

HONEYBOURNE PARISH COUNCIL

Summons and Notice of Meeting

Members are summoned to the **Parish Council** meeting to be held on
Tuesday 9th Dec 2025
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 25/643 (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

- 25/639 Minute's Silence** To observe a minute's silence in memory of former Councillor Brian Johnson, who served Honeybourne Parish Council from 2005 to 2017, including three years as Chairman. Cllr Johnson passed away in early November 2025. The Council acknowledges his dedicated service to the parish and his valuable contributions, particularly in planning and legal matters.
- 25/640 Apologies**
To receive apologies from absent members and record the reason for absence.
- 25/641 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.
- 25/642 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.
- 25/643 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 – H Robson (Littletons division)
d) Wychavon District Councillors- J Ciotti and H Robson
- 25/644 Adoption of minutes**
I. To approve adoption of the minutes of the Parish Council Minutes – 11th November 2025
Minutes have been previously circulated but also attached (**Appendix 1 pages 6 - 20**)
- 25/645 Chairman's Report (For information only)** - A verbal report may be given.
- 25/646 Parish Clerk's Report (For information only)**
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) Casual Vacancy - Co-option	Wychavon District Council has confirmed that no election was requested. The Council may now proceed to co-opt a replacement member. The vacancy has been advertised.
-------------------------------	--

b) The Green - Traveller Encampment Removal	Travellers were removed from The Green on 12th November 2025. Handyman inspected the area following removal and reported minor fire damage (approximately 2 foot area, extinguished) and some wheel marks. No significant damage to the green.
c) Planter - Honeybourne Road Sign	Following councillor request, permission has been sought from Worcestershire County Council Highways to install a planter at the Honeybourne sign on the grass verge on Honeybourne Road. Awaiting response.
d) Christmas Switch-On Event - Thank You Communications	Thank you emails sent on behalf of the Council to the school headteacher for the children's carol singing; Revd Barwood for the tree blessing and turning on the lights; and Sylvia Matthews for organising the Christmas light sponsorships in memory of loved ones.
e) Neighbourhood Development Plan Review - Grant Funding Agreement	Grant Funding Agreement signed on behalf of the Council with Wychavon District Council for £10,000 grant funding (under delegated authority granted at November meeting).
f) Public Rights of Way Volunteer Group – Work Update	Council to note that the Worcestershire County Council PROW Volunteer Group (independent of Parish Council) has completed work across the parish before their Christmas break, including: tidying tree branches over the rail track on Mickleton Road and clearing path entrance; strimming the Public Right of Way by the cemetery; cutting back vegetation by the stile on the footpath adjacent to the Gate Inn; and strimming the PROW from Pebworth Road to Station House.

25/647 Correspondence, Circulation Received

a) WEST MERCIA POLICE - ECONOMIC CRIME UNIT (Circulated to members)	November- Fraud and Scam Bulletin
b) Temporary Road Closure (Circulated to members)	<p>WORCESTERSHIRE COUNTY COUNCIL PUBLIC NOTICE Road Traffic Regulation Act 1984 NOTICE OF THE CLOSURE OF C2049 BRETFTON ROAD, HONEYBOURNE, WORCESTERSHIRE ("THE HIGHWAY") Reason for restriction: Burst water main. There is a likelihood of danger to the public or of serious damage to the road. There is a need to close the highway in the following terms:-</p> <ol style="list-style-type: none"> 1. The effect of this Notice is that no vehicle shall proceed along that part of the highway from a point 688 metres northwest of its junction with U45019 Gloster Ades Road and for a distance of 50 metres in a north westerly direction. 2. This provision shall continue in force for a maximum of 21 days, however, it is anticipated that it will remain in force for 3 days (24hrs) commencing 5th November 2025. 3. Alternative routes: - C2049 Bretforton Road (part), U45019 Gloster Ades Road, B4035 Weston Road, B4035 New Street, C2049 Honeybourne Road, C2049 Bretforton Road (part) and vice versa. <p>Nothing in this Notice shall prevent at any time access for pedestrians to any premises situated on or adjacent to the highway, or to any other premises accessible for pedestrians from and only from the highway.</p>
c) 2025 Wychavon Parish Games Presentation Evening (Circulated to members)	Invitation received to Parish Games Awards Presentation, 21st November 2025 at Bengeworth Club, 18 Coronation Street, Evesham WR11 3DA. Time 7pm
d) Worcestershire County Council – Streetscape Design Guide 2025 (Circulated to members)	WCC has published the Streetscape Design Guide 2025, setting out design principles for high-quality streets and public spaces. The guide covers: new development integration and connectivity; street hierarchy and design requirements; street lighting guidance; prioritising walking, cycling and public transport; parking requirements including EV charging; climate change mitigation; sustainable materials; heritage and natural environment protection; and digital infrastructure. Full document available at: Streetscape and Streetlighting Design Guides Worcestershire County Council .
e) Temporary Road Closure	WORCESTERSHIRE COUNTY COUNCIL

