

HONEYBOURNE PARISH COUNCIL

Minutes of the Parish Council meeting held at Honeybourne Village Hall, Harvest Close,
Honeybourne WR11 7RH
on Tuesday 10th February 2026

Members present: Cllrs: H Jobs (Chairman), Bal Dubb (Vice-Chair), A Attridge, G Clelland , J Mellor and S Sidwell

In attendance: Parish Clerk, Linda Stanton.

County/District Cllr Hannah Robson -(Arrive 7:15pm – departed 8:05pm)
District Cllr Judith Ciotti – (Arrive 7:15pm- departed 8:05pm)
5 members of public

25/670 Apologies : Cllrs S Walsh (work commitment) C Clear & A Mathias (personal)

<p>Resolved: The apology was accepted</p>
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25/671 Declarations of Interest: Councillors were reminded that to ensure transparency and retain public confidence in the council’s decisions they are required to -

- Keep their Register of Interests form up to date;
- 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
H Jobs	Item 25/678 (c) <ul style="list-style-type: none"> Village hall annual rent received Item 25/685 (c) <ul style="list-style-type: none"> Allotment matters 	ODI- Village Hall Trustee and treasurer DPI – plot holder	
A Attridge	Item 25/685 (a) <ul style="list-style-type: none"> Review of Honeybourne Hawks Licence arrangement and fee 	ODI - relative	
B Dubb	Item 25/683 CLPU – Vicarage Nurseries <ul style="list-style-type: none"> Certificate of Lawfulness of Proposed use Item 25/685 (c) <ul style="list-style-type: none"> Allotment Matter 	ODI – Friend DPI – Plot Holder	
G Clelland	Item 25/678 (a) <ul style="list-style-type: none"> Payment to Limebridge Item 25/685(c) <ul style="list-style-type: none"> Ground Maintenance contract 	ODI- friend ODI- friend	
J Mellor	Item 25/678 (a) <ul style="list-style-type: none"> Payment to Village News Item 25/685 (c) <ul style="list-style-type: none"> Allotment Matters 	ODI – member of village news team DPI – plot holder	

25/672 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.

There were no requests for dispensation.

25/673 Open Session Participation to hear from:

a) Members of the Public.

- I. A resident raised concerns regarding the removal of litter bins on the open space at Bramble Chase (referred to during the meeting as the “Co-op open space”) and requested that the Parish Council consider installing additional bins in the area.

The Chair explained that the open space forms part of a privately managed development. Under the Section 106 agreement, responsibility for maintenance of the open space and associated facilities rests with the Management Company, which is funded by residents of that development. The Parish Council does not have authority to install or maintain bins on privately owned land.

The Chair also noted that litter and dog bins are located at various locations within the parish.

The resident was advised to raise the matter with the Management Company and/or Wychavon District Council as the planning authority.

- II. A resident spoke regarding allotment matters and requested Council support for the formation of a new allotment association.

- b) Supporting organisations, - South Worcestershire Policing Team.
An apology was received from PCSO K. Kempton who was not on duty. The Clerk was advised to contact her should any issues arise.

- c) Worcestershire County Councillor – H Robson (Littletons division)
County Councillor Robson provided her report in advance of the meeting (attached as **Appendix 1, pages 613- 614**). The report was noted.

- d) Wychavon District Cllrs J Ciotti & H Robson. – District Cllr Ciotti provided her report in advance of the meeting (attached as **Appendix 2, page 614**) The report was noted.

The Chair asked District Councillor Robson for an update on the progress of the feasibility study relating to Network Rail. District Councillor Robson advised that the study is underway.

The Chair also asked whether it remained Wychavon District Council’s intention to deliver the proposed car park prior to the implementation of local government reorganisation in 2028. District Councillor Robson confirmed that this remains Wychavon’s intention.

25/674 Adoption of minutes

- I. To approve adoption of the minutes of 13th January 2026

Resolved:

- I. That the minutes of the Parish Council meeting 13th January be approved as an accurate record and signed by the Chairman.

