

PEMBRIDGE PARISH COUNCIL

Draft Minutes for the Meeting

Wednesday 20th December 2017, 7.00pm in Pembridge Parish Hall

Councillors Present: Cllr Andrew Pace (Vice Chair), Cllr Tom Bennetto, Cllr David Owens, Cllr Michael Hancock, Cllr Philip Thomas, Cllr Catherine Fothergill, Cllr Kevin Duggan, Cllr Roger Phillips and Clerk R Bissell.

No Police representative present.

2 Members of the public.

153/17. Apologies for absence.

Apologies were received and accepted from, Cllr Garfield Evans, Cllr Julie Mifflin, Cllr Philip Rogers, Cllr John Purslow.

154/17. Declaration of interest and written requests for dispensation on agenda items.

The register of interest book was available to sign. There were no declarations or dispensations made.

155/17. Approval of the Minutes.

The minutes of the meeting of 20th December 2017 were **approved** unanimously and signed.

156/17. Open session.

Councillor Roger Phillips reported.

- Council Tax budgeting for 2018-19 to expect at least a rise of 2.9% plus a 3% adult social care increase.
- Up and coming CCG meeting regarding the future of the Logan Jack Unit in Kington.
- Speed date from village grey boxes being collected and forwarded.
- Reminder to report pothole online on the Herefordshire Website.
- There is no new phase for government funding on highways as previously hoped.

157/17. Neighbourhood Development Planning.

Cllr Pace reported that further revisions have taken place and the final draft NDP document is hoped to now be completed for Parish Council consideration in February/March January 2018.

158/17. Planning Applications for comment.

It was **RESOLVED** to submit the following observations to Herefordshire Council regarding the following planning applications.

Planning Application recently received:

- 174756 – Barrow Farm, Bearwood, Leominster, HR6 9EQ.
Proposed extension to an existing free-range egg production unit.
Comment: Pembridge Parish Council supported the original application 161777 to sustain local family farming and this extension would continue to do that, therefore The Parish Council support this application in line with Herefordshire Core Strategy policy document RA6.
Points of local concern to consider are:
 - *Transportation to the site. This development is considered not to impact with further traffic volume, (1 extra feed lorry) however the existing traffic (large HGV) using the narrow roads are causing damage to surface and verges and affecting local amenity.*
 - *Environmental – ensure adequate measures are in place to protect Tippets Brook, which runs near the buildings from contamination.*

Recent Planning Applications recently considered awaiting determination:

- 174668 – Land at Manley Lane, East Street, Pembridge.
Proposed work to overhanging ash trees – **GENERAL COMMENT MADE BY TREE WARDEN**
- 173376 – Dev1 Land Adjacent Eastview, Proposed build of 3 dwellings, East Street, Pembridge.

Application removal of condition 11 152540/F. **SUPPORT**

- 172253 – Land at Townsend farm, East street, Pembridge. - **SUPPORT**
Proposed 5 dwellings with garages. Formation of vehicular access.
- 172233 – Land at the rear of the Gables, East street, Pembridge. - - **SUPPORT**
Proposed 5 detached dwellings with garages, formation of vehicular access.
- 172242 – Land at the rear of the Gables (Plot 7), East Street, Pembridge- **SUPPORT**
Proposed erection of 1 self-build dwelling with garage on plot 7 off new vehicular access.
- 172234 – Land rear of the Gables (Plot 1), East street, Pembridge, - **SUPPORT**
Proposed 1 self-build dwelling and garage on plot 1.

Planning Decisions made:

- 173922 – Ivydene, West Street, Pembridge HR6 9DU
Proposed replacement of two fireplaces. – **SUPPORT – APPROVED WITH CONDITIONS**
- 174044 – West End House, West street, Pembridge HR6 9DY
Proposed works to trees – **SUPPORT – WORK TO GO AHEAD**
Fell sycamore (T1) due to close proximity to building. Several native trees will be planted on the plot.

159/17. Finances.

Financial Report & Payments.

Bank reconciliations made using VT cashbook for December 2017.

