

## HONEYBOURNE PARISH COUNCIL

**Minutes of the Parish Council meeting held at Honeybourne Village Hall, Harvest Close,  
Honeybourne WR11 7RH  
on Tuesday 9<sup>th</sup> April 2024**

**Members present:** Cllrs: H Jobs ( Chairman), A Attridge, C Clear, G Clelland ,B Dubb & A Mathias

**In attendance:** Parish Clerk, Linda Stanton.  
County Cllr A Adams – Arrived at 19:30 – 1940  
District Cllr J Ciotti – Arrive 19:15 – 20:30  
6 members of public

**24/340 Apologies :** Cllrs T Askew (personal) & S Sidwell. (personal)  
The apologies were noted and accepted by Council.

**24/341 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.

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.

Cllr	Minute	Interest	Reason
A Attridge	Item 24/349 (i) <ul style="list-style-type: none"> <li>• Honeybourne Hawks- Grant application</li> </ul> Item 24/354 (ii) <ul style="list-style-type: none"> <li>• Signing of licence for Honeybourne Hawks for the use of the Pavilion and Sports Field</li> </ul>	ODI- Relative	
G Clelland	Item 24/349 (a) <ul style="list-style-type: none"> <li>• Payment to Limebridge Rural Services</li> </ul>	ODI- Personal friend	
H Jobs	Item 24/349 (a) <ul style="list-style-type: none"> <li>• Payment to Village hall</li> </ul>	DPI- Village Hall Trustee	

**24/342 To consider any dispensations**  
There were none.

**24/343 Open Session Participation to hear from:**

- a) Members of the Public.
  - I. Representative from Honeybourne Village News spoke regarding their grant application for the cost of producing the Village News. She hopes the Council will support their application.
  - II. Representative from Honeybourne Wednesday Club spoke regarding their grant application to subsidise the cost of trips for their members. She hopes the Council will support their application.
  - III. Representative from Honeybourne Hawks hopes members of the Council will support their grant application as they are starting a new under 10s football club in September.
- 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 wished to address the Council.

- I. Flooding at the Gate Inn crossroads- Mr Mansfield will carry out further flood alleviation on his land to avoid flooding at the crossroads.
  - II. County Council Grant- The grant is now open for applications. Voluntary groups can contact Cllr Adams if they wish to apply for a grant.
- d) Wychavon District Cllr J Ciotti.  
The Chair welcomed Cllr Ciotti and asked if she wish to address the Council. Cllr Ciotti offered Cllr Robson’s apology for not attending the meeting as she was not well. Cllr Ciotti does not have anything to report except that the planning committee have Objected to the outline planning application for 31 Westbourne.
- e) Working Groups updates
- I. PRoW and Ditch Clearing – The leader was not present.
  - II. Traffic Management and Speeding. This will be updated later on in the agenda.

**24/344 Adoption of minutes**

- I. To approve adoption of the minutes of the Parish Council meeting held on 12<sup>th</sup> March 2024.

**Resolved:**

That the minutes of the Parish Council meeting held on 12<sup>th</sup> March 2024 be approved as an accurate record and signed by the Chairman.

**24/345 Chairman’s report.**

1. The Chair informed Council that the Community Litter pick held on 24<sup>th</sup> March was very well supported. The volunteers collected a large amount litter in the village.
2. Wychavon Safety Roadshow. Only a few residents came to the event but the officer from Safety Roadshow also spoke to the members of the Zumba class that was being held in the village hall. He was keen to have a stall at the Village Fete later on in the summer. The chair has forwarded their details to the organisers of the Fete. Wychavon Safety Roadshow team will be hosting another session during one of the coffee mornings in the Village hall.
3. The Chair advised Council that the Clerk has managed to get a portrait of the King, which is issued by the government for displaying in public buildings. The Chair will seek permission from the Trustees of the Village Hall to display the portrait.
4. D-Day Anniversary- Another meeting will be held later in the month to finalise the arrangements for the event.