25/675 Chairman’s report (For information only)

The Chairman had no matters to report.

25/676 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) Speed Enforcement Camera – Weston Road	The mobile speed enforcement camera has attended Weston Road on two occasions since the speed data was collected by Worcestershire County Council. A resident has written to thank the Parish Council for arranging the meeting with the Highways Officer regarding speeding concerns in this area.
b) Precept Request 2026/27	The approved 2026/27 precept request has been submitted to Wychavon District Council in accordance with the required timetable.
c) Planter - Honeybourne Road	The Clerk continues to await the permit from Worcestershire County Council Highways for the installation of the roadside planter and has been following up with the relevant officer.
d) Bicycle Racks – Sports Field (Park That	Following a successful application to Wychavon District Council’s “Park That Bike” scheme, bicycle racks have now been installed at the sports field adjacent to the

Bike Scheme)	entrance.
e) Replacement Bench – For Lumpy	The Clerk has followed up with the representative regarding the replacement bench for Lumpy. They are currently awaiting delivery of the bench.
Noted: That the report be noted	

25/677 Correspondence & Circulations Received (For information only)

a) West Mercia - ECONOMIC CRIME UNIT	January - Fraud and Scam Bulletin (circulated to councillors)
b) Wychavon Town Supplementary Planning Document (SPD) – Public Consultation	Notification received from Wychavon District Council regarding the public consultation on the Wychavon Town Supplementary Planning Document (SPD), running from 12th January to 17th February 2026. The SPD provides guidance for future development of Wychavon Town (formerly Worcestershire Parkway). Details circulated to councillors.
c) Worcestershire Community Rail Partnership – Annual Event 2026	Notification received from the Worcestershire Community Rail Partnership regarding their rescheduled Annual Event, to be held on 24th April 2026 at the Assembly Room, Worcester Guildhall. Details circulated to councillors.
d) Honeybourne Parish Games – Annual General Meeting	Correspondence received regarding the Honeybourne Parish Games AGM to be held on 2nd February 2026 at Wychavon District Council offices. Delegates invited to raise any urgent matters and nominations sought for the Executive Committee. Details circulated to councillors.
Noted: That correspondences be noted.	

25/678 Finance

a) **February schedule of payments** – To approve schedule of payments for February 2026 including any invoices to be paid as a matter of urgency

Invoice no	Cheque no	Supplier	Description	Net £	Vat £	Gross £
805574150	Direct Debit	British Gas	Pavilion power and heating	92.97	4.64	97.61
V02422613177	Direct Debit	EE	PC mobile phone	6.70	1.34	8.04
M009 6X	BACS	British Telecom	Regular charge (1 st Jan – 31 st Jan 2026)	32.95	6.59	39.54
INV 11429283	Direct Debit	Water Plus	Pavilion water	8.26	-	8.26
471326833	Direct Debit	Lloyds Bank	Accounts Maintenance Fee for PC – Community Account no: xxxxx608 (10 th Nov - 9 th Dec 2025)	4.75	-	4.75
IV03929359	Direct Debit	SSE Energy Solutions	Unmetered footway lighting	471.16	96.52	579.11
2026-020	BACS	Quick Print UK Ltd	Printing of NDP survey	100.00	20.00	120.00
2026 032	BACS	Honeybourne Village News	Distribution of NDP survey – March issue	63.00	-	63.00
January	BACS	J Hyde	Handyman work	92.35	-	92.35
January	BACS	J Hyde	Lengthsman work	154.10	-	154.10
SI-10629	BACS	Security 4 Systems	Monthly IT Support	72.00	-	72.00
Tax month 11	BACS	Worcestershire Pension	Pension	829.50	-	829.50
Tax month 11	BACS	Staff salary	Staff salary	2313.29	-	2313.29
Tax month 11	BACS	HMRC	HMRC	1033.53	-	1033.53
SIN150946	BACS	Fairview Trading	Handyman work- material to fit bike racks	43.73	8.75	52.48
SIN151182	BACS	Fairview Trading	Handyman work- material to fit bike park planters	31.13	6.23	37.36
N1199	BACS	John Shelton Burial Services Ltd	Gravedigging fee – ashes (8 th Jan 2026)	150.00	-	150.00

