

BARTESTREE WITH LUGWARDINE GROUP PARISH COUNCIL

MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD AT BARTESTREE VILLAGE HALL ON TUESDAY 12th NOVEMBER 2019 AT 7.30 PM

Present: Councillors: Mrs. W. Soilleux (Chair); Mrs. F. Matthews; Mr. M. Wilson; Mr. G Davies; Mrs. L. Hoppe; Mr. R. Williams; ; Mrs. J. Karayiannis; Mr. N. Shore and Mr Alan Long.

In attendance: Mrs. E. Thomas – Parish Clerk
Mr. J. Jackson – Secretary for the Community Recreation Group
Mr. J. Fennessey – Parish Tree Officer
Ward Councillor Mr Paul Andrews

Public: 1

1. **To receive apologies for absence**
Apologies were RECEIVED and ACCEPTED from Cllrs Mr David Evans and Mr Scot Garner
2. **To receive declarations of interest and applications for dispensations**
Cllrs Fiona Matthews, Nigel Shore and Ron Williams DECLARED NPI's against items 6 and 12 and signed the Register of Interest book.
3. **To adopt the minutes of the Parish Council meeting held on 10th September and 7th October 2019**
Both sets of minutes were APPROVED and duly signed by the Chair.
4. **To receive brief verbal reports from:**
 - 4.1 **District Councillor**
The report included the following items:
 - s106 Transport plan costings are unlikely to be available before the end of the financial year. It was REQUESTED that the Ward Councillor express the Parish Councils disappointment at the length of time this is taking – it has been over a year.
 - The drainage issue outside Ashley House has not been forgotten by Balfour Beatty.
 - KeepMoat know they have to tidy up their site but are waiting until the Spring to plant further trees.
 - 4.2 **Local Police Officer**
Not present
5. **Open Time**
 - 5.1 **To note matters raised by local residents relevant to the Group Parish**
None – other than wanting feedback as per item 5.2 below.
 - 5.2 **To receive feedback from the clerk regarding issues raised by the public at the meeting on 7th October 2019**
The clerk REPORTED that the Parish Council had no powers to exert restrictions on the A438. The clerk would continue to log any issues with Balfour Beatty though. It was NOTED that the Parish Council do have on-going contact with the Safer Roads Partnership and do ensure that SID data is sent through.
6. **Global Recreation Scheme**
Community Field:
 - 6.1 **To receive an update from the Community Recreation Group (CRG).**
Mr J. Jackson gave the following report:
 - Feasibility Study undertaken 6/6/19 – still in discussion about variations to make solution practical and affordable
 - Chair and Secretary have met with alternative local consultant who has produced a very pragmatic alternative layout. Better location of pitches, less ground works required, different drainage.
 - This alternative is currently being assessed by Clubs.
 - This alternative might require slightly smaller football pitch which may affect FA funding
 - Football Foundation confirmed that for Youth football size can be reduced. This means in principle both Funding bodies would support us, but as overall cost is significantly less this should still be affordable if Football did not.
 - Clubs are wanting facilities to improve and nurture youth sections which is what Governing bodies want so all are working to same end.
 - We need to ensure/prove that any investment by Governing bodies is value for money so if we ignore any recommendations by consultants, the impact has to be fully understood and justified
 - Once new layout is approved by Clubs will revert to original consultant for his input. Hopefully will get a report which identifies limitations but we can argue the reasoning for these.
 - Contact has been made with remaining neighbours regarding their wells (Stalls Farm already included so this means Hagley Croft, Hagley House and possibly Hagley Court)

- Progression of PFA to a Charitable Incorporated Organisation still slow but happening. Will require slight tweak to final version of Lease from PC but not significant.
- Also waiting on update from fund Raiser as to best approach to raise funds for other facilities around Village Hall (entrance way, car parking, Multi Use Games Area). Will need to discuss this with PC once sports pitches costs better known.
- Intention is then to press on with non-sporting facilities separate to Sporting, especially as the former are not season specific.

6.2 To consider an update on the lease needed between the PC and PFA on the community field.
This is on-going as REPORTED above.

Play Areas

6.3 To receive an update from the Frome Park working party on the development of Frome Park Play Area and Village Hall Play Area and consider Area schemes and quotations.
It was RESOLVED to defer this item to an extra-ordinary meeting in early December. All quotes had now been received and needed careful consideration before making a final decision.

6.4 To consider an update on the transfer of ownership of the Frome Park Play Area.
The Clerk REPORTED that the solicitor needed further approvals before making the final transfer. It was RESOLVED that the matter should go straight to a transfer – with no need for a contract. It was RESOLVED to allow Herefordshire Council right of way to their triangle of land on the site. It was NOTED that there is a fence boundary around this triangle of land.

6.5 To consider the response from the insurance company to replace the broken equipment in the Village Hall play area.
It was RESOLVED to defer this item to the extra-ordinary meeting when all play areas and equipment would be discussed.

