

## HONEYBOURNE PARISH COUNCIL

Minutes of the Parish Council meeting held at Honeybourne Village Hall, Harvest Close,  
Honeybourne WR11 7RH  
on Tuesday 12<sup>th</sup> March 2024

**Members present:** Cllrs: H Jobs ( Chairman), A Attridge, T Askew, C Clear and B Dubb

**In attendance:** Parish Clerk, Linda Stanton.  
County Cllr A Adams – Arrived at 20:30 – 20:45  
3 members of public

**23/325 Apologies :** Cllrs Steward, G Clelland, A Mathias & S Sidwell.  
The apologies were noted and accepted by Council.

**23/326 Declarations of Interest:** Councillors were reminded that to ensure transparency and retain public confidence in the council's decisions they are required to -

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

The Chair reminded all members to declare their interest at the start of the meeting and it was not the responsibility of the Chair or the Clerk to remind members of their declaration of interest.

There were none.

**23/327 To consider any dispensations**

There were none.

**23/328 Open Session Participation to hear from:**

a) Members of the Public.

A member of the PROW volunteers thanked the Parish Council for providing the strimmers and hedge cutter for the group. The equipment has made the job much easier. Cllr Jobs advised the member of public that 2 of the strimmers were provided by funding from a County Council grant.

b) Supporting organisations - South Worcestershire Policing Team.  
Not present.

c) Worcestershire County Councillor A. Adams (Littleton division)

The Chair welcomed Cllr Adams and asked if he wish to address the Council. Full report attached. (Appendix 1 pages 382 - 385)

d) Wychavon District Cllrs J Ciotti and H Robson.- They were not present.

e) Working Groups updates

I. PRoW and Ditch Clearing –The group leader informed Council that that the group went out to inspect the public footpaths in Honeybourne on 25<sup>th</sup> February and they have found quite a number of stiles that require attention. The group leader has been in touch with the footpath officer with their findings. The groups next event will be the community litter pick on 24<sup>th</sup> March at 10 am. The meeting point will be at the Village Hall carpark. He hopes that members will support the event by taking part in the litter pick.

II. Traffic Management and Speeding – Clerk advised Council that the Community Speed Watch Coordinator Officer at West Mercia Police has told her that Mr C Gear is the co-ordinator for Honeybourne CSW. The officer has not had much communication from Honeybourne CSW for some time. Members were not aware that Mr Gear is the co-ordinator for Honeybourne. Clerk to write to Mr Gear to check if he is still happy carry on as the co-ordinator.

### 23/329 Adoption of minutes

- I. To approve adoption of the minutes of the Parish Council meeting held on 13<sup>th</sup> February 2024.

**Resolved:**

That the minutes of the Parish Council meeting held on 13<sup>th</sup> February 2024 be approved as an accurate record and signed by the Chairman.

### 23/330 To approve adoption of Draft Biodiversity Policy.

Biodiversity can support efforts to reduce the negative effects of climate change. Conserved or restored habitats can remove carbon dioxide from the atmosphere, thus helping to address climate change by storing carbon.

Biodiversity Duty on Parish Councils - Section 40 of the 2006 Act, in force from 1st January 2023, places a duty on all local authorities, including parish and town councils, to consider what action the authority can properly take to further the general biodiversity objective. The general biodiversity objective is the conservation and enhancement of biodiversity in England so all parish and town councils must take biodiversity into account in their decision and actions.

**Resolved:**

The policy to be approved and adopted by the Council.

### 23/331 Chairman's report

1. The Chair informed Council that the Head of Honeybourne Academy was very pleased that the PC have invited the children to participate in the D-Day event.
2. The Chair reminded members of the Safety Roadshow with WDC on 23<sup>rd</sup> March and he hopes that members will support the event.

### 23/332 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) VAS Sign	One of the VAS has been damaged by the wind. Clerk has contacted the supplier to have the sign repaired and submitted a claim to the PC's insurer. The claim has now been paid out by the insurers
b) D-Day Event	<ul style="list-style-type: none"><li>• PC beacon lighting on 6<sup>th</sup> June 2024 has been registered with the Pageant Master.</li><li>• An order for the beacon has been placed. Payment to be made in April prior to the delivery of the beacon.</li><li>• SSAFA is pleased that the PC are having a collection for the charity.</li><li>• Honeybourne Primary Academy have accepted the PC's invitation to participate in the event. The children will be composing their own poems and reading out the poems on the 6<sup>th</sup> June. The head was very pleased that the PC have asked the children to participate.</li><li>• Arrangements for the food truck and band are confirmed.</li></ul>
c) Submission of lengthsman invoices	All invoices for reimbursement will in future have to be submitted electronically via WCC dashboard portal. Clerk has attended training organised by WCC.
d) Churchyard grounds maintenance	The ground maintenance work has been completed following approval from the Registrar of Diocese.
e) Brook Course – Tree branch	Tree branch in the brook has been reported to WCC officer. Officer will investigate.
f) Flooding along Mickleton Road by Bushy Hill	The flooding has been reported to WCC Officer. Officer will investigate.
g) Headwall – loose bricks	The loose bricks have been reported to Gateway Management for repair.
h) Notice of Casual Vacancy	WDC has been advised of the position and notices have been published.

i) Bramble Chase	A letter has been emailed to the Director's of Bramble Chase asking them if they will consider a new path on their land.
<b>Resolved:</b> That the report be noted.	

### 23/333 Correspondence & Circulations Received

a) Email – County Cllr Adams-Sandbags	Cllrs Adams advised that the sandbags placement by the letterbox opening of the drain at the High Street have been removed due to concerns raised by residents regarding the restriction of water flow during heavy down pour. Highways will leave the letterbox opening as it is.
b) Worcestershire County Council Road Traffic Regulations Act 1984 PROHIBITION OF WAITING ON CHINA CORNER, HONEYBOURNE (Circulated to members)	Worcestershire County Council are to consider making an Order the effect of which will be to prohibit waiting at any time on the following lengths and sides of road in Honeybourne: - China Corner: Both sides: from a point 9 metres southeast of its junction with High Street until the termination of the highway. The Order will vary the above Consolidation Order (which provides for civil enforcement of contraventions of waiting prohibitions and restrictions) and will contain exemptions to allow parking/access for certain purposes and limited waiting by disabled persons vehicles. Documents in relation to this Order can be downloaded at the <a href="#">Wychavon Public Notice Page</a> on the Worcestershire County Council Website or copies supplied by emailing <a href="mailto:roadtrafficregs@worcestershire.gov.uk">roadtrafficregs@worcestershire.gov.uk</a> ; or writing to Thomas Pollock at County Hall or may be inspected at Worcestershire County Council, County Hall, Spetchley Road, Worcester, WR5 2NP during normal office hours. Any objection/representations you may have must be sent in writing to Thomas Pollock at County Hall, or email <a href="mailto:roadtrafficregs@worcestershire.gov.uk">roadtrafficregs@worcestershire.gov.uk</a> ; to be received by 28 March 2024.
c) Worcestershire County Council Road Traffic Regulations Act 1984 Temporary Road Closure (Circulated to members)	(U45017 School Street, Honeybourne) (Temporary Closure) Order 2024 Proposed Order: to close that part of U45017 School Street from its junction with C2049 High Street to its junction with Reades Piece (NSG Ref 45401110). Reason: Utility work by Full Fibre Exemptions: to permit access to any land or premises fronting the highway affected where there is no other form of access; and to allow the works to be undertaken. Alternative route: C2049 High Street, U45017 School Street and vice versa. Maximum duration: 18 Months. Anticipated duration: 3 days (24hrs) Commencing: 25 March 2024
d) Natural Networks Programme Manager Directorate of Economy and Infrastructure	Worcestershire County Council has been appointed as the responsible authority for creating the Local Nature Recovery Strategy. Local Nature Recovery Strategy- Consultation running until 10 <sup>th</sup> March 2024. Details can be accessed at; <a href="#">Worcestershire Local Nature Recovery Strategy   Worcestershire County Council</a>
e) Harvard Avenue – Flooding in resident's garden	Flooding resolved. Owl Homes have installed further drains on their land to divert the water back into their attenuation pond. Resident advised Clerk that their garden no longer gets flooded. The resident thanked the Chair and Clerk for their assistance to resolve the issue.
f) Thank you email from Mrs Zoe Thorpe	Thanked the members for the gift and card. She enjoyed her time as a Parish Councillor and looks forward hearing all the continuing efforts for the village.
g) Email from resident – The Leys Play area fence	Email received from resident regarding the speed of the repair by the PC. <i>“What fab service. We do live in a lovely village”</i>
h) Letter from hirer of Village Hall-management of the hall	Clerk advised the hirer that the management of the Village Hall is by the Trustees and the PC has no responsibility for the management. Copy of the letter has been forwarded to the Village Hall Trustees

