

# PEMBRIDGE PARISH COUNCIL

## Minutes for the Meeting

Wednesday 20<sup>th</sup> November 2019, 7.00pm in Pembridge Parish Hall

**Councillors Present:** Cllrs Garfield Evans (Chairman), Andrew Pace (Vice Chairman), Tom Bennetto, Philip Thomas, Catherine Fothergill, Wendy Powell, Philip Rogers & Michael Hancock and Clerk R Bissell.

No Police representative present.

1 Member of the public.

### 85/19. Apologies for absence.

Apologies were received and accepted from Cllrs Kevin Duggan, Roger Phillips, David Owens, Steve Jones and Julie Mifflin.

### 86/19. Declaration of interest and written requests for dispensation on agenda items.

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

### 87/19. Approval of the minutes.

The minutes of the meeting of 16<sup>th</sup> October 2019 were **approved** unanimously and signed.

### 88/19. Open session.

No Ward Councillor report.

No Parishioner points raised.

### 89/19. Planning applications for comment.

It was **RESOLVED** to submit the following observations to Herefordshire Council regarding the following planning applications. The Parish Council response to the Swan house appeal has been forwarded.

#### **Planning Report**

Planning Application recently received:

- 193590 – Church House, Market Square, Pembridge HR6 9DZ. - **SUPPORT**  
Various proposed internal & external works to include replacement doors

Recent Planning Applications recently considered awaiting determination:

- 193126 – Fairfield Cottage, 12 Court Meadow, Pembridge HR6 9EW -**SUPPORT**  
Fell Silver birch due to damage and falling sap.
- 191863 – 3 Glan Arrow Cottages, Bridge Street, Pembridge HR6 9EX - **SUPPORT**  
Proposal to replace 8 existing window casements with like for like replacements.
- 182726 – Land forming part of Green Farm, Lyonshall, Kington – **NO COMMENT**  
Hybrid planning – proposed erection of new poultry site with solar panels, biomass boilers, associated buildings and development to A480. Outline planning for a poultry managers' dwelling
- 183871 – The Grove, Noke Lane, Pembridge HR6 9HP. -**SUPPORT**  
Installation of a waterwheel and channel adjacent to the existing weir.

Planning Decisions.

- 193203 – Church House, Broxwood Leominster HR6 9JJ – **SUPPORT - APPROVED**  
Proposed replacement carport/garage.
- 193389 – The Old Rectory, Bridge Street, Pembridge HR6 9EU– **SUPPORT - APPROVED**  
Fell tree - dying T1 Abies Concolor blue cloak.
- 193092 - Soudley, Bearwood Lane, HR6 9EA -**SUPPORT - APPROVED**  
Proposed work to fell pear tree. Past productive life.

Cllr Pace reported details from the well-attended Neighbourhood planning event at Shire Hall. All NDP's will now require a review after two years to maintain its full weight and continue conformity with the Herefordshire Core Strategy which will be reviewed every five years. As Pembridge NDP has site allocations it is unlikely there will be significant change at the review time. Cllr Pace highlighted concern with Herefordshire Council wishing to resume control of site allocation proposals and Councillors **AGREED** as part of the response sheet to write and contest this approach.

### 90/19. Finance Report and approve payments.

Bank reconciliation for 31<sup>st</sup> October 2019 complete using VT cashbook.

Internal Audit report forwarded to Councillors – stating no concern.

Barclays business premium account interest rates are reducing 0.2% to 0.1% from January 2020.

