

## PEMBRIDGE PARISH COUNCIL

### Minutes for the Meeting

Wednesday 18<sup>th</sup> April 2018, 7.00pm in Pembridge Parish Hall

**Councillors Present:** Cllr Garfield Evans (Chairman), Cllr Andrew Pace (Vice Chair), Cllr Tom Bennetto, Cllr Philip Rogers, Cllr Kevin Duggan, Cllr Julie Mifflin, Cllr Philip Thomas, Cllr Catherine Fothergill, and Clerk R Bissell.

No Police representative present.

2 Members of the public.

#### **218/17. Apologies for absence.**

Apologies were received and accepted from Cllr John Purslow, Cllr David Owen, Cllr Roger Phillips & Cllr Michael Hancock .

#### **219/17. Declaration of interest and written requests for dispensation on agenda items.**

The register of interest book was available to sign. Cllr Bennetto declared an interest in agenda item 233/17.

#### **220/17. Approval of the Minutes.**

The minutes of the meeting of 21<sup>st</sup> March 2018 were **approved** unanimously and signed.

The minutes of the meeting of 4<sup>th</sup> April 2018 were **approved** unanimously and signed.

#### **221/17. Open session.**

Councillors held an informal conversation with a local parishioner interested in becoming a Parish Councillor with regard to the current vacancy.

A discussion regarding continued problems with clarification on the S278 funding from the East Street development concluded that the developer would liaise with the Planning Authority, Parish Council and Balfour Beatty to forward the funds to the Parish Council towards the cost of a Traffic regulation order to move the speed limit signage on the A44 entrance to the village.

Grant funding will be sought by a member of the public to support the costs involved to produce the John Bulmer photographs book.

There was no Ward Councillor report.

#### **222/17. Neighbourhood Development Planning.**

Cllr Pace reported following approval of the plan by Parish Council, the NDP has been forward to Herefordshire council informally for Reg 15 to prepare the HRA & SEA reports and update maps. Further grant funding will be sought to move the plan to the final regulation 16 stage.

#### **223/17. Planning Applications for comment.**

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

##### Planning Application recently received:

- 181004 – Moor Court Farm, Lyonshall HR5 3JZ. - **SUPPORT**  
Proposed cover for an existing manure yard with a steel framed building.
- 180936 – Home Paddock, Sherriff lane, Lyonshall. HR5 3JD. – **Cllr Thomas to view and advise**  
Proposed demolition of existing bungalow and outbuildings and construction of a new two storey dwelling house and detached three bay garage.

##### Recent Planning Applications recently considered awaiting determination:

- 180682 – Sherrington Manor Farm, Broxwood, HR6 9JR. - **SUPPORT**  
Steel Portal framed agricultural muck store
- 172365 – Land Opposite Methodist Church, Bearwood, Pembridge – **NO FURTHER COMMENT - PENDING APPEAL**  
Re refusal of planning to build a three-bedroom house.
- 174756 – Barrow Farm, Bearwood, Leominster, HR6 9EQ.  
Proposed extension to an existing free-range egg production unit. - **SUPPORT**

PT

- 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:**

- 180345 – East View, East Street, Pembridge HR6 9HA - - **SUPPORT - APPROVED**  
Removal or variation condition 2 re planning permission 152540 to allow minor design to plot 3.
- 180377 – Land at Greyleen alternative site at Moseley Farm, Pembridge HR6 9HY – **SUPPORT -APPROVED**
- Variation of condition 3 following permission 172343/F replacement dwelling. Amendments to design. 180243 – Crabtree Barn Broxwood, Pembridge – **NO COMMENT REQUIRED -APPROVED**  
Proposed conversion – change of use currently agricultural building use into single dwelling  
*New legislation does not require PC response.*
- 180569 – St Bernard, Manley Crescent. Pembridge, HR6 9EB. – **SUPPORT -APPROVED**
- 174668 – Land at Manley Lane, East Street, Pembridge.  
Proposed work to overhanging ash trees – **GENERAL COMMENT MADE BY TREE WARDEN -APPROVED**
- 173922 – Ivydene, West Street, Pembridge HR6 9DU  
Proposed replacement of two fireplaces. – **SUPPORT -APPROVED**  
Proposed fell ash tree.

## **224/17. Finances.**

### **Financial Report & Payments.**

Bank reconciliations made using VT cashbook for March 2018.