i) Circulation	<ul style="list-style-type: none"> <li>Home &amp; Security Roadshow – Free Security Advice from Malvern Hills &amp; Wychavon District Council. Saturday 23<sup>rd</sup> March 2024 at Honeybourne Village Hall from 10 am – 1pm</li> <li>Honeybourne Village Hall Afternoon Tea for Honeybourne’s 60 plus residents only. Saturday 23<sup>rd</sup> March 2024 at Honeybourne Village Hall from 2:30pm. Booking essential. Tel: 01386833600 or email: <a href="mailto:honeybournevillagehallbookings@yahoo.com">honeybournevillagehallbookings@yahoo.com</a></li> <li>Honeybourne Parish Council Community Litter pick. Sunday 24<sup>th</sup> March 2024. Meet at Village Hall carpark from 10am. Litter picking equipment will be provided.</li> </ul>
<b>Resolved:</b> That correspondence be noted.	

## 23/334 Finance

### a) To approve bills for payment for February.

Invoice no	Cheque no	Supplier	Description	Net £	Vat £	Gross £
340964509	Direct Debit	British Gas	Pavilion power and heating	75.46	3.77	79.23
V02190118685	Direct Debit	EE	PC mobile phone	5.83	1.17	7.00
1520425-0	Direct Debit	Sky Business	Pavilion phone line ( 22 <sup>nd</sup> Feb – 21 March 24)	26.95	5.39	32.34
Wp-Inv04815783	Direct Debit	Water Plus	Pavilion water	7.81	-	7.81
FX240308-15349546	BACS	Equals Money	To top up pre-paid card	250.00	-	250.00
SIN122102	BACS	Fairview Trading	Timber screws and timber for storage container	14.00	2.80	16.80
SIN122434	BACS	Fairview Trading	Bolts to repair fence at the Leys	3.87	0.77	4.64
SI-9804	BACS	Security 4 Systems	Monthly IT support	72.00	-	72.00
-	BACS	J Hyde	Lengthsman work	211.60	-	211.60
-	BACS	J Hyde	Handyman work	136.00	-	136.00
Tax month 12	BACS	HMRC	HMRC	757.67	-	757.67
Tax month 12	BACS	Worcestershire Pension	Pension	743.88	-	743.89
Tax month 12	BACS	Staff salary	Staff salary	2161.60	-	2161.60
2927	BACS	Limebridge	Tree works at The Green	750.00	150.00	900.00
2927	BACS	Limebridge	Grounds maintenance work at the churchyard	675.00	135.00	810.00
6190366309	BACS	Lyreco	Printer ink and paper	216.17	43.23	259.40

#### Equal Pre- paid debit card

Invoice	Date	Supplier	Description	Net £	Vat £	Gross £
352975 & 649675	28 <sup>th</sup> Jan 2024	John Lewis	Gift for Zoe Thorpe	21.54	4.31	25.85
IEN2024010277272	26 <sup>th</sup> Feb 2024	Adobe Creative	Software Subscription	16.64	3.33	19.97
WT7630925	29 <sup>th</sup> Feb 2024	Scotts of Stow	Hot water ern for pavilion	52.46	10.49	62.95

**Resolved:**  
That the payments to be approved.

**b) To approve bank reconciliation for February 2024**

**Honeybourne Parish Council**

29 February 2024 (2023 - 2024)

Prepared by:

Date:

\_\_\_\_\_  
Name and Role (Clerk/RFO etc)

Approved by:

Date:

\_\_\_\_\_  
Name and Role (RFO/Chair of Finance etc)

<b>A</b>	<b>Bank Reconciliation at 29/02/2024</b>		148,451.73
	Cash in Hand 01/04/2023		248,415.81
	<b>ADD</b> Receipts 01/04/2023 - 29/02/2024		
	<b>SUBTRACT</b> Payments 01/04/2023 - 29/02/2024		396,867.54
	<b>Cash in Hand 29/02/2024</b> (per Cash Book)		208,867.85
			<b>187,999.69</b>
<b>B</b>	Cash in hand per Bank Statements		
	Petty Cash	29/02/2024	0.00
	Lloyds Business Bank Instant	29/02/2024	178,703.94
	Lloyds Treasurers Account	29/02/2024	9,120.45
	Prepaid Debit Card Equals	29/02/2024	175.30
			<b>187,999.69</b>
	Less unrepresented payments		
		187,999.69	
Plus unrepresented receipts			
		<b>187,999.69</b>	
	<b>A = B Checks out OK</b>		

**Resolved:**

The bank reconciliation for February be approved.

**c) To note comparison of budget to actual expenditure from April 23 - February 2024.**

**Resolved:**  
That the comparison of budget to actual expenditure be noted.

**d) To note Limebridge Rural Services charges will increase by 5% to cover inflation for 2024/2025. This is a condition of their contract**

**Resolved:**  
That the increase of 5% is noted.

**e) Handyman has requested a £2.50 increase to his hourly rate to cover inflation. The handyman have not increase his rates since 2016.**

**Resolved:**  
That the £2.50 increase to the handyman hourly rate to be approved.

**f) For noting- the allotment rent demands will be issued at the end of March.**

**23/335 Environment & Community Wellbeing.**

**a) To consider and approve changing the PC’s Community Grant Application from March to April to coincide with the financial year. Grants will be considered by the PC in April and September.**

**Resolved:**

- I. That the PC’s Community Grant Application will be changed from March to April to coincide with the financial year.
- II. Grant applications will be considered at the PC meetings in April and September.

**b) For noting- the Secretary of the Parish Games has advised that the entry fee for this year will remain at £10.00 per event with a minimum of £80.00 plus £9.00 peg fees if any member in the Parish participates in the angling competition.**

**c) Councillor Code of Conduct Training in May 2024- Arrangements are being made for Councillors to attend the training.**

Proposed training will be held at the village hall. All members should attend.

**Resolved:**

- I. The training will be held on Tuesday 21<sup>st</sup> May 2024 at 7 pm in the Village Hall.
- II. Clerk will make the booking with CALC and advise the other Councillors that were not present at this meeting.

**d) To consider and sign the local council sector “Civility & Respect Pledge”.**

**Resolved:**  
That the Council will sign the “Civility & Respect Pledge”

**23/336 Committee Meetings and Groups reports.**

To receive minutes of meetings from Council Committees & Working Groups held since the last Council meeting and consider and approve recommendations.

There were no meetings held.

**23/321 Planning**

**a) Planning Correspondence**

WDC Ref	Site Address	Proposal
W/23/00249/OUT	31 Westbourne, Honeybourne, Evesham, WR11 7PT	Outline application for the erection of a proposed self-build dwelling at 31 Westbourne

PC planning consultant, Brodie Planning, has submitted the PC's objection again for the application on the grounds;

- Impact upon neighbouring amenity.
- Provision of on-site parking and private amenity space.
- Visual amenity of the area.

Brodie Planning has advised the planning officer that the application should be refused under delegated authority or determined by the planning committee.

**Resolved:**

That the objection submitted by Brodie Planning Consultant on behalf of the PC to be noted.

**b) Planning Decision received.**

WDC Ref	Site Address	Proposal
W/23/02234/HP	21 Brunel Way, Honeybourne Evesham, WR11 7GJ	Single Storey rear extension
Decision : Permission granted		
<b>Resolved:</b> That the decision is noted.		

**23/338 Members are reminded to notify the Clerk of any items for discussion at the next Council meeting by 25<sup>th</sup> March 2024.**

**23/339 Date and venue of the next Parish Council meeting**

Next Parish Council meeting 9<sup>th</sup> April 2024, 7:15pm at Honeybourne Village Hall.