**24/346 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	Repaired VAS sign will be returned to the PC by the end of the first week of April.
b) Police Commissioner Grant	PC application for grant funding for additional sign was not successful due to the unprecedented number of applications received from other parishes.
c) Lengthsman’s reimbursement	Lengthsman’s work invoices for 2023/24 have been submitted to WCC for reimbursement.
d) Churchyard monuments	Update from the Registrar of the Diocese; <i>“ The reason for the delay is that I have asked the Legal Office of the Church of England to advise as to whether there is a means by which the Chancellor could authorise this matter without the need for a faculty. Unfortunately the wording of the Ecclesiastical Jurisdiction and Care of Churches Measure 2018 would suggest that a faculty is required for any works to monuments in a churchyard but I am hoping that we might be able to find a workaround solution that would avoid the need for a formal faculty application given that we are dealing with straightforward works of repair. I hope to hear back from the</i>

	<i>Legal Office shortly and will let you know as soon as I have obtained the necessary clarification.”</i>
e) Grounds maintenance	Due to the excessive rain fall the PC grounds contractor has not been able to cut the grass at the sport field, churchyard and cemetery. These areas will be cut when the ground dries up.
f) Use of Sports Field Car park	A BBC location crew used the car park on 1 <sup>st</sup> & 2 <sup>nd</sup> April as they were looking for areas in the Evesham and Honeybourne area to film another season of Father Brown (TV drama).
g) Overflowing bins	Following numerous complaints to Gateway Management the bins were emptied on 19 <sup>th</sup> March.
h) Notice of Casual Vacancy	WDC Electoral Services Officer confirmed that they have not received a request from ten electors for an election to take place. Therefore the Council can co-opt a replacement member. Notices of casual vacancies have been advertised in the noticeboard, newsletter and website. Closing date for applicants – 1 <sup>st</sup> May 2024.
i) Code of Conduct training	Training is booked for Tuesday 21 <sup>st</sup> May 2024 at 7 pm in the village hall.
j) Loan of litter picking equipment	A resident has requested to loan the litter picking equipment as they are planning a walk from Honeybourne to Mickleton Road. A resident advised that the area is always full of rubbish. Clerk has passed the equipment to the resident.
k) Adoption of Honeybourne Railway Station	A group of residents have expressed an interest to adopt the Honeybourne Railway Station by way of putting planters with flowers to make the station more welcoming to visitors. Clerk has contacted the Chairman of the Cotswold Line Promotion Group who is also the Vice Chair – Worcestershire Community Rail Partnership. He is willing to advise them on how to set up the group and provide some funding for the cost of plants and planters. Details have been given to the group.
L) Resignation of Parish Councillor	Mrs Cathryn Steward has resigned as Parish Councillor. WDC Electoral Services have been advised of the vacancy. The position will be advertised when documentation is received from WDC.
<b>Resolved:</b> That the report be noted.	

## 24/347 Correspondence & Circulations Received

a) West Mercia -Safer Neighbourhood Officer. (Evesham Rural North)	<p>Crime Statistics Report for Honeybourne in the last 30 days. Due to data protection the Safer Neighbourhood Officer is not able to give details of the incidents.</p> <table border="1"> <thead> <tr> <th>Closed As</th> <th>Amount of Incidents</th> </tr> </thead> <tbody> <tr> <td>GE – Police generated activity</td> <td>3</td> </tr> <tr> <td>PS- Suspicious circumstances</td> <td>3</td> </tr> <tr> <td>GE- Messages</td> <td>2</td> </tr> <tr> <td>PS- Concern for safety</td> <td>2</td> </tr> <tr> <td>PS- Sudden/Unexplained death</td> <td>2</td> </tr> <tr> <td>AD- Duplicate</td> <td>1</td> </tr> <tr> <td>AS- Environmental</td> <td>1</td> </tr> <tr> <td>AS- Personal</td> <td>1</td> </tr> <tr> <td>CR- Crime unlisted</td> <td>1</td> </tr> <tr> <td>CR- Public order</td> <td>1</td> </tr> <tr> <td>CR- Theft (not vehicle)</td> <td>1</td> </tr> <tr> <td>CR- Threat to kill</td> <td>1</td> </tr> <tr> <td>GE- Stolen vehicle recovered</td> <td>1</td> </tr> <tr> <td>TR- Highway disruption</td> <td>1</td> </tr> </tbody> </table> <p>Report circulated to members</p>	Closed As	Amount of Incidents	GE – Police generated activity	3	PS- Suspicious circumstances	3	GE- Messages	2	PS- Concern for safety	2	PS- Sudden/Unexplained death	2	AD- Duplicate	1	AS- Environmental	1	AS- Personal	1	CR- Crime unlisted	1	CR- Public order	1	CR- Theft (not vehicle)	1	CR- Threat to kill	1	GE- Stolen vehicle recovered	1	TR- Highway disruption	1
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b) West Mercia Fraud & Scam Bulletin – March	Circulated to members.																														

