

## PEMBRIDGE PARISH COUNCIL

ACTION

Minutes of the meeting held on

**Wednesday 15th October 2014, 7.15pm in Pembridge Parish Hall**

Councillors Present: Cllr. G. Evans (Chair) Cllr. T. Bennetto, Cllr. R. Phillips, Cllr. Mrs. J. Miffilin.  
Cllr. P. Rogers, Cllr. Ms. C. Fothergill, Cllr. A. Pace, Cllr. K. Duggan  
Cllr. P. Thomas, Cllr. D. Williams, Cllr. D. Owens and Clerk R Bissell.

10 members of the public & Mr Ben Corbett from Berry's Surveyors.

### **H145 Apologies for absence**

Cllr. A Stokes, Cllr. M Ratcliffe

### **H146 Declaration of interest on agenda items.**

The Register of Interest was available to sign and declarations were made.

### **H147 Police report.**

No police representative present.

### **H148 Matters arising from the Minutes of Meeting 17th September.**

Cllr Phillips advised he had received no response from boundary parishes regarding the surgery closure in Pembridge. The Health Scrutiny Commission have been asked about the handling of services and there are now issues with Wye Valley Trust going into special measures. Cllr Phillips proposed a member of the council should join the Patients Participants Group, seconded by Cllr Rogers. More information required with feedback from Alan Lloyd (CQC) and an appointment to the group will be agreed next meeting with terms of reference.

RP

The minutes were signed as a true record.

### **H149 Planning Applications received**

Treeworks application forwarded to Tony Norman for comment if required.

- P142771/K The Old Wheelwrights, East Street, Pembridge HR6 9HB  
Works to trees in a conservation area.

Other Planning Applications to consider

- P142881/H St Huberts, Broxwood, Leominster HR6 9JQ  
Proposed single storey extension.  
**COMMENT: Cllr Pace visited site. All agreed to SUPPORT**
- P142549/L Clearbrook Farm, Pembridge, Leominster HR6 9HL  
Proposed sundry repairs, some structural, including partial re roof and oak frame repairs. Removal of small lean to roof on east elevation.  
**COMMENT: All agreed to SUPPORT**
- P142947/L (Listed Planning) The Old Post Office. East Street, Pembridge, HR6 9HA  
Proposed single storey rear extension and improvements to existing building  
**COMMENT: All agreed to SUPPORT**
- P142924/FH The Old Post Office. East Street, Pembridge, HR6 9HA  
Proposed single storey rear extension and improvements to existing building.  
**COMMENT: All agreed to SUPPORT**
- P142952/F Moor Court Bungalow, Lyonshall, Kington, Hereford.  
Proposed replacement dwelling.  
**COMMENT: All agreed to SUPPORT**
- P142868/O Land off Sandiford Ploc, Pembridge, Herefordshire  
Site for proposed erection of 10 dwellings to include means of access.

Ben Corbett from Berry's gave a short presentation along with details of outline planning permission and answered Councillors questions. All agreed this was a good site for development and Mr Corbett would be invited to the steering group on how to best develop the application. Concerns on the application were raised due to lack of information.

The Council require more details for layout, footpaths, and suggested parking.

Questions requiring resolution include: Is it a conservation site? Who owns the road access? Is it adopted? The greatest concern is regarding extra traffic through a busy housing estate, what traffic calming measures have been considered?

The development would be one third of suggested build in the NDP currently being drafted.

Cllr Pace proposed: Unable to currently support the application and suggested a plan to enter into a discussion with the proposer to confirm missing details and clarify issues. Motion seconded by Cllr Rogers.

Vote For:	3
Vote Against:	3
Abstention:	4
Chairman's casting vote	<b>FOR</b>

**COMMENT:** Pembridge Parish Council currently **OBJECT** to this planning application. There are reservations with regard to the access and impact on the current road infrastructure. A request has been made for further information.

MEETING CLOSED 8.10pm

### **H150 Ward Councillors Report**

Cllr Phillips full report has been circulated to all Councillors.

