

**PEMBRIDGE PARISH COUNCIL**  
**Draft Minutes for the Meeting**  
**Wednesday 21<sup>st</sup> October 2020, 8.00pm - Virtual**

**Councillors Present:** Cllrs Garfield Evans, Andrew Pace (Vice Chairman), Tom Bennetto, Philip Rogers, Roger Phillips, Kevin Duggan, Catherine Fothergill, Phillip Thomas, David Owens, Wendy Powell, Steve Jones & Clerk R Bissell.

No Police representative present.

0 Members of the public.

Ben Stone Gigaclear communication manager gave a short presentation and provided a report for Councillors on the progress and continued installation of the fast fibre broadband infrastructure to Pembridge Parish. It is hoped that all connections will be completed by Summer 2021.

**65/20. Apologies for absence.**

Apologies were received and accepted from Cllr Michael Hancock. Cllr Julie Mifflin has a dispensation from attending.

**66/20. Declaration of interest and written requests for dispensation on agenda items.**

No declarations were made on agenda items and the register of interest book was available with the clerk to sign.

**67/20. Approval of the minutes.**

The minutes of the meeting of 16<sup>th</sup> September 2020 were **approved** unanimously to be signed.

**68/20. Open session.**

The Ward Councillor updates are regularly forwarded by email.

- Forwarding weekly summaries and statistics on the Covid pandemic
- Information has been forwarded regarding the Gigaclear works and diversion order of heavy vehicles for the A44 through the village.
- There is no further update on timescales or designs for 20 mph speed limit in the village.
- 2021-22 resurfacing requests have gone in to Balfour for works consideration on U91416 Noke Lane, Parsons Walk and the C1083 Bearwood Lane from A44 to the village hall.
- Herefordshire Councillors have received a briefing on the 5 year land supply figures which show Herefordshire as of end of March at 3.69 years. The continued inability to deliver housing in the Lugg catchment area will impact in the current year. Work continues on lifting the moratorium on housing and business developments in ward and on sustainable solutions to the phosphate problem.
- He has supported some maintenance work on watercourses in Curl brook catchment.

**69/20. Planning applications for comment.**

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

**Planning Report**

Planning Application recently received:

- 202736 – Fairfield, Pembridge HR6 9JY – **NO COMMENT**  
Removal of Condition 3 (agricultural occupancy) on planning permission 13627
- 203291 – 1 St James Cottages, Broxwood, HR5 9JH- **SUPPORT**  
Change of use of garden chalet to bed and breakfast accommodation (Retrospective)

Recent Planning Applications recently considered awaiting determination:

- 202402 – Phase 1 Land at Townsend Farm, Pembridge HR6 9HD- **SUPPORT**  
Proposed erection of 5 dwellings with garages (self-build)

- 202382 - Phase 2 Land at Townsend Farm, Pembridge HR6 9HD- **SUPPORT**  
Proposed erection of 5 dwellings with garages – (self-build)
- 202384 - Phase 3 Land at Townsend Farm, Pembridge HR6 9HD- **SUPPORT**  
Proposed erection of 2 pairs of semi-detached affordable houses to rent
- 202385 - Phase 4 Land at Townsend Farm, Pembridge HR6 9HD- **SUPPORT**  
Proposed 6 open market dwellings, garages and private drives.
- 201575 – West End Cottage, West Street, Pembridge, HR6 9DY – **NO COMMENT HIGHWAY MATTER**  
Proposed new vehicular access off West Street.
- 201102 – Land adjacent to Pembridge Village Hall, Bearwood Lane, HR6 9EB - **SUPPORT**  
Fell 3-4 Leylandii trees T4 due to excessive shading to be replaced with mixed hedging
- 194008 - Land at The Old Oak House, East Street, Pembridge, Herefordshire, HR6 9HA **SUPPORT**  
The erection of three self-build dwellings and associated works including the demolition of the former doctor's surgery and access improvements.
- 193126 – Fairfield Cottage, 12 Court Meadow, Pembridge HR6 9EW - **SUPPORT**  
Fell Silver birch due to damage and falling sap.

#### Planning Decisions.

- 182726 – Land forming part of Green Farm, Lyonshall, Kington – **NO COMMENT – REFUSED**  
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

#### **70/20. Planning for the Future White Paper Response.**

The clerk had previously forwarded proposed comments to the Government's planning for the future white paper as prepared by Cllr Pace. The comments were reviewed and **AGREED** as the Parish Council response. *Clerk to upload to Government website.*

#### **71/20. Clerks report.**

- Responded to OPCC Police Survey and responded to Hereford & Worcester Fire consultation
- Responded to Parishioners re Correspondence.
- Arranged quotes for Village Green tree survey and arranged quotes for tree stump removal of the Verdun Oak
- Obtained noise abatement map from Shobdon Airfield and requested uploading onto website.
- Market Hall Survey complete.
- Investigated storage options for Bulmer photos and PC archive papers.

