

HONEYBOURNE PARISH COUNCIL

Summons and Notice of Meeting

Members are summoned to the **Parish Council** meeting to be held on
**Tuesday 10th December 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 24/461 (a) below. Members of the public are welcome to address Council with regard to items on the agenda or for future meetings, however this is not an opportunity for wider debate and the opportunity to speak is limited to 3 minutes per person, the open session will last for no longer than 15 minutes subject to the Chairman discretion. There is no expectation on the council to respond to any comments made at this time.

Agenda

24/458 Apologies

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

24/459 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.

24/460 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.

24/461 Open Session – Participation to hear from:

- a) Members of the public
- b) Supporting organisations, e.g., South Worcestershire Policing Team etc.
- c) Worcestershire County Councillor – A Adams (Littletons division)
- d) Wychavon District Councillors- J Coitti and H Robson
- e) Working groups update.
 - i) PRow & Ditch Clearing,

24/462 Adoption of minutes

- I. To approve adoption of the minutes of the Parish Council Minutes – 12th November 2024
Minutes have been previously circulated but also attached (**Appendix 1 pages 5 -16**)

24/463 Chairman's Report - A verbal report may be given.

24/464 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) Community Orchard	A request was placed in December's Village News for residents to assist in planting the fruit trees.
b) Fly tipping – Gloster Ades	Reported to WDC. WDC will arrange for collection.
c) Public Right of Way - Fair Acres to The Leys	Update from County Cllr Adams on improving the muddy footpath. "There is no further progress to report – still awaiting landowner's agreement. The tenants seem happy to help but the landowner's permission is required".
d) Wildflower Meadow	Grass has been collected.
e) See-Saw at The Leys	The see-saw has been installed in a new position a few meters from the original mounting. This is because the mounting hole had become enlarged due to wear and tear.

f) Access to field on Bretforton Road	<p>Planning Enforcement Officer visited the site on 25th November. He confirms that the works carried out on the field and roadside have been granted permission under planning ref W/22/00238/FUL. Applicant has not contravened planning laws.</p> <p>The application was considered at the PC meeting on 8th March 2022. “Resolved : The Parish Council have no objection to this planning application.”</p>
g) Temporary highway signs	Reported to WCC to collect the signs that have been left around the village.
h) School signage	Asked WCC to re- install school signpost that was blown over during storm Bert. Completed.
i) Streetlight – Stratford Road	Light was not working due to an underground fault. Reported to National Grid. Repair completed on 26 th November.
j) Grit Bin	A new grit bin has been procured for Brick Walk. Bin located by finger post at The Leys. Completed

24/465 Correspondence, Circulation Received

a) Bramble Chase	The residents of Bramble Chase have formed a Resident Association.
b) Temporary Road Closure (Circulated to members)	<p>Proposed Order: to close that part of C2049 Stratford Road from its junction with C2274 Mickleton Road from a distance of 202 metres in a north easterly direction to its junction with C2274 Mickleton Road for a distance of 30 metres in a northerly direction</p> <p>Reason: Bridge inspection works by Network Rail.</p> <p>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.</p> <p>Alternative route: C2049 Stratford Road (part), C2006 Station Road, C2006 Buckle Street, C2114 Pebworth Road, C2114 Front Street, C2114 Chapel Road, C2049 Stratford Road (part) and vice versa.</p> <p>Maximum duration: 18 Months. Anticipated duration: 1 night (21:00 – 05:00) Commencing: 15 December 2024</p>
c) Wychavon Parish Games	The Wychavon Parish Games Association Executive Committee will be recommending to their AGM (which will take place on 22nd January 2025 at the Civic Centre) that there should be no increase in the entry fees for 2025. There will also be no charge for the angling pegs. This will then be looked at again next year for 2026.
d) Invitation to Parish Games Presentation Evening (Circulated to members)	<p>Friday 22nd November – 7.30pm for a prompt 8.00 start.</p> <p>Venue: Bengeworth Social Club, 18 Coronation Street, Evesham, WR11 3DA</p>
e) Better Housing Better Health fuel poverty service. (Circulated to members) (Information also published on PC’s website and Facebook page.)	<p>The Better Housing Better Health service is a fuel poverty service run by the National Energy Foundation and has recently opened in Worcestershire, working to help residents living in or at risk of living in fuel poverty to access advice and support. They have recently reopened their Emergency Fuel Voucher Scheme, which means they can now issue vouchers worth £49 to anyone on a prepayment meter with any supplier. Their service has no eligibility requirements and to qualify for an Emergency Fuel Voucher, a resident only needs to be low on credit on their prepayment meter.</p> <p>Alongside this, they have a helpline that’s free to call where their team can give valuable tips on how to stay warm at home, provide items to improve energy efficiency, sign up those in need of additional support to the Priority Services Register and access grants for energy efficiency grant funding.</p>

