

HONEYBOURNE PARISH COUNCIL

Summons and Notice of Meeting

Members are summoned to the Annual Parish Council meeting to be held on
Tuesday 11th June 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 24/379(a) 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

24/376 Apologies

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

24/377 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.

24/378 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.

24/379 Open Session – Participation to hear from:

- a) Members of the public.
- b) Supporting organisations, e.g., South Worcestershire Policing Team etc.
- c) Worcestershire County Councillor – A Adams (Littletons division)
- d) District Councillors – Cllrs J Ciotti & H Robson

24/380 Adoption of minutes of the previous meetings

To approve adoption of the minutes of the following minutes;

- I. Annual Parish Council Meeting 14th May (**Appendix 1- pages 6-23**)

24/381 Chairman's report – if any

24/382 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) Opening additional bank account	Enquiries have been made with Unity Trust Bank for the best option for PC's additional bank account. Clerk will advise once information received.
b) Post for VAS sign on Station Road	Highways Officer advised that an order has been submitted but no date yet for post to be installed.
c) Summer bedding plants	The planters in the village have been planted.
d) Leys play area	Handyman has completed the repairs to equipment following annual inspection.
e) Traffic light on Railway Bridge, Station Road	Resident has raised concerns regarding the phasing of traffic lights which do not provide sufficient time for cyclists to cross the bridge. Clerk has reported the issue to the Highways Officer. Officer confirmed that there is an issue with the phasing of the lights and the officer has asked Technical Systems Team to check the timings and request a longer delay between changes.
f) Installation of VAS	Resident requested an additional VAS to be installed opposite Grove Farm by the

new 30mph sign to remind motorists to slow down when entering the village. Clerk visited the site with the Highways officer. Decision from Highways officer:

“ I surveyed the location as given in the e mail below. The highway verge is very narrow and doesn't give the Lengthsman much safe room to work. I know you circulate your devices. There are traffic signs here already and either they would obstruct a VAS or a VAS would obstruct them. Only one side of the road is suitable as too many trees on the other which would block the solar panel. Our policy for VAS states a minimum distance of 100 metres from a speed limit termination is preferred. I'm sorry but not a suitable and safe site for a VAS here.”



Clerk has advised resident.

g) School Sport Day – 23rd May 2024

The school cancelled the sports day due to weather conditions.

h) Sports Field Enhancement

The contractor was not able to commence the field enhancement on 27th May due to the field being too wet. The Contractor hopes to start the work as soon as the field dries.

i) Annual Governance and Accountability Return 2023/24

Submitted to external auditor.
Notice of Public Rights and Publication of Unaudited Annual Governance & Accountability Return will commence from 3rd June – 12th July 2024.

24/383 Correspondence, Circulation Received

a) Honeybourne Hawks	The Chair acknowledged receipt of the grant and thanked all members of the Council involved for making it happen.																		
b) Honeybourne Wednesday Club	The Treasurer of the club acknowledged receipt of the grant and thanked the PC for the grant																		
c) Honeybourne Village News	The Treasurer acknowledged receipt of the grant and thanked the PC for the grant.																		
d) West Mercia -Safer Neighbourhood Officer. (Evesham Rural North) PC Alex Prentice update on CSW and enforcement Van (Circulated to members)	<p>“I just wanted to update the Parish Council regarding the questions around CSW and the enforcement van due to the questions that were raised at the latest meeting.</p> <p>When setting up a new group the minimum number of volunteers is 6. This is to give the group some resilience and the ability to spread the task around. Once a group is established the numbers can move up or down but so long as the group have enough volunteers to operate with the 3 required for a session then they carry on. Due to this, I do not think Colin has 6 people so unlikely this group will operate. I left it with Colin that he can contact me to discuss. As of yet, I have not heard anything.</p> <p>CSW and the Enforcement vans can’t operate in the same stretch of road so they independent of each other. CSW operates on roads where the speeds are lower and the enforcement van operates on roads which have a higher speed (over the limit). I think from the meeting there may have been some confusion thinking that as Honeybourne has CSW it means we have taken away the van which is just not the case. It is either one or the other, not both. If, as has happened in some cases, the road data is reviewed by a data box being put up and the data comes back and it considered more appropriate to have an Enforcement van then CSW would be stood down on that road.</p> <p>With regards to the Enforcement van in Honeybourne it was last out in early 2022 and then the site was suspended, possibly due to low speeds or lack of activity. The site was reviewed by RST in 2023 and two lots of data were collected. The data on Station Road showed an average speed of 29mph in Feb and 33mph in April.</p> <p>I have spoken to our coordinator as I said I would after the meeting. The RST Ops Manager is happy to reinstate the Station Road Enforcement site dependent on the data and there will be a box put up this week. I shall let you know what the data shows.</p> <p>Could you please pass this on to the PC as I want people to understand how CSW and the Enforcement van work.”</p>																		
e) West Mercia – Fraud and Scam	West Mercia Police - fraud and Scam Bulletin – May 2024 Circulated to members																		
f) West Mercia – Community Engagement	Honeybourne Community Engagement Session at Honeybourne Village Hall Carpark on Friday 31 st May 2024 from 9am. (Circulated to members)																		
g) 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" data-bbox="571 1765 1332 2065"> <thead> <tr> <th>Closed As</th> <th>Amount of Incidents</th> </tr> </thead> <tbody> <tr> <td>AS- Nuisance</td> <td>2</td> </tr> <tr> <td>TR- Highways Disruption</td> <td>2</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 Offence</td> <td>1</td> </tr> <tr> <td>CR- Robbery</td> <td>1</td> </tr> <tr> <td>CR- Shoplifting</td> <td>1</td> </tr> <tr> <td>GE- Messages</td> <td>1</td> </tr> </tbody> </table>	Closed As	Amount of Incidents	AS- Nuisance	2	TR- Highways Disruption	2	AS- Personal	1	CR- Crime Unlisted	1	CR- Public Order Offence	1	CR- Robbery	1	CR- Shoplifting	1	GE- Messages	1
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	PS- Abandoned Call	1	
	PS- Animals/wildlife	1	
	PS- Concern for safety	1	
h) WDC- Member Conduct Committee	Wychavon Social Media Guidance for Members. Circulated to members		
i) Worcestershire County Council Road Traffic Regulations Act 1984 Temporary Road Closure (Circulated to members)	(C2049 Stratford Road, Honeybourne) (Temporary Closure) Order 2024 Order made: to close that part of C2049 Stratford Road from its junction with C2274 Mickleton Road for a distance of 280 metres in a Northerly direction. Reason: Overhead pole testing by Openreach 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 Stratford Road, C2006 Station Road, C2006 Buckle Street, C2114 Pebworth Road, C2114 Front Street, C2114 Chapel Road, C2049 Stratford Road and vice versa. Maximum duration: 18 Months. Anticipated duration: 1 day Commencing: 11 June 2024 Thomas Pollock Head of Commercial Law (Legal & Governance) County Hall Spetchley Road Worcester		

