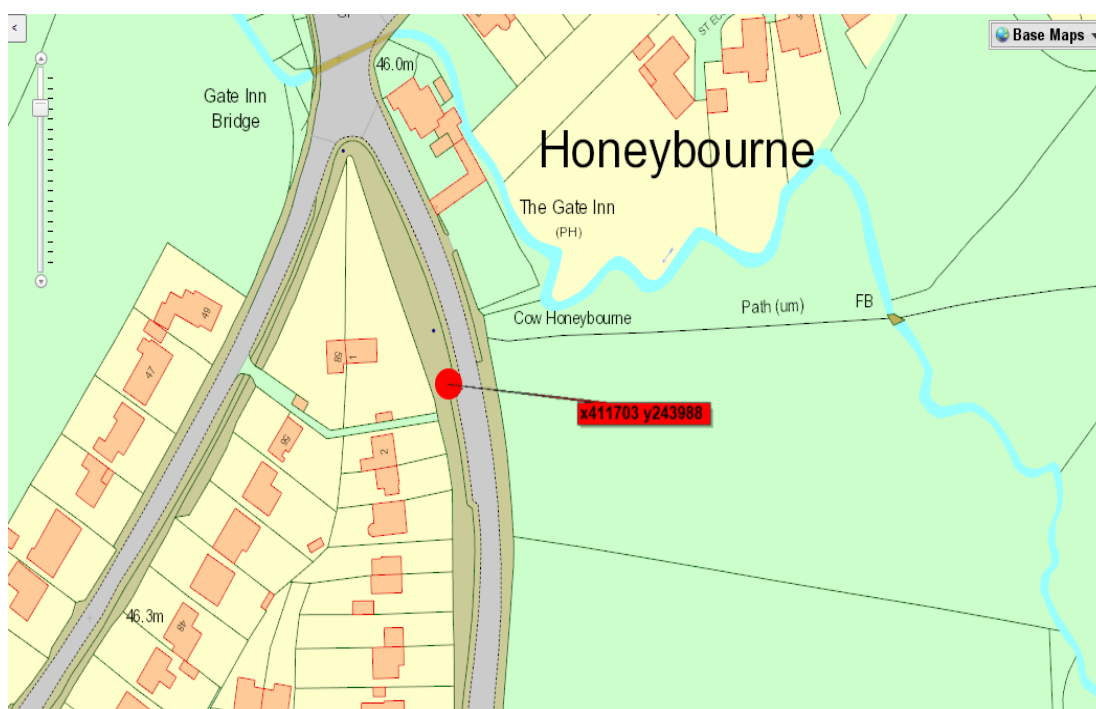
LOCATION ASSESSMENT FOR MOBILE VEHICULAR ACTIVATED SIGNS	
Assessment carried out by:	Barry Barnes
Designation of Assessor:	Liaison Officer
Date of Assessment:	21/01/2022
Proposed Location of Mobile VA Sign	34/36 Stratford Road Honeybourne
Grid Reference	x411912 y244189
Location Plan (see below)	Attached
Does the site meet the approved criteria for locating mobile VA signs	YES
Is there any justification for a departure from criteria - please state	NO
Any additional information	N/A







LOCATION ASSESSMENT FOR MOBILE VEHICULAR ACTIVATED SIGNS	
Assessment carried out by:	Barry Barnes
Designation of Assessor:	Liaison Officer
Date of Assessment:	21/01/2022
Proposed Location of Mobile VA Sign	Weston Road 80mtr sth High Street
Grid Reference	x411703 y243988
Location Plan (see below)	Attached
Does the site meet the approved criteria for locating mobile VA signs	YES
Is there any justification for a departure from criteria - please state	NO
Any additional information	N/A





Commissioner's Community Fund - Safer Roads

1 April 2021 – 31 March 2022

Applications for the installation of signage, street furniture i.e. village gates, vehicle activated signs, speed indicator devices etc. must be supported with authorisation from the relevant local authority. Failure to submit this evidence at application stage will trigger an automatic decline.

1. DETAILS OF APPLICANTS

Local policing area (delete as applicable)	South Worcestershire,
Name of Superintendent	Superintendent Stephanie Brighton
Name of applicant/organisation	Councillor Zoe Thorpe & Cllr Heath Jobes
Name and position of key contact	Linda Stanton- Parish Clerk
Address, including postcode	Honeybourne Parish Council, Honeybourne Village Hall, Harvest Close, Honeybourne, WR11 7RH
Contact Details	Email:clerk@honeybourne-pc.gov.uk
Date of application:	25 th January 2022

2. PROJECT DETAILS - Name, purpose and brief description of project

Project Name:	Solar VAS for motorists Speed Awareness on Weston Road, Bretforton Road & Stratford Road Honeybourne.
Project Description:	To provide two solar powered vehicle activated speed warning signs for Weston Road, Bretforton Road & Stratford Road Honeybourne. It is intended to cover all 3 sites with just 2 signs by relocating a sign as required. This is as recommended by the Highways officer. Many complaints have been received by the Parish Council of excessive speeding and even failure to stop at the pedestrian crossing on Weston Road. The 3 sites are all busy throughfares for local traffic and commuters. The signs will be powered by solar panels. The proposed new VAS will be able to record road traffic data in both directions and this can be made available to the Safer Roads Partnership.
Project Purpose:	To prompt driver awareness towards maintaining travel within the 30 mph speed limit on Weston Road, Bretforton Road & Stratford Road Honeybourne and to combat excessive speeding. To provide measures towards an effective duty of care for the safety of all road users, especially pedestrians, cyclists and vulnerable persons (e.g - elderly residents and young children

	using the busy arterial pedestrian routes alongside the three roads).
Project timescale <i>Length of time to complete, project start date and end date</i>	WCC Highways assessment for permit carried out with Parish Clerk on 21 st January 2022. Implementation as soon is practically possible thereafter.

3. PROJECT OUTCOMES (Please list the outcomes that the project/initiative seeks to achieve and how they will be measured?)

Outcome	Measurement
Reduction in Speed	Recording of speed pre and post initiative. Further links with local Police Team for enforcement activity and Safer Roads Partnership
Reduction in accidents / incidents	Number of reportable incidents
Community well -being and safety	Feedback from surveys and community engagement
Civic Pride and care for the community	Feedback from surveys and community engagement

4. FINANCE

Total project cost	£ 4399.88
Match funding (other funding which has been sourced for this project)	£NIL
Total amount of funding being sought from the PCC	£4399.88
Please list the specifics that the funding will be spent on if awarded	2 Evolis Radar Speed Sign Solar version brackets, fixings, VAS and solar energy components. Ground preparation and pole for location confirmed as cost neutral through WCC Highways 21 st January 2022.
Please detail the estimated date when the fund will be spent i.e. by the end of March	End March 2022.

5. APPLICATION CONDITIONS

Please confirm that you have attached quotation(s) for proposed purchases?	Formal quotation from recommended supplier- Elan City on 24 January 2022 attached.
Please confirm that the installation of road signs (inclusive of VAS) has been authorised by the relevant local authority (if applicable).	Confirmed by WCC Highways
I agree to complete and return the Final Grant Report form (which will be supplied if the application is successful)	Confirmed

I confirm by submitting this application that the initiative/product isn't already funded by the UK taxpayer and that I agree to the Terms and Conditions of this grant.

Signed : *lindastanton* (Linda Stanton- Parish Clerk to Honeybourne Parish Council)

Names of Applicants Cllrs Z Thorpe & H Jobes

Signed..... Superintendent

working group.

Honeybourne Platinum Jubilee Working Group - PROGRAMME OF EVENTS AND COSTS

FR - fund raising idea?

Thurs 2/6/22	Cost		Fri 3/6/22	Cost		Sat 4/6/22	Cost		Sun 5/6/22	Cost		Printing	Cost	Overall Cost
National Jubilee	499.00 +VAT		Hymns & Pimms			All day/evening party			Picnic in the Park	Weekend costs seen in Saturday		Tri-fold double sided leaflet x 1000	£ 170.00	
Beacon Trail			Village Hall -	£ -		Rec & Sports Ground			(Bring own picnic)					
(starts 5 weeks before jubilee weekend)			time tbc											
			Pimms	£ -		Bouncy Castle x2 days	£ 350.00					x2 Banner 2m x 1m hemmed & eyelets	£ 100.00	
Beacon	490+ VAT		Nibbles	£ -								£50 each		
Gas: 2x£47.00	£94.00					Children's fancy dress & prices	£ 40.00					Social Media Adverts	£30.00	
Cricket semi-final?			* Need to confirm there is no cost to working group											
Piper: to ask a villager						Result of garden								
Choir: have asked school			* Need to confirm church have permission to do this and what time			competion & prices	Donated							
						FR - from below donation from takings?								
			* Marketing - HBVN, social media & church?											
						Teas / Coffee	£ 50.00							
			Judging Garden competition			Bars - Thatch / Gate	FOC							
			FR - Entry charge £5 per household											
						Burger Stall	TBC							
			Cricket final			Pig Roast	TBC							
			FR - Entry charge ?			Ice cream Truck	TBC							
			Cricket Equipment (incl.prizes)	£455.00										
						Fireworks	3000+ VAT							
						All day								
						Toilets 2days	600+ VAT							
						Lightmedia Show 2 days	£ 4,500.00							
						Power / lights	£ -							
						Craft Tables	Charge per table/fee							
						Face Painting	Take a fee							
						Tug of War	-							
						Fete Games	?not sure of price							
	1083 + VAT			£ 455.00			£ 8,540.00						£ 300.00	£ 10,378.00
												PC grant	-£ 4,000.00	
												PC donation	£ 1,000.00	
												Shortfall	£ 5,378.00	



During the Parish Council (PC) on the 11th January it was agreed that monies would allocated to the event but be a total of £4000 plus money raised from the Christmas tree lighting event. The jubilee working group were extremely disappointed that the full costing, presented by the chairman (Amy Mathias) were not met. The working group asked the chair to re-present the outline costs that they have agreed as essential to run the four-day event.