(Circulated to members)	<p>PUBLIC NOTICE Road Traffic Regulation Act 1984 (U45039 Westbourne, Honeybourne) (Temporary Closure) Order 2025 Proposed Order: to close that part of U45039 Westbourne from its junction with U45038 Westbourne for a distance of 40 metres in a south easterly direction. Reason: Safe working while excavation work carried out in carriageway 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: No diversion as cul-de-sac location. Maximum duration: 18 Months. Anticipated duration: 2 days Commencing: 8 January 2026</p>
f) Temporary Road Closure (Circulated to members)	<p>WORCESTERSHIRE COUNTY COUNCIL PUBLIC NOTICE Road Traffic Regulation Act 1984 NOTICE OF THE CLOSURE OF C2006 BUCKLE STREET, HONEYBOURNE, WORCESTERSHIRE ("THE HIGHWAY") Reason for restriction: Burst water main. There is a likelihood of danger to the public or of serious damage to the road. There is a need to close the highway in the following terms:- 1. The effect of this Notice is that no vehicle shall proceed along that part of the highway from its junction with C2009 Sheenhill Rd to its junction with Stephenson Way (NSG Ref 45405352). 2. This provision shall continue in force for a maximum of 21 days, however, it is anticipated that it will remain in force for 3 days (24hrs) commencing 26 November 2025. 3. Alternative routes: C2006 Buckle Street (part), C2114 Blakes Hill, C2114 Arrow Lane, B4085 Cleeve Road, B4085 Birmingham Road, B4035 Bretforton Road, B4035 Shop Lane, B4035 Weston Road into Gloucestershire, C2006 Weston Road, C2006 Station Road and vice versa.</p>
g) Honeybourne First School – Christmas Event Feedback	<p>Thank you email received from Head of School following the school choir's participation in the Christmas Switch-On event. The school expressed enthusiasm to participate again next year and described the event as "fantastic."</p>
h) Revd Barwood - Christmas Event Thanks	<p>Thank you email received from Revd Barwood expressing pleasure at being invited to bless the Christmas Tree and switch on the lights at the Christmas Switch-On event. Revd Barwood described the occasion as "most joyful and a lovely start to the run up to Christmas" and looks forward to working with the Council in the coming months.</p>

25/648 Finance

- a) **To approve schedule of payments for December 2025** including invoices to be paid and invoices paid as a matter of urgency. Schedule of payments to follow.
- b) **November bank reconciliation** – To approve reconciliation. (**Appendix 2 – page 21**)
- c) **Christmas Event 2025 - Income** - Council to note income received from Christmas Switch-On event: raffle ticket sales £716.00 and memorial light sponsorships £390.00 (total £1,106.00). Council to approve funds be allocated to Christmas Event 2026.
- d) **Precept Meeting 2026/27**- Council to note that a meeting is scheduled for Monday 5th January 2026 at 7:00pm to finalise the 2026/27 precept. Completed precept requirement form must be submitted to Wychavon District Council by Friday 23rd January 2026.

25/649 Committee & Working Groups reports

To receive minutes of meetings from Council and committees & working groups held since

the last Council meeting (if any).

- i) **Christmas Event Working Group** – Council to note that the Christmas Switch-On Event held on 28th November 2025 was well-received with excellent community engagement. Positive feedback included: Alcester Silver Band appreciated the new paved location closer to the tree; the teacup ride and balloon modeller were popular with attendees; Santa was a big hit with the children; school choir's carol singing was enjoyed by all; craft fayre stall holders reported good sales; mobile food providers and village hall also reported good trade; and the town crier successfully engaged the crowd and received positive feedback.
- ii) **Neighbourhood Plan Steering Group** – Notes of meeting held 13th November 2025 (**Appendix 3 - pages 22- 31**). Council to note evidence gathering tasks have been allocated to steering group members with deadline of Friday 3rd January 2026 for completed submissions. Task allocation table attached (**Appendix 4 – pages 32 - 33**).