- Cllr Phillips warned of tight budgets for all services next year especially the Health Service and still awaiting the announcement of settlements for local government.
- The lengthsman scheme requires a work plan, so duplicating work does not happen. Agreement has been made with Vince Playdon (BBLP) to coordinate work schedules and timings. There are still concerns over liability with the new scheme.
- Weston resurfacing due for completion November. Still no confirmation for Noke lane.
- Sherrington - lengthsman work required
- Cllr Phillips attend successful meeting with Cllr Evans and BBLP. There are still issues with the steps. A running repair to be made, but there is no capital funding for pavements. Can be registered for capital works next year with BBLP.
- There is opportunity for land transfer to the Parish Council of the car park and toilets for free. Hereford council will absorb legal fees.

RP

RP

### **H151 Parishioners questions**

Does the Parish Council own Manley Lane and would it be possible to stone it and make dry for the public use? It is unsure who owns the lane. Possible local funding or sponsorship could be sort. It would good to do the job before the winter. *RP to confirm ownership.* Cllr Evans thanked the member of the public for raising the issue. Decision next meeting.

RP

MEETING REOPENED 8.27PM

### **H152 Clerks report**

It was agreed Councillors would like continue receiving the agenda and previous minutes via post Confirmation of ICO registration until 2015.

Bank reconciliation for September complete.

Second half yearly precept payment now received.

The Bank mandate was signed for change of address details

Approval was given for the Clerk to purchase a new printer to facilitate her duties

Balances at end September 2014:

Current Account:	£42,330.38
Tracker Account:	£5,936.49
National Savings Account:	£11,540.45

Income since last meeting:

2nd Half precept payment:	£9000.00
Electricity Wayleave	£58.41

Payments made since last meeting:

Toilet Cleaner & Bins - September 2014	£228.10
WW1 Group expenditure	£240.69
Information Comm. Fee	£35.00
Advert for Clerk on HC website	£60.00
N. Plan questionnaire printing	£732.00
Clerk's 2nd Quarter Salary	£854.67
Clerk's 2nd Quarter Expenses	£320.72
HMRC staff payment 2nd quarter	£213.60
Annual Playground Inspection	£54.72
Village Green tree clearance	£141.20
Electricity - toilets Jun-Aug 2014	£15.84
Printing Parish Mag. Oct/Nov 2014	£270.00
New Sign for Village Green - re dogs	£174.00

Requests for payment:

Toilet Cleaner & Bins – October 2014	£233.40
Clerks Pay October 2014	£323.96
Pembridge Parish Hall Invoice 509	£86.00
Hereford Council - Rat Baiting (by Chapel Gallery)	£45.00
Ken Wheeler - Half year admin charge	£211.50
Richard Mills - Lengthsman September	£264.00
CleanMy Ltd - Toilet sundries	£86.22
Signrite - Dog fouling sign on Green	£174.00

Confirmation of Hereford Council rat bait invoice as being an issue on the street. All agreed this would be a one off payment. **Approval was received to pay all outstanding financial outgoings.**

**H153 Installation of damaged waste bin on Bearwood Lane.**

The Clerk advised costing to replace the bin approx. £250. Councillors felt the damaged was caused by hedge timmer work that had been carried out. *Clerk to Contact BBLP to replace.*

Clerk

**H154 How to deal with planning applications in the future.**

Hereford Council will cease to post paper copies of all planning application as from November. The Council agreed to receive email alerts from the clerk and view online. The clerk will print relevant maps and plans for each application and make available at Parish Council Meetings.

Clerk

**H155 Village purchase of defibrillator.**

CLlr Evans advised that a defibrillator had been purchased by the community and would be situated between the Red Lion and the Old Steppes. It is not the Parish Council's responsibility.

**H156 Land asset transfer from Herefordshire Council**

Councillors declared interests and signed the register.

Hereford Council are offering to transfer the ownership of the car park and toilets to the Parish Council, currently with absorbing the legal costs themselves. Concerns were raised as to the costs to maintain the car park (large potholes & hedges). More concerns were viewed on the settlement of

travellers on the site. Cllr Phillips advised it would be quicker to evict travellers if owned by the Parish Council (24 Hours). *Clerk will start to collect information and prepare guidelines on travellers.* The Amenity Trust lease will end in 12 years and the lease would continue until then. *Cllr Phillips will provide more information on lease details and other legal issues as to boundaries and rates. He will also contact Tony Featherstone to express interest in transfer.* Item to be placed on the next agenda to conclude.

