

**PEMBRIDGE PARISH COUNCIL**  
**Draft Minutes for the Meeting**  
**Wednesday 17<sup>th</sup> April 2024, 7.30pm – Pembridge Parish Hall**

**Councillors Present:** Cllrs Garfield Evans (Chairman), Mark Clegg, Tom Bennetto, Marguerite Fothergill, Sam Mizrahi, Kevin Duggan, David Owens, Roger Phillips, Safi Zagni, Michael Hancock, Stephen Jones and Clerk R Bissell.

0 Police representatives present.

0 Members of the public.

**164/23. Apologies for absence.**

Apologies were received from Cllr Andrew Pace and Wendy Powell.

**165/23. Declaration of interest and written requests for dispensation on agenda items.**

There was one declaration of interest for Cllr Bennetto on agenda item 178/23, There were no other declarations of interest made. The Declaration of Interest book was available to sign.

**166/23. Approval of the minutes.**

The minutes of the meeting of 20<sup>th</sup> March 2024 were **Approved** unanimously and signed by the Chairman.

**167/23. Open session.**

**Ward Councillor report:** Cllr Phillips

- Feedback received from Balfour Beatty regarding the triangle on Rhyse Lane known as God Cake advised works here are not currently a priority. It is hoped local resident may wish to level and spread grass/wild flower seed.
- Hereford bypass update – compulsory purchase of land is underway.
- The new Herefordshire Local Plan – Pembridge is still included for development as a settlement with environmental constraints because it is a conservation area. Eardisland has been removed as a settlement for development.

**Members of the Public:** None.

**Police Report:** Not in attendance

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

**168/23. Planning applications for comment.**

Planning Application recently received:

- 240763 – Nutfield Cottage – Bearwood, Pembridge HR6 9EF. - **SUPPORT**  
Proposed variation of condition 2 of planning permission 231808 (Proposed replacement dwelling) - Lime Render to Render - A new layout of the oak boarding frame - Change to Airsource heating - Brick plinth rather than stone - 3 Velux in garage - External Staircase to storage over garage/ cart shed.

Recent Planning Applications recently considered awaiting determination:

- 240644 – The Cruck Barn, Weston Court Barns, Weston, Pembridge, HR6 9JE **SUPPORT**  
Proposed installation of wood burner and flue.
- 240640 – The Leen, Pembridge, HR6 9HN. **SUPPORT**  
Proposed erection of two covered slurry tanks.
- 240437 – The Leen, Pembridge, HR6 9HN **SUPPORT**  
Proposed erection of a roof cover over existing silage clamp.
- 240540 – 4 Bridge Cottages, Pembridge HR6 9EY. **SUPPORT**  
Ash tree on river bank reduction of 50%.
- 233188 – Pembridge PC, War Memorial, Pembridge Primary School, Pembridge HR6 9EA **SUPPORT**  
Installation of bronze plaque stating seven names of missing soldiers.
- 240470 – The Grove, Noke Lane, Pembridge, HR6 9HP **SUPPORT**.  
Retrospective application for the proposed conversion and change of use existing redundant agricultural buildings to commercial premises for Grove Design.
- 240131 – Land at No1 St James Cottages, Broxwood, Pembridge, HR6 9JH- **SUPPORT**

- Proposed erection of a single unit of 1 bedroomed holiday accommodation.
- 233205 – Crabtree Barn, Broxwood, HR6 9JJ- **SUPPORT**  
Proposed addition of porch extension and change of use of land from agricultural to residential.
- 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 riding arena can be used by liveryes.
- 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:

- 240209 – Market House, Bearwood Lane, Pembridge HR6 9EA- **SUPPORT – WORKS CAN PROCEED**  
Removal of Horse chestnut tree and replace with Silver Birch or Beech tree.
- 240203 – 1 Westway, West Street, Pembridge, HR6 9DX. – **SUPPORT – APPROVED WITH CONDITIONS**  
Proposed ground floor extension.

**169/23. Clerks report**

- Herefordshire Minerals and Waste Local Plan has been adopted.
- Arranged the completion of the Balfour Beatty licence for the Verdun Oak.
- A new defibrillator donated by a member of the parish has been installed in the carpark.
- Attended a local plan briefing at Herefordshire Council
- Reported new opening along the C1081 by Grub Court
- Supported purchases for completion of the Verdun oak sculpture.
- Prepared, printed, and delivered the newsletter
- Inducted new Councillors Mark Clegg and completed registration documentation.
- The Lengthsman has started to paint the wood work on the toilets as per the annual plan.