The village has seen a growth in population over the last few years. Growth has brought a wealth of new people, with varying cultures which is amazing, but as a parish we have done nothing to engage and create a sense of community to welcome everyone. The lack of community spirit is an ongoing issue. The last large event hosted was for the Golden Jubilee ten years ago. The lighting of the Christmas tree was very well supported and demonstrated the need for more large-scale community events which bring the community together.

We want this Jubilee celebration to be memorable as its unlikely to be replayed for many generations. We want the queen's example of inclusivity and engagement in communities to be demonstrated in our local celebrations

The working party seek full funding of the event, matching the parish council funding in neighbouring communities.

A break down of costs is attached:



Copy of QPJ overall
costs.xlsx

Total Expenditure for Leys Play Area

Play Equipment (Kompan)	£85,413.31
Fencing (Kompan) – outstanding invoice to be paid	£11,982.16
Path (C Farmer)	£10,500.00
Car park (C Farmer)	£ 350.00
Gate and fencing (C Farmer)	£2200.00
Total	£110,445.47

S106/CIL monies received

s106 monies received	£83,413.31
S106 monies- awaiting receipt from WDC	£7131.65
CIL monies received	£6112.72
Total	£96,657.72
Shortfall	£13,787.75

The following was agreed by PC on 9th November 2021- Min no : 21/049 To approve the virement of funds from the street lighting budget to pay for the works at The Leys Playing Field

RESOLVED: It was agreed to vire funds from the street lighting budget to meet the costs over & above section 106 funding, to pay for the erection of perimeter fencing to the play area & costs for the car park construction

I

Subject: Defibrillators - info from Heartbeat Trust

Hello Trevor and Linda

The Village Hall will be sourcing a defib which will be placed outside the hall and for which we will take full responsibility.

The charity that we have been working with have taken it upon themselves to review the siting of defibs in our village through a 'heat map' based on population density and they advise:

For your consideration we have produced a heat map and it identifies that there is a gap around the railway station and its nearby residential area. We would recommend placing a defibrillator in this area.

I thought that I should pass this information onto you for your consideration.

Thank you

Paula

Notes from call with The Heartbeat Trust (10th Jan 2022)

Simon Tucker – Trustee and Henry Gilbert – Chair.

- From a cardiac arrest, you have 6 mins to act
 - 1 min to call emergency services
 - 2 min to access nearest defib
 - 1 min to remove it from the cabinet
 - 2 min to return to the casualty
 - Defibs need to be about 300m apart.
- In a community the size of Honeybourne, we can expect 2-3 people to have a cardiac arrest per annum
- 80% of these events take place at home
- Survival without a defib is less than 3%, with a defib is more than 75%
- To be a defib friendly community, defibs must be:
 - Positioned appropriately
 - BHF and Resuscitation Council recommend outside so they are accessible 24 hours a day. Vandalism and theft is rare and Trust offer a Care Package that would replace any stolen defib as well as offering batteries and pads as required (£350 pa)
 - Unlocked
 - Be signed on lampposts, boards and publicized with leaflets showing locations and basic instructions
 - Easy to use – automatic or semi-automatic (training can be arranged through St John's Ambulance – 50 min session for 12-15 people. First few sessions are free of charge)
 - Maintained by Community Champions once a month to make sure they are rescue ready (any that are not subject to monthly checks are removed from emergency services database). 30% of defibs are not known to the emergency services.
- Heartbeat Trust can provide a 5-7 year warranty and help prepare a project plan for implementation
- They can also provide support for a project (~4 months) to become a Defib Friendly Community
- Recommend Zoll models (but Trust do not get commission), AD Plus is popular model, either auto or semi-auto at £930, cabinet £425, carriage £20. No longer any need for heating the cabinet – they are now good to -12 deg C.

WYCHAVON

NEW ELECTORAL ARRANGEMENTS

January 2022

Currently there are:

- 45 councillors
- 32 wards
- 1-3 councillors per ward

We are proposing:

- 43 councillors
- 26 wards
- 1-3 councillors per ward

A public consultation is open until
21 March 2022



We aim to make sure Wychavon
councillors represent a similar
number of electors



Currently there are:

- 13 wards that are more than 10% away from the average number of electors per ward
- 3 wards that are more than 20% away from the average

Our proposals mean that:

- No wards will be more than 10% away from the average number of electors per ward
- Each councillor will represent an average of 2,372 electors

Have your say

We are now consulting local people on a new pattern of wards for Wychavon District Council. We have an open mind about our final recommendations, and we will consider every piece of evidence we receive from local groups and people, regardless of whom it is from or whether it relates to the whole council area or just a part of it.

If you agree with our recommendations, please let us know. If you don't think our recommendations are right for Wychavon we want to hear alternative proposals for a different pattern of wards.

We aim to propose a pattern of wards for Wychavon District Council which delivers:

- **Electoral equality:** each councillor represents a similar number of electors.
- **Community identity:** reflects the identity and interests of local communities.
- **Effective and convenient local government:** helping your council discharge its responsibilities effectively.

A good pattern of wards should:

- Provide good electoral equality, with each councillor representing, as closely as possible, the same number of electors.
- Reflect community interests and identities and include evidence of community links.
- Be based on strong, easily identifiable boundaries.
- Help the council deliver effective and convenient local government.

Electoral equality

- Does your proposal mean that councillors would represent roughly the same number of electors as elsewhere in the council area?

Community identity

- **Transport links:** are there good links across your proposed ward? Is there any form of public transport?
- **Community groups:** is there a parish council, residents association or another group that represents the area?
- **Facilities:** does your pattern of wards reflect where local people go for shops, medical services, leisure facilities etc?

Have your say:

Write to:
Review Officer (Wychavon),
LGBCE,
PO Box 133,
Blyth,
NE24 9FE

Our consultation area:
consultation.lgbce.org.uk
Email:
reviews@lgbce.org.uk
Twitter:
@LGBCE

Via our mobile app:



- **Interests:** what issues bind the community together or separate it from other parts of your area?
- **Identifiable boundaries:** are there natural or constructed features which make strong boundaries for your proposals?

Effective local government

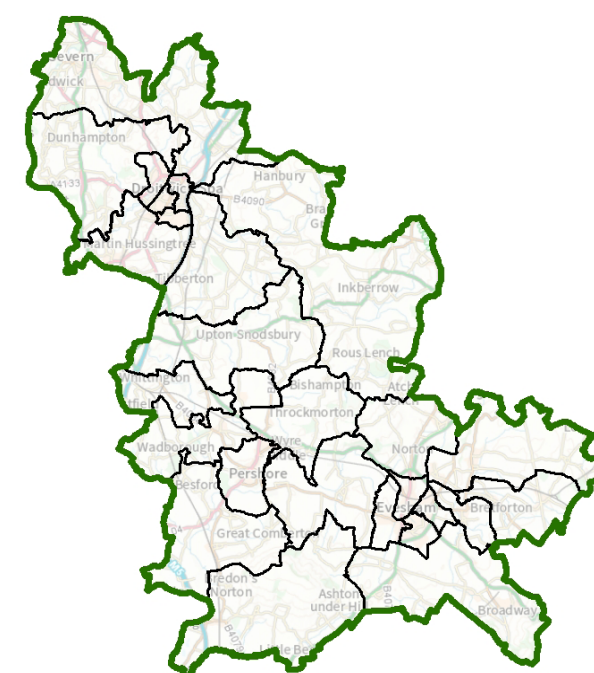
- Are any of the proposed wards too large or small to be represented effectively?
- Are the proposed names of the wards appropriate?

Useful tips

- Our website has a special consultation area where you can explore the maps. You can find it at consultation.lgbce.org.uk.
- We publish all submissions we receive on our website. Go to: www.lgbce.org.uk

Wychavon District Council

Draft Recommendations on the new electoral arrangements



Who we are

- The Local Government Boundary Commission for England is an independent body set up by Parliament.
- We are not part of government or any political party.
- We are accountable to Parliament through a committee of MPs chaired by the Speaker of the House of Commons.
- Our main role is to carry out electoral reviews of local authorities throughout England.

Electoral review

An electoral review examines and proposes new electoral arrangements for a local authority, including:

- The total number of councillors representing the council's electors ('council size').
- The names, number and boundaries of wards or electoral divisions.
- The number of councillors for each ward or division.

Why Wychavon?

- The Commission has a legal duty to carry out an electoral review of each council in England 'from time to time'.
- Wychavon District Council has not been reviewed since 2002 and the Commission has therefore decided that it should review Wychavon in advance of the elections in 2023.

Our proposals

- We propose that the council should have **43 councillors** in future, representing two three-councillor wards, 13 two-councillor wards, and 11 single-councillor wards across the council area.

You have until 21 March 2022 to have your say on the recommendations

Summary of our recommendations

Our draft recommendations propose that Wychavon District Council should have 43 councillors, a decrease of two from the existing arrangements.

Those councillors should represent two three-councillor wards, 13 two-councillor wards, and 11 single-councillor wards across the council area.

Before drawing up the draft recommendations, the Commission carried out a public consultation inviting proposals for a new pattern of wards for Wychavon.

We have considered all of the submissions we received during that phase of consultation. The boundaries of most wards should change.

An outline of the proposals is shown in the map to the right. A detailed report on the recommendations and interactive mapping is available on our website at: www.lgbce.org.uk.

We welcome comments on our draft recommendations, whether you support the proposals or wish to put forward alternative arrangements.

Have your say at consultation.lgbce.org.uk:

- view the map of our recommendations down to street level.
- zoom into the areas that interest you most.
- find more guidance on how to have your say.
- read the full report of our recommendations.
- send us your views directly.