The meeting concluded at 20:45

Signed: .....  
Chairman, Honeybourne Parish Council

Date: .....  
9<sup>th</sup> April 2024

Council Members: H Jobes (Chairman), Vice – Chair C Steward, A Attridge, T Askew, B Dubb, C Clear, G Clelland, A Mathias and S Sidwell

**Honeybourne Parish Council**

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role (Clerk/RFO etc)*

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role (RFO/Chair of Finance etc)*

	<b>Bank Reconciliation at 31/03/2024</b>			
	Cash in Hand 01/04/2023			148,451.73
	<b>ADD</b> Receipts 01/04/2023 - 31/03/2024			251,128.57
				399,580.30
	<b>SUBTRACT</b> Payments 01/04/2023 - 31/03/2024			215,297.28
<b>A</b>	<b>Cash in Hand 31/03/2024</b> (per Cash Book)			<b>184,283.02</b>
	Cash in hand per Bank Statements			
	Petty Cash	31/03/2024	0.00	
	Lloyds Business Bank Instant	31/03/2024	179,431.96	
	Lloyds Treasurers Account	31/03/2024	4,527.66	
	Prepaid Debit Card Equals	31/03/2024	323.40	
				<b>184,283.02</b>
	Less unrepresented payments			
				184,283.02
	Plus unrepresented receipts			
<b>B</b>	<b>Adjusted Bank Balance</b>			<b>184,283.02</b>
	<b>A = B Checks out OK</b>			



## APPLICATION FOR GRANT AID 2024/2025

Name of the Organisation

Honeybourne Hawks

Address

[REDACTED]

Telephone: [REDACTED]

Email: [REDACTED]

What does the organisation do?	FA Affiliated Football Club
How long has the organisation existed?	Commencing for the 2024/25 season
The names of all the officers of your organisation are required as well as the position that they hold.	Stephen Attridge: Chairman, Secretary, Welfare Officer, Coach, Manager Andrea Attridge: Treasurer
How many members belong to the organisation?	1 team approx. 11 players, plus their parents. 2 officers
How many members live within the parish of Honeybourne?	5 of the players plus their parents. 6 go to Honeybourne School
Describe the activity or project requiring grant support ( Refer to Section 1 qualifying activities i – vi )	For FA matches specific equipment is required to comply with the required standards
How much are you seeking from the Council?	£500.00

<b>What is the total cost of the activity or project?</b>	<b>Approx £4000.00</b>
<b>How much will you provide out of your own funds?</b>	<b>£800.00</b>
<b>How will the activity or project benefit the resident of Honeybourne?</b>	<b>A number of the players and parents live in the village. Maybe more teams will be set up in the future too.</b>
<b>Please provide, in space below or on separate sheet, any further supporting information relevant to this application.</b>	
<p>2 Goals required 12ft x 6ft total cost: £220.83 (<a href="http://www.forzagoal.co.uk">www.forzagoal.co.uk</a>)          Corner Flags with spring loaded poles £39.99 (<a href="http://www.forzagoal.co.uk">www.forzagoal.co.uk</a>)          Forza Football Crowd respect barrier £39.99 (<a href="http://www.forzagaol.co.uk">www.forzagaol.co.uk</a>)          Size 3 training balls: Mitre impel Club Football Pack (<a href="http://www.sportsdirect.com">www.sportsdirect.com</a>) £90.00          Remaining money to be put towards line marker for Pitch (Zebra Eco Grass line Marker) or similar.          Alpha Medical Bag (with first aid kit) £35.99 (<a href="http://www.pendlesportswear.co.uk">www.pendlesportswear.co.uk</a>)</p>	

**What is your Organisation’s present financial position?**

Please summarise and **attach a copy of your most up to date set of accounts and bank statement (s)**

(A more up to date statement and accounts may be required before any final decision is made)

In the process of setting up an account, brand new club!

**Have you made an application for a grant to any other bodies? Is so, to whom?**

No

**Brief details of Organisation’s own fund-raising efforts**

Subscription fee for the Parents £70.00 for the season. FA Fees, League Fees and Insurance will be needed, (approx. additional £320.00) Paying Referees when allocated. Ranch Caravan Park to Sponsor Team Kit. Teas and coffees to be served in Pavilion to help raise further funding.

**Declaration to be made by the Applicant**

- a. I give permission for the contents of this application to be disclosed at meetings of Honeybourne Parish Council, which are open to the press and public and for the contents of the application to be published on the Parish Council’s website.
- b. I am authorised by the organisation named above to make this application for grant support.
- c. The organisation agrees to abide by the Parish Council’s policy above in connection with any award it makes;

- d. I enclose the last set of accounts and balance sheet approved at the group's most recent AGM together with copies of bank statements covering the past six months.
- e. I confirm that the proposed project is lawful and conforms to any rules governing our group/organisation. I further agree to providing copies of receipts & invoices etc. as required to Honeybourne Parish Council to confirm to them exactly how the money has been spent if the application is successful.
- f. A copy of your organisation constitution or other formal system of decision making through a committee holding accountability to its wider membership or those for whom it provides services, including what happens to funds if they cease to operate.
- g. The information I have provided in this application form and in supporting documentation is true and accurate.

Signed \_\_\_\_\_

Print Name Stephen Attridge

Position Chairman

Date 26.3.24

**OFFICE USE ONLY**

Minute Number: \_\_\_\_\_ Date: \_\_\_\_\_

Minute Number: \_\_\_\_\_ Date: \_\_\_\_\_

1. The club shall be called \_\_\_\_\_Honeybourne Hawks FC\_\_\_\_\_ (the “Club”)

## **2. Objectives:**

The objectives of the Club shall be to provide facilities, promote the game of Association Football, to arrange matches and social activities for its members and community participation in the same.

## **3. Status of Rules:**

These rules (the “Club Rules”) form a binding agreement between each member of the Club.

## **4. Rules and Regulations**

(a) The members of the Club shall so exercise their rights, powers and duties and shall, where appropriate use their best endeavours to ensure that others conduct themselves so that the business and affairs of the Club are carried out in accordance with the Rules and Regulations of The Football Association Limited (“The FA”), County Football Association to which the Club is affiliated (“Parent County Association”) and Competitions in which the Club participates, for the time being in force.

b) No alteration to the club rules shall be effected without prior written approval by Worcestershire County FA

(c) The Club will abide by The FA's Child Protection Policies and Procedures, Codes of Conduct and the Equal Opportunities and Anti-Discrimination Policy as shall be in place from time to time.

## **5. Club Membership**

(a) The members of the Club from time to time shall be those persons listed in the register of members (the “Membership Register”) which shall be maintained by the Club Secretary.

(b) Any person who wishes to be a member must apply on the Membership Application Form and deliver it to the Club. Election to membership shall be at the discretion of the Club Committee and granted in accordance with the anti-discrimination and equality policies which are in place from time to time. An appeal against refusal may be made to the Club Committee in accordance with the Complaints Procedure in force from time to time. Membership shall become effective upon an applicant’s name being entered in the Membership Register.

(c) In the event of a member’s resignation or expulsion, his or her name shall be removed from the Membership Register.

(d) The FA and Parent County Association shall be given access to the Membership Register on demand.

## **6. Annual Membership Fee**

(a) An annual fee payable by each member shall be determined from time to time by the Club Committee and set at a level that will not pose a significant obstacle to community participation. Any fee shall be payable on a successful application for membership and annually by each member. Fees shall not be repayable.

(b) The Club Committee shall have the authority to levy further subscriptions from the members as are reasonably necessary to fulfil the objects of the Club.

## **7. Resignation and Expulsion**

(a) A member shall cease to be a member of the Club if, and from the date on which, he/she gives notice to the Club Committee of his/her resignation. A member whose annual membership fee or further subscription is more than two (2) months in arrears shall be deemed to have resigned.

(b) The Club Committee shall have the power to expel a member when, in its opinion, it would not be in the interests of the Club for them to remain a member. An appeal against such a decision may be made to the Club Committee in accordance with the Complaints Procedure in force from time to time.

(c) A member who resigns or is expelled shall not be entitled to claim any, or a share of any, of the income and assets of the Club (the “Club Property”).

## **8. Club Committee**

(a) The Club Committee shall consist of the following Club Officers: Chairperson, Treasurer, and Secretary.