**ACTION**

Clerk

RP

**H157 Issues with raised pavement.**

A successful meeting was held with Cllr Evans, Cllr Rogers Vince Playdon (BBLP) Ray Wallace (BBLP) and Peter Kline (resident), who had positive discussion regarding traffic and the damage to the raised pavement as well as difficulties for pedestrians. There are no capital funds available this year for repairs, so it was agreed BBLP would patch up. Cllr Rogers advised this patch up was totally inadequate and raised concerns it being so dangerous, it was now a matter of public safety. Cllr Phillips proposed obtaining an immediate professional risk assessment of the pavement to clarify the standing for risk to the public. All Councillors were in agreement. The results of the risk assessment can support this seriousness of the damage pavement and may be used a leverage to arrange quicker repairs. *Clerk to write to BBLP to perform risk assessment and report at next meeting.*

Clerk

**H158 Procedure for monthly lengthsman reporting to Vince Playdon (BBLP)**

Vince Playdon would like to receive monthly reporting of what work the lengthsman is doing to prevent duplication. There is a lengthsman program, details with administrator who can liaise with Vince Playdon and copy details to the Clerk also. *Clerk to confirm with Administrator*

Clerk

**H159 Proposed lengthsman scheme.**

All Councillors have received details of the new lengthsman scheme. There are lots unanswered questions regarding the new scheme and what it offers. All agreed value is key, and the administrator should be monitoring and checking work is done to good standard. Councillor request a full report at next meeting regarding lengthsman planned winter spend. *Clerk to contact Cllr Stokes to advise attendance.*

Clerk

**H160 Report on Performance plan regarding Kington Surgery**

Received previously in the meeting.

**H161 Update on the Neighbourhood Development Planning**

Cllr Pace advised survey forms were completed and sent for processing and analysis. A written report should be received by 23rd November. He had also replied to correspondence regarding spend of grant funding by December. Cllr Pace said this would be unlikely and he had replied accordingly. Cllr Pace is looking through proposed land available for development and will provide more details at next meeting With regard to the housing survey on social housing out of the 40% questionnaire returned there was only one reply.

AP

**H162 Speed Indicator Devices**

Cllr Evans advised he was waiting to hear from Titley - to be discussed next meeting

GE

Clerk

**H163 Provide a list of volunteer groups to confirm proper insurance coverage**

*Clerk to provide a list for Cllr Pace.*

Clerk

**H164. Involvement in the Mortimer History Trail.**

*Clerk Confirm details for next meeting.*

Cllr Owen leaves the meeting.

**H165 Hedges obscuring lighting on Bridge Street.**

Hedges are overgrown along the pavement down Bridge Street. Parish Council will visit residents and request removal of overgrown foliage. *Cllr Bennetto to make visits and pass details onto PIPs and good neighbour scheme to assist if necessary.*

Clerk

**H166 Dog bin for Manley Crescent.**

Litter bags are being left by the gate in Manley Crescent. All agreed to purchase a waste bin for erection by the gate post for waste bags. Councillors agreed to site a new bin once received. *Clerk to purchase bin.*

Clerk

**H167 Water Meter reading at Public Toilets**

Reading for September:	931.5	
Reading for August is:	922.2	
Reading for June was:	900.4	
Reading for May was:	890.9	
Reading for April was:	883.5	
Reading for March was:	872.1	
Reading for February was:	864.5	
Reading for January was:	861.4	
Reading for December was:	858.4	This has been advised to Welsh Water.

**H168 Agree meeting dates for 2015.**

The Council agreed Wednesday was a convenient evening to meet. *Clerk to book 2015 Dates*

**H169 Items for Future Agendas**

- Travellers sites consultation document for consideration in NDP
- Councillors to consider Budget spend for 2015/16 - in Preparation of precept request.

**H170 Date of next meeting**

Next meeting confirmed as Wednesday 19th November 2014, 7.15pm in Pembridge Parish Hall.

Meeting Closed 10.05pm.