6190395606	BACS	Lyreco UK Ltd	Paper and envelopes	51.45	10.29	61.74
SI-425	BACS	Andrea Pellegram Ltd	Neighbourhood Plan Review- Stage 1 (Information gathering and consultation for work undertaken in Jan 2026	392.00	78.40	470.40
SI-424	BACS	Andrea Pellegram Ltd	Community Engagement - survey	184.00	36.80	220.80
CLP0412234	BACS	Wychavon District Council	Annual emptying of bins on Station Road	97.37	19.47	116.84
3673	BACS	Limebridge Rural Services	Hedge cutting - Cemetery	225.00	45.00	270.00
Equal pre-paid debit card						
Invoice/ Receipt	Date	Supplier	Description	Net £	Vat £	Gross £
IEN2026005182078	26 th Jan 2026	Adobe Creative	Software Subscription	16.64	3.33	19.97
WP-INV11429283	28 th Jan 2026	Water Plus*	Outstanding historic water balance	25.76	-	25.76
Resolved: 4 in favour, 2 abstention to approve the schedule of payments (the abstaining councillor having declared an interest earlier in the meeting)						
*Note: Payment made to WaterPlus to settle an outstanding historic water balance relating to previous financial years, which had not been cleared by the former Clerk. The Council current direct debit arrangement with WaterPlus only collects ongoing consumption charges and does not recover arrears from prior years. In order to clear the outstanding balance in full and regularize the account, the Council debit card was used as a one-off payment.						

b) **January Bank Reconciliation** – To approve bank reconciliation

Honeybourne Parish Council

31 January 2026 (2025-2026)

Prepared by:

Date:

Name and Role (Clerk/RFO etc)

Approved by:

Date:

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 31/01/2026	
	Cash in Hand 01/04/2025	135,594.30
	ADD Receipts 01/04/2025 - 31/01/2026	165,937.93
	SUBTRACT Payments 01/04/2025 - 31/01/2026	301,532.23
	Cash in Hand 31/01/2026 (per Cash Book)	173,247.18
		128,285.05

	Cash in hand per Bank Statements		
	Petty Cash 31/01/2026	0.00	
	Lloyds Business Bank Instant 31/01/2026	124,764.27	
	Lloyds Treasurers Account 31/01/2026	3,300.84	
	Prepaid Debit Card Equals 31/01/2026	219.94	
			128,285.05
	Less unrepresented payments		
			128,285.05
	Plus unrepresented receipts		
B	Adjusted Bank Balance		128,285.05
	A = B Checks out OK		
Resolved: That the Bank reconciliation is approved			

c) Village Hall Annual Rent

Noted:

That receipt of the annual rent payment of £1.00 from Honeybourne Village Hall was received in accordance with the lease agreement.

25/679 Council Governance

a) **Appraisal Policy**- Council to consider and approve Appraisal Policy.

Resolved:

To approve Appraisal Policy

b) **Community Engagement Policy** – Council to consider and approve Community Policy

Resolved:

To approve Community Engagement Policy

c) **Developer Engagement Policy** – Council to consider and adopt the Developer Policy.

Council considered the Developer Engagement Policy.

It was agreed to remove the word “normally” from Section 4 of the policy.

During discussion, clarification was provided that the policy governs how the Parish Council engages with developers in its corporate capacity. It was noted that individual councillors may attend developer-led public consultation events in a personal capacity as residents; however, any views expressed at such events would be their own and not representative of the Parish Council.

Resolved:

That the Developer Engagement Policy, as amended, be adopted.

d) **General Power of Competence Policy** – Council to consider and adopt the General Power of Competence.

