

BARTESTREE WITH LUGWARDINE GROUP PARISH COUNCIL

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD AT BARTESTREE VILLAGE HALL ON
TUESDAY 14th JANUARY 2020 AT 7.30 PM**

Present: Councillors: Mrs. W. Soilleux (Chair); Mr. M. Wilson; Mr. G Davies; Mr. R. Williams; Mrs. J. Karayiannis; Mrs. Fiona Matthews; Mr. Nigel Shore; Mrs. Lin Hoppé 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

Public: 16

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.
Cllr Alan Long DECLARED a NPI against item 8.4 and signed the Register of Interest book.
Cllr Geoff Davies DECLARED a NPI against item 6.3 and signed the Register of Interest book.
3. **To adopt the minutes of the Parish Council meeting held on 12th November and 3rd December 2019**
Both sets of minutes were APPROVED and duly signed by the Chair.
4. **To receive brief verbal reports from:**
 - 4.1 **Ward Councillor**
Cllr Paul Andrews sent his apologies and submitted the following items by email:
 - An update on the s106 plan is that has now been drawn up in a final document and should be with you soon. Just waiting on some costings.
 - Can the public be reminded of the importance of them commenting on Planning Applications as well as the Parish Council.
 - A surgery is planned in February. Date to be confirmed. It will be held in the parish hall and all are welcome.
 - Please report problems with potholes, signs and footpaths directly to BBLP or 01432 261800.
 - 4.2 **Local Police Officer**
Not present.
5. **Open Time**
 - 5.1 **To note matters raised by local residents relevant to the Group Parish**
The following items were RAISED:
 - Who owns the footpath between Cotts Lane and Traherne Close?
 - Is it true that an application is going to be submitted to narrow the footpath LU10?

It was RESOLVED to take item 8.4 next.

- 8.4 **To consider an update on the complaint made regarding the approval of planning application 190279.**
The clerk summarised the situation surrounding the weight of the NDP. It was NOTED that the Herefordshire Planning Officer was wrong to advise that the NDP carried "no weight". It was RESOLVED to submit a formal complaint to Herefordshire Council and to contact the Ombudsman following this. It was further RESOLVED to write to all Herefordshire Council members explaining the situation regarding the NDP; to write to all 15 Parish Councils with NDP's over 2 years old – inviting them to complain and contact the Ombudsman; to write to the MP and to involve HALC and NALC in any correspondence.

Seven members of the public left the meeting.

6. **Global Recreation Scheme**
Community Field:
 - 6.1 **To receive an update from the Community Recreation Group (CRG).**
Mr. Jonathan Jackson gave the following report:
 - No CRG meeting since last PC meeting
 - Clubs have agreed new layout is acceptable so have sent it to TGMS for incorporation into Feasibility Study
 - Have also sent new layout to neighbours for their comment, generally acceptable apart from Stalls Farmhouse but am answering his concerns directly.

- Also liaising with TGMS re impact on wells for neighbours of any groundworks. May have to employ separate Hydrologist.
- PFA has approved draft constitution for CIO which has now been passed to PC legal advisor to enable her to tweak lease. Only change material to PC is that PC representation on PFA is proposed to be in the constitution rather than as a result of Lease.
- We are seeking surveyor to draw up plan for changes on VH side (MUGA, car parking, widening of entrance and roadway etc.) and will then apply for planning permission.

6.2 To consider an update on the lease between the PFA and Parish Council

Now that the new Constitution had been developed, the drawing up of a lease could now proceed for the Community Field, and the present Playing Field lease could be updated. The clerk REPORTED that T.A. Matthews solicitor had approved the Constitution, and that two members of the PC on the PFA was acceptable. It was RESOLVED to approve the number of PC representatives within the new constitution and to proceed with the drawing up of the leases.

Mr. Jonathan Jackson left the meeting.

Play Areas

6.3 To receive an update on the development of Frome Park Play Area and Village Hall Play Area

It was REPORTED that:

- Installation of new equipment for the Village Hall area had begun today.
- The broken equipment would be repaired on the 3rd February.
- Frome Park Play Area works will begin on the 3rd February and should take about 3 weeks to complete.