Stage of Review	Description
13 July 2021-20 September 2021	Public consultation on warding arrangements
11 Janaury 2022-21 March 2022	Public consultation on draft recommendations
05 July 2022	Publication of final recommendations
May 2023	Subject to parliamentary approval - implementation of new arrangements at local elections

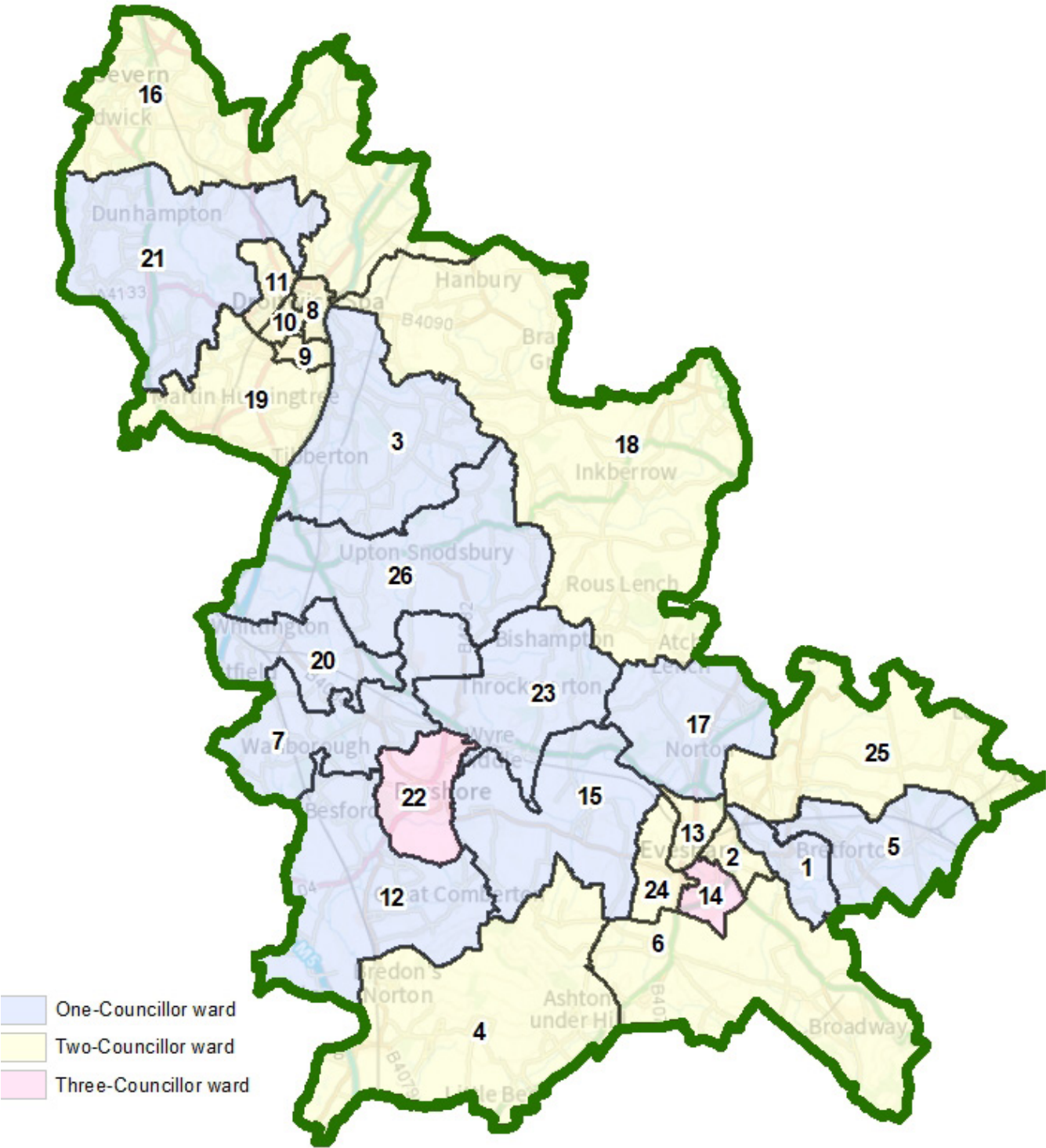
Overview of draft recommendations for Wychavon District Council

View this map online: consultation.lgbce.org.uk

Follow the review on Twitter: [@LGBCE](https://twitter.com/LGBCE)

If you are viewing this page online, click on the map to go straight to our interactive consultation area.

Number	Ward name
1	Badsey & Aldington
2	Bengeworth
3	Bowbrook
4	Bredon
5	Bretforton & Honeybourne
6	Broadway & Wickhamford
7	Drakes Broughton
8	Droitwich East
9	Droitwich South East
10	Droitwich South West
11	Droitwich West
12	Eckington
13	Evesham North
14	Evesham South
15	Fladbury
16	Hartlebury & Dodderhill
17	Harvington & Norton
18	Inkberrow
19	North Claines & Salwarpe
20	Norton & Stoulton
21	Omersley
22	Pershore
23	Pinvin
24	The Hamptons
25	The Littletons
26	Whittington & Upton Snodsbury



From: Beards,Matthew
Sent: 21 January 2022 14:38
To: Honeybourne Parish Council Clerk <clerk@honeybourne-pc.gov.uk>
Subject: RE: [EXTERNAL] FW: FW: Speed Enforcement Day 20/1/2022

Afternoon Linda,

We conducted our Speed Checks in Honeybourne along Stratford Road. Not one single vehicle was caught exceeding the 30mph speed limit.

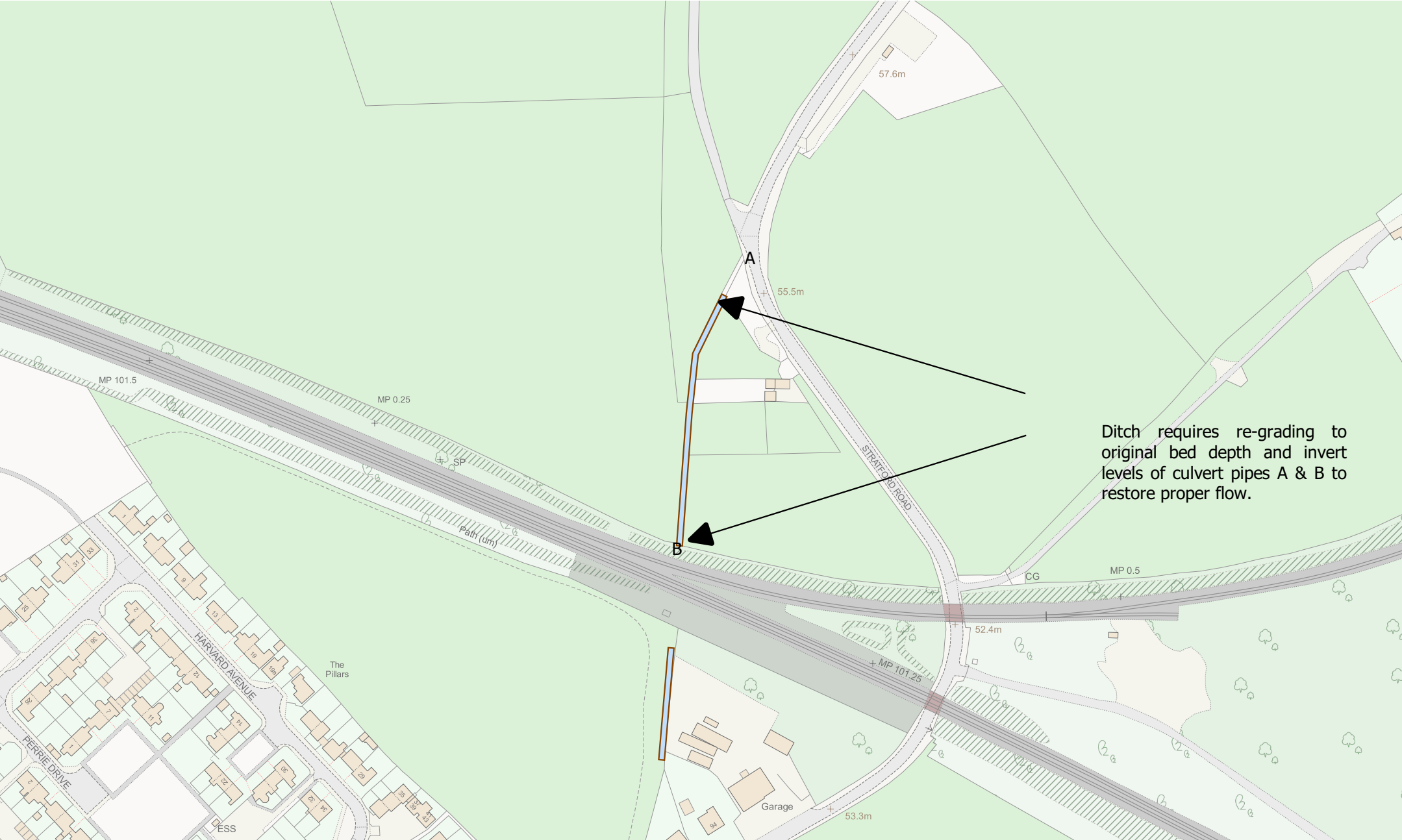
We had originally planned to conduct the speed checks on Weston Road (near to the Village Hall) where we suspected we may have had vehicles exceeding the speed limit.

However due to road works being conducted at that location and temporary traffic lights, it clearly wasn't suitable.

This will become a regular occurrence moving forward, and we will aim to do it on Weston Road next time.

Kind regards,

PC 3838 Matt Beards
Safer Neighbourhood Officer | Evesham Rural North | West Mercia Police



From: Trevor Askew
Sent: 30 January 2022 19:55
Subject: Todays work & Photos

Hi team

Working on another beautiful Sunday morning we managed to clear the ditch from the Gate car park - Weston Rd to the brook. Den & Dave pulled a large amount of debris (including a large concrete post from the brook. Photos below.

For information Worcestershire County Council spent several days last week clearing pipes and surveying drainage at the junction of High St & Station Road - you will see white paint marks on the side of the footpath. I will check with the County on proposed next steps.

See you at the end of February for the next project.

Regards. Trevor



Appendix 13 – 22/089 (f)

There have been two serious accidents 24 hours apart in the village with the possibility of 5 cars being written off. Luckily with no serious injuries.

More needs to be done to slow vehicles down.

The current measures for slowing vehicles down are woefully inadequate. The Weston Road and Bretforton Road signs are ignored.

Vehicles race up the High Street from the crossroads often overtaking me as I approach my driveway.

Time has come for give way islands on approaches to slow vehicles down. I strongly believe that the entirety of the village should have a 20mph speed limit.