Resolved:

To approve the General Power of Competence Policy

e) **Parish Council Meeting Dates 2026/27**

Council considered the proposed schedule of Parish Council meeting dates for 2026/27.

Resolved:

That the schedule of Parish Council meeting dates for 2026/27, as set out on the agenda, be approved.

It was noted that the Annual Parish Meeting will be held on 12th May 2026 at 6:30pm at Honeybourne Village Hall.

f) **Forward Plan / Action Plan (Local Council Award Scheme)**

Council considered the Forward Plan / Action Plan setting out the Council's key priorities and areas of work.

Resolved:

That the Forward Plan / Action Plan be adopted.

25/680 Committee & Working Groups reports

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

- a) Members **noted** the minutes of the Neighbourhood Plan Steering Group meeting held on 21st January 2026, which had been circulated to councillors prior to the meeting.

25/681 Neighbourhood Plan Review

a) **Alignment with Proposed National Planning Policy Framework (NPPF) Reforms**

Members considered the recommendation from the Neighbourhood Plan Steering Group to proceed with the Neighbourhood Plan Review on the basis that the forthcoming National Planning Policy Framework (NPPF) reforms will apply, and to prepare draft policies in alignment with the new framework.

Resolved:

That the Council approved the recommendation from the Neighbourhood Plan Steering Group to proceed with the Neighbourhood Plan Review on the basis that the forthcoming NPPF reforms will apply, and to prepare draft policies in alignment with the new framework.

25/682 Environment & Community Wellbeing

a) **Worcestershire On Demand (WOD) Transport Service**

Members received and considered the report on the Worcestershire On Demand transport service, including clarification received from Worcestershire County Council regarding the operation of the service and a request from a councillor for the Council to consider making an application to extend the service to Bidford-upon-Avon.

The Clerk outlined the findings of the report, including written and verbal clarification from Worcestershire County Council that there is no formal application process available to parish councils to request extensions to the service, and that any cross-county operation would require formal discussions and agreement between Worcestershire County Council and the relevant neighbouring county council (Warwickshire County Council).

County Councillor Robson stated that she could not see why the service should not be extended and indicated she would pursue the matter through Worcestershire County Council channels. The Parish Councillor who had originally requested this item asked County Councillor Robson to take the matter forward and requested updates on progress.

Resolved:

That the Council:

1. Noted the clarification received from Worcestershire County Council regarding the operation of Worcestershire on Demand; and
2. Noted that the Worcestershire on Demand service is operated and determined by Worcestershire County Council, and that any changes to zones or cross-county operation are matters for the County Council

b) **Street Naming – New Development off Corner Farm Drive**

Members received and considered the report on the proposed street name for the new development off Corner Farm Drive.

The Clerk presented the report, outlining that Wychavon District Council had confirmed the developer's proposed name "Honey Blossom Drive" met the Street Naming and Numbering

criteria and that approval of this name would allow the formal addressing process to proceed without delay.

A member proposed that the street be named "Wheeler Drive" instead.

The Clerk advised that the Street Naming and Numbering criteria state that new street names must not be named after living persons.

Resolved:

That the Parish Council propose the street name "Wheeler Drive" for the new development off Corner Farm Drive, subject to the Clerk seeking confirmation from Wychavon District Council that the name meets the Street Naming and Numbering criteria.

25/683 a) Members to respond to planning applications.

No planning applications had been received.

b) Planning Decisions received.

No planning decisions received.

c) Certificate of Lawfulness of Proposed Use (CLPU) – For information.

Council to note a Certificate of Lawfulness of Proposed Use (CLPU) application submitted to Wychavon District Council in relation to land at Vicarage Nurseries, Weston Road, Bretforton, WR11 7HW (WDC ref: W/25/02668/CLPU), relating to a development previously approved in 2024

Parish Councils are not routinely consulted on CLPU applications as they are legal Determinations rather than planning applications. This item has been circulated to Councillors for information only and no action is required.

