

BARTESTREE WITH LUGWARDINE GROUP PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 10 JANUARY 2017 AT 7.30 PM IN BARTESTREE VILLAGE HALL

Present:

Councillors: Cllrs Mrs W Soilleux (Chair); G Davies (Vice Chair); R Williams; P Wargent; M Wilson; Mrs J Karayannis; Mrs L Hoppé; N Shore; S Garner and D Forrest

In Attendance:

Mrs E Wilson (Parish Clerk/RFO)

Members of the public: None

1. **To Accept Apologies for Absence:** Cllr Mrs F Matthews
2. **To Adopt the Minutes of the Meetings held on Tuesday 8 November and 20 December 2016**
The Clerk confirmed that the Minutes had previously been circulated to Council Members
Resolved: The Minutes were adopted and signed by the Chair
3. **To Receive Declarations of Interest and Applications for Dispensation**
Item 10 - Cllr N Shore - Non pecuniary as Playing Fields Association Secretary
Item 10 - Cllr R Williams – Non pecuniary as Member of Playing Fields Association
Item 8.1 – Cllr D Forrest - Discloseable pecuniary as party to the footpath
Noted
4. **Planning**
 - 4.1 **To Receive a verbal Report from the Planning Committee**
Comments: The Chairman reported on the Planning meetings held since the last scheduled Meeting and remarked on the various applications and decisions relating to planning matters, details of which are contained in the Minutes of the Planning Meetings.
Resolved: Noted
 - 4.2 **To Note the Minutes of the Planning Committee dated 8 November 2016 and 13 December 2016**
Resolved: Noted. The Minutes had previously been circulated to all Councillors
5. **To Consider whether there should be streetlights on the land to the north of Traherne Close, Lugwardine – Planning Approval No 151549**
Resolved: It was agreed there should be no streetlights on the new development
6. **To Receive Brief Verbal Reports from:**
 - 6.1 **District Councillor**
In the absence of Cllr Greenow no Report was given
 - 6.2 **Local Police Officer**
In the absence of an Officer no Report was given
7. **Neighbourhood Development Plan**
 - 7.1 **To Receive an update on the Neighbourhood Development Plan**
Comments: The Plan has now been completed and was adopted and made by Herefordshire Council on 1 December 2016
Resolved: Noted
 - 7.2 **To Consider Winding Up the Steering Group**
Resolved: Deferred to next Scheduled Meeting

8. Open Discussion – To Note Matters Raised by Local Residents Relevant to the Parish

8.1 To Receive an update on the blocked drains near Gateway Nursery and Hagley Park and the installation of pavements on Longworth Lane

Comments: Balfour Beatty has raised a job for the drainage team to attend and it has been added to the programme of works to be carried out in due course. With regard to the pavement, Herefordshire Council are awaiting action from their legal department.

Resolved: Noted. This item will be included in the March 2017 Agenda

8.2 To Consider offering to arrange for the planting of trees on the site off Longworth Lane, in accordance with the layout prepared by Gladman Developments in their recent application

Resolved: The suggestion has been withdrawn

9. Financial Matters

9.1 To Receive a Report from the RFO

The RFO gave a report and commented that bank balances to date were in order. As at 30 December 2016 the balance in the Community Account was £18,293.21. The Business Premium Account balance was £23,938.52.

As the books had only just been returned from the audit, the RFO was unable to prepare a Financial Operating Statement in time for the meeting. This will be done in due course and circulated to all Councillors.

The Finance Notes including payments made and income received since the last meeting was previously circulated

Resolved: The Financial Report was noted and accepted by the Council

9.2 To Receive a Report from the Finance Working Group

Comments: There has been no FWG Meeting since 2 November 2016

Resolved: Noted

9.3 To Consider Recommendations made by the Finance Working Group

Resolved: None made

9.4 To Consider and Agree:

9.4.1 Payments made since 8 November 2016 [As listed on Finance Notes]

Resolved: Noted

9.4.2 Payment of outstanding Invoices [As listed on Finance Notes]

Herefordshire Council – Planning Application – VH Entrance (107) £97.50; Daniel Squire – Ground Maintenance (108) £924.00; Mr M Dyer – Lengthsman (109) £145.00; Hfds Fire Protection Service – Extinguisher Service (110) £131.74); CPRE – Annual Subscription (111) £36.00

Resolved: Noted and agreed

9.5 To Approve purchase of gavel and block

Resolved: Agreed up to £25.00

10. Village Hall Entrance

10.1 To confirm the Parish Council's decision about the actions to be taken for the widening of the entrance to the Village Hall

Resolved: It was agreed that (a) 3 quotations be obtained and sent to the Clerk for consideration at the next Parish Council Meeting and (b) that £500 be set aside for expenses

10.2 To consider whether it is appropriate to proceed with the widening of the entrance to the Village Hall

Resolved: Deferred to the scheduled Meeting in March 2017

10.3 To consider funding/grant opportunities for the widening of the VH entrance

Resolved: Deferred to the scheduled Meeting in March 2017 to enable Parish Councillors to consider the situation as a whole. The former working group will be disbanded.

