

## PEMBRIDGE PARISH COUNCIL

### Minutes for the Meeting

**Wednesday 28<sup>th</sup> February 2018, 7.00pm in Pembridge Parish Hall**

**Councillors Present:** Cllr Andrew Pace (Vice Chair), Cllr Tom Bennetto, Cllr Philip Rogers, Cllr John Purslow, Cllr Philip Thomas, Cllr Catherine Fothergill, Cllr Roger Phillips and Clerk R Bissell.

No Police representative present.

2 Members of the public.

#### **171/17. Apologies for absence.**

Apologies were received and accepted from, Cllr Garfield Evans, Cllr Kevin Duggan, Cllr Michael Hancock, Cllr Julie Mifflin,

#### **172/17. 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 188/17 and Cllr Phillips declared an interest in agenda item 184/17.

#### **173/17. Approval of the Minutes.**

The minutes of the meeting of 17<sup>th</sup> January 2018 were **approved** unanimously and signed.

#### **174/17. Open session.**

No Police representative.

Councillor Roger Phillips reported.

- The velocity patcher has been deployed in North Herefordshire to speed up pot hole repairs.
- The resurfacing program will be announced soon and it is hoped Pembridge A44 will be included.
- The annual parish councillor meeting will be at Shobdon Airfield this year.
- Cllr Tony Johnson stands down as leader of Herefordshire Council– new leader is Jonathon Lester.
- Reminder to report pothole online on the Herefordshire Website.
- Cllr Rogers raised a request to follow up speed data from the village grey boxes and asked for more information to analyse and make comparisons.
- Details of the noise abatement group was confirmed.

#### **175/17. Neighbourhood Development Planning.**

Cllr Pace reported that revisions are complete and the final draft NDP document has been forwarded to all Councillors for Parish Council consideration at the March 2018 meeting.

#### **176/17. Planning Applications for comment.**

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

##### **Planning Application recently received:**

- 180345 – East View, East Street, Pembridge HR6 9HA- **SUPPORT**  
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**  
Variation of condition 3 following permission 172343/F replacement dwelling. Amendments to design.
- 180309 – Land at Pembridge Village Green – Bridge Street, Pembridge **SUPPORT**  
Works to trees.
- 180243 – Crabtree Barn Broxwood, Pembridge  
Proposed conversion – change of use currently agricultural building use into single dwelling  
*New legislation does not require PC response.*

RP

- 180569 – St Bernard, Manley Crescent. Pembridge, HR6 9EB. - **SUPPORT**

Proposed fell ash tree.

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

- 174756 – Barrow Farm, Bearwood, Leominster, HR6 9EQ.  
Proposed extension to an existing free-range egg production unit. - **SUPPORT**
- 174668 – Land at Manley Lane, East Street, Pembridge.  
Proposed work to overhanging ash trees – **GENERAL COMMENT MADE BY TREE WARDEN**
- 173922 – Ivydene, West Street, Pembridge HR6 9DU  
Proposed replacement of two fireplaces. - **SUPPORT**
- 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:**

- 174044 – West End House, West street, Pembridge HR6 9DY  
Proposed works to trees – **SUPPORT - APPROVED**

#### **177/17. Finances.**

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

Bank reconciliations made using VT cashbook for January 2018.

##### **Balances at end January 2018:**

Current Account:	£29604.26
Tracker Account:	£ 5944.19
National Savings Account:	£11840.11 (Includes £55.53 interest)

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

Qtr 3 VAT reclaim	£ 677.74
Qtr 3 Lengthsman grant	£ 659.96
Half training fee for SLCC webinar	£ 18.00

##### **Requests for payment: Approval to be requested**

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

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

NEST pension contribution as per agreed payment schedule

Clerks Expenses	Feb 2018	19.90	+VAT
West Mercia Energy	Electric toilets Dec 17 + Jan 18	£36.00	+VAT
Zen Internet	Annual Domain Name renewal	£49.50	+VAT
St Marys Church	Bell restoration	£20.00	
Herefordshire Tree Warden network	Yearly subscription	£25.00	
Richard Mills	Footpaths work PM60	£138.00	+VAT

#### **178/17. Clerks report.**

- Planned has now been received and Village Green Tree work will be done on 12<sup>th</sup> March 2018.
- I have forwarded an expression of interest for grant funding for the works on the war memorial steps – awaiting response.