Noted.

d) Sheenhill Solar Farm – Project Update – For information

Council to note and update received from Downing in relation to the proposed Sheenhill Solar Farm. Following reforms to the national electricity grid connection process by the National Energy System Operator (NESO), the project was unsuccessful in securing a grid connection in the first application window.

Downing has confirmed that core development activity is now paused until further clarity is received and a future connection application can be made. There remains no planning application at this stage.

Noted.

25/684 Members are reminded to notify the Clerk of any items for discussion for the next Council meeting by 27th February 2026

25/685 Exclusion of the Public and Press

Resolved:

That in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1(2), the public and press be excluded from the meeting to allow for discussion of confidential matters relating to the following items, for which publication would be prejudicial to the public interest:

- a) Review of annual licence arrangements and fee – Honeybourne Hawks FC
- b) Grounds Maintenance Contract
- c) Allotment Matters

The meeting moved into confidential session at 8:05pm.

25/686 Date and venue of the next Parish Council meeting – 10th March 2026, 7:15pm at the Village Hall

The meeting concluded at 9:30 pm

Signed:  [Heath Jobes \(Mar 14, 2026 06:20:10 GMT\)](#)

Date: 14/Mar/26

Council Members: H Jobs (Chairman), B Dubb (Vice- Chair), A Attridge, C Clear,
G Clelland, A Mathias, J Mellor, S Sidwell and S Walsh.

Appendix 1 – 25/673 (c)

County Councillor report – H Robson

February 2026 Monthly Parish Council Report

This months 12 meetings have included

A full afternoon with Highways discussing and reviewing highway signage in Pebworth

January Planning Committee – where an application in Pebworth was refused against officers recommendation on conservation grounds and previous Inspectors decisions

A lengthy County council full council meeting discussing budgets and financial matters

- Hampton Bridge, Evesham is now to be funded from the Local Transport Fund, government grant rather than the County's capital projects after a suggestion by me, as its an active travel project. This will mean it will now happen fairly soon, rather than being delayed further with the danger of further cost increases
- Wychavon had a special council meeting to approve a new Community Infrastructure levy consultation period, so it is in line with the SWDPR and also the Riverside Shopping Centre.

I have left both the Environment Overview & Scrutiny panel and the Health Overview & Scrutiny panel at County this month, due to other work commitments but I will still be on Hereford & Worcester Fire Authority.

Have had discussions with residents, officers and fellow Councillors about he proposed closure of the SEND residential provision at the Vale of Evesham School, this I am working on with my colleagues in Evesham South. Hereford & Worcester Fire Authority's, Chief Fire Officer attended the County Council's meeting in January to give his annual report and highlighted the financial situation due to reductions in funding from the Government. I assisted in my Vice Chairs role

Don't Forget -South Worcestershire Development Plan is out for its final review before it is officially adopted. You have until 5pm 17th February to submit a response.

Riverside Shopping Centre, Evesham to be bought by Wychavon District Council for regeneration

Negotiations with an external funding partner, which isn't being named at this time due to commercial confidentiality, are entering the final stages. They are expected to be completed in time for the sale to go through by the end of March.

The deal will also see Wychavon take ownership of units in Market Square – except for The Roundhouse, which is owned by NatWest - and some along Bridge Street, including Marilyn's Nightclub. All existing tenancies will be honoured, and businesses will continue to trade. Wychavon intends to open discussions with Evesham Town Council about the potential transfer of Evesham Town Hall and the unit underneath currently occupied by The Valkyrie Bar.

The intention is to redevelop the site into a mixed-use residential, leisure and retail development in line with the Evesham Town Centre Investment Prospectus. Improvements will also be made to public spaces in and around Market Square and Bridge Street, with the aim of better connecting the town centre to Abbey Park and opening up views to the River Avon. Evesham Public Hall will also be refurbished.

A planning application to demolish the centre is expected to be submitted in April. An application for the redevelopment will be submitted at a later date, once a development partner has been appointed. A public consultation is also planned to help shape the redevelopment proposal. Details will be released at a later date.