Somebody will be seriously injured or killed before long. Do we want to wait for that to happen?

Appendix 14– 22/089 (g)

Dear Clerk

Jubilee Tree planting options

The list of trees below are in stock and suitable for planting on any amenity land

We offer to supply and plant your selection from the following tree list or can offer many more varieties of trees and shrubs

Prices are based on a minimum order of 5 trees supplied and planted

Orders of 20 or more trees will have a 10% discount

We have a large selection of smaller trees if you have budget constraints we can offer alternatives for community planting schemes

We offer free advice on suitable varieties for any planting site you have

Planting needs to be completed by Mid-March

Name	Species	Height Mtr.	Cost Each ex-VAT
Sycamore	Acer Pseudoplatanus	2.3-2.7	50.00
Black Alder	Alnus Glutinosa	3.4-3.8	68.00
Grey Alder	Alnus Incana	3.4-3.8	68.00
Silver Birch	Betula Pendula	3.6	55.00
Downy Birch	Betula Pubescens	4.1	55.00
Copper Beech	Fagus Sylvatica	1.4-1.8	35.00
London Plane	Platanus acerifolia	2-2.6	55.00
White Poplar	Populus Alba	4+	58.00
Aspen	Populus Tremula	4	58.00
Flowering Pear	Pyrus Salicifolia	1.7-2.4	42.00
English Oak	Quercus Robur	1.7-1.8	45.00
Whitebeam	Sorbus Aria	3.5	70.00
Rowan	Sorbus Aucuparia	3-3.2	60.00
Rowan	Sorbus Aucuparia	2.6-3.4	60.00
Lime	Tilia Cordata	2.2-2.5	50.00

Regards

John Stedman: Director
Limebridge Rural Services Ltd

South Worcestershire Development Plan Review - Parish and Town Council Newsletter January 2022

Since the autumn 2021 newsletter, Officers have continued to work on the preparation of the SWDP Review final draft that will be published for consultation in July 2022 (subject to Councils approval). The provisional date for the six-week consultation to commence is 11 July 2022 and there will be a briefing for Parish and Town Councils during the week prior, provisionally on the evening of 6 July 2022. This is subject to the South Worcestershire Councils approving the final draft of the SWDPR. The plan is scheduled to be considered at separate Council meetings in June 2022, following the local council elections in Worcester City in early May 2022. However, the draft plan and supporting material will be publicly available with the publication of relevant documents for Worcester City Council's June Place and Economic Development Committee in late May.

It should be noted that previous consultation on the SWDPR Preferred Options in late 2019, as well as the gathering of additional evidence since will mean that potential site allocations may either be withdrawn or amended, and new sites included in the final draft of the SWDP Review that will be consulted on in July this year.

In other areas of work, the team have prepared a final draft of the South Worcestershire Travellers and Travelling Showpeople Policies and Site Allocation plan, following the consultation on the first draft earlier last year. The intention was to approve the plan by the beginning of this year and publish for consultation. However, the timetable has been revised to allow for further sites to be identified. The proposal now is that the publication and public consultation will run in parallel with the SWDP Review consultation in the summer. The plan has changed since the initial draft and now includes new sites and incorporates the supply requirement and a policy on the design and layout of new traveller and travelling showpeople sites. As usual there will be a briefing for parish and town councils and neighbouring residents to the proposed allocations during the consultation period.

Consequently, the overall timetable for plan making set out in the Local Development Scheme is being updated and will be considered at Council meetings of the three councils in January and February 2022.

In Neighbourhood Plan news, two Referendums in Wychavon have been held since the last newsletter. Subsequently following a majority vote in support of the Ombersley and Doverdale Neighbourhood Plan (NP) and the Norton-juxta-Kempsey NP both have been adopted by Wychavon District Council. The Broadway Neighbourhood Plan examination was suspended. The examiner has asked the neighbourhood plan to be reconsulted upon to address procedural matters and this closes on 18th February 2022, after which the examination will reopen.

As usual if you have any queries on the above please contact the Planning Policy Teams at Malvern Hills, Worcester City and Wychavon. Tel: 01386 565 565; email: contact@swdevelopmentplan.org.



Honeybourne Parish Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 03/02/2022		
	Cash in Hand 01/04/2021		132,252.86
	ADD Receipts 01/04/2021 - 03/02/2022		209,214.64
	SUBTRACT Payments 01/04/2021 - 03/02/2022		341,467.50 183,302.34
	Cash in Hand 03/02/2022 (per Cash Book)		158,165.16
B	Cash in hand per Bank Statements		
	Petty Cash 31/08/2021	0.00	
	Lloyds Treasurers Account 03/02/2022	8,414.54	
	Lloyds Business Bank Instant 31/01/2022	151,120.62	
			159,535.16
	Less unrepresented payments		1,412.00
			158,123.16
	Plus unrepresented receipts		42.00
	Adjusted Bank Balance		158,165.16
	A = B Checks out OK		

Parish Council Meeting Dates- 2022/2023 Meeting is held second Tuesday of the Month at 7:15 at Honeybourne Village Hall
8 th March 2022
12 th April 2022
10 th May 2022* *Annual Parish Meeting – start time 6:30 pm Follow by Annual Parish Council Meeting – 7:15pm
14 th June 2022
12 th July 2022
9 th August 2022
13 th September 2022
11 th October 2022
8 th November 2022
13 th December 2022
10 th January 2023
14 th February 2023
14 th March 2023

Dear Clerk,

Further to my email below and carrying out a site visit on your Recreation Field we noted the whole field surface is deteriorating badly as football pitches are moved around and used regularly. The grass sward is quite thin in many places and the surface is very wet and muddy causing the grass to be badly damaged.

We are of the opinion the field surface and grass sward's poor condition can be helped from further deterioration by Shockwave decompaction allowing the surface to drain into the existing field drainage system. The Shockwave decompaction process creates drainage slots down to 15 inches deep and the field is able to be used for sport and football immediately following the decompaction operation.

We offer to carry out a whole field Shockwave decompaction and our charge will be £1,050.00 + VAT which is a reduced rate for the extensive field area.

Regards

Kevin James: Director
Limebridge Rural Services Ltd



*DTH Burial and Exhumation Service
10, Lime Ave, Measham, Swadlincote,
Derbyshire*

January 2022.

Dear Parish Clerk,

I would like to introduce my company to you, with the possibility of me digging graves for Honeybourne PCC.

I am a self-employed gravedigger and exhumation specialist, and have been digging graves and offering cemetery services in the Midlands area for the last 15 years.

I dig for a large number of funeral directors and in many local Churchyards and cemeteries, these include, Mid Counties Co-operative Funeral Service, Tamworth Co-operative Funeral Service, Dignity Funerals, MG Evans and Son, Burntwood Town Council, Studley Parish Council and Funeral Partners including at their Jewish Cemetery in Witton, Birmingham. I also dig for many other independent funeral firms in the Midlands.

The funeral firms that I serve are impressed with the quality of my work and the value for money my graves are compared to others. All my graves that are £290.00 (coffin shape) and for a Grave suitable for a casket its £350.00. and for a cremated remains plots its £80.00. All graves are dressed and presented to a high standard. Please see my web site www.dthburials.co.uk

Or my face book page DTH Burial and Exhumation Services where examples of my work can be seen.

My graves are hand crafted to the highest standard and I pride myself in offering a professional and discrete service. I currently dig approx 300 grave a year in the areas that I cover and have a dedicated team of staff who assist me in my duties.

I have a detailed Health and Safety manual including risk assessments for all the tasks that I do, and the relevant public liability insurance.

In 2016 I was awarded the highest accolade there is in the funeral industry by winning "Grave digger of the Year" presented by The Good Funeral awards, and this generated a lot of media coverage because of the quality of my work.

Please do not hesitate to contact me if you require further information.

Yours sincerely,

David T Homer

DTH Burial and Churchyard Service

ALL AREAS COVERED

Please find enclosed my price lists from 1st January 2022

.

New Double Grave	£290.00
New single	£290.00
Re-open	£290.00
New for three	£360.00
Removal of soil from area	£40.00
Caskets	£360.00
Casket Re-Opens	£300.00
Baby/Childs graves	£100.00
Saturday Funerals	No extra Charge
Use of Kango/Breaker	No extra Charge
Dig for Depth/Identification	£40.00
Rodding for Depth.	£30.00
Sealing Shallow Graves (Slabs).....	£50.00
Exhumation and Vaults	Price on request
Burial of Ashes	£80.00
Any other associated work can be arranged , please enquire	

Hello Linda

I understand you require some information about our campaign. The registration page is not live yet so do please keep checking back in the next few days.

In the meantime, I hope this assists.

Now into its seventh year the Great British Spring Clean is Keep Britain Tidy's annual national clean-up campaign. During the campaign, members of the great British public join forces with a range of partners – from big business and trusts to community groups and councils – to get rubbish off the ground, safely collected and recycled. In 2021, #LitterHeroes pledged to clean up over a million miles of our outdoors. In 2022, we're back for what we hope will be our biggest year yet, with a simple challenge for communities that care about the environment: pledge to pick up one bag – or more – during the campaign because even one bag makes a big difference.

People will be able to pledge via our website from 12th February 2022.

The campaign is a fantastic way to engage local communities and remove litter which poses a threat to wild life and marine life, and degrades the quality of the natural environment.

Taking part has a huge positive benefit on volunteers as well as the local community, and last year, of those taking part last time, 91% agreed that they felt more pride in their local area, and 52% agreed that it helped them meet new people and make friends.

From the 12th February we will be promoting the campaign through media, social media and advertising. On the 12th, we will circulate a pack to partners signed up which includes assets and resources to help you promote the campaign, and explain why it matters. This will include a press release, social media artwork, and key messages.

Kind regards

Stef
Stef Hall
Communications Officer
Keep Britain Tidy
[REDACTED]



Keep Britain Tidy is a registered Charity No. 1071737. Registered as a Company limited by guarantee in England & Wales No.3496361. Registered office at Elizabeth House, The Pier, Wigan, WN3 4EX.