11. To Consider and agree Comments on the Marches Freight Strategy survey
Resolved: The Councillors went through the responses for the Questionnaire, which will be completed online by the Clerk

12. To Consider whether to introduce an Allowances Scheme
Resolved: It was agreed not to introduce an Allowances Scheme

13. Footpaths/Trees
13.1 To Receive a Report from the Footpaths and Tree Officer

TREE WARDEN REPORT

There are just two issues outstanding for the Tree Warden as follows:

1. **Lotties Plot** - Andrew Cunningham (Enforcement Officer) has confirmed that he has spoken to the person who instructed the felling of an Alder tree without permission, on land in St Peters Close. She showed him photos of the tree before the felling and although it was not dead, it was in severe decline. Mr Cunningham advised the person that as the tree was in a conservation area, an application should have been made before felling. The Enforcement Team is undertaking a land search to establish the current landowner. They will then contact him/her to discuss options, which may include a replacement tree.

2. Black Poplar on land belonging to Aberdeen Cottages, Hemhill. I have spoken with the Electricity Board and they have assured me that this will be pollarded and not felled. I have also spoken with Trevor Wright, the landowner, and he is aware that I have spoken with the Electricity Board and the importance of this tree.

Jonathan Fennessy has kindly agreed to give me any advice I may need to assist me in my role of Tree Warden. That advice will be free of charge. Jonathan is a tree surgeon and has also been a Tree Warden in another location, so is aware of the duties involved.

FOOTPATHS OFFICER REPORT

Stile LU16/Lumber Lane has been replaced with a metal gate
Kissing gate LU7/Lumber Lane has been replaced with a metal kissing gate

Stile on LU17 on boundary of Trevor Cook/Mrs Charlton – The Clerk is in communication with Mrs Charlton, seeking her permission to upgrade this stile with a kissing gate and to also ask for a donation towards the cost. Negotiations are on going.

The stile next to Summerhouse and the stile in the corner of the playing fields, adjacent to Jonathan Snowdon are both owned by Jonathan Snowdon. He is willing to replace both with kissing gates. The gates are now in my possession and this work can progress.

The Stile in the corner of Gladmans proposed development. There are horses in this field again, which hasn't had a chance to recover from last year, when the horses completely broke down the top layer of soil and meadow. It is impassable, as reported by Councillor Wilson. I have spoken to the landowner before asking the Clerk to report this to the Enforcement Officer.

Resolved: Report noted and Cllr Hoppé thanked.

13.2 To Consider applying for a Tree Preservation Order on the Beech tree on the corner of Hagley Orchard

Resolved: There is already a TPO on this tree

- 14. To Receive any updates from the Village Hall Representatives**
Comments: Recent Minutes have been circulated.
Resolved: Nothing further to report
- 15. To Receive any updates from the Playing Fields Association Representatives**
Resolved: There is nothing significant to report
- 16. Lengthsman Scheme**
16.1 To Consider work done/required under the Lengthsman Scheme
Comments: Details of work done was circulated prior to the Meeting
Resolved: Noted
- 17. Website**
17.1 To Consider the following proposals:
17.1.1 Retain Agendas
Resolved: The Website Group will look into how this may be done
17.1.2 Clerk to commence using .gov email address
Resolved: The matter is in hand and will be utilised soon
17.1.3 To include application locations on planning map
Resolved: It was agreed not to use this
17.1.4 Information Sheets – to make notes referred to available on the website
Resolved: The Clerk will include a comment at the foot of the Information Sheet to advise the public that if they require a copy of any document referred to in it, to contact the Clerk. She can then deal as appropriate
17.1.5 To update NDP
Resolved: This will be done as soon as possible
17.1.6 To update Policies
Comments: It says under this heading on the website that policies are updated at the Annual Parish Meeting and the last update was in May 2016
Resolved: Noted
17.1.7 Newsletters
Comments: It was suggested that a News Update should be used rather than a Newsletter.
Resolved: The Website Group will look into this and request that the invitation for visitors to subscribe to a Newsletter be dispensed with
- 18. Transport Working Group**
18.1 To Receive a Report from the Transport Working Group
Resolved: Nothing to Report
- 19. Speed Indicator Devices**
19.1 To change the identification name of the SID base ‘Kartway’ in Lugwardine to ‘Kings Meadow’
Resolved: The SID will be referred to as “Opposite Kartway” to ensure the location is easily identified
19.2 To consider alternative base for SID opposite Kartway in Lugwardine
Comments: Suggestions included the end of Lumber Lane near the Notice Board or on the corner of Porch House
Resolved: Deferred to scheduled Meeting in March 2017
19.3 To consider SID deployment from April 2017 – number of devices and cost
Comments: It was noted that charges have been increased by 40%
Resolved: A letter asking for the new charges to be re-considered will be sent to Herefordshire Council with copies to Balfour Beatty, Anthony Bush and HALC. As the Budget makes allowance for the increase, the Parish Council agreed to continue with SIDs for 2017/18.

- 20. To Consider funding the cost of the recent Defibrillator Course in the sum of £175 and the cost of 2 sets of replacement defibrillator pads in the sum of £110**
Resolved: This has been paid for by the Round Table
- 21. Parish Plan – Actions**
Resolved: Deferred to next Meeting
- 22. To Note the Information Sheet**
Resolved: Noted
- 23. To Receive Questions from Councillors (tabled 7 days prior to Meeting)**
Resolved: No questions raised
- 24. To Raise Items for the next Scheduled Parish Council Meeting [no discussion]**
Resolved: No items raised
- 25. To Note the Date and Time of the next Scheduled Parish Council Meeting**
Tuesday 14 March 2017

Meeting concluded at 9.40pm

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Signature of Chair

Date: 14 March 2017