- Current Balfour Beatty Contract Director, Alasdair MacDonald, will begin a 6-month secondment to UKCS business to support bidding activities from the 1<sup>st</sup> February 2018. During this time, Andy Williams will return to the role of Contract Director for BBLP Hereford, assuming all responsibilities related to the position.
- The Chair & I interviewed and enrolled the services of a new internal auditor for 2018/19.
- Annual playground inspection is booked for summer.
- Barclays Leominster Branch is moving to 4 Corn Street 21<sup>st</sup> May 2018.
- All salt bins have been replenished.
- I have driven the parish with Balfour Beatty locality steward and reported many potholes and viewed ditches and slips.
- Pembridge Parish Hall are looking for a booking secretary.
- Balfour Beatty Parish briefings at Thorn and Kingsland depots on 22<sup>nd</sup> March & 28<sup>th</sup> March respectively, both at 2pm.
- Awaiting further details regarding the remembrance memorial walk.

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

#### **179/17. Bank Signatories**

It was RESOLVED to add Cllr Bennetto to the bank mandate effective immediately. *Cllr Bennetto to complete forms return to clerk to be forwarded to the bank.*

TB/Clerk

#### **180/17. Good Neighbour Scheme representative.**

It was RESOLVED that Cllr Fothergill would represent the Parish Council on the Good Neighbour Scheme committee and attend meetings. *Clerk to inform*

Clerk

#### **181/17. Mowing Contract 2018.**

Councillors reviewed tenders received and AGREED to appoint James Ross as the mowing contractor for 2018. Bonfire committee volunteers to continue millennium meadow mowing between cuts. Cllr Rogers to oversee all mowing works. *Clerk to advise all interested contractors and prepare new contract for signature.*

Clerk

#### **182/17. Mobile Post Office Consultation 2018.**

Councillors discussed the consultation details and were disappointed to see a proposed reduction of hours for the mobile service in Pembridge village. Whilst there is an appreciation that patterns change, this service provides a crucial access for many residents. It will also have an impact on elderly residents who do rely on this service. It was also noted the proposed times are afternoon slots which could make the service less accessible to residents. *Clerk to respond to consultation survey.*

Clerk

#### **183/17. Councillor Vacancy.**

Parishioners interested in the current vacancy were invited to attend the meeting to experience what is required for a councillor. Cllr Pace thanked those who attended. It was agreed to arrange interviews and decide co-option at the March meeting. Clerk to arrange.

Clerk

#### **184/17. Lugg Drainage Board byelaws consultation.**

It was RESOLVED to make no comment on the consultation. Clerk to respond.

Clerk

#### **185/17. Balfour Beatty Annual Maintenance Plan 2018.**

Councillors have viewed details of the annual maintenance plan for 2018-19. The public footpath grant continues, but the Lengthsman grant is no longer available.

Clerk

**Resolved:** Councillors **Approved** the plan unanimously. *Clerk to forward to BBLP.*

#### **186/17. Licensed Access for temporary access.**

Councillor discussed a licence to Access from the car park. It was **Resolved** to seek legal advice and consider time period and chargeable fee. *Clerk*

Clerk

**187/17. Herefordshire Councils stop the drop litter campaign.**

Cllr Rogers informed Parish Council that Pride in Pembridge group have already signed the pledge and they currently litter pick weekly. It was AGREED to support PiPs and sign the pledge. And join the campaign. *Clerk to complete process.*

Clerk

**188/17. Village Green Matters**

- The clerk advised the tree work has been arranged for 12<sup>th</sup> March. All parties have been informed.
- The Clerk advised land registry details were being updated with the correct correspondence address.
- Cllr Rogers advised new bins were being made for the east side of the village green. PiPs has investigated replacement of posts in the car park area. Cllr Rogers asked for names of locals who may be able to help with installation. Proposal and costing to be made to Parish Council at March Meeting.

PR

**189/17. Correspondence.**

- Letter regarding boundary concerns to be forwarded to the diocese.
- HALC information corner.

**190/17. Future Agenda from Councillors and members of the public.**

Post installation on Village Green.

**191/17. To confirm date of next meeting as**

**Note Date : Wednesday 21<sup>st</sup> March 2018 – Parish Council Meeting - Parish Hall at 7.00pm**

Meeting Closed 8.20pm.