(b) Each Club Officer and Club Committee Member shall hold office from the date of appointment until the next Annual General Meeting (“AGM”) unless otherwise resolved at an Extraordinary General Meeting (“EGM”). One person may hold no more than two positions of Club Officer at any time. The Club Committee shall be responsible for the management of all the affairs of the Club. Decisions of the Club Committee shall be made by a simple majority of those attending the Club Committee meeting. The Chairperson of the Club Committee meeting shall have a casting vote in the event of a tie. Meetings of the Club Committee shall be chaired by the...Chairman.....or in their absence the...Treasurer..... . The quorum for the transaction of business of the Club Committee shall be 2.

(c) Decisions of the Club Committee of meetings shall be entered into the Minute Book of the Club to be maintained by the Club Secretary.

(d) Any member of the Club Committee may call a meeting by giving not less than seven days’ notice to all members of the Club Committee. The Club Committee shall hold no less than 4 meetings per year.

(e) An outgoing member of the Club Committee may be re-elected. Any vacancy on the Club Committee which arises between Annual General Meetings shall be filled by a member proposed by one and seconded by another of the remaining Club Committee members and approved by a simple majority of the remaining Club Committee members.

(f) Save as provided for in the Rules and Regulations of The FA, the Parent County Association and any applicable Competition, the Club Committee shall have the power to decide all questions and disputes arising in respect of any issue concerning the Club Rules.

(g) The position of a Club Officer shall be vacated if such person is subject to a decision of The FA that such person be suspended from holding office or from taking part in any football activity relating to the administration or management of a football club.

### **9. Annual and Extraordinary General Meetings**

(a) An AGM shall be held in each year to:

(i) receive a report of the activities of the Club over the previous year;  
(ii) receive a report of the Club's finances over the previous year; (iii) elect the members of the Club Committee; and (iv) consider any other business.

(b) Nominations for election of members as Club Officers or as members of the Club Committee shall be made in writing by the proposer and seconder, both of whom must be existing members of the Club, to the Club Secretary not less than 21 days before the AGM. Notice of any resolution to be proposed at the AGM shall be given in writing to the Club Secretary not less than 21 days before the meeting.

(c) An EGM may be called at any time by the Club Committee and shall be called within 21 days of the receipt by the Club Secretary of a requisition in writing, signed by not less than five members stating the purposes for which the Meeting is required and the resolutions proposed. Business at an EGM may be any business that may be transacted at an AGM.

(d) The Secretary shall send to each member at their last known address written notice of the date of a General Meeting (whether an AGM or an EGM) together with the resolutions to be proposed at least 14 days before the meeting.

(e) The quorum for a General Meeting shall be at least 5 members.

(f) The Chairperson, or in their absence a member selected by the Club Committee, shall take the chair. Each member present shall have one vote and resolutions shall be passed by a simple majority. In the event of an equality of votes the Chairperson of the Meeting shall have a casting vote.

(g) The Club Secretary, or in their absence a member of the Club Committee, shall enter Minutes of General Meetings into the Minute Book of the Club.

10. Club Teams At its first meeting following each AGM the Club Committee shall appoint a Club member to be responsible for each of the Club's football teams. The appointed members shall be responsible for managing the affairs of the team. The appointed members shall present to the Club Committee at its last meeting prior to an AGM a written report of the activities of the team.

### **11. Club Finances**

(a) A bank account shall be opened and maintained in the name of the Club (the "Club Account"). Designated account signatories shall be the Club Chairperson, the Club Secretary and the Treasurer. No sum shall be drawn from the Club Account except by cheque signed by two of the three designated signatories. All monies payable to the Club shall be received by the Treasurer and deposited in the Club Account.

(b) The Club Property shall be applied only in furtherance of the objects of the Club. The distribution of profits or proceeds arising from the sale of Club Property to members is prohibited.

(c) The Club Committee shall have the power to authorise the payment of remuneration and expenses to any member of the Club (although a Club shall not remunerate a member for playing) and to any other person or persons for services rendered to the Club.

(d) The Club may provide sporting and related social facilities, sporting equipment, coaching, courses, insurance cover, medical treatment, and other ordinary benefits of Community Amateur Sports Clubs as provided for in the Finance Act 2002.

(e) The Club may also in connection with the sports purposes of the Club: (i) sell and supply food, drink and related sports clothing and equipment.

(f) The Club shall keep accounting records for recording the fact and nature of all payments and receipts so as to disclose, with reasonable accuracy, at any time, the financial position, including the assets and liabilities of the Club. The Club must retain its accounting records for a minimum of six years.

(g) The Club shall prepare an annual "Financial Statement", in such format as shall be available from The FA from time to time. The Financial Statement shall be verified by an independent, appropriately qualified

accountant and shall be approved by members at general meeting. A copy of any Financial Statement shall, on demand, be forwarded to The FA.

(h) The Club Property, other than the Club Account, shall be vested in not less than two and no more than four custodians, one of whom shall be the Treasurer ("the Custodians"), who shall deal with the Club Property as directed by decisions of the Club Committee and entry in the Minute Book shall be conclusive evidence of such a decision.

(i) The Custodians shall be appointed by the Club in a General Meeting and shall hold office until death or resignation unless removed by a resolution passed at a General Meeting.

(j) On their removal or resignation a Custodian shall execute a Conveyance in such form as is published by The FA from time to time to a newly elected Custodian or the existing Custodians as directed by the Club Committee. The Club shall, on request, make a copy of any Conveyance available to The FA. On the death of a Custodian, any Club Property vested in them shall vest automatically in the surviving Custodians. If there is only one surviving Custodian, an EGM shall be convened as soon as possible to appoint another Custodian.

(k) The Custodians shall be entitled to an indemnity out of the Club Property for all expenses and other liabilities reasonably incurred by them in carrying out their duties.

## **12. Dissolution**

(a) A resolution to dissolve the Club shall only be proposed at a General Meeting and shall be carried by a majority of at least three-quarters of the members present.

(b) The dissolution shall take effect from the date of the resolution and the members of the Club Committee shall be responsible for the winding up of the assets and liabilities of the Club.

(c) Any surplus assets remaining after the discharge of the debts and liabilities of the Club shall be transferred to another Club, a Competition, the Parent County Association or The FA for use by them for related community sports.

## APPLICATION FOR GRANT AID 2024/2025

Name of the Organisation

Honeybourne Village News

Address

████████████████████

Telephone: ██████████

Email: ██████████

What does the organisation do?	Creates content, sources advertisers, edits, arranges printing and distribution of monthly Honeybourne Village News
How long has the organisation existed?	The current group of volunteers took over the magazine in 2021.
The names of all the officers of your organisation are required as well as the position that they hold.	Trevor Askew – Chair Chris Gear – Editor Paula Staples – Treasurer Judi Mellor – Committee Member Ian Mellor – Committee Member
How many members belong to the organisation?	5 Committee Members – as stated above. We have actively sought new members, but sadly none have come forward
How many members live within the parish of Honeybourne?	All
Describe the activity or project requiring grant support ( Refer to Section 1 qualifying activities i – vi )	The activity that requires grant support is the printing of the magazine. We feel this meets category v a viable group or society experiencing a period of financial hardship.
How much are you seeking from the Council?	£500
What is the total cost of the activity or project?	Annual printing costs are estimated to be over £6000. This is an increase over last year's annual cost of ~£5500 due to

	<b>inflation and the additional copies required for the residents of Owl Homes.</b>
<b>How much will you provide out of your own funds?</b>	<b>Our income from advertisers this year is £5200. We currently spend £600 per annum on distribution and expect this to increase as some who currently deliver the magazine as volunteers may not wish to continue. Last year we also bought a new trolley for volunteers to use for the delivery for health and safety reasons.</b>
<b>How will the activity or project benefit the resident of Honeybourne?</b>	<b>The activity will benefit the community of Honeybourne by providing them with monthly up to date information from the parish council, district council, West Mercia Police and a variety of village groups so that those with no computer or who cannot access noticeboards can read. It also provides information about upcoming events to encourage the community to come together.</b>
<b>Please provide, in space below or on separate sheet, any further supporting information relevant to this application.</b>	
The volunteer team was set up after the existing provider of the Village News asked the Parish Council for £4000 to continue the magazine back in 2020/2021. The aim was that the volunteer team would make the magazine self-financing. We have managed our finances tightly – seeking new advertisers each year and keeping rates competitive. With the help of grants, we have gradually established a solid base and we anticipate this being our last application for a grant – for just one month’s printing costs. This will give us a cushion of safety in the event of unforeseen costs.	