f) LGA virtual event: Councils as charity trustees. (Circulated to members)	The LGA and Charity Commission are jointly hosting a virtual event on Councils as Charity Trustees on Tuesday 3rd December, 2pm – 3.15pm, which members are invited to attend.
g) Invite - GWR MD Mark Hopwood stakeholder webinar (Circulated to members)	GWR Managing Director, Mark Hopwood, will be holding their next virtual webinar specifically for stakeholders. He will be updating on the Government's plan for rail, train service performance including Sunday services and the upcoming Christmas closure of London Paddington for the Old Oak Common HS2 station construction. It's taking place via Zoom on Monday 16th December, 1645-1800.
h) Enabling remote attendance and proxy voting at Parish Council meetings	Link to survey : https://consult.communities.gov.uk/local-government-standards-and-conduct/remote-attendance-and-proxy-voting/ Survey closes : 19 th December 2024
i) West Mercia Monthly Bulletin (Circulated to members)	December Fraud & Scam Bulletin

24/466 Finance

- a) To approve the schedule of payments for December including invoices to be paid and invoices paid as a matter of urgency. Schedule to follow.
- b) To approve Bank Reconciliation for November . (**Appendix 2 page 17**)
- c) For noting- Parish Council Precept and Council Tax 2025 (Local Government Finance Act 1992) (**Appendix 3 pages 18 -20**) A meeting will be scheduled for Tuesday 7th January at 7 pm at the Village Hall to finalise the budget. Budget will be circulated before Christmas. All Parish Councillors to attend.
- d) To note - Friends of Honeybourne Station have now provided details of their bank account, committee structure and their constitution. Parish Council Community Grant can be paid.

24/467 Committee & Working Groups reports

To receive minutes of meetings from Council and committees & working groups held since the last Council meeting and consider and approve recommendations (if any).

- I. Notes of Christmas Switch on Working Group meeting. 12th November 2024. (Circulated to members)

24/468 Environment & Community Wellbeing

- a) To note - revenue received from sale of Christmas raffle was £709.00 and revenue from 'Sponsor A Christmas Light for a Loved One' was £420.00. Members to approve for both sums to be ring-fence for next year's Christmas event.
- b) List of names for the Sponsor A Christmas Light for a Loved One' – Some names were not published on the list on the Christmas tree on Friday 29th November. Mrs Matthews has apologised to the families and she amended the list on the Christmas tree on the following day. Mrs Matthews also apologises to the Council. Council to note that Mrs Matthews has not done it intentionally. The list of names will be published in the January Village News.
- c) To approve 28th November 2025 for next year's Christmas Switch On Event.
- d) Church yard Notice- The Vicar has asked for the following notice to be published on their noticeboard. Council to approve the following wording provided by the Vicar.
*"The churchyard around St Ecgwin's is closed for future burials and is cared for by Honeybourne Parish Council. The Parochial Church Council works with the Parish Council in maintaining the appearance of the churchyard.
The responsibility for maintaining headstones lies with the family of the deceased and the Parish Council cannot accept responsibility for maintaining the memorials. Checks are carried out from time to time to ensure that memorials have not become hazardous. If it appears that a memorial is in a dangerous condition, the Parish Council may have to take action to avoid accidents.*

No trees or shrubs may be planted without the agreement of the Parish Council and Parochial Church Council.

The following wording should also be included on the notice:-

“Applications for installation of benches must be obtained from the Diocese of Gloucester. The Parish Council will not pay for any application fee or cost of installation.”

- e) To note correspondence received from Warwickshire County Council Executive Director for Communities. **(Appendix 4 page 21)**

24/469 Planning

- a) Members to respond to planning application.

Application ref	Site Address	Proposal
W/24/02247/CU	Orchard View, High Street, Honeybourne, Evesham, WR11 7PQ	Change of use of highway land to residential curtilage associated with the dwelling 'Orchard View'

- b) Notification of Planning Appeals - There are no planning appeals

- c) Members to note planning decision.

Application ref	Site Address	Proposal
i) W/23/02504/FUL	96 Stratford Road, Honeybourne, Evesham, WR11 7PP	Provision of storage containers

Decision: Approved (Appendix 5 pages 22 - 29)

24/470 Members are reminded to notify the Clerk of any items for discussion for the next Council meeting by 31st December 2024

24/471 Date of Next Meeting

Next Parish Council Meeting, 14th January 2025 7.15pm at Honeybourne Village Hall

Linda Stanton

Parish Clerk

5th December 2024

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

Council members: H Jobs (Chairman), Bal Dubb (Vice-Chair), A Attridge, T Askew, C Clear, G Clelland, A Mathias and S Sidwell