Balances at 31<sup>st</sup> October 2019:

Current Account:	£ 29514.71
Tracker Account:	£ 15973.80
National Savings Account:	£ 11925.98

Income since last meeting:

VAT Reclaim to 30 <sup>th</sup> September 2019	£ 331.42
Western Power wayleave	£ 60.01
Advertiser Income for 2020	£ 400.00

Requests for payment: Approval to be requested

Toilet Cleaner, Clerk salary & HMRC for November 2019 as previously agreed by Parish Council  
NEST pension contribution as per agreed payment schedule

West Mercia Energy	Elec toilets – September 19	£16.70	+VAT
St Marys Church	Annual bell ringers guild payment	£20.00	
One stop	Parish Magazine Dec/Jan20	£300.00	
Cllr Hancock PFO	Expenses April 19- Nov19	£57.33	

**92/19. Clerks report.**

- Working with UBE to set up new website which is now live.
- Training at HALC on commons and village greens.
- Working with local advertisers for the parish magazine.
- Preparing draft budget.
- Works order forwarded to Richard Mills for slips and grips.
- Met with internal auditor and reviewed half year to 30 September accounts.
- Initial quote received for jetting work regarding the flooding in the car park.
- Parish Hall charge will increase from February 2020 to £18 per meeting.

Clerk

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

**93/19. Playground Working Group Report.**

The group continue to investigate local playground installations and will be visiting Telford and Bromsgrove. Work with Herefordshire Parks department will help prepare plans and costings.

**94/19. Bell Tower Working Group Report.**

Members met with Duncan James to review the building and discuss the proposals. Mr James will help provide detail for the info boards. Various quotes are being collated on electrics and wall lighting work. Alison Barnett will help provide a bat scooping report and further information/investigation is required for a building fabric report before a plan to apply for funding is finalised.

**95/19. Mowing Contract details 2020.**

Councillors reviewed the mowing contract and agreed to the proposed schedule including extra cuts on the Millennium Meadow and village green for 2020. *Clerk to invite local contractor to tender.*

**96/19. Car Park Flooding.**

Following previous investigation the Clerk advised Mayglothlings would be able to jet the block pipe in the Car Park. A verbal quote of £250.00 +VAT. Councillors discussed the issue and **AGREED** to instruct the jetting as a first investigative step. *Clerk to contact and arrange.*

Clerk

**97/19. Report from Balfour Beatty Parish Footpaths Briefing.**

Cllr Hancock attended the Parish Footpath briefing a Balfour Beatty, Thorn site on 23<sup>rd</sup> October 2019. He advised Balfour had taken responsibility of all paths currently had no funding available. There are landowner grants available for furniture. The landowner is responsible for anything growing up the side and above the path. All issue found should be logged onto the Herefordshire website. Finally there is an opportunity to re-register old footpaths by 2026. These need to be reported and will be investigated and may possibly reinstated, although investigation are slow.

Clerk

**98/19 Correspondence.**

- NDP planning review – to be completed by Cllr Pace & Clerk.
- Invite to Parish Briefing at Balfour Beatty 5<sup>th</sup> & 6<sup>th</sup> December – Clerk & Cllr Hancock to attend.
- Herefordshire Council budget 2020/21 and corporate Plan consultation runs to 4<sup>th</sup> December.
- Update on the decision to review major transport infrastructure projects – noted
- West Mercia Police Crime Commissioner draft rural crime strategy – Cllrs to respond individually.

- HALC – Training programme.
- B16 Notice to Adjoining landowner of proposed registration on New Mills Farm HR6 9EZ. Confirmation adjacent to Village Green. Plans Correct.

**99/19. Future Agenda from Councillors and members of the public.**

None.

**100/19. Car Park Lease.**

Councillors reviewed the proposed lease between the Parish Council and the Amenity Trust. The updated lease provides an agreement on the new ownership of the car park & toilets from Herefordshire Council to the Parish Council. The main lease details are unchanged to the previous agreement. Councillor Evans proposed the lease be approved, it was seconded by Cllr Pace and all Councillors unanimously.

The agreement will be signed by all relevant parties in the presence of witnesses. *Clerk to arrange.*

**101/19. Village Green Matters.**

None.

**102/19. To confirm date of next meeting as**

**Date: Wednesday 18<sup>th</sup> December 2019 – Parish Council Meeting - Parish Hall at 7.00pm.**

Meeting Closed 8.08pm.