	Link to bulletin : <a href="https://honeybourne-pc.gov.uk/news-information/the-fraud-scam-bulletin-march-2024">https://honeybourne-pc.gov.uk/news-information/the-fraud-scam-bulletin-march-2024</a>
c) West Mercia -Online survivor Pathway	Circulated to members. Details: <a href="https://honeybourne-pc.gov.uk/news-information/online-survivor-pathway-launches-in-west-mercia">https://honeybourne-pc.gov.uk/news-information/online-survivor-pathway-launches-in-west-mercia</a>
d) Worcestershire County Council Road Traffic Regulations Act 1984 Temporary Road Closure (Circulated to members)	(C2409 High Street, Honeybourne) (Temporary Closure) Order 2024 Proposed Order: to close that part of C2409 High Street from its junction with U45017 School Street for a distance of 200 metres in a westerly direction. Reason: Installation of dropped kerb without tactiles by WCC. 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, C2049 Bretforton Road, C2049 Honeybourne Road, B4035 New Street, B4035 Weston Road, C2006 Honeybourne Road, C2006 Weston Road, C2049 High Street, and vice versa. Maximum duration: 18 Months. Anticipated duration: 2 days (24hrs) between 2 Apr and 5 April 2024. To view plan: <a href="https://honeybourne-pc.gov.uk/road-closures/temporary-road-closure-3">https://honeybourne-pc.gov.uk/road-closures/temporary-road-closure-3</a>
e) Worcestershire County Council Road Traffic Regulations Act 1984 Temporary Road Closure (Circulated to members)	(C2006 Weston Road, Honeybourne) (Temporary Closure) Order 2024 Proposed Order: to close that part of C2006 Weston Road from its junction with C2049 High Street to its junction with County Boundary with Gloucestershire. Reason: Carriageway resurfacing by WCC. 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, C2049 Bretforton Road, C2049 Honeybourne Road, B4035 New Street, B4035 Weston Road, Honeybourne Road (Gloucestershire) and vice versa. Maximum duration: 18 Months. Anticipated duration: 1 day between 29 April 2024 and 17 May 2024 To view plan: <a href="https://honeybourne-pc.gov.uk/road-closures/temporary-road-closure-4">https://honeybourne-pc.gov.uk/road-closures/temporary-road-closure-4</a>
<b>Resolved:</b> That correspondence be noted.	

## 24/349 Finance

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

Invoice no	Cheque no	Supplier	Description	Net £	Vat £	Gross £
975805156	Direct Debit	British Gas	Pavilion power and heating	64.07	3.20	67.27
V02199942455	Direct Debit	EE	PC mobile phone	5.83	1.17	7.00
1579500-0	Direct Debit	Sky Business	Pavilion phone line ( 22 <sup>nd</sup> Mar – 21 April 24)	26.95	5.39	32.34
Wp-Inv05174881	Direct Debit	Water Plus	Pavilion water	7.32	-	7.32
330	BACS	K Jordan	Grave digging fee (plot 52A)	370.00	-	370.00
3399	BACS	DM Payroll	Administration of staff payroll for Feb & March including one off set up fee	70.00	-	70.00
IN10119623	BACS	Npower	Unmetered supply for footway lighting- (1 <sup>st</sup> April 2023 – 31 <sup>st</sup> March 2024)	10,740.74	537.04	11277.78
SI-9813	BACS	Security 4 System	Project manage fee for recovery of ownership and	50.00	-	50.00