6.6 To consider installing CCTV for the Play Area by the Village Hall
Following discussion, it was RESOLVED to not put CCTV over-looking the play area. It was further RESOLVED to erect deterrent notices.

7. PRoWs and Trees

7.1 To receive a Report from the PRoW Officer
The report included the following items:
- The clerk has REQUESTED a new finger post for the LU15 Tidnor Lane to Rhystone Lane.
- LU10 remains closed until July 2020.
- A training event for Parish Footpath Officers was held by Balfour Beatty. Legislation was discussed.

7.2 To consider PRoW issues
LU26 had been ploughed to close to the edge of the field. The PRoW Officer will ask for the path to be reinstated.

7.3 To consider the request to extend the existing right of way, from the South West corner of the Community Field to Stalls Farm House, to vehicular traffic.
It was AGREED that this matter is not for the Parish Council to decide.

7.4 To receive a Report from the Tree Officer
The report included a summary of various trees that had been looked at and already NOTED by the Parish Council for planning applications and tree works. It was AGREED that it would be helpful if the Tree Officer could send the clerk a list of tree surgeons to keep on file.

7.5 To consider the tenders for works to the Ash Tree by the cricket pitch
Two quotes had been RECEIVED. It was RESOLVED to ask John Walsh to cut out the dead wood for the cost of £275.

7.6 To consider various tree and hedge works in the Parishes.
It was RESOLVED to not complete works on the following items:
- Trees in the copse behind the cricket nets – *nice nature area*
- Hedge to the East of the sheds – *privately owned hedge*
- Hedge between the village hall and the two new houses – *to be included in the hedge trimming contract next year.*
- The cherry and pine tree and holly bush on the left-hand side as you enter the village hall from the A438 – *to be left for now.*
- The silver birch on the right-hand side of the entrance to the Village Hall from the A438 – *it is not split.*
- Trim the top and outside of the hedge along the A438 in the Community Field – *to be done on a bi-annual basis.*
- Trim large overhanging branches on an ash tree on the old village hall site – *the owner of the property they are overhanging may trim them if they wish to.*

It was RESOLVED to ask John Walsh to trim a large split branch from the oak tree on the right-hand side of the entrance to the village hall from the A438. It was further RESOLVED to ask BT to trim away branches from the cables on the left-hand side of this area.

7.7 To consider an update on the trees in Cotts Lane

It was REPORTED that these trees were continuing to cause problems for power cables. It was NOTED that although all the trees in this copse are covered by a TPO, The Herefordshire Council Tree Officer would support the removal of these pines. It was RESOLVED that the clerk should write to the owner requesting they are taken down as well as writing to Western Power to request they are trimmed away from the cables.

8. Planning

8.1 To receive a verbal report from the Planning Committee

It was NOTED that the Planning Committee had commented on three applications this evening and a notification to tree works – listed in the planning committee minutes.

8.2 To note the minutes of the Planning Committee dated 10th and 22nd Oct 2019

Noted

8.3 To consider adopting a policy on energy, rainwater harvesting and other environmental matters to be taken into regard with all planning applications.

The clerk REPORTED that this is something that could be put in place when the NDP was reviewed. It would then align with the Core Strategy policies SD1 – SD4 and allow the planning committee to refer planning officers to it more easily. It was RESOLVED to undertake this.

8.4 To consider the NDP Review and future inclusion of the field immediately adjacent and to the East of Stalls Farmhouse within the settlement boundary.

It was RESOLVED to form an NDP Review Working Party to look at changes to the NPPF and Core Strategy alongside the Parish Council NDP – this will be made up of Cllrs Wendy Soilleux; Alan Long; Mike Wilson; Lin Hoppe and the clerk. This group would bring a decision to the Parish Council as to how and when would be best to begin the Parish NDP review. Once the review started it was AGREED that the Working Party should be opened up to parishioners.

It was RESOLVED to NOTE the request for inclusion of an additional site into the settlement boundary. Items such as these would be put out for full consultation when the review is undertaken.

9. Highways

9.1 To consider an update on the transport S106 monies scheme – incl. the Lugg Bridge

As in item 4.1, it was NOTED that there would be no further update on this until after March 2020. In the meantime it was AGREED that Cllr Alan Long should look into issues surrounding the installation of a foot bridge over the River Lugg and report back at the next meeting.

9.2 To note the decision taken between meeting under “urgent business” to approve the purchase of a 3-bay bus shelter from GW Shelters using s106 monies as previously agreed on 12th March 2019 item 9.4 and to note the possible further expense (£500-£1000) of the installation should temporary traffic lights be required.

The decision was NOTED. It was RESOLVED to approve the extra £500-£1000 for temporary traffic lights if they were needed.

9.3 To consider any highways issues for reporting

It was REQUESTED that the clerk log the condition of the C1130 highway.

9.4 To consider the speed and volume of traffic using Longworth Lane

It was RESOLVED that the clerk request flashing lights are installed near to the nursery.

