

BARTESTREE WITH LUGWARDINE GROUP PARISH COUNCIL

**MINUTES OF THE MEETING OF THE PARISH COUNCIL HELD ONLINE VIA ZOOM – DUE TO THE
CORONAVIRUS PANDEMIC
ON TUESDAY 10th NOVEMBER 2020 AT 7.30 PM**

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

In attendance: Mrs. E. Thomas – Parish Clerk

Public: 4

1. **To receive apologies for absence**
None
2. **To receive declarations of interest and applications for dispensations**
Cllrs: R. Williams and N. Shore DECLARED NPI's against item 6.1 and 13.
Cllr F. Matthews DECLARED a NPI against item 6.1 and 12.
The clerk SIGNED the Register of Interest book on their behalf.
3. **To adopt the minutes of the Parish Council meeting held on 8th September and 14th October 2020**
The minutes were APPROVED and duly signed by the Chair.
4. **Open Time - To note matters raised by local residents relevant to the Parish**
None raised
5. **To receive brief verbal report from the District Councillor**
Cllr Andrews had emailed his apologies along with a brief report which included the following items:
 - Talks are still ongoing with regard to the traffic outside St Mary's.
 - There is a new system coming in with regards to how S106 monies allocated.
 - The Police SNT team will endeavour to make a parish meeting if requested
6. **Global Recreation Scheme**
Community Field:
 - 6.1 **To receive an update from the Community Recreation Group (CRG).**
The following update was RECEIVED by email from Mr J. Jackson.
The new Charitable Incorporated Organisation is official and registered with the Charity Commissioners. The Independent Examiner is being changed as the present one is moving house. Once the new person is settled in, the assets will be transferred to the new CIO and the current charity closed down. The Members of the Committee have been very busy but hopefully things will move along shortly.
 - Play Areas**
 - 6.2 **To consider an update on issues with the new Frome Park and Village Hall Play Equipment and the inspection by RoSPA and next steps – Appendix 1 and 2**
It was REPORTED that RoSPA had undertaken their inspection and found several non-compliant aspects to the installations by Creative Play. It was AGREED that the RoSPA reports should be sent to Creative Play with the request that they rectify all issues noted immediately. Should this not occur it was AGREED that the clerk could pursue the next steps of following Creative Play's complaints procedure, alongside contacting all directors of the company. The Clerk could also contact Trading Standards and an Ombudsman. It was NOTED that RoSPA have offered ongoing advice on the matter. It was further AGREED that the current Playground Inspector be contacted to explain why their annual report for the play area differs so much from that of RoSPA. It was AGREED that the clerk should check that RoSPA is happy for the play area to remain open while the above discussions are ongoing. If so then a risk assessment of the area will be undertaken.

It was NOTED that the Play Area had had a very positive effect on the Local Community.

7. PRowS and Trees

7.1 To receive a report from the PRow Officer

The report included the following items:

- LU15 stile kit has been received by the clerk and will be installed soon.
- The PFO will endeavour to obtain support and reapply for the path from the Western end of Hagley Park to the NW corner of the adjacent field to be upgraded to a PRow and added to the Definitive Map.
- Has the Diversion Order for LU10 been applied for? No.

7.2 To consider PRow issues

The following issues were RAISED:

- LU5 is still flooding – it has been reported to Balfour Beatty and Cllr John Harrington

7.3 To consider installing a kissing gate on LU13 by Hagley Court Cottage

It was AGREED not to take this further.

7.4 To consider replacing the stile on LU7 behind the chapel on Lumber Lane

It was NOTED that a stile kit has recently been delivered and will be installed when the fence is replaced.

7.5 To receive a report from the Tree Officer

The tree officer was not present

7.6 To consider the request to support national "Tree Week" by supplying some trees for planting in the Parishes

It was AGREED that Cllr Wilson would contact the school to see if any other teacher wanted to complete the tree project started.

7.7 To note the Public Path Diversion Orders for Footpaths BJ2 (Part) and LU8 (Part) – Appendix 3 and 4

NOTED

8. Planning

8.1 To receive a verbal report from the Planning Committee

It was REPORTED that two applications had been looked at tonight – both had been supported.