6.4 To consider wording for the "deterrent signs"

It was RESOLVED that any ideas for wording of the signs should be emailed to the clerk so a decision could be taken on the signs between meetings.

6.5 To consider purchasing gate closers for the Village Hall Play Area

It was RESOLVED that as gate closers were already insitu they simply needed adjusting. It was AGREED to ask the Lengthsman.

6.6 To consider removing two cider apple trees from the Frome Park green space to allow the new play equipment to be installed.

It was RESOLVED to remove the two trees on the condition that new trees are planted once the play equipment is installed.

6.7 To agree to purchase and plant two new trees at the Frome Park green space

It was AGREED to purchase and plant new trees once the play area is finished. Advice will be sought as to which trees are appropriate.

6.8 To agree to remove the current fence along the front of Frome Park Play Area on Feb^{1st} or 2nd

It was RESOLVED to approve the removal of the current fence for a figure of £150.

7. PROWs and Trees

7.1 To receive a Report from the PROW Officer

The PROW Officer REPORTED that she had contacted the Enforcement Officer regarding LU12 (path redirected with no permission) and LU28 (fence erected across the path with no stile). She is still investigating who owns the land on which LU15 runs.

7.2 To consider PROW issues

It was NOTED that the footpath between Cotts Lane and Traherne Close had been cleared of moss by the lengthsman. The owners of the same path at the Cotts Lane end had agreed to keep that end clear.

7.3 To receive a Report from the Tree Officer

The Tree Officer REPORTED on a couple of recent minor applications.

7.4 To consider an update on the trees in Cotts Lane

The clerk REPORTED that Western Power had completed their works; BT had not done any works and the owners of the trees had not responded to the letter from the Parish Council. The clerk had spoken to the lessee of the land on which the trees grow. He did not want further action from the Parish Council as all was in hand.

7.5 To consider the Footpath Diversion (D512)

It was RESOLVED to write a letter in support of this diversion.

- 7.6 To consider requests from parishioners for hedgerows between field to west of Williams Mead and A438 and between Community Field and A438 to be trimmed.
It was RESOLVED to defer the hedge trimming until the late summer cutting period – although to ensure that signs were kept clear.

8. Planning

- 8.1 To receive a verbal report from the Planning Committee
It was REPORTED that application 191875 has been refused.
- 8.2 To note the minutes of the Planning Committee dated 12th Nov and 26th Nov 2019
NOTED
- 8.3 To consider an update from the NDP Review Working Party
Cllr Alan Long gave a brief summary of the NDP Review Working Party Notes – appendices 2 & 3
He the REQUESTED approval for the following items to be carried out:
- Can the working group contact parishioners via FaceBook, email, regular newsletter and leaflet drop?
 - Can the working group have funds of up to £100 to put out a leaflet advertising and explaining the NDP review and situation?
 - Can the clerk apply for NDP grant monies when they become available?
 - Can the clerk obtain quotes from external planning consultants to help with the review?
 - Can the working group press on with finding suitable areas of open land to try and register as Green Spaces?
 - Can the working group advertise that they wish a few parishioners to sit on the working group and as many as possible to offer time and support to the process?
 - Can the clerk contact the 15 parish councils whose NDP's are over 2 years old too, to put pressure on HC to complete their review of the Core Strategy as soon as possible?

It was RESOLVED to approve all of the above requests for action.

- 8.4 To consider an update on the complaint made regarding the approval of planning application 190279 – see minute above.
- 8.5 To note planning application 194384
It was NOTED the application appeared to comply with the Class Q regulations – conversion of agricultural buildings to residential.

9. Highways

- 9.1 To consider an update on the transport S106 monies scheme
Please see minute 4.1
- 9.2 To consider a pedestrian bridge over the River Lugg.
Cllr Alan Long REPORTED that he was waiting for a date to meet Cllr Harrington, Cllr Andrews and Mr. Bruce Evans from Highways on the bridge to discuss the lack of safety for users.
- 9.3 To consider any highways issues for reporting
The following items were NOTED for reporting:
- There is a manhole on the A438 by Tidnor Lane that seems to be causing flooding.
 - The highway has fallen away just downhill from Prospect Cottage – Lumber Lane.
- Parishioner concern over the speed of traffic approaching Bartestree Crossroads was NOTED. This has already been ear-marked in the long-awaited Transport Plan – agenda item 9.1.
- 9.4 To consider purchasing a grit bin and salt for Cotts Lane
It was RESOLVED to purchase a grit bin and salt for Cotts Lane. Both will be delivered to the Parishioner who raised the query for siting and filling. He has kindly agreed to look after the salt and refill the bin as necessary.