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

**170/23. Finance Report and Approve Payments.**

Bank reconciliation up to 31<sup>st</sup> March 2024 is complete using VT cashbook.

Balances at 31<sup>st</sup> March 2024

Current Account:	£ 2261.97
Tracker Account:	£ 16244.48
National Savings Account:	£ 12214.20

Income since last meeting:

Openreach Wayleave	£ 8.82
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**Requests for payment: APPROVED**

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

NEST pension contribution as per agreed payment schedule

PAYEE	SERVICE	NET	
Clerk Expenses	Mar/Apr 24 including Verdun Materials	£450.77	+VAT
SLCC	Annual subscription	£94.00	
Barrington Print	Newsletter Apr/May24	£115.00	
Viking	Ink /Stamps & envelopes/USB drive	£155.62	+VAT
West Mercia energy	Electricity toilets Feb 2024	£34.84	+VAT
HALC	Subscription 1.4.24-31.3.24	£782.47	+VAT
Pride in Pembridge	Annual donation	£700.00	
Shaun Price	Toilet painting	£565.00	
James Ross	Mowing	£320.00	
Ed Elliot	Verdun Sculpture Invoice	£1198.85	+VAT

Councillors **AGREED** to purchase a new printer HP9730e for the Clerk's Office – *clerk to arrange*

**171/23 Herefordshire Local Plan Consultation.**

The Clerk and Cllr Pace met with the Herefordshire NDP team to discuss the emerging local plan. Pembridge will be required to undertake conformity revisions on the Neighbourhood Development Plan (NDP) after the Local Plan made in summer 2025. The NDP working group should resume in a timely manner to update the

Clerk

NDP accordingly. It was **AGREED** Cllr Pace and the clerk will respond to the ongoing Herefordshire Council Local Plan consultation before 20<sup>th</sup> May deadline. *Clerk to arrange*

### **172/23 Balfour Beatty Lengthsman Contract and Maintenance Plan**

The clerk shared details of the proposed annual plan and schedule of Lengthsman work for 2024-25. The full grant funding available for the scheme 2024-25 is £4560. Councillors reviewed and **AGREED** to the annual plan of Lengthsman works and the Herefordshire Council maintenance contract for 2024-25. *Clerk to forward to Balfour Beatty.*

### **173/23. Drainage and Public Rights of Way (PROW) Works 2024-25.**

The clerk confirmed an expression of interest in Herefordshire Council funding for drainage and footpath schemes in 2024-25. The clerk requested suggestions for areas where the grant funding might be allocated in the parish and the following list is noted for when confirmation on the scheme is received:

Drainage options – Weston Bridge and Luntely to Nutfield (Cllr Owens & Phillips to confirm)

Footpaths – Cllr Hancock (footpath officer) and the Clerk and to meet and agree footpath improvements options.

### **174/23 Village Green Parking Area Maintenance**

A member of the public has raised the condition of the car parking area on the Village Green. The clerk has shared pictures of the pot holes and mud that has formed following recent flooding events. The clerk confirmed the car park had been resurfaced with stone in March 2023. Councillors discussed options available and **AGREED** Pot hole filling, no other action - there is little that could be done during the wet season and the area does appear tidier now in the dry weather. Clerk to arrange pot holes filling.

### **175/23. Funding options for the War memorial Plaque.**

In Cllr Pace's absence, this item is postponed to the next meeting

### **176/23. Update on the Verdun Oak Project.**

Cllr Evans updated Councillors:

- All Councillors and members of the public are invited to the unveiling of the Verdun Oak Sculpture on Saturday 20<sup>th</sup> April at 3pm. Refreshments available in the Parish Hall following the event.
- Cllr Evans thanked all those involved.
- Clerk to obtain short term insurance cover.

### **177/23. Correspondence.**

- Herefordshire Council Chief executive, Paul Walker confirms the appointment of Tina Rissell as the corporate Director, for Childrens and Young People.
- Parish Hall AGM on Friday 19<sup>th</sup> April at 7.00pm in the Parish Hall.

### **178/23. Future Agenda from Councillors and members of the public.**

None.

### **178/23. Village Green Matters.**

Following encroachment on the village green Councillors **AGREED** unanimously to sign the Boundary agreement between The Parish Council and 4 Parsons Walk. – Clerk to arrange.

### **179/23. To confirm date of next meeting as**

**Annual Parish meeting: Wednesday 8<sup>th</sup> May 2024 in the Parish Hall at 7.00pm**

**Ordinary Parish Meeting: Wednesday 15<sup>th</sup> May 2024 in the Parish Hall at 7.30pm**

Meeting Closed at 8.30pm