Sheenhill Solar Farm Update – all core development at this site is postponed for the foreseeable future, which is good news, this is due to connection capacity not being available through the National Energy System Operator (NESO) at the current time.

Honeybourne, High Street Pedestrian Crossing

A full survey has been undertaken to determine whether a pedestrian crossing can be installed to help people cross from the village hall path. Unfortunately due to the geometry of the highway it does not permit the installation of a controlled crossing. I have asked that a review of the signage along High Street is undertaken to see if any improvements or amendments can be made.

Bretforton Vehicle Activated Sign –An additional Vehicle Activated Sign for the parish has been purchased from my locally determined highways fund, this should have with some of the traffic issues. There will also be horse warning triangles installed at the Stoneford Lane Crossroads.

District Cllr J Ciotti Report

- At the Council Meeting 21st January it was agreed that the Community Infrastructure Charging Levy Schedule (CIL) report should go out for consultation as it will become part of the imminent South Worcestershire Development Plan Review. It lists new charges upon developers in order to provide infrastructure such as highways, public transport, schools, healthcare, sports and leisure, community spaces and green space.
- Wychavon's position is that the new Wychavon Town (around Worcestershire Parkway train station) is to be infrastructure led and therefore Planning Applications for infrastructure will
- be put in early to make sure this happens. At the meeting we set aside money to fund this Planning work.
- We were excited to learn and agree recommendations from Executive Board about the purchase by Wychavon of the Riverside Shopping Centre, the Town Hall and other buildings
- around Market Square in Evesham in order to redevelop and improve the area which has long been a blight upon the conservation area of the town. The aim is to bring the buildings into public ownership by March.
- Another consultation is available for response until March: the National Planning Policy Framework 2025. At a recent briefing the take home message was that this is a 'slightly more pro-development NPPF' than the last one. There is a 'presumption in favour of sustainable development': development around rail stations, water efficiency, wildfire risk, house design codes, swift boxes are some of the buzz words. The local plan will more often defer to national decision making. Neighbourhood Plans will carry the same weight. Parish councils are welcome to respond.
- On the ground I have been involved in correcting an error by the developer in a technical note sent to the planning department stating erroneously that permission has been given for a drainage pipe across land owned by Vale Landscape Heritage Trust in Cleeve Prior.
- On 25th March there is a Business Breakfast at the Civic Centre, Pershore open to all.
- Wychavon can help you Champion good mental health and wellbeing within your community or workplace by funding training and projects.
- We have received a message from Sheenhill Solar Farm in Honeybourne. They have paused their core development activity until they have received greater clarity from NESO (National Energy System Operator) Connections Reform because there is a long queue of solar projects and a shortage of connectivity capacity.







A 1. HPC Minutes 10th February 2026

Final Audit Report

2026-03-14

Created:	2026-03-12
By:	Linda Stanton (clerk@honeybourne-pc.gov.uk)
Status:	Signed
Transaction ID:	CBJCHBCAABAAmwx0svsUjTc6mRHjz4Q2KPeOblqETj5v

"A 1. HPC Minutes 10th February 2026" History

-  Document created by Linda Stanton (clerk@honeybourne-pc.gov.uk)
2026-03-12 - 6:50:42 PM GMT
-  Document emailed to heath.jobses@honeybourne-pc.gov.uk for signature
2026-03-12 - 6:50:46 PM GMT
-  Email viewed by heath.jobses@honeybourne-pc.gov.uk
2026-03-14 - 6:18:48 AM GMT
-  Signer heath.jobses@honeybourne-pc.gov.uk entered name at signing as Heath Jobses
2026-03-14 - 6:20:08 AM GMT
-  Document e-signed by Heath Jobses (heath.jobses@honeybourne-pc.gov.uk)
Signature Date: 2026-03-14 - 6:20:10 AM GMT - Time Source: server
-  Agreement completed.
2026-03-14 - 6:20:10 AM GMT