

**BARTESTREE WITH LUGWARDINE GROUP PARISH COUNCIL**  
**MINUTES OF THE PARISH COUNCIL MEETING HELD ON**  
**TUESDAY 10<sup>th</sup> OF SEPTEMBER 2013 AT 7.30 PM IN BARTESTREE VILLAGE HALL**

**Present:**

Councillors: Mrs W Soilleux (Chair); G Davies (Vice-Chair); J Colley; Mrs J Karayiannis; M Postians; P Wargent; R Williams and M Wilson.

**In Attendance:**

Mr E Wilson (RFO) and M Hopkins (Parish Clerk).

**Members of the public:** One

**1. To Accept Apologies for Absence (2940)**

Cllr's D Greenow; Mrs L Hoppé; N Shore; PC N James and CSO D Wall.

**2. To Adopt the Minutes of the Parish Council Meeting held on Tuesday 9<sup>th</sup> July 2013 and Extraordinary Parish Council Meetings on Tuesday 23<sup>rd</sup> July and 13<sup>th</sup> August 2013. (2941)**

**Resolved:** The minutes were adopted and signed by the Chair.

**3. To Receive Declarations of Interests and Applications for Dispensations (2942)**

**Resolved:** No declarations required.

**4. To Receive Brief Reports from: (2943)**

**4.1 Herefordshire District Councillor (Cllr Greenow)**

**Resolved:** There was no report this month.

**4.2 Local Police**

**Resolved:** No report this month.

July and August Newsletters for Herefordshire Rural East (Hagley) previously circulated.

**5. Open Time (2944)**

No items

**6. Finance Matters (2945)**

**6.1 To Receive a Report from the RFO**

The Financial Notes for September, including bank balances plus income and expenditure since the last meeting, were circulated.

**Resolved:** Financial Report noted.

**6.2 To Consider and Agree**

**6.2.1 Payments Made Since Last Meeting**

Mr D Godfrey (playing field/copse fence) £200.00 (781); M Dyer (L'sman) £451.00 (782); Gabbs (Lugg Meadows) £18.00 (783); M Dyer (L'sman) (July/August) £528.00 (784); DC Gardening Services (July) £690.00 (785); Daniel Squire (July) £162.00 (786); Tudors Builders - repair play area

£4.00 (787); Hfds Fire Protection - Village Hall £90.00 (788); Village Hall - Hire for Neighbourhood Plan £9.75 (789).

**Resolved:** Payments agreed.

#### **6.2.2 Payment of Outstanding Invoices**

Hfds Council - annual play area check £40.60 (790); Village Hall - Hire for Neighbourhood Plan x 2 £19.50 (791); M Dyer (L'sman) (August) £33.00 (792); M Dyer (P3 scheme) (August) £50.00 (793); Daniel Squire (August) £405.00 (794); DC Gardening (August) £405.00 (795); ACT Computers (IT Grant) £1,478.40 (796); Hfds Council (printing for PP) £15.00 (797); Hfds Council (printing for NDP) £17.28 (798); A Bayliss £45.00 (799); Clerk's salary £776.85 (800); HMRC £172.40 (801); Village Hall hire PP £9.75 (802); M Dyer £99.00 (803).

**Resolved:** Payments agreed.

#### **6.2.3 To Agree the Cost of Repairs to Play Area**

The following repairs are needed, some immediately, the remainder by June 2014 at the latest - Cradle seat no chains x 1 = £115.15; Cradle seat caps x 4 = £1.60; Bumper Seat x 2 = £90.62; Spring foot rest x 2 = £30.58  
Sub Total = £237.95 + Labour = £150.00 (maximum) = Total £387.95 = vat.

**Resolved:** The above costs were agreed.

### **7. Planning Matters (2946)**

#### **7.1 To Receive a Verbal Report from the Planning Committee**

Cllr Davies gave details of the items considered at the Planning Meetings prior to this meeting.

**Resolved:** The minutes of this meeting will be circulated.

#### **7.2 To Note the Minutes of the Planning Committee Meeting dated 6<sup>th</sup> August 2013**

**Resolved:** The minutes having been circulated were noted.

#### **7.3 To Receive an Update on Lodge Bungalow, Lugwardine HR1 4AE and Consider any Further Action**

Cllr Wilson updated the meeting on the position to date.

**Resolved:** It was agreed that Cllr Wilson would again write to the Customer Insight Team with copies to Herefordshire Council including the Chief Executive and Leader of Herefordshire Council.

#### **7.4 To Update the s106 'Wish List'**

**Resolved:** The letter sent to Yvonne Coleman outlining the existing wish list to be circulated to all Cllrs. They in turn to notify the clerk of any items they wish to be added to that list.

### **8. Neighbourhood Development Steering Group [NDPSG] (2947)**

#### **8.1 To Receive a Verbal Report from the NDPSG**

The Steering Group met twice in August. The relevant sections of the Core Strategy have been identified and circulated to members. Three sets of Guidance Notes have been printed and are available at meetings and for members to

borrow. Two individual first drafts of our 'Vision' and 'Objectives' have been produced and are being revised and amalgamated.

**Resolved:** Report noted.

**9. To Receive Updates on: (2948)**

**9.1 The Parish Plan**

The questionnaires have been analysed and the results are being considered by the Steering Group who will prepare a set of proposed actions for consultation with and approval of the Parish Council and then with local residents.

**Resolved:** Report noted.

**9.2 Ownership of Land on the Lugg Meadows**

As another local solicitor declined the work because we have insufficient evidence to prove ownership, we have taken up the offer by HALC to ask a NALC legal team to look at the matter and provide advice free of charge. A three-page summary of information backed up by a substantial dossier of evidence has been sent in. If that proves fruitless, it might be worth applying to the Land Registry ourselves for an 'Adverse Title' at a cost of £40.

**Resolved:** Report noted.

**9.3 The Parish Website**

**Resolved:** The clerk explained that for personal reasons the webmaster, Sarah Fisher, was not able to upgrade the website. Also that he had not been able to contact her to obtain an update for this meeting.

**Resolved:** Report noted. Cllr's Wilson and Williams agreed to make contact with Sarah Fisher in an effort to resolve the present situation.

**10. To Receive Questions from Councillors [Tabled 7 days prior to meeting] (2949)**

**Resolved:** No questions submitted.

**11. To Note the Information Sheets (2950)**

**Resolved:** Information sheet noted. Details of the recent Hereford Locality Meeting to be circulated when received. It was agreed for HALC to run a training session on Procedures at a cost of £100. Suggested dates to be circulated.

**12. To Raise Items for the next Scheduled Parish Council Meeting - No Discussion (2951)**

**Resolved:** All items referred from this meeting plus considering holding monthly meetings.

**13. To Note the Date and Time of the next Scheduled Parish Council Meeting (2952)**

**Resolved:** The next regular meeting scheduled for Tuesday 12<sup>th</sup> November 2013 at 7.30pm.

**Meeting concluded at 8.30pm**

.....  
Signature of Chair

23<sup>rd</sup> October 2013  
Date