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Email from Honeybourne Potteries – 14th February 2022
Road safety and Parking Issues on Honeybourne High Street

Dear HPC,

As I still await a response from the HPC/ Alistair Adams as discussed with the clerk a couple of weeks back, so I thought it best to email & outline the issues in greater detail. I first raised these concerns back in April/May of 2021, to date I have not had any real solutions suggested by the HPC.

1.) My greatest concern is the road safety, with particular regard to pedestrians, especially children crossing the road at the top of the high street, opposite the pottery & before the bend out to Bretforton. I am writing now in the hope these issues can be fully addressed prior to the Spring/Summer months, when the Leys Play Area will become more frequently visited. Working in the pottery studio, since the play equipment was installed we have noted the large numbers of children & young families crossing the road unsighted between parked cars & this is a major safety concern.

I understand (having read so in the Village News) double yellow lines are to be installed by Highways on both side of the dangerous bend at the top of the High St. Given the profound impact this will have on road safety, parking for residents at this part of the village & for our business customers - I am disappointed not to have been advised of this decision personally. As one of the last remaining businesses on the High Street, a family business in it's second generation & trading in the village some 21 years, it is frustrating not to be alerted to such important decisions.

I understand the purpose of yellow lines will be to hopefully improve the visibility around this bend (as has been previously obscured by parked vehicles), however I would argue that the lost "traffic calming" effect of parked cars will only encourage drivers to maintain/increase their speed as they pass around this bend & down the High St. I have also read that "Slow Signs", clearer signage etc. will be placed between the Thatch & the Old High St. and a Traffic Mgt/Speeding Group has been set up. While it is good to see some action being taken, I do not believe these measures go nearly far enough to reduce car speed/increase road safety.

If the installation of yellow lines is to proceed, I believe supplementary speed cameras & camera signs are the only way to stop cars from speeding down the Honeybourne High Street, ideally the speed limit should be slowed right down to 20 MPH between the location of the school & the start of the bend at the top of the high St. Without any additional measures, motorists may in fact increase their speed as they pass around this bend, given the road will be clear of parked cars. If adequate measures are not introduced, I fear it is only a matter of time before we have a tragic fatality on this stretch of road. Other measures, such as speed humps (I know WCC are not keen on such measures), or at the very least the installation of digital speed clocks (as in Bretforton) could be somewhat effective. Signage alone will not stop speeding drivers, particularly at night on such a dimly lit part of the High St. - on this note, are there any plans to improve the street lighting at the top of the High St? With accidents in recent weeks, by the old Post Office & on the Bretforton road, I feel these matter requires urgent attention from the HPC, Highways & WCC.

2.) As I'm sure you are aware, there have been a number of developments within the Village that have impacted the parking situation on the High St for both residents & businesses over the past couple of years. Re-development of the old Village Hall has taken overflow parking from the High St & School St residents; expansion of the School without provision for staff parking has meant more teachers/parents parking on the High St.

Re-development of Fancutts Garage into yet more housing, yellow lines at the bottom & top of the High St, development of the Leys play area resulting in more parked cars on the High to access these facilities (given the Leys parking itself is inadequate & with poor access). Honeybourne continues to develop at pace, with I believe a disregard for improving/upgrading present infrastructure - making it extremely difficult for residents & local businesses like ourselves to continue living & trading in the village.

In the past, we have been fortunate to have used the Thatched Tavern car park for customer parking; sadly this no longer appears to be an available option to us. We are sadly running out of options. So much so, the only viable days we can trade as a business are Fri to Sun. In the recent past (pre- Covid) we ran weekly classes 4 times during the mid week, children's holiday workshops etc. with the current situation it would be virtually impossible for us to maintain a mid week trade.

The new proposal to install yellow lines at the top of the High St, will compound this problem further, ultimately leaving a small business as ours struggling to operate.

I have in the past reached out to the HPC & I have also spoken with Alastair Adams over the phone. The New Village Hall offered use of parking if not clashing with an existing event of theirs, however in reality this has not proved to be a workable solution for us.

Our business serves the local community and while also attracting customers from some of the largest cities (London, Oxford, Birmingham, Leicester etc) & in so bringing business into the local community, benefitting other businesses in the village.

I would like to know what meaningful action can be taken by the HPC to support a local small business such as ours & to help sustain our business here in the village, what steps can we take to resolve these parking issue? Particularly as we continue to fight back from the effects of the pandemic. For example, can a provision for parking be made on Brick Walk (right hand grass verge, opposite the Green) to alleviate the situation for residents & businesses alike? I understand this is Parish Council land. What other solutions can be discussed? What present parking facilities exist in the village that we could potentially use/share on an on-going basis?

It would also be interesting to hear what impact analysis was done on the existing infrastructure (if any) prior to Highways/HPC making the decision to install these yellow lines?

I would really appreciate hearing back in regard to this matter.

Chairman's respond - 20th February

Thank you for your email which Linda Stanton, Clerk has forwarded to me.

You will recall that I visited you at the Pottery some time ago when we discussed the problems of parking on the High St.

I wished there was an obvious remedy to the situation on High Street but unfortunately there isn't.

There are three tiers of local government which the Parish Council operates within.

Worcestershire County Council, whose responsibilities include Education, Highways, Social Services, waste disposal, rights of way. There is Wychavon District Council whose responsibilities include waste collection, planning, leisure, parks, environmental health. The Parish Council operates under these tiers of administration and responsibilities include allotments, maintenance of street lights (some are the responsibility of Worcestershire County Council & rooftop housing association), management of the sports field, the cemetery, maintenance of grass areas, rights of way & ditches. It is a statutory consultee for planning applications. It has a limited budget which is funded via a precept paid by Wychavon District Council.

In summary the Parish Council has limited responsibilities, resources & powers compared with both the County & District Councils. That said excellent relations & support are experienced with both County Councillor Adams & District Councillor Havermann-Mart. Often the Parish Council achieves outcomes through working with both councils - the zebra crossing on Station Rd & delivery of the play area at the Leys are just two examples.

You raise two issues - parking on the High Street & concerns about double yellow lines on the bend opposite Brick Walk. I understand that you could have arranged some parking at the village hall but you say this wouldn't work for you. When we met I spoke about the possibility of using the sports field car park, when not used by sports users. This hasn't been considered by Councillors but could be included as an agenda item if you think that it is a viable possibility?

Concerns have been raised by several residents about safety of children crossing High Street & Bretforton Road. This led to dialogue with the County Council & visits to site by Officers. Options to deal with user safety were considered and installing double yellow lines was recommended & approved by the Parish Council. I have copied Councillors Adams & Havermann-Mart into this email.

Given your concerns set out in your email this will be considered at the Parish Council meeting on 8 March, starting at 7.15 pm. Please feel free to attend & voice your concerns in the public forum item on the agenda.

Honeybourne Pottery reply to Chairman's email

Thanks for taking the time to respond to me.

I appreciate there is not a simple solution to these issues & that the HPC has limited powers. The purpose of my original email was to provide detail on the main issues in an attempt to open up a wider conversation with HPC, WCC, Wychavon District Council, Councillor Adams, Highways or any other party that can contribute to the discussion/resolution. I have myself in the past contacted a number of these parties regarding such issues & more often I have been advised to first contact my local parish council. As a Honeybourne parishioner/business owner, I do find it difficult to know exactly where to start given the extent of bureaucracy. Having said that, I am more than willing to speak or meet with any party/individual whom might be able to assist in exploring any possible solutions. Additionally, I am always happy to open our doors to any local/regional councillors wishing to visit our studio & see exactly what a unique & positive business we run - at Xmas we had Nigel Huddleston & his office do a potter's wheel workshop with us!

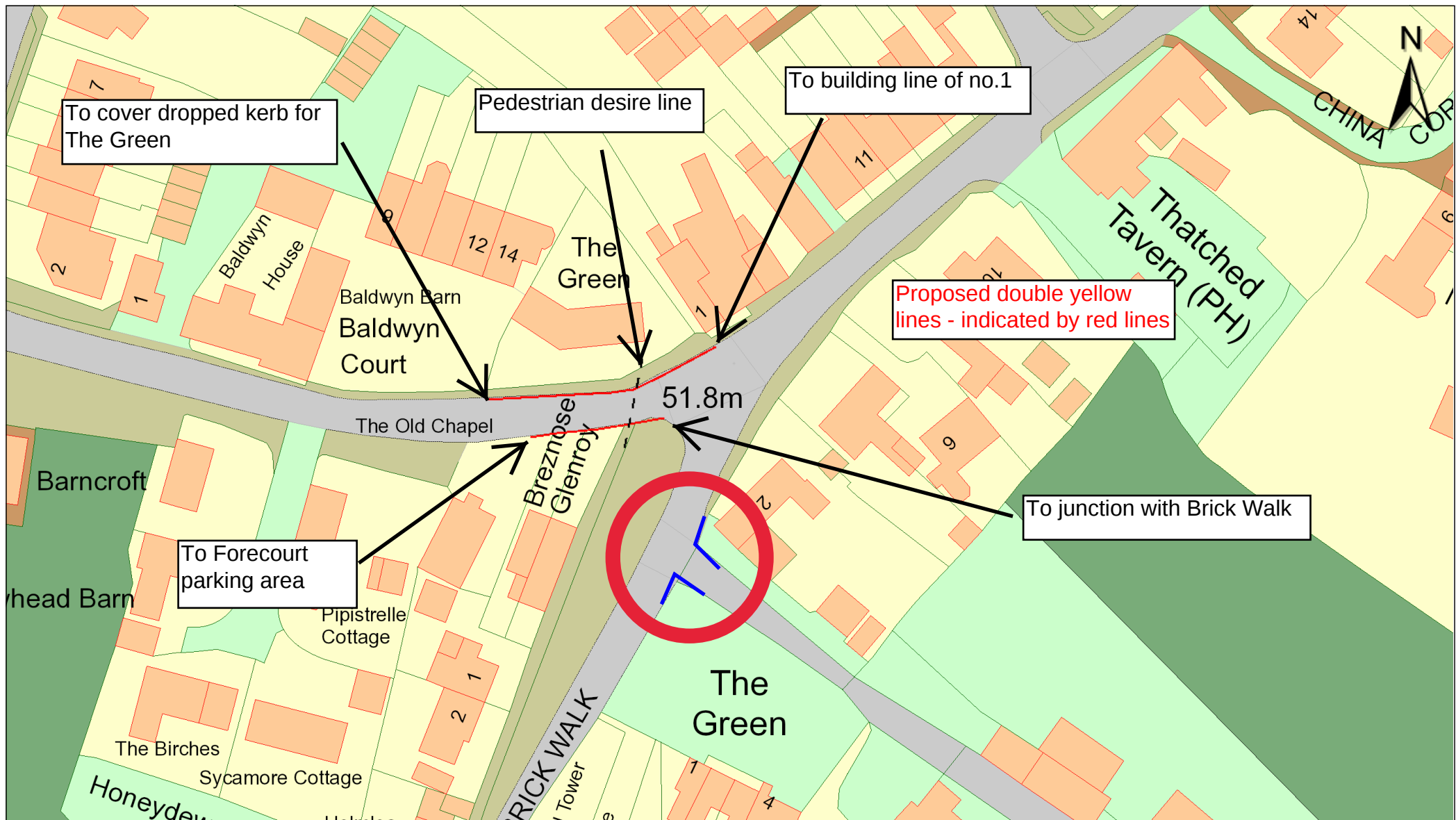
I think the use of the Sports field car park could be a viable solution to help alleviate the parking situation when not in use, so I am happy to have this added to the agenda. However, as we run workshops from Friday to Sunday, would this not conflict with sports activities on these days?

