

## **PEMBRIDGE PARISH COUNCIL**

Minutes of the Parish Council Meeting  
Held Wednesday 15<sup>th</sup> September 2010 in the Parish Hall  
7.15 pm viewing Planning Application, 7.30 pm Main Business

**Present:** Cllr. G. Evans, Cllr. P. Thomas, Cllr. Mrs. J. Mifflin, Cllr. A. Stokes, Cllr. K. Duggan,  
Cllr. R. Pierce, Cllr. Mrs. S. Smith, Cllr. P. Rogers, Cllr. R. Phillips (later in meeting)

**D099 Apologies and Reasons for Absence**

Cllr. K. Myers – On Holiday, Cllr. D. Owens – No reason given, Cllr. J. Purslow – On Holiday  
Cllr. Mrs. P. Lloyd – On Holiday

**D100 Announcement of any interests from councillors** - None Declared

**D101 Minutes of last meeting/matters arising from them – 21<sup>st</sup> July, 2010** Read & Approved **ACTION**

**D102 Financial Report (Clerk)**

Reconciliation of bank accounts has taken place. Budget copy to end June sent out to all.  
A letter of thanks has been received from Shopmobility at Leominster,  
following the donation made to them.

Annual External Audit has been completed successfully.

The second half-year Precept of £9,000 has been received.

The magazine advertisers are to be invoiced for another year's advertising rates shortly.

Kingspan has paid £500 for another year's advertising in the magazine.

**Balances at end August 2010**

<b>Current Account:</b>	<b>£16,238.57</b>
<b>Tracker Account:</b>	<b>£5,923.85</b>
<b>Post Office Savings Account:</b>	<b>£11,347.79</b>

**Receipts since last meeting:**

BT Wayleave payment	£26.32
2 <sup>nd</sup> half-year Precept	£9,000.00
Kingspan payment for next year's advertising In Parish News Magazine	£500.00

**Payments made since last meeting:**

Lengthsman Administrator (2009/10 final part)	£129.25
Lengthsman Administrator (2010/11 first part)	£387.75
M. Meadow mowing – July	£49.47
Lengthsman Inv. (2010/11)	£632.44
Land Registry Fee for land registration – MM strip	£40.00
Toilet Cleaner & Bins – August	£254.21

**Requests for Payment:**

Annual ROSPA Inspection of Playground	£51.96	
Millennium Meadow mowing – August	£49.47	
Toilet Cleaner & Bins – September	£247.00	
Editor – Printing of magazine Oct/Nov	260.00	
Replacement for mislaid cheque to Heart of England in Bloom	50.00	Entry Fee

Information Commissioner's Office	35.00
External Auditors Fee 2010/11	334.88
Clerk's salary & expenses due at end of September	TBA

All above transactions were approved by all.

**D103 Planning**

**Application to be considered this evening: None**

**Planning Appeal:**

**DMNW/093215/F      Grange House School, Marston   HR6 9JA**  
Conversion of existing school premises to residential dwelling.

**The appeal will be decided on the basis of Written Representations and a site visit by an Inspector.**

**Refusals of Planning Permission:**

**DMN/101262/FH      4 Leen Cottages, Pembridge.   HR6 9HN**  
**Proposed two storey extension, relocation of porch and  
demolition of an existing conservatory and woodstore.**

**Reason:**      The proposal fails to respect or compliment the original design and character of the dwelling, and furthermore by virtue of its size, scale, mass and design would create an excessive and negative impact on the original dwelling which would no longer remain the dominant feature. The proposal is therefore contrary to H. Unitary Development Plan Policies DR1 and H18.

**DMN/101519/F      Land to the north of Leenfields, The Leen, Pembridge.   HR6 9HN**  
**Proposed new agricultural building.**

**Reason:**      1. It is considered that the proposed development will have a detrimental impact on the character of the surrounding landscape, for which insufficient justification has been provided ....  
2. The proposed development is considered domestic in appearance and not one of a reasonable design and scale in consideration of modern requirements for agricultural use. Therefore the proposed development is considered contrary to Policies S1 and E13 of the Herefordshire UDP.