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 seemed very healthy at present as 50% of the s106 monies for the Play Area works had been received. These would have gone out of the account by the next report. Even so finances were healthy 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.

10.3 To approve invoices for payment

- 10.3.1 Clerks Salary – January
 - 10.3.2 Clerks expenses £73.78 – previously circulated
 - 10.3.4 Mr. R. Francis – Play Area Weekly Inspections – Nov and Dec £40
 - 10.3.5 Autela Payroll Services - £63.23
 - 10.3.6 HMRC £188.07
 - 10.3.7 Smiths of Derby – Church Clock repair £180
 - 10.3.8 HALC – 2020/21 subscriptions £1270.92
 - 10.3.9 Balfour Beatty – SID hire £169.20
- The above invoices were APPROVED for payment and the cheques were signed.

10.4 To note the following payments made between meetings

- 10.4.1 T.A Matthews – Frome Park Play Area Land Registry fee £40
 - 10.4.2 Creative Play – Village Hall Play Area works 50% deposit as agreed 3rd Dec 2019 £4759.80
 - 10.4.3 Creative Play – Frome Park Play Area works 50% deposit as agreed 3rd Dec 2019 £32,400.00
- The above payments were NOTED.

11. Village Hall

- 11.1 To receive any updates from the Village Hall Representatives – minutes previously circulated
None
- 11.2 To consider the recommendations within the fire detection and fire alarm system check.
It was RESOLVED to forward the recommendations to the Village Hall Committee for action.

12. Playing Fields Association

- 12.1 To receive any updates from the Playing Fields Association Representative
The following items were REPORTED:
The coppice has been cleared; the pavilion gutters cleaned and the picnic tables are being revamped.
- 12.2 To consider the request for a donation of wild flowers seed.
It was AGREED to defer this item.
- 12.3 To consider the request to plant trees on the triangle of unused land by the entrance to the village hall.
It was AGREED to defer this item.

13. Lengthsman

- 13.1 To consider work done/required under the Lengthsman Scheme
It was REQUESTED that the Cotts Lane end of LU11 be cleared.

14. Eco-friendly Working Party.

- 14.1 To consider an update from the Eco-Friendly Working Party.
It was NOTED that the various considerations being discussed were the following agenda items.
- 14.2 To consider the request for funds to produce a leaflet for distribution up to a maximum of £150
It was RESOLVED to approve this request.
- 14.3 To consider the request to purchase recycling bins for the Village Hall Area up to £200
It was RESOLVED to approve this request. They would be for batteries; foil and crisp packets. It was NOTED that the KOP Group would empty the bins. Concern was raised regarding the potential hazards of sorting out the binned materials – this was noted as an issue to be addressed by the KOP Working Group.
- 14.4 To consider declaring a Climate Emergency within the Parishes
It was RESOLVED to declare a Climate Emergency within the Parishes.
- 14.5 To consider setting up a Facebook page for the KOP group and the PC
It was RESOLVED to set up Facebook pages for the PC and KOP group. These would be managed by the clerk.

- 15. To consider the way forward for the green central reservation in Traherne Close.
It was RESOLVED that if the Traherne Residents were to buy this area of land from the current owner and were to agree to continue to pay for the annual maintenance, the PC would take over the ownership of it – as originally agreed at the meeting on 9th July 2019 - item 9.4.

16. Correspondence

None

- 17. To consider the outstanding actions and updates table if necessary.
None

29/19

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]**
Energy Efficiency Certificate
20. **To Note the Date and Time of the next Scheduled Parish Council Meeting – Tuesday 10th March 2020 at 7.30pm.**
NOTED

A resolution will be passed to exclude the press and public from the following confidential item – Employment Matters

21. **To consider the clerks annual review.**
The Clerk's annual review was discussed and approved. The Clerk was thanked for her hard work.

The meeting closed at 10.04pm

Signed: _____

Dated: 10-03-20