

PEMBRIDGE PARISH COUNCIL

Draft Minutes for the Meeting

Wednesday 21st September 2016, 7.00pm in Pembridge Parish Hall

Councillors Present: Cllr. G. Evans, Cllr. T. Bennetto, Cllr. A Pace, Cllr Mifflin, Cllr Stokes, Cllr Thomas, Cllr Duggan, Cllr Fothergill, Cllr Phillips. Cllr Rogers and Clerk R Bissell.

1 members of the public.

No Police representative.

94/16. Apologies for absence.

Apologies were received from, Cllrs Hancock, Purslow & Owens.

95/16. Declaration of interest and written requests for dispensation on agenda items.

The register of interest was available to sign. Declaration were made by Cllrs Pace and Bennetto agenda item 105/16.

96/16. Open session.

Cllr Phillips reported the new tarmac on East Street by the Verdun Oak has been completed privately. Attendance at the unveiling of the Shobdon war memorial stone. Attended a useful meeting with Eardisland and Monkland Parish Councils regarding safety at Lawton Crossroads where speed restrictions may be extended. The new Kingspan sign to divert HGVs using Bridge Street is too big and is being reordered. Chasing value for money on Balfour Beatty work after further concern have been raised. A meeting has been arranged for ward clerks to meet new Shobdon clerk and Lara Edwards. Fighting to keep the weekly bus through Bearwood and Broxwood. Travellers site 4 pitches expected as a maximum upgrade. Follow up on the 20mph speed limit in Pembridge to be followed up by Cllr Rogers and Phillips.

Member of the public raised concerns over noise of traffic using the A44.

97/16. Approval of the Minutes of Meeting 13th July & 10th August 2016.

The minutes of the meeting of 13th July 2016 were **approved** unanimously and signed.

The minutes of the meeting of 10th August 2016 were **approved** unanimously and signed.

98/16. Planning applications for comment.

- 162850 - The Rectory, Manley Crescent, Pembridge HR6 9EB.
Fell Prunus Avium tree - **SUPPORT**
- 162833 - 3 Bridge Cottages, Bridge Street, Pembridge, HR6 9EY.
Remove Willow tree. -**SUPPORT**

Planning decisions:

- 162073 - Chapel Cottage, High Street, Pembridge HR6 9DT
Fell Douglas fir tree. - **SUPPORT - WORKS ALLOWED**
- 161553 - Thunderbox cottage, West Street, Pembridge HR6 9DY.
Change of use form single dwelling to holiday let - **SUPPORT - GRANTED**
- 153315 - Land off Sandiford Ploc, Pembridge, Herefordshire.
Proposed erection of 7 dwellings - Comment: **SUPPORT - WITHDRAWN**
- 161819 Weston Cottage, Weston, HR6 9JE.
Proposed single storey rear lean-to extension. - **SUPPORT - GRANTED**
- 161814 - Crump Oak Wood, Lyonshall, Near Kington.

New access and close existing access - **NO OBJECTION - GRANTED**

- 161777 - Barrow Farm, Bearwood, Pembridge, HR6 9EQ -- **SUPPORT - GRANTED**

Construction of a 16,000 Bird Multi-Tier free range egg production unit.

Councillors were informed that Council officers raised concerns with the layout and design of the proposed development at Sandiford Plock and the current application has been withdrawn. The applicant is in the process of developing an amended scheme and a new application is expected shortly.

99/16. Clerks report.

Solicitor instructed re car park transfer, Works on River banked arranged & completed. *Clerk to confirm maintenance of the willow used in the river.* Travellers' consultation response made, still waiting for Rhyse Lane layby work to be completed. Contacted Welsh Water, who will be inspecting the road way along to their treatment works for repair. Defibrillator cabinet and sign arranged, awaiting confirmation of installation. *Clerk to confirm defibrillator servicing.* Planning Update meeting for Parish Councils - 6th October Shire Hall 6.30 -8.30pm, BBLP briefing 6th October 2.00pm & 7.00pm. Herefordshire Council will no longer be sending decision notices to clerks from 30th September, 100 empty sandbags ordered. BBLP management changes - appointment of Paul Shipton to the role of Operations Manager and the Locality Steward Team have been integrated into the Knowledge Centre, falling under the remit of Rachel Rice.

Clerk

Clerk

100/16. Financial report & Approve Payments.

