

PEMBRIDGE PARISH COUNCIL
Draft Minutes for the Meeting
Wednesday 17th January 2024, 7.30pm – Pembridge Parish Hall

Councillors Present: Cllrs Andrew Pace (Vice Chairman), Tom Bennetto, Wendy Powell, Marguerite Fothergill, David Owens, Sam Mizrahi, Kevin Duggan and Clerk R Bissell.

0 Police representatives present.

1 Members of the public.

116/23. Apologies for absence.

Apologies were received from Cllrs Garfield Evans, Roger Phillips, Safi Zagni, Steve Jones and Michael Hancock.

117/23. Declaration of interest and written requests for dispensation on agenda items.

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

118/23. Approval of the minutes.

The minutes of the meeting of 20th December 2023 were **Approved** unanimously and signed by the Chairman.

119/23. Open session.

Ward Councillor report:

Ward Councillor written report from Cllr Phillips:

- The January update has already been forwarded with information on the capital projects, government settlement and children's services.
- Pictures have been taken of possible locations for the safety posters in Broxwood, Suckley lane and Marston but there is a problem with a suitable host sign/pole at the southern end of Suckley which needs resolving.

Members of the Public:

Report of moles in the Millennium Meadow.

Pot holes along the Pembridge to Dilwyn road.

Police Report:

Remember to call 999 in an emergency or 101 to pass information on.

If you require a visit to discuss security concerns contact Felix Rawlinson: 07971051480

120/23. Planning applications for comment.

Planning Application recently received:

- 233686 – Lower House, East Street, Pembridge HR6 9HA - **SUPPORT**
- Proposed works on Ash tree.

Recent Planning Applications recently considered awaiting determination:

- 233205 – Crabtree Barn, Broxwood, HR6 9JJ- **SUPPORT**
Proposed addition of porch extension and change of use of land from agricultural to residential.
- 233440 & 233440 – Cruck barn, Weston Court Barns, Pembridge HR6 9JE. - **SUPPORT**
Proposed installation of wood burner & flue
- 233003 – Court of Noke, Noke Lane Pembridge, HR6 9HW. - **SUPPORT**
Installation of a ground mounted solar photovoltaic array on land at Court Noke
- 233068 – Cider House, 1 Weston Court Barns, Pembridge HR6 9JE. - **SUPPORT**
Proposed replacement of two upper floor bedroom windows and ground floor dining room window.
- 233217 & 233218 – Honeysuckle Cottage, West Street, Pembridge HR6 9DX- **SUPPORT**
Listed building consent – proposed removal of existing single storey lean-to and replace with two storey extension.
- 232352 – Land at Monies Corner, Pembridge, HR6 9HD. - **SUPPORT**
Proposed agricultural livestock building
- 231763 – Marston Grange, Pembridge, HR6 9JA. - **SUPPORT**
Conversion of former school building and attached single storey range to stabling and liveried horses. Proposed hay and manure stores. Continued use of land for grazing and removal of condition 3 of 211861 so that ding Arena can be uses by liveries.

- 224271 – Pembridge Surgery, East Street, Pembridge HR6 9HA- **SUPPORT**
Proposed change of use from surgery to dwelling to include dormer window on north elevation and proposed new garage.
- 221052 – Townsend Farm, East Street, Pembridge HR6 9HB- **SUPPORT**
Proposed erection of 19 dwellings and associated infrastructure.

Planning Decisions:

- 233128 – Court of Noke, Noke Lane Pembridge, HR6 9HW. – **SUPPORT – DETERMINATION MADE**
Prior approval for change of use from agricultural barns to be changed to flexible commercial use.
- 233162 – The Red Lion, High Street, Pembridge, HR6 9DS. – **SUPPORT – APPROVED WITH CONDITIONS**
Installation of local produce vending machine to the existing outside seating area (part retrospective)

121/23. Clerks report

- The parish website is broken and a temporary solution is being sought.
- Continuing work on obtaining listed building permission on the war memorial, further quotes sought and investigating an application for grant funding from the War Memorial Trust.
- Postponed tarmacking of the carpark
- Published the notice of councillor vacancy 8th January 2024
- Attended Herefordshire Council County plan meeting on 9th January 2023.
- Responded to parishioner correspondence.
- The new defibrillator will be stationed in the car park on the toilet building soon. Grant funding has been received and Pembridge Amenity Trust are arranging the installation.