24/384 Finance

- a) To approve the schedule of payments for June 2024 including invoices to be paid and invoices paid as a matter of urgency. To follow.
- b) To approve bank reconciliation for April 2024. (**Appendix 2 – page 24**)
- c) To note the current budget position v actual receipts and payments. (**Appendix 3 – pages 25 -27**)
- d) For noting – Receipt of 2024/2025 Precept 1 of £43,115 and 2024/2025 Grant 1 of £2737.00.
- e) To ratify expenditure of £2570.00 for the urgent repair works on pumping station. An email was circulated to all Councillors on 21st May 2024 to seek approval. To approve a transfer of £2570.00 from general reserves to cover the unexpected expenditure.
PC insurers have rejected the claim as the PC were not able to provide any documentation on the servicing of the pumping station.
- f) To approve quote of £430.00 to carry out a Quantified Tree Risk Assessment (QTRA) Explanation of QTRA attached. (**Appendix 4 – page 28**)
- g) For noting- WCC contribution to grass cutting for current financial year (2024/224) £1419.97.

24/385 Working Groups reports

To receive minutes from Council working groups held since the last Council meeting and consider recommendations for resolutions.

- Notes of the meeting of D-Day Working Group – 20th May 2024 (**Appendix 5 - pages 29 -30**)
- Update on the event
- To note total expenditure for the event. (**Appendix 6 page - 31**)

24/386 Environment & Community Wellbeing

- a) To consider construction/cost of a foot path (Length 50m x 2m Wide) on Bramble Chase. Report including potential costs to follow.
- b) To consider Parish Priorities in relation to the West Mercia Police Community Charter. (**Appendix 7 page 32**)
- c) For noting- The Chair of Honeybourne Village Fete has submitted the following documents for their event on 20th July at The Leys Playing Field;
 - Insurance
 - Risk Assessment
 - Temporary Event Notice

Road Closure notice will be submitted when received.

24/387 Planning

- a) Members to respond to planning application.
No planning applications for consideration.

b) Planning Decisions received.

WDC ref	Site Address	Proposal
W/24/00611/HP	Mulberry House, 56 High Street, Honeybourne, Evesham, WR11 7PQ	Single storey rear, two storey side/front, porch extensions (Appendix 8 pages 33 - 34)
Decision: Permission has been refused.		

24/388 Volunteers required to help Natural Network Officer and her team to reduce the Ragwort and potentially creeping thistle & hawthorn saplings at The Leys on Friday 14th June. Time 10 am.

24/389 Members are reminded to provide notification to the Clerk of items for discussion at the next council meeting by 24th June 2024

24/390 Date and venue of next meeting.

Next Parish Council meeting, Tuesday 9th July 2024, 7:15pm at Honeybourne Village Hall, Harvest Close.

Linda Stanton

Parish Clerk

6th June 2024

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

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