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

#### **72/20. Half Year Finance Report and Approve Payments.**

The clerk presented the half year accounts and Councillors discussed the current financial position for risk, which is low. The full precept has been received and total holdings are £48641. The Internal auditor has checked and approved the half year accounts and were then **APPROVED** unanimously by Parish Council. External Audit report received stating *sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.* The conclusion of audit has been published.

Bank statements have been reconciled to VT cashbook 30<sup>th</sup> September 2020.

#### Balances at 30<sup>th</sup> September 2020:

Current Account:	£ 38751.93
Tracker Account:	£ 15998.87 ( includes £2.21 Interest)
National Savings Account:	£ 12021.39

#### Income since last meeting:

D Kelly – Rent	£75.00
A Searles – Rent	£300.00
Herefordshire Council 2 <sup>nd</sup> Half Precept	£17000.00
Wayleave Open reach	£26.32

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

Toilet Cleaner, Clerk salary & HMRC for October 2020 as previously agreed by Parish Council

Clerk

NEST pension contribution as per agreed payment schedule

Clerks expenses	Trade waste bags	£65.30	
James Ross	Mowing September	£357.00	
West Mercia Energy	Electricity August 2020	£18.70	+VAT
Trevor Hewett	Market Hall Survey	£360.00	+VAT
Fran White	Playground inspection	£58.60	
Pembridge British Legion	Wreath	£17.00	

### 73/20. Verdun Oak.

Councillors discussed the options available, but would like further information on carving options and costs as well as further parishioner input. *Clerk to investigate*

### 74/20. Clocktower Update.

Cllr Rogers provided an update on the clock tower project. Due to COVID restrictions and reinstatement of furloughed staff there are delays on the installation and Cumbria Clock Company are expected to commence work in the new year. Initial scoping work is expected in December with Townsend electricians.

Cllr Rogers has ordered new information display boards.

### 75/20. Market Hall Inspection.

Councillors have received the Market Hall inspection report completed by Trevor Hewett. There are no high priority works but several medium and low priority works for consideration in the next 12 months. Following discussions councillors **AGREED** to instruct Goodmans restoration to complete the works. *Clerk to arrange.*

### 76/20. Report Virtual Herefordshire Council Parish Council Summit.

The Clerk and Cllr Pace attended the Herefordshire Council Parish summit held virtually on 29<sup>th</sup> September 2020. Cllr Pace followed up with a verbal report highlighting the discussion to develop community resilience and the importance of ongoing support to parishioners. How best to support those in most need and those seeking help from food banks. All attending agreed that Herefordshire Council should continue to offer the main support and write to parishioners. Councillors discussed how best the Parish Council can apply a wide resilience to situations going forward and agreed the Pembridge Good Neighbour Scheme (PGNS) provided an excellent service. *Councillors to further discuss Parish resilience with Pembridge Good Neighbour Scheme at the next meeting.*

### 77/20. Herefordshire Council Physical Activity Survey.

The survey requires individual responses. Already advertised on Pembridge Parish website.

### 78/20. Herefordshire Council Code of Conduct Consultation.

No comment.

### 79/20 Correspondence.

- Parishioner request for repair to the steps and a repaint of the railings outside the Old Steppes. – Clerk to contact Balfour Beatty.
- New home required for the A boards – request already advertised in the Parish Magazine – Cllr Pace to house.
- Parishioner request for recycling bins on the pavement by the phonebox – Conservation area no bins allowed. There are recycling bins for public use in the Village Hall Car Park.
- Parishioner correspondence regarding problem school time parking at Court Meadow and overnight parking by a van. – Ongoing problem which is a highway issue requiring enforcement. Cllr Rogers to attend area and confirm parking problems.

### 80/20. Village Green Matters.

- Two quotes have been received and Parish Councillors agreed to instruct Adrian Hope tree services to undertake the village green three year tree survey for 2020. *Clerk to arrange.*
- Parish Council solicitors are negotiating with Welsh Water with regard to an access agreement across the Village Green.
- Village Green encroachment – Parish Council discussed the recent correspondence and will instruct solicitor response. – Clerk to arrange.

Clerk

Clerk

PR

Clerk

**81/20. Future Agenda from Councillors and members of the public.**

Budget and Precept request 2021-22.

Covid planning with PGNS.

**82/20. To confirm date of next meeting as**

**Date: Wednesday 18<sup>th</sup> November 2020 – Parish Council Meeting – Virtual at 8.00pm.**

Meeting Closed 9.43pm.

DRAFT