We do appreciate the offer of some parking at the Village Hall. However, this was offered on a limited ad-hoc basis, where we would need to call up in advance to check the timetable of events at the Village Hall & ensure there was sufficient available space on specific dates. Unfortunately, we don't feel this could be a workable long term solution, as the parking we need would conflict with the Village Hall use at both our peak times and create a lot of admin on both sides. We're ideally looking for a location our customers can park on an ongoing basis that does not require consent prior to each day.

If it is not possible to create any additional parking on Brick Walk (as I and have previously suggested) & existing parking facilities are available for us to use, like the Village Hall (perhaps the overflow parking?) & Sports Field, these would really need to be available to use on an on-going weekly basis. Ideally, we would like a list of available parking options in Honeybourne to send our customers by email upon booking with us. This would enable us to present our customers with a couple of back up parking options, in the event space is not available on the High St.

For any workshop, I anticipate having a max of 5 to 8 customer cars at any one time. Once the new yellow lines are installed, spaces on the High Street for residents and HP customers will be squeezed even further.

I look forward to hearing some further thoughts.



© Crown copyright and
database rights 2021
Ordnance Survey 100024230.

0 5 25 50 metres

High Street, Honeybourne

Proposed Prohibition of Waiting 'At Any Time'

Indicative Scale: 1:800

Drawing 2021.381.1

worcestershire
county council

Worcestershire County Council
County Hall
Spetchley Road
Worcester
WR5 2NP

Advise sought from SLCC

Chairman's Questions

1. If they operate as an independent group is it best practice that they can spend the budget without recourse to the PC?
2. If the PC give the clerk delegated power to pay invoices without obtaining competitive quotes (something the Clerk is not comfortable with) could there be any legal comeback on the clerk or the PC should things go wrong?
3. Does anyone have to approve their constitution?

SLCC Response

1. It would not really be an item for the 'Council' agenda if a collection of people wish to set up a group (of whatever name) - the Council should only focus on its work.

The Working Group has its Terms of Reference (TOR) set by the Council and it has no authority to deviate from those and, should not be asking the Officers to deviate from the Council's rules and instructions.

If indeed a group of residents were to set up a group - it would then liaise with the Council in the same way as other groups do asking for a grant (eg. brownies, WI etc) and would indeed need a bank account - which is unlikely to be set up quickly as the group won't have the necessary governance documents ready to hand. The Council would then most likely refer to its grant policy and ask the group for information which that policy requires.

2. If the Council, at a proper constituted meeting and agenda item, do indeed give delegated power to the Clerk to purchase items the Working Group require then this would be protection to the Clerk in that, it is a Council decision but, the Council would also be mindful to abide by its Standing Orders/Financial Regulations in that the money can't be spent without regulation or normal practices.

3. If a collection of residents set themselves up as a Group then it would be for them to create its own documentation/constitution, rules, generate its funds etc. The Council would only really get involved with the group if the group were to submit a request for a grant - then the Council would follow its own policy to check the groups credentials and assess its grant request.

Agenda Item 22/104 (j)

LUCKY PLATINUM JUBILEE LOTTERY!

Your Unique Lottery Number is printed on this envelope.

1ST	PRIZE: £150	2ND	PRIZE: £50	3RD	PRIZE: £25
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(Each household who receives The Honeybourne Village News has the chance of winning a cash prize!)

Honeybourne Parish Council are asking for donations in aid of

The Honeybourne Platinum Jubilee Fund,

to support a fun-filled weekend, celebrating the Queen's 70 year reign!

(Promoter: Honeybourne Parish Clerk, c/o H'Bourne Village Hall, Harvest Close, Honeybourne. WR11 7AP)

Registration Details: Wychavon District Council. Registration No: 21/04469/LOTIC

DATE: 25/02/2022



Zimprint | Quote-79301

Prices are valid for a maximum of 30 days from date of quote.

Prices are subject to sight of artwork/design.

Terms and Conditions apply - Please see www.zim-print.co.uk

Quote Address:

Theresa Deeming

Delivery Address:

Number	Qty	Sets	Description	NETT	VAT	Total
1	2	1	UPVC BANNERS 440gsm Upvc Banner printed from your supplied artwork (Must be CMYK Please) Hemmed and eyeleted. 3 to 4 working days lead time	£90.00	£0.00	£90.00
Delivery				£0.00	£0.00	£0.00
Total						£90.00

PRICES HOLD FIRM FOR 30 DAYS FROM DATE OF QUOTATION

Honeybourne Parish Council Clerk

From: [REDACTED] >
Sent: 28 February 2022 17:05
To: Honeybourne Parish Council Clerk
Subject: Additions to the agenda
Attachments: Fwd: Toilet Hire Quotation; Invoice 84963.pdf; Hire Contract 26681.pdf; Re: Hire Quotation 3565; Re: Website enquiry - Contact page

Good Afternoon Linda,

Please find attached the quotations for the toilets.

I have also attached the two quotes from the screen hire. I would advise to go with Purple wave but I will give you the two quotes.

We would also like to hire bouncy castles. It would be £350 for the weekend hire.

I would also like to put in a request to have a beacon lighting ceremony on the Leys. To reduce the costs it would be a bonfire beacon.

I will forward the minutes when I complete them.

Kind Regards

[REDACTED]

B & W Hire Limited,
Mount Pleasant Farm,
Hinton Road,
Childswickham, Broadway,
Worcestershire,
WR12 7HZ.



Tel: 01386 859437 (7 Days a week)
Website:- www.bwhire.co.uk
Email:- info@bwhire.co.uk
Opening Times:- Monday to Friday 8 am - 4.30 pm

HIRE INVOICE

Invoice No: 84963

HONEYBOURNE PARISH COUNCIL Honeybourne Village Hall, Harvest Close, Honeybourne, Evesham, Worcestershire, WR11 7RH	Site: Honeybourne Village Hall, Harvest Close, Honeybourne, Evesham, Worcestershire, WR11 7RH Invoice Date: 18/02/2022 Order No: Contract No. 26681
--	---

Date From	Date To	Description	Value
04/06/2022	05/06/2022	6 x Event Toilet Hire - Charges Subject to VAT (ES). Set charge of £60.00 each	£360.00
04/06/2022	05/06/2022	1 x Event Service Sunday 5th June 2022 am - Charges Subject to VAT (ESERV). Set charge of £120.00	£120.00
		Deposit required to secure the booking on Monday 4th April 2022 - £144.00	
		Balance of £432.00 required on or before Wednesday 4th May 2022	

VAT No. 879 4533 69

Bacs Payment Terms: 30 days com
 Bank of Scotland
 Sort Code: 12-24-82
 Account Number: 06418342
 Event Deposit to book 25% of total cost
 Remaining balance 30 days prior to Event

Sub-Total	£480.00
VAT at 20%	£96.00
TOTAL	£576.00

B & W Hire Limited,
Mount Pleasant Farm,
Hinton Road,
Childswickham, Broadway,
Worcestershire,
WR12 7HZ.



Tel: 01386 859437 (7 Days a week)
Website:- www.bwhire.co.uk
Email:- info@bwhire.co.uk
Opening Times:- Monday to Friday 8 am - 4.30 pm

CASH HIRE CONTRACT

Contract No: 26681

Customer: HONEYBOURNE PARISH COUNCIL

Start Date: 04/06/2022

End Date: 05/06/2022

Address: Honeybourne Village Hall,
Harvest Close,
Honeybourne,
Evesham,
Worcestershire,
WR11 7RH

Site: Honeybourne Sports & Recreation Field,
Bretforton Road,
Honeybourne,
Evesham,
Worcestershire, WR11 7PE

Order No:

Contact: Amy Mathias

Delivery: 52°05'34.7"N 1°50'25.4"W.

<u>Equipment</u>	<u>Stock No</u>	<u>Qty</u>	<u>Hire Rate per</u>
Event Toilet Hire - Charges Subject to VAT	ES	6	£360.00 Set Charge
Event Service Sunday 5th June 2022 am - Charges Subject to VAT	ESERV	1	£120.00 Set Charge

This order has been raised against your instructions, please check all of the details are correct & contact us within 7 days if any changes are required. All transactions are subject to our latest 'Terms & Conditions of Hire'.
Long Term Hire Contracts only: Please note that Site Toilets are subject to a minimum 4 week charge including delivery & collection within a 25 mile radius of our depot, outside this area extra charges will apply.

PLEASE NOTE THAT ONCE THE EQUIPMENT HAS BEEN DELIVERED TO SITE IT IS THE HIRERS RESPONSIBILITY TO INSURE AGAINST THEFT & DAMAGE HOWEVER IT MAY BE CAUSED. B&W HIRE HAS PUBLIC LIABILITY INSURANCE TO THE VALUE OF TEN MILLION POUNDS.