25/650 Environment & Community Wellbeing

- a) **Pétanque Court - U3A Club Usage Request** - Council to consider request from U3A Pétanque Club (members from South Littleton, Badsey, Evesham, Peopleton, North Littleton and Honeybourne) to use the sports field pétanque court on alternate Tuesday afternoons (14:00-16:30 or 13:30-16:30 in winter) when their usual Waterside pitch is flooded. Club typically has 10-12 players in winter. Request includes car park access (combination lock codes) and use of kitchen facilities for refreshments. Applicant has been advised that the gate must be closed and locked at all times. Council to note that allowing use by neighbouring parishes is a condition of the Legacy Grant funding. Council to approve usage and pavilion hire charge of £8.00 per session for kitchen use.
- b) **Honeybourne Railway Station - Car Park Update** - Council to note update received from Wychavon District Council Deputy Chief Executive & S151 Officer regarding railway station car park project. Network Rail has provided costings for feasibility study to explore bridge options. WDC will be consulting with their councillors on funding the feasibility study and will update the Parish Council with their decision.
- c) **Royal Mail - Recognition of Service** - Council to approve sending letters of thanks and certificates of recognition to Honeybourne's postal delivery staff: Sarah (Post Lady) and Andy (Postman), who have each served Honeybourne for 25 years (celebrating their 26th Christmas). They deliver to approximately 1,000 premises in Honeybourne village and local trading estates. Council also to acknowledge Sarah's Assistant/Supervisor for their service. Draft letters and certificates to be presented at the meeting for Council approval. Letters and certificates to be signed by the Chair on behalf of the Council.
- d) **Christmas Light Switch-On Event 2026** - Council to approve date and time for next year's Christmas Light Switch-On event: Friday 4th December 2026, 6:00pm - 8:00pm at Honeybourne Village Hall.

25/651 Planning

a) Planning Application

WDC ref	Site Address	Proposal
W/25/02384/FUL	12 Harvard Avenue, Honeybourne, Evesham, WR11 7XU	Erection of a detached 3-bedroom self-build dwelling.

b) To receive planning decision

WDC ref	Site Address	Proposal
i) W/25/02071/HP Associated Ref: W/23/00105/HP	6 Weston Road, Honeybourne, Evesham, WR11 7QJ	Two-storey side extension - (Variation of condition 2 Ref W/23/00105/HP)

Decision:

Approved (**Appendix 5 – pages 34 -35**)

WDC ref	Site Address	Proposal
ii) W/25/01580/OUT	Land At (Os 1103 4392), Bretforton Road, Honeybourne	Outline planning application for the erection of up to 24 dwellings with detailed access and all other matters reserved (appearance, landscaping, layout and scale)

Decision:

Approved (**Appendix 6 – pages 36 – 48**)

Note: Parish Council objection was submitted through Brodie Planning Associates regarding heritage harm. Conservation Officer also objected. Clerk has written to Wychavon Head of Planning querying why application was determined under delegated powers rather than referred to Planning Committee (email correspondence attached – **Appendix 7- pages 48- 49**). Awaiting response.

WDC ref	Site Address	Proposal
---------	--------------	----------

c) Notification of Planning Appeal

Planning appeal ref	Site address	Proposal
PLANNING INSPECTORATE REF:- APP/H1840/W/25/3369051 Planning Ref: W/24/01690/FUL	Land At (Os 1103 4392) Bretforton Road Honeybourne	Full planning permission for a residential development of 24 dwellings with associated landscaping, open space, parking, and access.
Confirmation from Planning Inspectorate that the appeal has been withdrawn and no further action will be taken.		

d) **Cotswold District Local Plan Update - Regulation 18 Consultation** - Council to note Cotswold District Council Local Plan Update (Regulation 18) Preferred Options consultation on housing development strategy up to 2043 (summary attached - **Appendix 8- page 50**). Consultation closes 2nd January 2026. Planning consultant (Andrea Pellegram Ltd) preparing response on behalf of the Parish Council as a neighbouring authority. Draft comments to be presented at meeting for Council consideration and approval prior to submission.

25/652 Members are reminded to notify the Clerk of any items for discussion for the next Council meeting by 29th December 2025

25/653 Date of Next Meeting

Next Parish Council Meeting, 12th January 2026, 7.15pm at Honeybourne Village Hall

Linda Stanton

Parish Clerk

3rd December 2025

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

Council Members: Cllrs H Jobes (Chair), B Dubb (Vice-Chair), A Attridge, C Clear, G Clelland, J Mellor A Mathias, S Sidwell & S Walsh