			update Google Maps- Honeybourne Sports Field			
SI-9845	BACS	Security 4 Systems	Monthly IT support	72.00	-	72.00
CG715	BACS	Honeybourne Village Hall	Hire of meeting room -for Environment meeting	20.00	-	20.00
CG745	BACS	Honeybourne Village Hall	Hot drinks for Community Litter pick volunteers	20.50	-	20.50
SIN122964	BACS	Fairview Trading	40mm scalplings	8.78	1.76	10.54
BP3117-2	BACS	Brodie Planning	Attend planning committee meeting, preparation of objection speech for planning application W/23/00249/OUT	695.50	139.10	834.60
-	BACS	J Hyde	Lengthsman work	198.70	-	198.70
-	BACS	J Hyde	Handyman work	50.40	-	50.40
Tax month 1	BACS	HMRC	HMRC	722.07	-	722.07
Tax month 1	BACS	Worcestershire Pension	Pension	743.89	-	743.89
Tax month 1	BACS	Staff salary	Staff salary	2197.00	-	2197.00
2964	BACS	Limebridge Rural Services	Grounds maintenance	772.50	154.50	927.00
12471790/91	BACS	Pattersons (Bristol) Ltd	Catering equipment for Pavilion kitchen	88.49	17.69	106.18
6190367574	BACS	Lyreco	Printer ink and markers	130.52	26.10	156.62
Mem248096-1	BACS	SLCC	Membership fee	229.00	-	229.00
SAJ-UK/2024/01655	BACS	Elan City	Repair VAS housing , replacement solar panel including collection and delivery	685.24	137.05	822.29
78010	BACS	ROSPA	Annual inspection – The Leys & Sport Field – Equipment	208.00	41.60	249.60
INV- 5464	BACS	Starboard System Ltd	Renewal Cemetery software	418.60	83.52	501.12
Proforma Invoice -28852/4	BACS	Hampshire Flag Company Ltd	Buntings for D-Day (30 meters) including delivery	96.52	19.30	115.82
<b>Equal Pre- paid debit card</b>						
Invoice	Date	Supplier	Description	Net £	Vat £	Gross £
1120	8 <sup>th</sup> Mar 2024	Redfit Ltd	50 white hard plastic coffee mugs including shipping	15.82	3.16	18.98
IEN2024015898513	26 <sup>th</sup> Mar 2024	Adobe Creative	Software Subscription	16.64	3.33	19.97
<b>Resolved:</b> 4 for and 2 abstentions to approve the payments						

## b) To approve bank reconciliation for March 2024

### Honeybourne Parish Council

31 March 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 31/03/2024</b>		148,451.73
	Cash in Hand 01/04/2023		251,128.57
	<b>ADD</b> Receipts 01/04/2023 - 31/03/2024		
	<b>SUBTRACT</b> Payments 01/04/2023 - 31/03/2024		399,580.30
	<b>Cash in Hand 31/03/2024</b> (per Cash Book)		215,297.28
			<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>			

**Resolved:**

The bank reconciliation for March be approved.

**c) To approve grant applications from the following voluntary groups.**

I. Honeybourne Hawks

Cllr Attridge left the room at 19:50 prior to the discussion taking place.

**Resolved:**

To approve the grant application for £500.00 for the purchase of the following items;

- 2 Goal posts 12ft x 6ft £220.83
- Corner flags with spring loaded poles - £39.99
- Forza Football Crowd respect barriers - £39.99
- Mitre impel Club Football- size 3 training balls - £90.00
- Alpha Medical bag with first aid kit - £35.99
- Remaining £73.20 will part fund the cost of pitch line marker

Following the resolution Cllr Attridge re-joined the meeting at 19:52.

II. Honeybourne Village News

**Resolved:**

To approve the grant application for £500.00 to cover the cost of printing.

III. Wednesday Club

**Resolved:**

To approve the grant application for £500.00 to cover the cost of transport for outings.

**d) To consider and approve purchase of additional VAS for the use in the new location which was approved by highways on Station Road.**

The PC currently have 2 Evolis Vision signs for the following locations in the village;

- Stratford Road
- Mickleton Road
- Weston Road
- Bretforton Road
- Station Road (new location)

2 signs are not sufficient to cover the above areas to capture the data. The signs remain at each location for around 30 days.

**Description**

[EPRA0162AA] GB[AS-BT] RADAR SPEED SIGN EVOLIS VISION - SOLAR VERSION -USB/BLUETOOTH

Radar Speed Sign Evolis VISION SOLAR ready to install including:

-Speed Display: 38cm high (green/amber/red) with "Warning Triangle" (anti-racing function),

-Dynamic Message Display: 64x16cm surface area for alert in case of excessive speed.

-2mm Polycarbonate front panel screen-printed"YOUR SPEED"

-Integrated solar power regulator

-USB and BLUETOOTH LE (Low Energy) connection

-Upgradable to 3G/4G (optional)

-BI-DIRECTIONAL traffic STATISTICS,

-Software provided for PC and Smartphone,

-Mounting kit included (excluding clamps),

-2-year warranty on parts, labour and return to factory (return shipping included).

**Cost £2250.00 include delivery**

**Resolved:**

To approve the purchase of the additional VAS.