**D104 Query re caravan and stable in field at Pitfield Farm**

It was noted by several councillors that a further large mobile home has now been towed onto the site, causing some concern; and answers were needed.  
Cllr. Phillips agreed to follow this matter up with the Planning Department.

**D105 Introduction of a Good Neighbour Scheme – Guest Speaker Mrs. Pat Stokes**

Mrs. Stokes gave a very interesting talk concerning her plan to introduce a Good Neighbour Scheme in the parish, and also provided a handout to all councillors about it's aims, which are:

That a Good Neighbour Scheme would benefit any community by helping knit the community together and building new friendships between villagers. A team of volunteers is raised to help with -

- \* **Transport** – giving people lifts to hospitals, doctors surgeries, shops or local social trips.
- \* **Domestic Tasks** –changing lightbulbs, testing smoke alarms, small household jobs.
- \* **Mobility Problems** – volunteers can help by collecting prescriptions, shopping and posting letters for anyone who is incapacitated.
- \* **Befriending** - visiting the lonely or bereaved to give motional support.
- \* **Advocacy** – help with letter writing or filling in forms.
- \* **Outside Jobs** – occasional garden tidying, dog walking and other small odd jobs.

All the services are offered free with the exception of giving lifts for which the driver is compensated for his/her running costs directly by the client, usually 40 pence per mile.

Mrs. Stokes mentioned that she would, with the meeting's approval, like to place an article concerning this scheme in the next Parish Magazine, which all agreed would be a very good idea.

It was suggested that in order for this scheme to be effective, and not too much of a burden on a few people, that there should be around six people who could be available when the need arose. It was hoped that an article in the magazine would bring forth some volunteers.

Everyone wished Mrs. Stokes well in her venture.

**D106 Proposed New Standing Orders - Chairman**

These have been drafted at two special meetings held on 4<sup>th</sup> August and 11<sup>th</sup> August, and circulated to all. It was hoped that these revised Standing Orders, that have been adapted from a new 'Model' produced by NALC (National Association of Local Councils) would soon be adopted by the Parish Council. Following discussion it was decided that councillors required more time to consider these, and that the topic would be placed as an agenda item for the next meeting in October. The Clerk requested all councillors to carefully consider the matter in paragraph 3. b) regarding the means of continued provision of a set of Minutes and an Agenda prior to each full parish council meeting, as legally required.

This could be either by mail, or electronically sent by E Mail by the Clerk. If the latter method were to be agreed by the majority, then the onus would be on each and every councillor to print off both documents themselves, and to ensure that these are brought along to each and every meeting. Failure to do so would lead to meetings that would be less effectual and inclusive, to the detriment of the Council.

The Chairman led on to say that as the majority of the full Standing Orders has already been reviewed carefully by a group of councillors at two recent meetings, there would not really be a further opportunity for councillors to radically alter the whole document.

When the document has been finalised and Adopted by the Council, then the Clerk will provide all councillors with a copy to retain.

**ALL**

**D107 Lengthsman Scheme Update – Cllr. A. Stokes**

The Administrator has mentioned some difficulties with the new contract recently supplied to the Lengthsman for a 2<sup>nd</sup> year's work. Cllr. Stokes agreed to have a look at the contract with a view to amending it, to enable necessary work in the parish, particularly culvert clearing, to be carried out before winter time.

**AS/HH**

**ACTION**

**D108 Affordable Housing Update**

Hopefully two Representatives of the Festival Housing Group (Elgar Housing) will be guest speakers at the October meeting. Clerk will write to both Marches Housing and Festival Housing.

**HH**

**D109 Revised Parish Plan Update**

The grant application to H. Council for £250 to cover cost of printing 50 copies of the revised Parish Plan has been rejected, owing to a) the project not offering value for money, and b) that the Parish Council has sufficient funds to cover the costs. The Parish Plan Group will make representations at the October meeting for the PC to fund this expense.

**D110 Core Strategy – Shaping our Place 2026 – Follow on Consultation**

A copy of the 'Preferred Policy Options for Rural Areas' has been sent to all councillors, and was considered this evening.