The External audit has been returned with no issues. Two advisory notes 1. The order of signing the annual governance statement, the minute reference should state this clearly as individual agenda item numbers, which will be given next year. 2. Clarification of the support grant to be itemised correctly for next year.

Bank reconciliation for July & August 2016 complete using VT cashbook.

Balances at end August 2016:

| | |
|---------------------------|-----------|
| Current Account: | £26587.33 |
| Tracker Account: | £ 5941.67 |
| National Savings Account: | £11714.20 |

Income since last meeting:

None

Requests for payment: Approval to be requested

Invoices previously paid

| | |
|---|----------------------|
| Hereford Council - Playground inspection <i>Paid</i> | £ 60.50 + VAT |
| Invictus - Magazine Aug/Sept <i>Paid</i> | £ 270.00 |
| The Event Company - hire board NDP <i>Paid</i> | £ 100.00 + VAT |
| ICO Data protection <i>Paid</i> | £ 35.00 + VAT |
| Toilet Cleaner salary for September 2016 as previously agreed by Parish Council | |
| Clerk's salary for September 2016 as previously agreed by Parish Council | |
| Clerks expenses Aug/Sept | £ 118.51 + VAT |
| Grant Thornton | £ 200.00 + VAT |
| One stop Print- Magazine Oct/Nov | £ 270.00 |
| Hereford Council - Waste sacks | £ 62.50 |
| Data Orchard- NDP consultancy | £ 658.90 + VAT |
| West Mercia Energy - Elec Jul | £ 16.39 + VAT |
| Pembridge Parish Hall - Traffic meeting | £ 26.00 |
| R Mills - Kissing gates PM59/mowing/lengthsman | £ 1172.00 + VAT |
| Wye & Usk Foundation - riverbank erosion work | £ 991.00 + VAT (TBC) |
| Mr C Price - Defib cabinet | £ 80.00 + VAT |

100/16. Update on the Neighbourhood Development Planning.

Two parish consultations have provided feedback which will be used by Data Orchard to complete the draft plan including policies. The steering group will discuss at a meeting to be arranged before further consultation with the public.

101/16. Update on the Playground Plans and consultation.

The preferred supplier provided a set of plans which were made available at a public consultation in early September. The plans were very well received. A subcommittee has now been set up to apply for funding opportunities. *Clerk to forward funding contacts. Pembridge Amenity Trust lease to be checked.*

Clerk/
GE**102/16. Tree works and decide on branch removal from Verdun Oak.**

The Clerk advised work had been completed on tree removal on the Village Green and a request to remove a dead branch from the Verdun Oak was approved. *Clerk to arrange*

Clerk

103/16. Herefordshire code of conduct review.

The review had previously been circulated to all councillors for comment. No comments were made.

104/16. Parish magazine advertising.

Councillors discussed the current format advertising sheet and charges. Funds are used to offset printing charges. There are currently two advertisers on a waiting list which councillors would like to include if possible. Options were discussed and it was **agreed** that the Clerk would determine the most suitable design dependant on demand.

Clerk

105/16. To review correspondence.

- Training from HALC distributed and Councillors attendance requested. Cllr Bennetto to attend "Grassroots" in November. Cllr Pace requested confirmation of the legal advice offered from Kidwells. *Clerk to chase.*
- Letter from Mrs Gray was read by the chairman. It was agreed the information would be passed to the NDP steering group to include in the NDP. *Clerk to respond.*
- Letters received from owners with an access and or encroachment issue were read by the chairman and discussed individually. Evidence provided by Mr Spragg and Mr Bennetto resolved their access issues and easements will be granted. *Clerk to write and advise.* Councillors agreed a meeting with Mr Spragg to resolve the encroachment issue would provide an amicable outcome. *Clerk to invite a representative from Herefordshire Council to join Cllr Evans, Mifflin and Stokes and write to Mr Spragg to confirm a meeting.* Access clarity to be provided for Mrs Ackle. *Clerk to write and clarify.*
- Traffic Regulation Order Toolkit and parish update from Balfour Beatty.

Clerk

Clerk

Clerk

Clerk

Clerk

106/16. Future Agenda from Councillors and members of the public.

20mph Speed limit

PiP report.

107/16. To confirm date of next meeting as

Wednesday 19th October 2016 - Ordinary meeting of the Parish Council - Parish Hall at 7.00pm

Meeting Closed 8.35pm