10. Financial Matters

10.1 To receive a report and financial statement from the RFO – incl. spend against budget.

Appendix 1

The Clerk REPORTED that finances were healthy, with all the income having been received and expenditure being slightly underspent for the period. The report was APPROVED and signed as evidence of budget monitoring and bank reconciliation.

10.2 To note bi-monthly audit check by Cllr J Karayiannis

The bi-monthly audit check was REPORTED as accurate and in order.

10.3 To approve invoices for payment

10.3.1 Clerks Salary – Nov

10.3.2 Clerks expenses £211.45 – previously circulated

10.3.4 Mr. R. Francis – Play Area Weekly Inspections – Sept and Oct £45

10.3.5 ITSA Marine – Lengthsman July – Sept – £1037.03

10.3.6 Dan Squire – Grounds Maintenance – Oct 2019 £792

10.3.7 Wendy Soilleux – Black bags for play area £5.98

10.3.8 TA Matthews – Charges in relation to Green Land in Traherne Close £435

It was RESOLVED to approve the above invoices for payment and the cheques were signed. It was NOTED that a donation had been received that would be used to cover item 10.3.8.

10.4 To consider the draft 2020-21 budget.

The three budget options were CONSIDERED. It was RESOLVED to approve the budget set for 2020-21 and precept at £50,500 for the coming financial year.

10.5 To consider adopting the updated Financial Regulations

It was RESOLVED to adopt the updated Financial Regulations.

10.6 To consider the tenders received for the mowing maintenance contract for 2020-21 and appoint a contractor.

It was NOTED that only one contractor had responded to the tender process this year. It was RESOLVED to appoint Daniel Squire Ltd for a further year. It was REQUESTED that the weed-killing strips were kept to a minimum as they were unsightly.

11. Village Hall

11.1 To receive any updates from the Village Hall Representatives – minutes previously circulated

It was REPORTED that the boilers are being looked at and may need replacing. It was REQUESTED that the committee look at replacing the lights with LED ones.

11.2 To consider WiFi in the Village Hall

It was RESOLVED that as the Village Hall Committee did not see a need for WiFi in the hall, there was little point in spending resources on it.

12. Playing Fields Association

12.1 To receive any updates from the Playing Fields Association Representative

It was REPORTED that general maintenance is on-going and that the bottom fence has been repaired.

13. Lengthsman

13.1 To consider work done/required under the Lengthsman Scheme

It was REQUESTED that the Lengthsman examine the drain and grips in Lumber Lane again as surface water is not draining away quickly.

The lengthsman was thanked for his efforts in clearing the highway in the estates and side roads. It was appreciated.

14. Eco-friendly Working Party.

14.1 To consider an update from the Eco-Friendly Working Party.(KOP)

The minutes of the last working party meeting were NOTED. It was REPORTED that Cllr Lin Hoppe would be attending The Great Collaboration meeting on the 18th November. The KOP had also arranged a visit to EnviroSort. It was RESOLVED that the clerk should ask Dormington and Mordiford Parish Cllrs if they wished to go too. All local businesses had been spoken to about their use of plastic and very positive responses had been received. The Working Party would like to put out a leaflet within the parishes and REQUESTED that funding for this to be an agenda item in January.

14.2 To consider inviting Mr. Andrew Wood from Herefordshire Community Environment Group to give a brief talk to the PC on community cleaning and the advantages of placing alternative recycling bins within the parish.

It was RESOLVED to invite Mr Wood to the January meeting of the Parish Council to give a talk at 7pm.

15. To consider undertaking the Local Council Award Scheme

It was RESOLVED that due to the cost, time needed and lack of benefit to the Council, the Local Council Award Scheme would not be undertaken at this point.

16. Correspondence

It was REPORTED that planning application 190279 has been presented for re-consultation. It was RESOLVED that this could be dealt with by the planning committee on the 26th November and not the Full Council unless Councillors emailed the clerk otherwise.

17. To consider the outstanding actions and updates table attached.

The clerk REPORTED that the item below would be removed as outstanding as it was contained within the S106 transport plan and would be discussed when that became available.

Date/ Meeting	Item	Action
12.03.19	To consider the request to complete a TRO to decrease the speed limit to 20mph on Barnaby Avenue	The clerk has been asked if there are currently signs with flashing lights advising that there is a school on the road? If so 20mph signs can be introduced onto existing signs without the need for a formal Traffic Regulation Order – they are not formally enforceable but are a deterrent. Clerk to follow up with BB as to other options as there are no flashing lights. Awaiting a response.

18. To Receive Questions from Councillors (tabled 7 days prior to Meeting)
None

19. To Raise Items for the next Scheduled Parish Council Meeting [no discussion]
Talk Community Hub; Clerks Annual Appraisal

20. To Note the Date and Time of the next Scheduled Parish Council Meeting – Tuesday 14th January 2020 at 7.30pm.
NOTED

The meeting closed at 10.05pm

Signed: _____



Dated: 14-01-20