The responses that the Clerk was asked to submit were as follows (paragraphs quoted are in relation to the document) :-

**HH**

Re Para 2.1 Pembridge supports a policy whereby communities will be allowed to broadly determine the scale of development of new homes in their parish, in conjunction with Planners.

Re Para 2.8 Pembridge PC is perplexed as to why Eardisland has been identified as it's Hub parish, as Eardisland lies in a flood plain. Please refer to PPG 25 - Development and Flood Risk.

Re Para 6.3 We are most concerned about parish capacity problems with regard to utilities; specifically Pembridge's poor sewage disposal system, as well as poor electricity and water supplies. It is considered paramount that these matters are addressed and improved initially.

**Meeting Closed for the next two items**

**D111 Parishioners Questions - None**

**D112 Ward Councillor's Report (Cllr. R. Phillips)**

The school now has 101 children on role, since the new term started last week. The last phase of the building work has started.

Amey will be visiting the parish in October, and will meet with parish council representatives to look at any highway problems there may be.

A planning consultation document, with regard to the growth of the City is to be advertised soon.

The new western by pass route for the City is the one chosen as most acceptable, owing to routing problems on the alternative eastern route.

**ACTION**

The Tourist Information Centre in Leominster will be closing and move into the Info Centre in Corn Square, owing to it's lease ending soon.

The Hereford Tourist Information Centre has a long lease which is very expensive, so it is planned to sublet it and just retain a TIC 'presence' there.

A Tourist Information Service is not a statutory service, but is valuable. It will be included in a process of planned reductions.

On 20<sup>th</sup> October the government's Comprehensive Spending Review will be announced. Anything between 25% and 40% cuts could be required over 3 years. Social care will be protected.

**Meeting was Reopened**

**D113 Parish Matters Arising/Correspondence for Action**

- a) Weobley resident wants to advise of, and request, permission for him to use the Millennium Meadow on which to hide a game 'box' which anyone can try and track down by gps methods. Harmless fun, and will hopefully bring people to the villages of Weobley, Dilwyn, Pembridge & Eardisland. Agreed.

Clerk will reply.

HH

- b) Problem parking around the Market Hall – letter of response from a local resident. This was read out, and the points noted. Clerk will respond.

HH

- b) Next PACT meeting dates: Lady Hawkins Kington – Wed. 3<sup>rd</sup> Nov. @ 7pm  
Forbury Chapel, Leominster – Wed. 10<sup>th</sup> Nov. @ 7pm

- d) Clerk will shortly invoice all advertisers for another full year. Agreed that the cost should remain at £50 for the next year.

- e) Commencing the group e mailing out of PC Agenda's and Minutes to on line enquirer's. Cllr. Pierce & the Clerk will discuss and arrange this.

RP/HH

- f) ROSPA annual report on children's playground equipment has highlighted a possible problem with the 2 Junior Swings:

"We are unable to gauge the structural integrity of this unit. We advise that the item be dismantled for an internal inspection of all fittings and components, or be replaced."

Cllr. Stokes proposed that the PC should obtain a quotation for new 2 new replacement swings. This was agreed, and the Clerk will follow this up.

HH

**D114 Next Meeting**

Wednesday 20<sup>th</sup> October, 2010 at 7.15 pm in the Parish Hall.

Meeting Closed at 9.40 pm

## **INFORMATION SHEET**

HALC has produced the following guidance leaflets, which the Clerk will keep on file :-

- a) A guide to Parish Council Websites (passed to Cllr. Pierce – website manager)
- b) Policy for dealing with Unreasonable Complainant Behaviour
- c) Donations/Grants Policy

HALC can provide the assistance of a dedicated officer for advice on Community Action Plans.

West Mercia Police Newsletters are available for July and August for distribution

Handout for all on : 'What Councils need to know about Rights of Way' – sent out.

Annual Funding Fair will again be held in Aylestone School, Hereford in October.

New wireless broadband service for North Herefordshire to be provided by Airband Community Internet – fully live by the end of 2010.

Online Survey available from National Highways and Transportation : Link e mailed to all.