**What is your Organisation’s present financial position?**

Please summarise and **attach a copy of your most up to date set of accounts and bank statement (s)**

(A more up to date statement and accounts may be required before any final decision is made)

Accounts for the year ending Nov 2023 are attached. Note the year starts in Dec 2022. These reconcile to the bank statement and have been reviewed by the Committee.

**Have you made an application for a grant to any other bodies? Is so, to whom?**

No

**Brief details of Organisation’s own fund-raising efforts**

Advertising revenue is our only source of funds. We are conscious not to over-load the magazine with adverts but with new advertisers this year and a price increase, our income from advertising for the calendar year 2024 will be 15% up on that for the calendar year 2023.

**Declaration to be made by the Applicant**



- a. I give permission for the contents of this application to be disclosed at meetings of Honeybourne Parish Council, which are open to the press and public and for the contents of the application to be published on the Parish Council's website.
- b. I am authorised by the organisation named above to make this application for grant support.
- c. The organisation agrees to abide by the Parish Council's policy above in connection with any award it makes;
- d. I enclose the last set of accounts and balance sheet approved at the group's most recent AGM together with copies of bank statements covering the past six months.
- e. I confirm that the proposed project is lawful and conforms to any rules governing our group/organisation. I further agree to providing copies of receipts & invoices etc. as required to Honeybourne Parish Council to confirm to them exactly how the money has been spent if the application is successful.
- f. A copy of your organisation constitution or other formal system of decision making through a committee holding accountability to its wider membership or those for whom it provides services, including what happens to funds if they cease to operate.
- g. The information I have provided in this application form and in supporting documentation is true and accurate.

Signed \_\_\_\_\_

Print Name \_\_\_Paula Staples\_\_\_\_\_

Position \_\_\_Hon Treasurer\_\_\_\_\_

Date \_\_\_\_\_22<sup>nd</sup> March 2024\_\_\_\_\_

<b><u>OFFICE USE ONLY</u></b>	
Minute Number: _____	Date: _____
Minute Number: _____	Date: _____

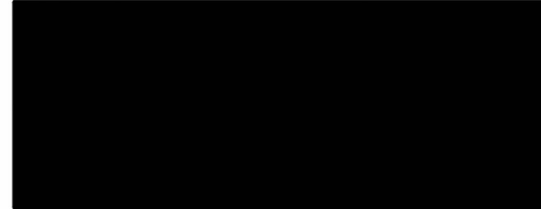
Your account statement

Issue date: 1 December 2023

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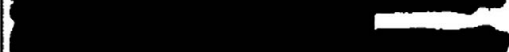
Account summary

**Balance On 01 Nov 2023** **£2,586.82**

Your account statement

Issue date: 1 December 2023



Date	Payment Type	Details	Paid In (£)	Paid Out (£)	Balance (£)
28 Nov 23	FPI		270.00		4,469.83
30 Nov 23	FPI		270.00		4,739.83

<b>Honeybourne Village News - Income and Expenditure Report from 1st Dec 2022</b>													
All Figures are Pounds Sterling.													
Opening Balances as at 1st Dec 2020:	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Annual Total
Current Account	-3883.57	-4509.57	-5480.57	-4987.57	-4480.57	-3981.57	-4877.57	-4434.57	-3909.57	-3498.82	-3016.82	-2646.82	-3883.57
<b>Plus Income:</b>													
Advertising revenue 2023	-1108.00	-1444.00	-30.00	-66.00	-24.00		-30.00	-48.00	-26.25		-153.00		-2929.25
Advertising revenue 2024												-2,736.00	-2736.00
Honeybourne PC Grant						-1419.00							-1419.00
Worcestershire - Grant													0.00
<b>TOTAL INCOME</b>	-1108.00	-1444.00	-30.00	-66.00	-24.00	-1419.00	-30.00	-48.00	-26.25	0.00	-153.00	-2736.00	-7084.25
<b>Less Expenditure:</b>													
Printing costs	432.00	473.00	473.00	473.00	473.00	473.00	473.00	473.00	432.00	432.00	473.00	473.00	5553.00
Delivery costs	50.00		50.00	100.00	50.00	50.00		100.00	5.00	50.00	50.00	60.00	565.00
Other costs												109.99	109.99
<b>TOTAL EXPENDITURE</b>	482.00	473.00	523.00	573.00	523.00	523.00	473.00	573.00	437.00	482.00	523.00	642.99	6227.99
													0.00
Income - Expenditure	-626.00	-971.00	493.00	507.00	499.00	-896.00	443.00	525.00	410.75	482.00	370.00	-2093.01	-856.26
End Balance	-4509.57	-5480.57	-4987.57	-4480.57	-3981.57	-4877.57	-4434.57	-3909.57	-3498.82	-3016.82	-2646.82	-4739.83	-4739.83

# Constitution

## 1. Name

The name of the group shall be **Honeybourne Village News Team**

## 2. Aims

The aims of **Honeybourne Village News Team** will be:

- To create and deliver a magazine to all Honeybourne residents – ideally free of charge
- To promote local interest groups and include local news/information about upcoming events
- To provide a vehicle for local advertisers (whose adverts support the costs of producing the magazine)
- To communicate openly with the local community – running surveys of the readership periodically, responding to feedback and providing an annual report to the Parish Council
- To welcome volunteers who wish to help to support the magazine in any capacity.

## 3. Membership

Membership is open to anyone who volunteers to help produce the magazine and supports the aims of Honeybourne Village News.

## Ceasing to be a member

Any offensive behaviour, including racist, sexist or inflammatory remarks, will not be permitted. Anyone behaving in an offensive way or breaking the equal opportunities policy may be asked not to attend further meetings or to resign from the group if an apology is not given or the behaviour is repeated. The individual concerned shall have the right to be heard by the team, accompanied by a friend, before a final decision is made

## 4. Equal Opportunities

Honeybourne Village News will not discriminate on the grounds of sex, race (including colour, ethnic or national origin), sexual orientation, disability, gender reassignment, religious or political belief, pregnancy or maternity, marital status or age.

## 5. Officers and committee

The business of the group will be carried out by a committee. The Committee will meet as necessary and not less than four times a year.

The Committee will consist of a target of 4 members with 3 officers.

The officers' roles are as follows:

- Chair, who shall chair committee meetings
- Editor/Secretary, who shall be responsible for the taking of minutes and the distribution of all papers
- Treasurer who shall be responsible for maintaining accounts

In the event of an officer standing down during the year a replacement will be elected by the next committee meeting of members.

Any committee member not attending a meeting without apology on two occasions will be contacted by the committee and asked if they wish to resign.

The Committee meetings will be open to any member of the public wishing to attend as a volunteer or potential volunteer.

## 6. Meetings

### Committee Meetings

Committee meetings may be called by the Chair or Secretary. Committee members receive notice of meetings at least 5 days before the meeting.

The quorum for Committee meetings is three members and at least one officer.

## 7. Rules of Procedure for meetings

All questions that arise at any meeting will be discussed openly and the meeting will seek to find general agreement that everyone present can agree to.

If a consensus cannot be reached a vote will be taken and a decision will be made by a simple majority of members present. If the number of votes cast on each side is equal, the chair of the meeting shall have an additional casting vote.

## 8. Finances

An account will be maintained on behalf of the Honeybourne Village News at a bank agreed by the committee. At least two cheque signatories will be nominated by the Committee (one to be the Treasurer). The signatories must not be related nor members of the same household. The

Treasurer will make payments as directed and approved after discussion by the Committee, or if that is not possible as approved by the Chair or Editor/Secretary.

Evidence for all payments and deposits will be retained by the Treasurer.

Summary records of income and expenditure will be prepared by the Treasurer for each meeting. These summary records will be reconciled to the bank account. A statement from the bank – either online or on paper will be presented at each meeting and all transactions will be open to review. A member of the Committee will sign the bank statement as evidence of the review.

All money raised by or on behalf of Honeybourne Village News is only to be used to further the aims of the group, as specified in item 2 of this constitution. All money held by the Honeybourne Village News will be held in a bank account in that name.

## 9. Amendments to the Constitution

Amendments to this constitution may only be made at a meeting.

Any proposal to amend the constitution must be given to the Secretary in writing. The proposal must then be circulated with the notice of meeting.