All other items are being dealt with and are ongoing.

122/23. Half Year Finance Report and Approve Payments.

Financial Report

Bank reconciliation up to 31st December 2023 is complete using VT cashbook.

Balances at 31st December 2023

Current Account:	£ 10562.28
Tracker Account:	£ 16183.96 (Including £56.16 Interest)
National Savings Account:	£ 12109.15

Income since last meeting:

HMRC VAT reclaim 1.11.23-30.11.23	£ 1035.80
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Requests for payment: ALL APPROVED

Toilet Cleaner, Clerk salary & HMRC for January 2024 as previously agreed by Parish Council

NEST pension contribution as per agreed payment schedule

PAYEE	SERVICE	NET	
West Mercia Energy	Elec toilets Nov 23	£34.40	+VAT
S Price	Playground cleaning	£140.00	

123/23 Recent Flooding

Councillor Phillips will report to Herefordshire Council on flooding in the ward requesting details of any known properties that flooded following the recent storm Henk. Councillors advised that Bridge House flooded again this time.

124/23 Safety Message Posters

Councillor Phillips and Simon Hobbs have agreed possible locations for the safety posters in Broxwood, Suckley lane and Marston. There is a problem with a suitable host sign/pole at the southern end of Suckley lane. Simon Hobbs will confirm Balfour Beatty approval before the clerk orders 10 x A3 message posters as previous agreed. The Lengthsman will then be instructed to erect the posters at the advised locations.

125/23 Balfour Beatty Lengthsman scheme 2024-25

Councillors **AGREED** to join the Balfour Beatty Lengthsman scheme 2024-25. *Clerk to forward the expression of interest form by 31st January 2024.*

Clerk

126/23. Website

The parish website has recently been unavailable due to a catastrophic server problem with Upper Bridge Enterprises, the PC web host. Unfortunately, all website information is lost with no available back up. The clerk provided several quotes from businesses to develop and host a new website. Councillors reviewed the proposals and **AGREED** to engage service with Parish Council Websites at a cost of £749.00 to develop the site including SSL certificates and compatibility legislation and monthly hosting fee of £12.85 monthly going forward. *Clerk to contact current users with websites for feedback and instruct and liaise to set up new site as soon as possible.*

Clerk

127/23. Update on the Verdun Oak Project.

Cllr Pace updated Councillors:

- Mr Norman is still liaising with Balfour Beatty to arrange the Approval in Principle agreement (AiP), awaiting approval of the risk assessments.
- Risk assessment for the build and ongoing maintenance have been shared with Councillors and the risk assessment for the build was **APPROVED** unanimously pending further comment from Bruce Evans at Herefordshire Council.
- Clerk to notify the insurance company of the build to ensure cover is in place.
- Fundraising is going well with donations are still coming in.

128/23. Correspondence.

- D- DAY 80 – 6th June – information shared with Royal British legion - NOTED
- Compliance with Plant Protection Product Legislation – Parish Council to register as user. Clerk to arrange.
- Herefordshire and Worcester Fire service (HWFRS) resource review consultation – Councillors to respond individually and Cllr Pace and the clerk for the Parish Council.
- Parishioner correspondence regarding dog mess in the millennium meadow – clerk to review signage and place note in parish magazine.

Clerk

AP/

Clerk

129/23. Future Agenda from Councillors and members of the public.

Coffee Mornings.

130/23. To confirm date of next meeting as

Parish Council Meeting: Wednesday 14th February 2024 in the Parish Hall at 7.30pm

Meeting Closed at 8.10pm