Year-end reconciliations and budget spend are underway for the completion of the Annual Governance Statements.

#### **Balances at end March 2018:**

Current Account:	£24078.87
Tracker Account:	£ 5947.15 (including annual Interest £2.96)
National Savings Account:	£11840.11

#### **Income since last meeting:**

Came & Co Insurance overpayment (car park)	£3.75
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#### **Requests for payment: - APPROVED**

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

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

NEST pension contribution as per agreed payment schedule

Clerks Expenses	April 2018		
R Mills	Village Green works	£249.50	+ VAT
Bucknell Nurseries	Stakes for Memorial Walk	£83.34	+VAT
Clean My	Toilet consumables	65.74	+VAT
Pembridge Parish Hall	Hall hire	£48.00	

## **225/17. Clerks report.**

- Councillor vacancy interviews continue.
- Contacted Herefordshire Council regarding management of the Turnpike site and continued rubbish concerns.
- Attended a GDPR data protection workshop in Hereford.
- Attended SLCC group meeting in Ledbury for an update on Safeguarding. – PC report provided.
- New PC Dean Wall and Police community support officer Steph Annette cover Pembridge for the next 6 months.
- Lengthsman work on Manley lane to be considered – Cllr Rogers to view.
- Wa memorial grant funding delay of a further 8-10 weeks.

*All other items are being dealt with and are ongoing.*

## **226/17. Councillor Vacancy.**

Councillors followed the legal process for co opting a new Councillor. A vote was taken, and it was AGREED to ask Steve Jones to be co- opted and join the Parish Council. *Clerk to formally invite and induct.*

Clerk

**227/17. Herefordshire Safeguarding Statement.**

Councillors agreed to adopt the Herefordshire Safeguarding Statement. Information to be posted on website and notice boards for public involvement.

Clerk

**228/17. Millennium Meadow matters.**

Cllr Rogers advised the Council of concerns a dog shrine in the Millennium meadow.

Councillors discussed the safety of children in the meadow, issues for mowing and appropriateness and **AGREED** it should be removed. *Clerk to write and request removal.*

Clerk

**229/17. Report from Pride in Pembridge Group.**

Two of three new litter bins have been installed on the village green.

New posts have been erected to protect the grass at the end of the car park towards the river edge.

**230/17. Wheelie bins on the High Street in Pembridge.**

Cllr Rogers raised whether wheelie bins should be stored on the pavement behind the telephone box.

Councillors did not think it was appropriate for them to be there in the village centre. *Clerk to investigate and arrange removal.*

Clerk

**231/17. Travellers site at Turnpike.**

The clerk reported recent communications with the acting head of the travellers' team at Herefordshire Council to date. The outcome of a planned meeting with the head of environmental services had not been provided. The bins had been emptied but other rubbish litters the site and along the roadway. It was **AGREED** to invite the acting manager to provide a clearer picture of plans to better manage the site. *Clerk to invite.*

Clerk

**232/17. GDPR Compliance.**

Councillors were updated on progress for GDPR compliance. The clerk provided two Data Protection Officer (DPO) service quotes and Councillors **RESOLVED** to appoint the HALC DPO service expected to be £50 per annum. *Clerk to arrange.*

It was also **AGREED** to purchase a laptop, antivirus and MS365 software for the council to comply electronically. Councillors will review their email and set up single owner address for Parish Council use only. *Clerk to arrange.*

Clerk

**233/17. Village Green Matters.**

- A)** Councillors **AGREED** to purchase wooden posts for installation to protect grass area by car park. Pips to install.

On other matters the Parish Council to follow advise received.

**234/17. Correspondence.**

- HALC information Corner including training.
- Correspondence form Herefordshire Council - The travellers sites development plan document public hearings on 22<sup>nd</sup> May 2018
- Invite to CPRE Blue rembered hills 26.4.18. 7.30pm at the Courtyard, Hereford. - Noted
- Invite to Pembridge school coffee morning 20.4.18, 9.00am.- Noted

**235/17. Future Agenda from Councillors and members of the public.**

Turnpike Traveller site.

**236/17. To confirm date of next meeting as**

**Date : Wednesday 2<sup>nd</sup> May 2018 – Annual Parish Meeting - Parish Hall at 7.00pm**

**Date : Wednesday 16<sup>th</sup> May 2018 – Annual Parish Council Meeting - Parish Hall at 7.00pm**

Meeting Closed 8.55pm.