**24/350 Environment & Community Wellbeing.**

**a) To consider constructing a new path on the Bovis Estate to join up with the Owl Homes Estate.**

**Resolved:**

Voting 5 for, 1 against to defer the item for a month to get further quotes for the proposed new path.

**b) To consider request from resident at Fernihough Avenue for PC to assist with the cost of petrol for the mowing of the open space that fronts the properties in the avenue.**

The residents have tried to contact the owner of the land to maintain the open space but had no response from the owner. The cost of the fuel to maintain the open space is £50.00 per annum.

**Resolved:**

Voting 5 for, 1 abstention to reject the request from the resident for Council to assist with the £50.00 per annum fuel cost for the mowing of the open space. The open space is privately owned and it is not the Council's responsibility to maintain the open space.

**c) To consider asking WCC to install double yellow lines on Sycamore Drive from the junction of Station Road for approximately 80—90 meters.**

Concerns have been raised to members by residents that due to train commuters parking their cars on Sycamore Drive it has made the visibility very for motorists exiting the Co-op. Also some train commuters park on the pavement, making pedestrian having to walk in the road.

County Cllr Adams got a response from WCC Highways, section 38 department, that the Bovis Estate roads and pavements highlighted in the attached plan have not been adopted by highways due to some remedial work that was not been completed when the highways officer carried out the inspection at the end of the maintenance period. Cllr Adams is trying to find out what works are outstanding. **(Appendix 1 page 396)**

**Resolved:**

Clerk to follow up with Cllr Adams on the outstanding work.

**d) For noting-** The owner of Sports and Education (company) will use the Leys and occasionally the sports field for his home educated children for PE.

**e) Community Speed Watch –** Mr C Gear does not want to be the leader of the group but he is happy to be do the speed watch sessions. Clerk has spoken to the local Neighbourhood Officer who advised that the group should be suspended until the group has a new leader and the members of the group have attended further training since they have not been conducting the speed watch at the correct locations.

The role of the group leader is to make all of the arrangements for the sessions, advise the West Mercia Police Community Speed Watch Coordinator prior to the sessions taking place and provide the data to the Coordinator following the sessions. The leader of the group also has to arrange with the Safer Neighbourhood Officer for vetting of new volunteers and for the renewal of vetting for existing volunteers.

**Resolved:**

Clerk to contact the Safer Neighbourhood Officer to check if the mobile camera van will come to the village to conduct a speedwatch if the Community Speed Watch is disbanded.

**24/350 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) Members to respond to planning application

WDC Ref	Site Address	Proposal
W/24/00239/HP	21 Brunel Way, Honeybourne, Evesham, WR11 7GJ	Construct detached outbuilding
<b>Resolved:</b> To have No Representation for this planning application.		

b) Update of Planning Committee meeting held at WDC on 28<sup>th</sup> March 2024

WDC Ref	Site Address	Proposal
W/23/00249/OUT	31 Westbourne, Honeybourne, Evesham, WR11 7PT	Erection of proposed self- built dwelling.
<p>Summary of decision:</p> <p>Members of WDC Planning Committee objected the application based on the following reasons:</p> <ul style="list-style-type: none"> <li>• Crammed form, prominent, street scene and impact on character of the area.</li> <li>• Does not comply with South Worcestershire Development Plan 21.</li> <li>• Does not comply with Honeybourne Neighbourhood plan policies H4 &amp; H5.</li> <li>• Policy H4 requires development to be of a scale, mass, density, and height appropriate to the local area, and to make a positive contribution to the existing street scene and surroundings.</li> <li>• Policy H5 states that new development should reflect the established plot sizes in the local area and avoid overlooking and loss of privacy to neighbouring dwellings.</li> </ul> <p>Full detail of the objection will be circulated to members when received from WDC.</p>		
<b>Resolved:</b> That the updated from the Planning Committee meeting be noted.		

c) Planning Correspondence received.

**For Noting**



An email was circulated to numerous PC's around Stratford upon Avon and Honeybourne PC to ask them to object to this proposed outline planning permission from All Things Wild (ATW).

The ATW planning application is to:-

- Re-locate from their current Honeybourne location to the Willicote Equestrian Centre – just 1.7 miles from Clifford Chambers.