Balances at end December 2017:

Current Account:	£31489.95
Tracker Account:	£ 5943.15
National Savings Account:	£11784.58

Income since last meeting:

Kingspan Advertising	£ 500.00
Magazine advertising	£ 100.00

Requests for payment: Approval Agreed

Toilet Cleaner salary for January 2018 as previously agreed by Parish Council

Clerk's salary for January 2018 as previously agreed by Parish Council

NEST pension contribution as per agreed payment schedule

SLCC	Data Protection webinar (Paid)	£30.00	+VAT
Martin Jones	Christmas trees	450.00	+VAT
Clerks Expenses	Jan 2018	£28.32	
West Mercia Energy	Electric toilets	£17.72	+VAT
Cleanmy	Replacement toilet paper dispenser	£9.78	+VAT
HALC	Data protection webinar training - Clerk	£60.00	+VAT
Pembridge Parish hall	Meetings Oct – Dec 17	£48.00	
Richard Mills	Lengthsman work	£1887.50	+VAT
Onestop	Mag plus extra insert 167/17	£420.00	
Came & Co	Toilet block insurance 161/17	£82.51	

160/17. Clerks report.

- Received and reviewing quotes for works on willow trees on the Village Green. To instruct approved contractor agree a date with Western Power to cut power to overhead power lines for contractor to work safely.
- Met with another contractor for proposed works on the steps to war memorial and research possible grant funding.
- Vat return completed for Qtr 3.
- Met with other ward clerks, Planning officers and Balfour locality steward to discuss any issues.
- Legal procedure being followed to co-opt for councillor vacancy.
- Nominations for Community Champions until 9th February 2018.

Clerk

- Ring Remember are looking to recruit 2018 new bell ringers as part of WWI remembrance.
- Replaced broken toilet dispenser in gents toilets.

All other items are being dealt with and are ongoing.

Clerk

161/17. Increased insurance for toilet block.

Came & Co have provided an extra insurance premium of £82.51 to cover the recently acquired toilet block and car park. It was agreed to pay the extra premium and review at renewal in June 2018. *Clerk to arrange payment and forward.*

Clerk

162/17. Mowing Contract.

Councillors agreed to continue the mowing contract. Tenders will be requested by the end of February for a decision in March. *Clerk to send tenders to all interested contractors.*

Clerk

163/17. Councillor Vacancy.

The Clerk advised the vacant councillor position could now be filled by a co- option. Advert to placed in next Parish magazine. *Clerk to arrange.*

Clerk

164/17. Memorial Steps repair.

Quotes have been received from four contractors. It was agreed to consider a grant application before appointing a contractor. *Clerk to arrange expression of interest and send photos.*

TB

165/17. Village Green Matters

The clerk advised a contractor had been appointed to work on the village green willow trees. They will liaise with Mr Norman once a date to has been agreed for a power cut of the overhead lines. *Cllr Bennetto to contact owners of The Green to advise. Clerk to arrange power off and contractors.*

Clerk

166/17. Memorial tree walk.

Cllr Hancock proposed a parish Memorial tree walk taking in the points of interest and of memorial relevance (e.g. Verdun oak saplings planted along straight mile) with a colour brochure to be printed to advertise the route.

MH

RESOLVED: Cllr Hancock to prepare brochure for February meeting and printing costs to be funded by P3 grant before year end 2017/18.

167/17. Remembrance insert for Parish magazine.

A parishioner has requested as part of WWI 100 years centenary, a search for family members of the Pembridge Parish war dead to share the planting of Verdun oak saplings along the straight mile. A proposed insert has been drafted for inclusion with the Magazine. Costs for insert £150.

Clerk

RESOLVED: Agreed to fund insert printing costs. Insert to be amended to show Christian names and forwarded for print with the Magazine.

168/17. Correspondence.

- DM payroll service offering Data Protection Officer services – hold on file
- HMRC are making changes to the IT systems and how VAT claims are made for Parish Councils.

169/17. Future Agenda from Councillors and members of the public.

Memorial Tree walk.

Councillor Vacancy.

Adverse possession.

170/17. To confirm date of next meeting as

Note Date : Wednesday 28th February 2018 – Parish Council Meeting - Parish Hall at 7.00pm

Meeting Closed 8.35pm.