Equipment Value for insurance purposes:

Individual Toilet Unit: £750
Hot Wash Toilet Unit: £1,100
Disabled Toilet Unit: £1,200
Trailer Units/Luxury Units: £28,000
Internal fittings will be charged at replacement costs.
All prices quoted are subject V.A.T.

DUTY OF CARE NOTICE

CONTROLLED WASTE TRANSFER NOTE

Applicable for the above site from the start date until further notice
Description of waste: Effluent in Sealed Tankers
Transferred By: B & W Hire Ltd
Registration No: CB/DU253048

OFFICE USE:

Construction: Palm / Service List / On Off Record
Event Work: Palm / Diary

THIS IS A HIRE AGREEMENT REGULATED BY THE CONSUMER CREDIT ACT 1974. SIGN ONLY IF YOU WANT TO BE LEGALLY BOUNDED BY ITS TERMS.

To be signed in agreement with our 'Terms & Conditions of Hire' as shown on the attached document.

Please note that all charges are subject to VAT charged at 20%.

Signature:

Staff: Nicki

Print Date: 18/02/2022

Print Name:

Registered Office: Carrick House, Lypiatt Road, Cheltenham, Gloucestershire, England, GL50 2QJ. Registered - No: 05772935

Hire Quote: 3565

Date: 23/02/2022

Submitted To:

Amy Mathias
Amy Mathias
Honeybourne
WR11 7PE

Delivery Address:

Amy Mathias
Amy Mathias
Honeybourne
WR11 7PE

Telephone:

Email:

Mobile:

Event Details:

Quote Name: Jubilee Event 2022

Delivery Date: 04/06/2022

Start Date: 04/06/2022

End Date: 05/06/2022

Collection Date: 05/06/2022

Charge Rate: 1 Day

Hire Equipment

	Insurance Waiver	Price	Qty	Total
3m x 2m Outdoor LED Screen Package	☐	£1366.68	1	£1366.68
LED Wall free standing support system.	☐	£300.00	1	£300.00
PA System including Wireless Microphone	☐	£416.66	1	£416.66
Setup and Crew	☐	£416.66	1	£416.66
Upgrade to 4m x 2.5m LED Wall Additional £1250+vat	☐	£0.00	1	£0.00
Equipment Total				£2500.00

Insurance: Not applicable, customer is responsible for full replacement costs of equipment.

Insurance Waiver @

Net Total £2500.00

VAT @ 20% £500.00

Grand Total £3000.00

Once confirmed, full payment will be due by: **30/05/2022**

To secure this booking a deposit is required. **Deposit required of 40%** £1000.00

If you wish to confirm this booking please reply to the email this quotation was attached to, confirming everything is acceptable. If you need to raise a Purchase Order please forward the PO number and all quote amendments and invoices will reference this.

By proceeding with this quote you accept Purple Wave AV Limited's terms and conditions which are available at purplewaveav.co.uk/terms

This quote is valid for 14 days.

Payment Methods: Direct Bank Transfers to Starling Bank, Sort code 60-83-71, Account No 35024505, Account Name Purple Wave Av Ltd.

Card payments in person or online (please contact us for details).

We reserve the right to charge interest at 4% above the base rate on all late payments.



Honeybourne Parish Council Clerk

From: Events Team <events@urbanfoodfest.com>
Sent: 18 February 2022 10:20
To: [REDACTED]
Subject: Re: Website enquiry - Contact page

Hi [REDACTED]

I hope you are well and having a lovely week.

Please see the quotation below for a 4m x 2.5m LED screen:

- 4m x 2.5m outdoor LED wall screen
- Outdoor Self Powered Speakers
- Delivery & Collection

Total cost = £4955 + VAT

Refundable Damage Deposit = £3,000

Another option might be to explore the idea of a large TV screen or number of these dotted around the event space?

Kind regards,
Laura

Events Manager
Urban Food Fest

Office: 020 7563 3021

Email: events@urbanfoodfest.com

Web: www.urbanfoodfest.com

Twitter: [@UrbanFoodFest](https://twitter.com/UrbanFoodFest)

Facebook: [Urban Food Fest](https://www.facebook.com/UrbanFoodFest)

Instagram: [urbanfoodfest](https://www.instagram.com/urbanfoodfest)

On Tue, 15 Feb 2022 at 17:01, Events Team <events@urbanfoodfest.com> wrote:

Hi [REDACTED]

Apologies for the delayed response. I am gathering a couple of quotes together and should have these to you by tomorrow.

If there's anything else you need in the meantime please do let me know.

Thanks,
Laura

Events Manager
Urban Food Fest

Office: 020 7563 3021

Email: events@urbanfoodfest.com

Web: www.urbanfoodfest.com

Twitter: [@UrbanFoodFest](https://twitter.com/UrbanFoodFest)

Facebook: [Urban Food Fest](#)

Instagram: [urbanfoodfest](#)

On Tue, 15 Feb 2022 at 12:44, Amy Mathias <Amyfmathias@outlook.com> wrote:

Good Afternoon Laura,

I was wondering if you had spoken to the team concerning the screen?

Kind Regards

From: Events Team <events@urbanfoodfest.com>

Sent: 03 February 2022 12:48

To: Events Team <events@urbanfoodfest.com>

Subject: Re: Website enquiry - Contact page

Hi

Thank you so much for your time on the phone yesterday, it was a pleasure speaking with you!

Please see attached our Events Brochure with some examples of the services we can provide for events.

For events, we have a couple of ways in which we can work. The first option is where a guarantee of sales is in place, for this, an initial deposit per set up is paid to Urban Food Fest prior to the event taking place. On the day of the event, all guests would pay for their own food as normal. The chef would provide a sales report summarising all transactions and providing that the chef makes over the guaranteed deposit amount, then the full deposit would be refunded back to you. If the chef does not make the guaranteed amount then the difference would be deducted from the deposit being held on account.

A refundable deposit of £750 per set up, per day, is charged for any savoury food set ups.

Twitter: [@UrbanFoodFest](#)

Facebook: [Urban Food Fest](#)

Instagram: [urbanfoodfest](#)

On Wed, 2 Feb 2022 at 12:04, Events Team <events@urbanfoodfest.com> wrote:



I just tried to call - let me know when you are free for a call back?

Kind regards,

Laura

Events Manager

Urban Food Fest

Office: 020 7563 3021

Email: events@urbanfoodfest.com

Web: www.urbanfoodfest.com

Twitter: [@UrbanFoodFest](#)

Facebook: [Urban Food Fest](#)

Instagram: [urbanfoodfest](#)

On Wed, 2 Feb 2022 at 11:32, Amy Mathias <Amyfmathias@outlook.com> wrote:

Hi Laura,

Certainly available to talk. If you call me on my mobile [REDACTED] when you are free.

Kind Regards

[REDACTED]

From: Events Team <events@urbanfoodfest.com>

Sent: 02 February 2022 09:16

To: [REDACTED]

Subject: Re: Website enquiry - Contact page

Hi [REDACTED]

Thank you so much for your email, this is certainly something we can assist with.

Would you be free for a call to run through the details of the event?

I look forward to hearing from you.

Kind regards,

Laura

Events Manager

Urban Food Fest

Office: 020 7563 3021

Email: events@urbanfoodfest.com

Web: www.urbanfoodfest.com

Twitter: [@UrbanFoodFest](https://twitter.com/UrbanFoodFest)

Facebook: [Urban Food Fest](#)

Instagram: [urbanfoodfest](#)

On Tue, 1 Feb 2022 at 19:52, Urban Food Fest website <jessica@urbanfoodfest.com> wrote:

[REDACTED]
[REDACTED]
[REDACTED]

Message Body:

We are hosting a Platinum Jubilee event over the extended bank holiday weekend. 4th & 5th June 2022 we will need food vendors on site and we were wondering if you would be able to help. We would like some traditional things such as an ice-cream stall and pig roast but also something else. This would be for the Saturday.

I also saw from your page that you hire out screens and was wondering if you could quote, for the same weekend (both days).

Do you also hire out bars without alcohol? I would need an equipped bar but no need for alcohol.

It would be for the South Worcestershire area, WR11 7PE

--

This e-mail was sent from a contact form on Urban Food Fest (<http://urbanfoodfest.com>)

We can also offer a bar serving a selection of drinks, this can be arranged on a pre-paid basis or a guaranteed deposit of £1,500 per day.

The second option would be for a prepaid event where a set number of portions are paid for in advance. On the day of the event, the chef(s) arrives with all portions pre-prepared and will serve the agreed amount of portions. We can provide a variety of delicious cuisines, prices range between £9 - £15 per head depending on the cuisine, menu, and confirmed availability on your event date. A burger would cost circa £9.95, served with fries the cost would be £13.

We can also provide vintage furniture for events. A link to our vintage furniture can be found here: <http://www.urbanfoodfest.com/hire-vintage-furniture/> We can also provide: waitressing staff, marquees, musicians, entertainment and much more.

Regarding the screen, I will speak with the team and get back to you shortly with some costs for this.

The cost to dry hire the bar structure would be £995 + delivery and collection.

Let me know if you have any questions regarding the above.

I look forward to hearing your thoughts.

Kind regards,

Laura

Events Manager

Urban Food Fest

Office: 020 7563 3021

Email: events@urbanfoodfest.com

Web: www.urbanfoodfest.com

The Leys Play Area Facility Has Been Provided By Honeybourne Parish Council

- 1. All person use this facility at their own risk.**
- 2. Children must be supervised by a reponsible adult.**
- 3. Dog walkers must remain on the footpath and dogs must be kept on a lead.**
- 4. In the interest of safety please do not bring glass including bottles into the area.**
- 5. This is a No Smoking Area.**
- 6. This is your facility, please help to keep this site in good condition.**

**Please report any damage to the equipment to;
clerk@honeybourne-pc.gov.uk**

Honeybourne Parish Council and its employees cannot accept responsibility or liability for any claim, loss or damage whatsoever which may arise resulting from the use of this facility, except so far as provide by statue.