Their concerns in the email were:

- ATW stated aim – to at least double the 100,000 visitors they currently attract at Honeybourne.
- ATW stated ambition – to be the UK's 'top5' wildlife attraction by 2028. In 2019 the 5<sup>th</sup> largest wildlife attraction welcomed 730,00+ visitors.
- The only way to visit will be by road – the B4632 Campden Road resulting in a significant increase in traffic.
- More traffic on top the ever-increasing volumes generated by the developments at Long Marston Airfield, Meon Vale and Stratford Garden Centre.
- Increase traffic from the M40, through Stratford town centre and the increasingly congested bridges.
- Increase light and noise pollution.
- Development of 32 hectares (80 acres) of unspoilt countryside with the loss of wildlife in their natural environment.

SDC Planning have not consulted the PC as we are not immediately affected by the proposal.

**24/353 Members are reminded to notify the Clerk of any items for discussion at the next Council meeting by 22<sup>nd</sup> April 2024.**

**24/354 In accordance with the Public Bodies (Admission to Meetings) Act 1960, s1(2), there will a resolution that the Public and the press be excluded from the meeting to allow discussion of confidential matters relating to items for which it publication would be prejudicial to the public interest.**

- I. To receive appraisal summary for Parish Clerk
- II. Signing of licence for Honeybourne Hawks
- III. Complaint

**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 the public left the meeting.

**24/355 Date of next meeting.**

Next Parish Council Meeting, 14<sup>th</sup> May 2024, 7:15pm at Honeybourne Village Hall.

**24/356 Date of the next Annual Parish Meeting.**

The Annual Parish Meeting will be held on 14<sup>th</sup> May 2024 at 6:30pm in the Village Hall