Any proposal to amend the constitution will require a two thirds majority of those present and entitled to vote.

## 10. Dissolution

If a meeting, by simple majority, decides that it is necessary to close down the group it may call a Special Meeting to do so. The sole business of this meeting will be to dissolve the group.

If it is agreed to dissolve the group, then all remaining money and other assets, once outstanding debts have been paid, will be distributed as agreed at the meeting which agrees the dissolution.

This constitution was agreed at the Committee Meeting of the Honeybourne Village News on:

Date 6.11.23

Name and position 

Signed 

## APPLICATION FOR GRANT AID 2024/2025

Name of the Organisation

Wednesday Club

Address

Treasurer's address: [REDACTED]

Telephone: [REDACTED]

Email: [REDACTED]

What does the organisation do?	Over 60 Club, monthly meetings for local group, tea/coffee, speakers, entertainment, monthly outings.
How long has the organisation existed?	Over 20 years
The names of all the officers of your organisation are required as well as the position that they hold.	Secretary: Valerie Taylor Treasurer: Christiane Bates Organisation: Sylvia Matthews Outings: Michael Neal Associates: Pamela Ash Gwen Whitehouse Helen Steward
How many members belong to the organisation?	38
How many members live within the parish of Honeybourne?	30
Describe the activity or project requiring grant support ( Refer to Section 1 qualifying activities i – vi )	Subsidy for transport to outings. Costs have risen sharply and we wish to keep costs to members and non-members as low as possible to benefit the Honeybourne residents who wish to come along, including entrance fees to access activities where applicable.
How much are you seeking from the Council?	£500.00
What is the total cost of the activity or project?	Each trip costs between £260 and £300, not currently including entrance fees,

	<b>one trip costing £500. We have 12 trips a year.</b>
<b>How much will you provide out of your own funds?</b>	<b>Attendees are charged £15 from this financial year but the number of attendees vary from trip to trip so we are hoping that the shortfall may be covered by the grant.</b>
<b>How will the activity or project benefit the resident of Honeybourne?</b>	<b>We are intending to advertise the trips to non-members living in Honeybourne, to offer a social occasion they would not normally enjoy.</b>
<b>Please provide, in space below or on separate sheet, any further supporting information relevant to this application.</b>	
<p>We wish to encourage local residents to opportunity to enjoy outings to enhance their mental well-being and socialise with peers and hopefully form friendships. More outings could be envisaged if numbers increase leading to breakeven costs. Unfortunately owing to the age group attending some members have moved away or have passed away and we are trying to attract new members through outings including visits to museums, activities, and visiting new areas.</p>	

**What is your Organisation’s present financial position?**

Please summarise and **attach a copy of your most up to date set of accounts and bank statement (s)**

(A more up to date statement and accounts may be required before any final decision is made)

We are a non-profit organisation, our current financial position is £8319.59, having experienced a loss of £253.86 over the year between membership revenue and expenditure due to increased pricing to the hall hire and speakers fees.

**Have you made an application for a grant to any other bodies? Is so, to whom?**

No

**Brief details of Organisation’s own fund-raising efforts**

Increased membership fees  
 Table top sale  
 Non-charging entertainment, such as talks from the police or fire brigade to keep charging speakers to a minimum  
 Raffle  
 Admission fee to cover cost of tea and cakes

**Declaration to be made by the Applicant**

- a. I give permission for the contents of this application to be disclosed at meetings of Honeybourne Parish Council, which are open to the press and public and for the contents of the application to be published on the Parish Council’s website.
- b. I am authorised by the organisation named above to make this application for grant support.
- c. The organisation agrees to abide by the Parish Council’s policy above in connection with any award it makes;

- d. I enclose the last set of accounts and balance sheet approved at the group's most recent AGM together with copies of bank statements covering the past six months.
- e. I confirm that the proposed project is lawful and conforms to any rules governing our group/organisation. I further agree to providing copies of receipts & invoices etc. as required to Honeybourne Parish Council to confirm to them exactly how the money has been spent if the application is successful.
- f. A copy of your organisation constitution or other formal system of decision making through a committee holding accountability to its wider membership or those for whom it provides services, including what happens to funds if they cease to operate.
- g. The information I have provided in this application form and in supporting documentation is true and accurate.

Signed \_\_\_\_\_

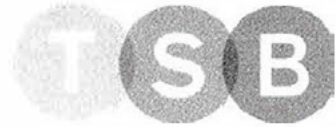
Print Name \_\_\_\_\_ Christiane Bates \_\_\_\_\_

Position \_\_\_\_\_ Treasurer \_\_\_\_\_

Date \_\_\_\_\_ 27 March 2024 \_\_\_\_\_

<b><u>OFFICE USE ONLY</u></b>	
Minute Number: _____	Date: _____
Minute Number: _____	Date: _____





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GL20 5PF

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Your branch: [REDACTED]  
Sort Code: [REDACTED]  
Account Number: [REDACTED]  
BIC: [REDACTED]  
IBAN: [REDACTED]

10/03/2024

## Spend & Save Account

Statement number: 16

Effective from: 12 February 2024 to 10 March 2024

### Your Account

Date of previous statement	11 February 2024
Balance on 12 February 2024	£7,519.53
Money in	£600.00
Money out	£27.50
Balance on 10 March 2024	£8,092.03

### Your Interest Rates

Balances of	AER%	Gross p.a.%	Net p.a.%
£1.00+	0.00	0.00	0.00

#### Amount of Unarranged Overdraft and Interest Payable

£0.00+ 2.84% per month (39.90% EAR\* variable)

\* EAR is the Equivalent Annual Rate. This is the actual annual interest rate of an Overdraft. It does not take into account other fees and charges.

AER is the Annual Equivalent Rate and illustrates what the interest rate would be if interest was paid and compounded once each year. Gross is the contractual rate of interest payable before the deduction of income tax at the rate specified by law. Net is the rate of interest which would be payable after allowing for deduction of income tax at the specified rate.

We will give you at least 14 days notice before we take any Overdraft fees or interest out of your account. Interest rates and fees are detailed as at the date of this statement.

### Fees Explained

Other services - These are fees for other services you have asked for. You can find more details in our Banking Charges guide or at [www.tsb.co.uk](http://www.tsb.co.uk)

The monthly cap on unarranged overdraft charges for the Spend & Save Account is £30. Further details can be found online at [tsb.co.uk/overdrafts](http://tsb.co.uk/overdrafts)

Fees and interest rates may have changed during the period covered by this summary. For details please see your regular statements.

Sheet1

Bank  
Balance **£8,437.95**

9 3 2023

Hall hire 22.5  
Cakes 29.92

**£8,390.53**

24 4 2023

Hall Hire 22.5

**£8,368.03**

5 7 2023

Hall Hire 45

**£8,323.03**

16 8 2023

Hall Hire 45

**£8,278.03**

Sheet1

16 10 2023		Hall Hire	45	
				<b><u>£8,233.03</u></b>
16 12 2023		Hall Hire	45	
				<b><u>£8,188.03</u></b>
17 1 2024		Lunch	561	
31 1 2024		Hall Hire	107.5	
				<b><u>£7,519.53</u></b>
29 2 2024		Hall Hire	27.5	
BANK				
Balance				<b><u>£7,492.03</u></b>
4 3 2024	Transfer in		600	
BANK				
Balance year end				<b><u>£8,092.03</u></b>



Your account statement

Issue date: 31 March 2023

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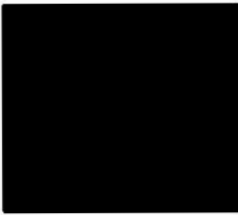
Your branch: [REDACTED]

Sort code: [REDACTED]

BIC: LOYDGB21267

IBAN: GB17 [REDACTED]

J31D410146HMBAA0000041404001002 345 000



Account summary

Total Paid In	£500.00
Total Paid Out	£0.00
<b>Balance On 15 Mar 2023</b>	<b>£500.00</b>

Account activity

Date	Payment Type	Details	Paid In (£)	Paid Out (£)	Balance (£)
		<b>STATEMENT OPENING BALANCE</b>			<b>0.00</b>
15 Mar 23	FPI	[REDACTED]	500.00		500.00
<b>15 Mar 23</b>		<b>STATEMENT CLOSING BALANCE</b>	<b>500.00</b>	<b>0.00</b>	<b>500.00</b>

The "Details" column in your statement shows the date that a Debit Card payment went into or came out of your account only if that happened on a weekend or a Bank Holiday.

