

HONEYBOURNE PARISH COUNCIL

Summons and Notice of Meeting

Members are summoned to the **Parish Council** meeting to be held on
Tuesday 13th February 2024 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 23/312 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

23/309 Apologies

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

23/310 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.

23/311 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.

23/312 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 (Honeybourne division)
- d) Wychavon District Councillors Judith Ciotti and Hannah Robson (Honeybourne and Pebworth Ward)
- e) Working groups update. – PROW & Ditch Clearing, Traffic Management & Speeding & MUGA/Honeybourne Sports Field

23/313 Adoption of minutes

- I. To approve adoption of the minutes of the Parish Council Meeting 9th January 2024 previously circulated but also attached. (Appendix 1 – pages 5 -18)
- II. To approve adoption of the minutes of the Parish Council confidential meeting 9th January 2024 previously circulated.

23/314 To approve adoption of Draft Child, Young Adult and Vulnerable Persons Protection Policy.

The Council is required to have the policy. (Appendix 2 pages 19 - 26)

23/315 Chairman's Report - A verbal report may be given during this agenda item.

23/316 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) Defibrillator – High Street	The defibrillator at the High Street was deployed on Sunday 4 th February. It is now emergency ready.
b) Relocation of VAS sign on Station Road	County Cllr Adams advised that the highway officer has granted permission for the VAS sign to be located on the grass verge by the "fish sign". The condition stipulated by the highways officer is that the sign has to be moved to another location fortnightly. Permit received for the location. County Highways officer has raised an order for the installation of the post.
c) PRoW Stile	PRoW 546(c) stiles repaired.
d) Play Equipment & outdoor Gym and Trim Trial	Arrangement made with RoSPA Playsafety Ltd to carry out annual inspection. The inspection will take place in March.

e) Precept Requirement	PC's precept requirement has been submitted to WDC.
f) Wildflower Meadow	The grass has been cut and taken away.

23/317 Correspondence, Circulation Received

a) The Local Government Review (Circulated to all members)	A consultation of draft recommendation for division boundaries in Worcestershire. Worcestershire LG BCE Consultation closes: 18 th March 2024
b) Hereford & Worcester Fire and Rescue Service (HWFRS) (Circulated to all members)	Hereford & Worcester Fire and Rescue Service (HWFRS) would like to let you know that the Service have launched a public consultation exercise on the Service's Resource Review proposals. The Service would like to encourage individuals and organisations to share their views on the proposals which they have set out in a Resource Review Consultation Document along with an accompanying Data Pack and short questionnaire. The consultation closes on 4th March 2024 and results and recommendations will be reported to the Fire Authority in June later this year. Resource Review Consultation Document which is available on the Service website . A Frequently Asked Questions (FAQ's) document will also be available through the website.
c) Email- County Cllr Adams- Hydro-brakes next to the village hall	Taylor Wimpy surveyor has confirmed that the hydro brake is working as per design and the flap valve was in the closed position when he visited site. There were no signs that this had been tampered with.
d) West Mercia Fraud and Scam Bulletin	Circulated to members.
e) West Mercia- Community Engagement	Circulated to members
f) Wychavon District Council- Home and Security Roadshow Event.	Venue : Honeybourne Village Hall Date: 23 rd March 2024, Time 10 am – 12noon. Free event. The Community Safety Officers will be able to discuss any home and property security concerns and offer advice. The local Police will also be in attendance in their mobile police van if available. If the van is not available, they will still attend.
g) WDC – Regulatory Service	Draft revised statement of Licencing policy – Circulated to all members.
h) PCC John Campion Press release	Kyle Gordon confirmed as next Chief Constable for West Mercia Police. – Circulated to all members

23/318 Finance

- a) To approve the schedule of payments. To follow.
- b) To approve Bank Reconciliations January (Appendix- 3 page 27)
- c) To note comparison of budget to actual expenditure from April 23 – January 2024 (Appendix 4 page 28-29)
- d) To note receipt of vat reclaim in the sum of £3598.60
- e) To note receipt of County Cllr grant of £782.00 for the purchase of 2 strimmers for PROW volunteers.
- f) To receive interim report from the Internal Auditor. The draft interim report has been completed by the Internal Auditor following his visit in November. Members to note the content of the interim report. (Appendix 5 pages 30- 37)

23/319 Environment & Community Wellbeing

- a) To consider joining up the path from Owl Homes Development to Bramble Chase Field. Awaiting quote from Owl Homes for the construction of the path. Council to consider paying for the construction of the path using CIL or S106.
- b) To note the Secretary of the Parish Games has made enquiries regarding the boules piste at the Sports Field. They are compiling a list of boules piste that they may use for their preliminary games. Clerk has given the details of the piste to the Secretary.