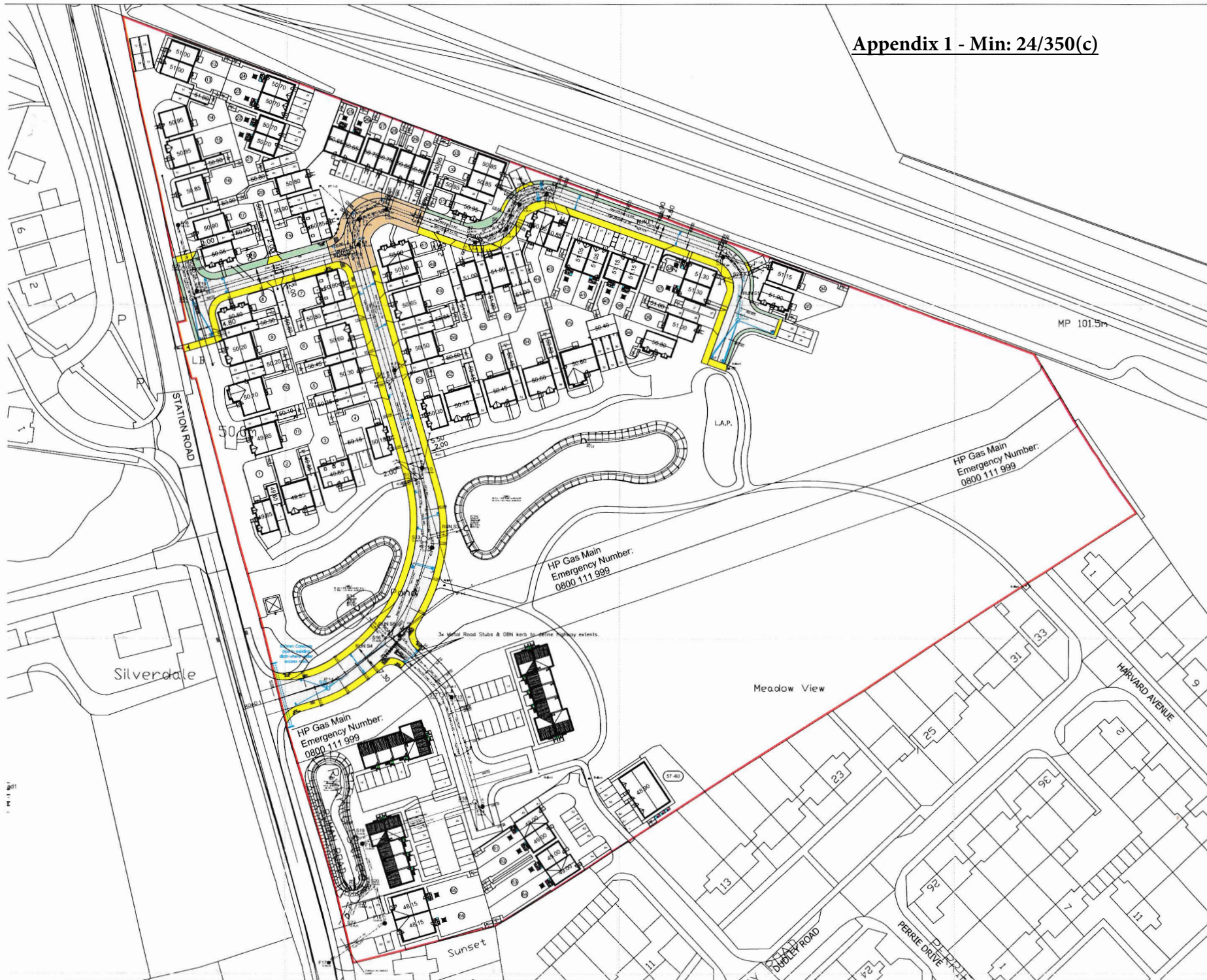
The meeting concluded at 21:20

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

Date: .....  
14<sup>th</sup> May 2024

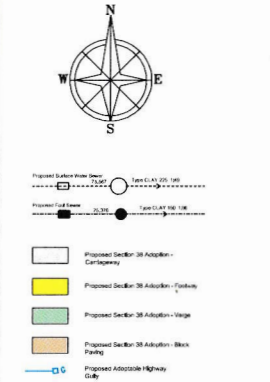
Council Members: H Jobes (Chairman), A Attridge, T Askew, B Dubb, C Clear, G Clelland,  
A Mathias and S Sidwell

# Appendix 1 - Min: 24/350(c)



**ENGINEERING LAYOUTS SHOULD BE USED FOR**  
 All adoptable sewer and highway works - position and level  
 All private building drainage - position and level  
 All verge and retaining works - position and height  
 Flood names and postal numbers  
 Street lighting and other street furniture/signage

**ENGINEERING LAYOUTS SHOULD NOT BE USED FOR**  
 Fencing and drive positions or materials  
 Private stabling paths or poles  
 House types and positions



**Notes**

1. For 3278 Information please refer to Carl Square Drawing 14-027 / 1561 Section 3278 Agreement Plan.
2. C&I works to be carried out at no more than 40% intervals, Sub-base & coping requirements to be agreed with Worcestershire Highways Section.
3. Should any information indicated within the approved drawing be in conflict with any other HP Gas location within other approved supporting drawings, consultation of documents from WCC Information should be conducted to make the correct interpretation of requirements.
4. WCC reserves the right to request the developer to fund any maintenance in accordance with WCC 2020/002 or that applies, where it WCC reserves the condition that such works are necessary.
5. The above proposal and drawings to show in relation to the works of area and items to be adopted, Section 38, and the extent of gullies, Section 38, (Section 38) which is subject to confirmation.

**Drawings Not:**

- 0118A\_310 A Site Location Plan
- 0118A\_310 B Section 38 Layout
- 0118A\_320 C Road and Sewer Layout, Sheet 1
- 0118A\_320 D Road and Sewer Layout, Sheet 2
- 0118A\_320 E Road and Sewer Layout, Sheet 3
- 0118A\_330 A Gully Area Plan
- 0118A\_330 B Road & Sewer Section, Sheet 1
- 0118A\_330 C Road & Sewer Section, Sheet 2
- 0118A\_330 D Road & Sewer Section, Sheet 3
- 0118A\_311 A Highway Construction Details, Sheet 1
- 0118A\_311 B Highway Construction Details, Sheet 2

Rev	Date	Details	By
F	26.06.15	Contours Removed, Notes amended.	APC
E	25.05.15	General changes to improve clarity, notes amended.	APC
D	13.05.15	Tackles added, boundaries clarified, adjustments to kerbside adjacent 360 31 & 32.	APC
C	27.03.15	Footpath & verges, Parking shown in brown, footpath access to Road 1 changed 2001.	APC
B	12.03.15	Street Lighting columns removed, 4x Gullies removed. Tackles Paving updated, Private drainage tanks added.	APC
A	12.02.15	Footpath/Verge extents updated to suit latest layout.	APC

Discharge Authority Approval Date \_\_\_\_\_  
 Highway Authority Approval Date \_\_\_\_\_

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**DRAWING TITLE** Section 38 Layout

**DRAWN BY** AL **DATE** January 2015 **DRAWING NO.** 0118-5\_310 **REV** F

**SCALE:** 1:500 **CHECKED/DATE**