**Payment types:**  
FPI - Faster Payment

PLD10MS3100000

M32D4108J70

D32D4108J70

Page 1 of 4 / 0041404 / 0202067

\*\*\*\*\*

		In	Out	
01/03/23	CASH			
	Balance			<u>£135.50</u>
	Raffle	30		
	Subs	27		
	Coffee		0.95	
	Scratch Ca		30	26.05
	CASH			
	Balance			<u>£161.55</u>
01/04/23	Membershi			
	p	90		
	Subs	28		
	Raffle	29.5		
	Milk		1	
	Trip loss		50	
	CASH			
	Balance			<u>£258.05</u>
03/05/23	Membershi			
	p 12	12		
	Subs	26		
	Visitor	2		
	Raffle	30.5		
	Speaker		50	44.5
	Trip loss		65	
	CASH			
	Balance			<u>£213.55</u>
07/06/23	Membershi			
	p 12	12		
07/06/23	Membershi			
	p 12	12		
	Subs	26		
	Raffle	29.5		
	Cakes		27.54	
	Trip Loss		95	-55.04
	CASH			
	Balance			<u>£158.51</u>
05/07/23	Subs	28		
	Raffle	27.5		
	Milk		1.35	
	Trip Loss		30	24.15

	Balance			<b><u>£182.66</u></b>
02/08/23	Subs	22		
	Raffle	22.5		
	Bring&Buy	100		144.5
	CASH			
	Balance			<b><u>£327.16</u></b>
06/09/23	Subs	27		
	Raffle	26.5		
	Trip	15		
	Cakes		29.7	38.8
	CASH			
	Balance			<b><u>£365.96</u></b>
04/10/23	Subs	27		
	Visitor	2		
	Raffle	28.5		
	Trip	295		
	Speaker		20	332.5
	CASH			
	Balance			<b><u>£698.46</u></b>
01/11/23	Subs	33		
	New mem	12		
	Raffle	30.5		
	Speaker		20	
	Trip Loss		40	15.5
	CASH			
	Balance			<b><u>£713.96</u></b>
06/12/23	Subs	29		
	Raffle	29		
	Scratch Ca		30	
	Cakes		36.4	
	Trip Loss		20	28.4
	CASH			
	Balance			<b><u>£685.56</u></b>
03/01/24	Subs	26		
	Visitor	2		
	Raffle	33.5		
	Gift	14		75.5
	CASH			
	Balance			<b><u>£761.06</u></b>
07/02/24	Subs	25		

Raffle	26.5
Trip	15

CASH		
Balance		<u>£827.56</u>

04/03/24	Transfer out	600
----------	--------------	-----

CASH		
Balance End of year		<u>£227.56</u>

## **CONSTITUTION FOR THE WEDNESDAY CLUB**

The name of the Group is the Over 60 Wednesday Club called 'the group' in these rules.

### **Aims of the group**

To be decided by the group in open discussion.

- To raise the profile in the local community
- To provide activities for the local community
- To secure funds to benefit the members of the club regarding activities
- To campaign to increase membership to the club
- Any other aims the group wants.

### **Powers**

To further these aims, the group may exercise the following powers:

- To raise funds and receive contributions, donations and otherwise, provided that the group shall not undertake any permanent trading activity;
- To bring together representatives of voluntary and statutory organisations, government departments and individuals;
- To produce leaflets/posters to publicise group activities;
- To hold meetings;
- To pay the necessary expenses involved in running the group;
- To undertake any other lawful activity to further the group's aims.

### **Membership**

Membership of the group shall be open to all persons in sympathy with the group's aims and willing to abide by the group's constitution.

Each member will have one vote and will be eligible to stand for election onto the committee.

The group will be non-party-political, non-sectarian and will be committed to non-discriminatory practices and equal opportunities.

### **Management Committee**

The group shall elect a committee of between 3–10 including Chair, Secretary, Treasurer members who will direct the policy and management of the group. They shall be elected to serve for three years after which time they may stand for re-election. The Chair will have a casting vote in the event of a tie. The committee will have the power to co-opt members if it wishes to use this power. The committee will meet a minimum of four times a year. The quorum level will be set at three members. From amongst the committee, a chairperson, a secretary and a treasurer will be selected. Other members may be appointed to undertake particular responsibilities within the group.

### **Meetings**

An Annual General Meeting (AGM) of the group shall be held every year in the month of March. All members shall be notified not less than fourteen days before the meeting. An agenda will be circulated. Business of the AGM will include electing the committee every three years, reporting on the activities during the year, amendments to the constitution and approval of the group's accounts.

An Extraordinary General Meeting (EGM) can be held at the chair's discretion or by a written request to the chair of not less than fifteen members. The meeting shall be called within twenty-one days of such a request and appropriate measures taken to inform all members. An Extraordinary General Meeting should only consider the business specified in the request.

### **Finances**

- Any money raised shall be used to further the aims of the group and for no other purpose;
- A bank account will be opened in the name of the group;
- The account will require two signatures on any cheque or other bank document (except paying in slips). The group shall decide the signatories to any account set up in the name of the group.
- A simple written note of the group's financial position, will be produced and available at committee meetings;
- A statement of accounts will be verified by the Committee;



- No member shall derive any financial benefit from the group, except for payment of 'reasonable expenses';
- No money will be paid out in the name of the group without a receipt being presented.

### **Amendments to the constitution**

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If amendment(s) to the constitution are necessary, members will be informed in writing and given the opportunity to consider and vote on the amendments. The amendment(s) will be made if there is a two-thirds majority vote of members.

### **Dissolution**

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If the committee, by a simple majority, deem it advisable to dissolve the group, it shall call a meeting of all the members of the group, giving not less than 14 days' notice. If such a decision is confirmed by a majority of those present, then all the assets of the group shall be transferred to another local voluntary group or community group with similar aims.

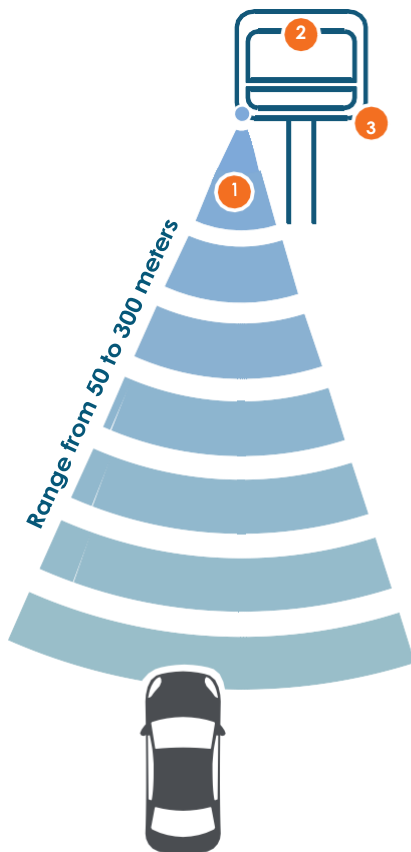
### **Adopted on the 31<sup>st</sup> day of October 2022**

Signed [REDACTED] (Chair) Sylvia Matthews

Signed [REDACTED] (Treasurer) Christiane Bates

Signed [REDACTED] (Secretary) Valerie Taylor

# SLOW DOWN DRIVERS BY REMINDING THEM OF THEIR REAL SPEEDS



When installed at the entrance to towns or villages or on the approaches to schools, the radar speed display prompts motorists to slow down by instantly challenging their speed—a fast-acting dose of awareness!

## 1 Instant speed measurement

The speed is detected using a Doppler radar fitted inside a housing. An antenna emits waves that are reflected from the first moving vehicle. The frequency of the return wave is then used to calculate an accurate speed.

## 2 Speed display reinforced by colour

If the speed is within the regulatory limit, it is displayed in luminous green or amber digits. Over the speed limit, it is displayed in luminous red digits. A smiley face can be displayed alternating with the speed digits. A message is also displayed, with a comment on the speed. The message is in the form of a warning if the speed is over a given threshold.

## 3 Statistics recorded

As well as its preventive benefits, our radar speed display records traffic statistics (average and maximum speeds, number of vehicles passing, etc.).