Summary of our recommendations

Our draft recommendations propose that Wychavon District Council should have 43 councillors, a decrease of two from the existing arrangements.

Those councillors should represent two three-councillor wards, 13 two-councillor wards, and 11 single-councillor wards across the council area.

Before drawing up the draft recommendations, the Commission carried out a public consultation inviting proposals for a new pattern of wards for Wychavon.

We have considered all of the submissions we received during that phase of consultation. The boundaries of most wards should change.

An outline of the proposals is shown in the map to the right. A detailed report on the recommendations and interactive mapping is available on our website at: www.lgbce.org.uk.

We welcome comments on our draft recommendations, whether you support the proposals or wish to put forward alternative arrangements.

Have your say at consultation.lgbce.org.uk:

- view the map of our recommendations down to street level.
- zoom into the areas that interest you most.
- find more guidance on how to have your say.
- read the full report of our recommendations.
- send us your views directly.

Stage of Review	Description
13 July 2021-20 September 2021	Public consultation on warding arrangements
11 Janaury 2022-21 March 2022	Public consultation on draft recommendations
05 July 2022	Publication of final recommendations
May 2023	Subject to parliamentary approval - implementation of new arrangements at local elections

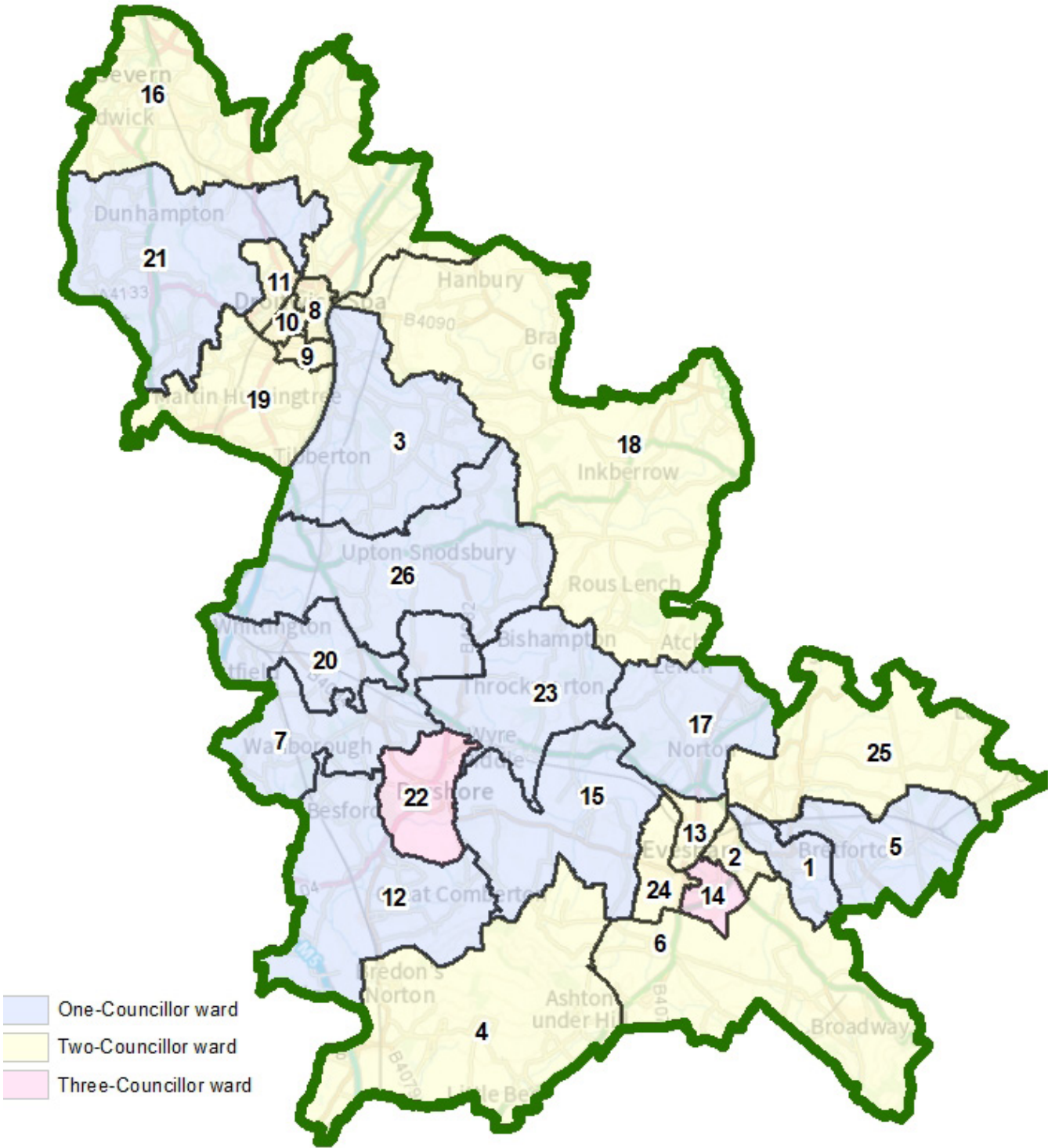
Overview of draft recommendations for Wychavon District Council

View this map online: consultation.lgbce.org.uk

Follow the review on Twitter: [@LGBCE](https://twitter.com/LGBCE)

If you are viewing this page online, click on the map to go straight to our interactive consultation area.

Number	Ward name
1	Badsey & Aldington
2	Bengeworth
3	Bowbrook
4	Bredon
5	Bretforton & Honeybourne
6	Broadway & Wickhamford
7	Drakes Broughton
8	Droitwich East
9	Droitwich South East
10	Droitwich South West
11	Droitwich West
12	Eckington
13	Evesham North
14	Evesham South
15	Fladbury
16	Hartlebury & Dodderhill
17	Harvington & Norton
18	Inkberrow
19	North Claines & Salwarpe
20	Norton & Stoulton
21	Omersley
22	Pershore
23	Pinvin
24	The Hamptons
25	The Littletons
26	Whittington & Upton Snodsbury



	Honeybourne Parish Council Memorial Permit Application A permit is required for all memorial works in a cemetery.	FOR OFFICE USE ONLY
		Permit Fee:
		Date Received:

SECTION 1: DETAILS OF GRAVE	
Name of Deceased	Grave Number

SECTION 2: DETAILS OF APPLICANT					
Full name of applicant:	Ms ☐	Miss ☐	Mrs ☐	Mr ☐	Other:
Address:					
Postcode:		Email:			
Telephone:					

DECLARATION BY APPLICANT (Tick as appropriate)	
A. I AM the registered owner of the Exclusive Rights of Burial as recorded on the Deed of Grant and hereby apply for a memorial permit to be issued subject to the regulations of Studley Parish Council.	☐
B. I AM NOT the registered owner of the Exclusive Rights of Burial as recorded on the Deed of Grant. I am a relative of the person buried in the grave but it is impractical for me to trace the rightful owner and I hereby apply for a memorial permit to be issued to place and maintain, or add an inscription on a memorial on the grave. I further declare that should the rightful owner be traced I agree to remove the memorial at my expense if requested.	☐
I understand that I am responsible for the maintenance of the memorial and that the Parish Council may take any action they deem necessary should the memorial become unsafe or dilapidated. I also understand that the memorial may be removed temporarily to allow burials in adjacent graves of this grave.	
Signature:	Date:

SECTION 3: DETAILS OF MEMORIAL MASON		
Name of Memorial Mason		
Full address including postcode:		
	Email:	
	BRAMM Registration Number:	
Telephone:		

SECTION 4: DETAILS OF MEMORIAL WORKS

1. MEMORIAL PERMIT TYPE (Tick as appropriate)

NEW HEADSTONE (Grave) ☐	NEW HEADSTONE (Cremation Plot) ☐	NEW HEADSTONE & KERBS (Old Section of Cemetery only) ☐
NEW WOODEN CROSS (Permanent) ☐	EXISTING MEMORIAL (modification or additional inscription) ☐	

2. MEMORIAL DETAILS

Nature of works and materials used

Inscription

MEMORIAL DRAWING

3. MEMORIAL DIMENSIONS

	Height	Width	Depth
MEMORIAL			
MEMORIAL BASE			
KERBS			
FOUNDATION			

Clerk to the Burial Authority
Honeybourne Parish Council
Harvest Close,
Honeybourne Village Hall
Honeybourne, WR11 7RH

Tel: 07951429652
Email: clerk@honeybourne-pc.gov.uk

Honeybourne Parish Council

Grave Digging Order

Contact Name of person arranging interment:		Telephone Number:	
Name of Deceased			Grave No.
Date of Interment & Time of Interment	Date:	Time:	
New grave / Reopen grave delete as appropriate	New Grave Yes / No	Reopen Grave Yes / No	
Depth to be excavated (for new graves only) delete as appropriate	Single Yes / No	Double Yes / No	
Size of Coffin (Please state exact size of coffin lid)			
Handles on Coffin / Casket delete as appropriate	Standard Handles Yes / No	Hinged Handles Yes / No	
Standard Casket (Please state exact size of casket lid)			
<u>INTERMENT OF ASHES</u>			
Standard Ashes Casket (12"x8") delete as appropriate	Yes	No	
Non-Standard Ashes Casket – please state size and any other relevant information for the grave digger ie: will ashes be emptied out of casket			

<u>MEMORIAL STONES</u>		
If grave is to be re-opened what type of memorial is present (delete as appropriate)	Full memorial Yes / No	Tablet Yes / No~
Headstones must be removed 1 week prior to the date of the funeral by a Stone Mason instructed by Person / Funeral Director making the arrangements.		
It is generally not necessary for a small flat or small inclined memorial stone to be removed for an ashes interment – please check with Parish Clerk when making arrangements		
Name on the Memorial		

Please sign this form before submitting to the Parish Clerk

Signed: _____

Name of person signing form: _____ Dated: ____ / ____ / ____

The information you have given in this document will be used by staff at Honeybourne Parish Council and the Grave Digger for the preparation of the grave. It is the responsibility of the funeral director to ensure all relevant information has been submitted correctly.