23/320 Committee Meetings and Groups reports.

To receive minutes of meetings from Council and committees & working groups held since the last Council meeting and consider and approve recommendations. (Appendix 6 pages 38 - 41)

a) To recommend to Full Council to allow Honeybourne Primary Academy to use the Sports Field for the following activities;

- I. their Sports Day on Thursday 23rd May 2024, from 10am – 12:30 pm. Total number of pupils 181.
- II. To allow the school to have their picnic at the sports field following the conclusion of the Sports Day.
- III. To allow the school to conduct a Colour Run from 1pm- 2pm.
- IV. To charge £18.00 cleaning fee for the use of the pavilion and toilet. However if the Chair of the PTA agrees to clean the Pavilion and toilet the fee will be waived.

b) To recommend Full Council to approve the following rates for the ad hoc use of the Pavilion and Sports Facilities.

I. Pitch, kitchen, changing rooms & toilet	£70.00
II. Pitch, changing rooms & toilet	£50.00
III. Toilet & Kitchen	£30.00
IV. Other events on Sports Field	Price on application

c) To recommend to Full Council to approve the booking form, and terms and conditions for hire of the Pavilion and Sports Facilities. (Appendix 7 pages 42 -48)

d) To recommend to Full Council to approve Quotation 2 for second year field enhancement.

The work is required based on the report by an agronomist that was commissioned by HPC in 2022.

Specification	Cost
Quotation 1	
<ul style="list-style-type: none"> • Transport to site, management of the work. • Supply & application of selective weed control. • Scarify the pitches in 2 directions using Koro FTM fitted with scarification rotor. • Supply and apply approved medium/fine sand. (160 tonnes) • *Vertidrain/Verti-quake to carry out deep aeration and decompaction. • Dragmat or brush to integrate sand. • Supply & apply perennial rye grass seed (at 25g/m² using approved drill seeder). • Supply & apply pre-seeder fertiliser at 35g/m². • Dispose of Koro risings to approved tip facility off site 	£27,600
<ul style="list-style-type: none"> • Transport to site, management of the work. • Supply & application of selective weed control. • Scarify the pitches in 2 directions using Koro FTM fitted with scarification rotor. • Supply and apply approved medium/fine sand. (160 tonnes) • *Vertidrain/Verti-quake to carry out deep aeration and decompaction. • Dragmat or brush to integrate sand. • Supply & apply perennial rye grass seed (at 25g/m² using approved drill seeder). • Supply & apply pre-seeder fertiliser at 35g/m². • Dispose of Koro risings to approved tip facility off site <p>* Verti drain - Verti draining is the process of inserting tines into the surface of the ground, used to break up soil compaction. These tines create multiple, small holes on the surface of the turf. The holes created from Vert draining</p>	£26,020

allow oxygen into the soil and the greens to drain properly, making room for aeration.

* Verti- quake - a rotary aerator that decompacts the soil using a set of rotating steel blades. As these blades cut cleanly through the soil, they create a wave action that shatters compacted areas and opens up the subsoil.

23/321 Planning

a) To note application for works to trees in conservation area. Details of application circulated to members.

WDC ref	Site Address	Proposal
W/24/00041/CAN	Land at The Green and , Brickwalk, Honeybourne	Undertake tree works as detailed on the application form and any accompanying information.

b) Planning Decision

WDC ref	Site Address	Proposal
W/24/00041/CAN	Land at The Green and , Brickwalk, Honeybourne	Undertake tree works as detailed on the application form and any accompanying information.

Decision : **THE COUNCIL RAISES NO OBJECTION** to the carrying out of the works as detailed in your notification received on 9 January 2024

23/322 Members are reminded to notify Clerk of any items for discussion for the next Council Meeting by 29th February 2024.

23/323 In accordance with the Public Bodies (Admission to Meetings) Act 1960, s1(2), there will be a resolution that the public and the press be excluded from the meeting to allow for discussion of confidential matters relating to items for which the publication would be prejudicial to the public interest.

- I. Report received regarding monuments.
- II. To consider draft licence for the use of the sports field and pavilion.

23/324 Date of Next Meeting

Next Parish Council Meeting, 12th March 2024, 7.15pm at Honeybourne Village Hall

Linda Stanton

Parish Clerk

8th February 2024

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