## Where to place them for maximum effect?

To achieve significant speed reductions, drivers need to be reminded of their speeds for as long as possible. Town entrances, village main roads, approaches to schools—for maximum effectiveness, the best positions are:

- Locations visible from a substantial distance (50 to 200 meters),
- Locations providing a clear line of sight to allow the antenna to detect individual vehicles across a longer distance (avoiding trees, crossroads, car parks, etc.).





# TECHNICAL CHARACTERISTICS

<b>DISPLAYS</b>	<b>Speed Digits</b>	3 digits (0 to 199) Dimensions: 380 x 450 mm Colour: green / amber / red Visibility: 3-LEDline thickness
	<b>Smileys</b>	Colour: green / red Dimensions : 300 x 300 mm
	<b>Message/Graphic display</b>	Dimensions: 160 x 640 mm (H x W), 1 line of 8 characters / 2 lines of 11 characters Colour: amber Programmable messages – text and pictograms
	<b>LEDs</b>	OSRAM C.M.S high-luminosity, ultra-low consumption Service life > 100,000 hours
	<b>Photosensitive cell</b>	High-precision sensor for adaptation to the light
<b>DOPPLER RADAR ANTENNA</b>	<b>Range</b>	Up to 300 metres
	<b>Accuracy</b>	within 1%
	<b>Angle of detection</b>	33 degrees
	<b>Frequency</b>	24,200 GHz
<b>TRAFFIC STATISTICS</b>	<b>Analysis</b>	In both traffic directions (incoming/outgoing)
	<b>Data</b>	Average and maximum speeds, number of vehicles, time stamps, percentiles (V30/V50/V85)
	<b>Memory</b>	16 Mo, 5 million vehicles recorded
	<b>Operation</b>	With the software package. Output exportable in Excel, CSV, or PDF files.
<b>SETTING UP</b>	<b>Local</b>	USB and Bluetooth® (PC or Android/iOS mobile appliance with mobile app) Prerecorded speed bands with selection interface
	<b>Remote</b>	3G/4G modem with Web interface (operational status of appliance and statistical analysis)
<b>HOUSING</b>	<b>Dimensions</b>	710 x 770 x 160 mm (W x H x D), with two battery slots
	<b>Weight</b>	9.2 kg (excl. batteries)
	<b>Material</b>	ABS resin, anti-UV, one-piece injection moulded body
	<b>Colour</b>	Grey, through dyed
	<b>Ingress protection</b>	IP65
	<b>Security</b>	Lock and specific key, also provision for padlock
	<b>User access</b>	External access to batteries, speed change interface, and USB port. Secured by two locks
<b>FRONT FACE</b>	<b>Material</b>	Polycarbonate with nonreflective surface
	<b>Decoration and text</b>	Regulatory red and white border - Silkscreened text "Your speed is" Reverse silkscreen printing
	<b>Shape</b>	Convex for optimum protection against projectiles
<b>POWER SUPPLY</b>	<b>Battery</b>	Lead-acid 12V, 22Ah Weight: 6.2kg Dimensions: 81 x 76.2 x 167mm (L x W x H)
	<b>Charging by solar panel</b>	100 watts Monocrystalline high-output cells Dimensions: 80.6 x 68 x 35 mm (L x W x H) Smart charging management
	<b>Charging from street lighting or grid</b>	Internal power 220 V Smart charging management Integrated protection fuse
<b>COMPLIANCE</b>	<b>European standards</b>	Directive RED 2014/53/EU Directive RoHS 2011/65/EU Directive WEEE 2012/19/EU

## **Appendix 7- 24/350 (a)**

The Parish Council approached the Directors of Gateway Management to ask if they would be willing to share the cost of the construction for a self-binding gravel path with Owl Homes (length approximately 50 meters and 2 meters wide). Residents from adjacent developments have asked the Parish Council if a path could be constructed to provide access between the developments.

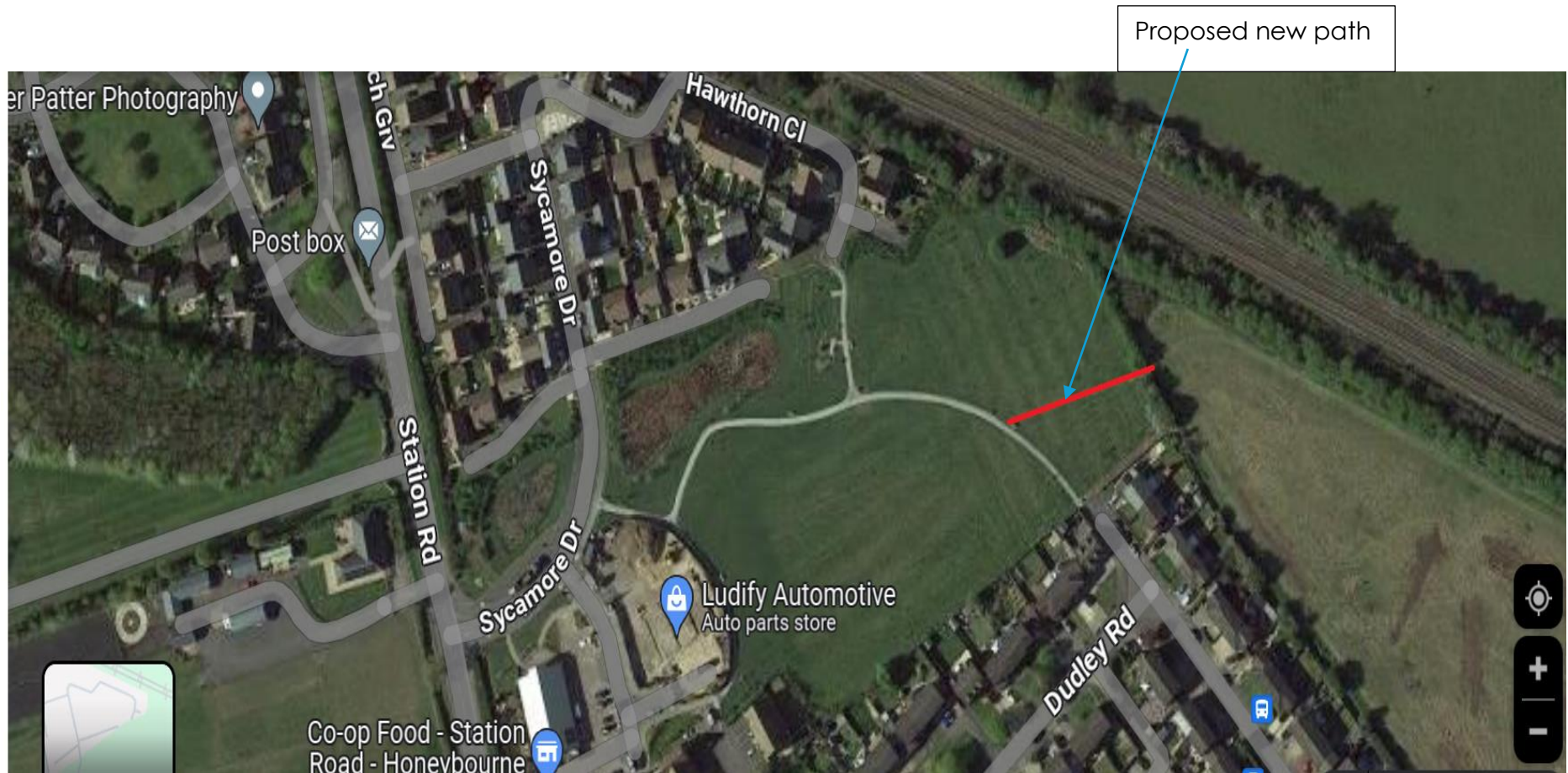
Response was received from Gateway Management saying they would not provide the cost of the project, nor will it be funded by service charge paid by the residents.

Clerk has checked with WDC s106 officer and she has confirmed that the following Off Site Public Open Space monies, for the developments, cannot be used on privately owned land:-\*

- Land at Fancutts Garage, High Street, Honeybourne - £2686.90
- Land at Perri Drive, Honeybourne- £3,602.91

The monies can only be used for Council owned land or land the PC have on a long lease.

Proposed New Path at Bramble Chase, Station Road, Honeybourne, WR11 7QG



Location Map – Bramble Chase

Proposed new path



Proposed Double Yellow lines on Sycamore Drive