8.2 To note the minutes of the Planning Committee dated 13th August and 8th September 2020

NOTED

8.3 To consider an update from the NDP Review Working Party – Working Party members and Call for Sites

It was REPORTED that the Call for Sites had now closed. 27 sites had been submitted for consideration. These are with the NDP Consultant for ranking. It was AGREED that the clerk should send the clerk updated information on the sites included within the SHLAA.

8.4 To note the submissions to the White Paper "Planning for the Future" consultation.

It was NOTED that three responses were submitted.

9. Financial Matters

9.1 To receive the November report and financial statement from the RFO – incl. spend against budget. Appendix 5

The clerk REPORTED that healthy for the time of year. The report was APPROVED as evidence of budget monitoring and bank reconciliation.

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

The bi-monthly report showed that accounts are in order.

9.3 To consider the following invoices for payment:

9.3.1 Clerk's November Salary

9.3.2 Clerk's expenses £134.32 – previously circulated

9.3.3 RoSPA Play Safety – Post Installation inspection report as agreed 14/10/20 £474

9.3.4 Laurie White – NDP Mapping books as agreed 14/10/20 £31.99

9.3.5 The Noticeboard Company – Lumber Lane Notice Board £1900.92

9.3.6 Herefordshire Fire Protection – Fire Extinguisher check £193.08

9.3.7 ITSA Marine – Lengthsman maintenance – October £300

9.3.8 Mr. R. Francis – Playground Inspections £90

The above invoices were APPROVED for payment.

9.4 To consider the draft budget and precept for 2021-22 – Appendix 6

It was RESOLVED to approve the budget and precept for 2021-22

10. Highways**10.1 To consider an update on the transport S106 monies scheme and the formal complaint**

The clerk REPORTED that she had not received an update to give.

10.2 To note any highway issues for reporting.

The clerk AGREED to try and find out how much longer the investigation into Balfour Beatty would take.

10.3 To consider issues raised by parishioners at the last meeting

10.3.1 Speeding through the villages

10.3.2 Tractors causing issues on the highways

10.3.3 Verges and over-hanging hedges causing issues for pedestrians

10.3.4 Highway issues caused by school traffic

10.3.5 Poor road markings and issues caused by speeding on the approach to Bartestree from Ledbury on the A438.

It was REPORTED that the Parish Council have been fighting long and hard on all of the above issues for a number of years. The Parish Council is grateful for any parishioners who also log these issues with Balfour Beatty and the Safer Neighbourhood Team. The clerk REPORTED that she had received details from the Safer Neighbourhood Team of an online way to report speeding vehicles to the police. It is known as #operationsnap. Parishioners should report offences at <https://www.westmercia.police.uk/operationsnap>

It was NOTED that a Community Speed Watch Group is in the process of being set up. If any parishioners wish to join they should contact the clerk.

It was AGREED that the clerk should write to Court Farm in Hampton Bishop to request their contractors take more care when driving through the parishes.

10.4 To consider the maintenance of the trough to the side of the A438 in Lugwardine.

Cllr Alan Long AGREED to maintain the trough. He was thanked.

2 parishioners left the meeting

11. To clarify the reasons for holding extra-ordinary meetings.

The clerk REPORTED that it is necessary to be able to call extra-ordinary meetings to allow Parish Council business to proceed – with the minimum required notice being three clear days. Over the past three years, a maximum of 2 extra meetings have been called a year. The clerk AGREED to make clear the reasons for needing an extra-ordinary meeting when she sends out the agenda.

12. Village Hall**12.1 To receive any updates from the Village Hall Representatives**

It was REPORTED that the emergency fire lights need replacing. It was AGREED that the Parish Council would pay to replace four lights. The remainder will be discussed in January.

13. Playing Fields Association**13.1 To receive any updates from the Playing Fields Association Representative**

It was REPORTED that general maintenance is ongoing. It was REPORTED that the PFA are considering allowing a permissive route for dog walkers around the edge of the field. Issues has also been raised with members of the public flying models above the fields.

14. Lengthsman**14.1 To consider any Lengthsman tasks that need undertaking.**

The following items were NOTED:

Bolts on the back of notices need shortening and/or capping; LU15 stile and Lumber Lane Notice Board installation.

15. Eco-friendly Working Party.**15.1 To consider an update from the Eco-Friendly Working Party.**

It was REPORTED that the bins are heavily used.

16. Lugg Bridge**16.1 To consider an update from the pedestrian/cycle bridge over the River Lugg working party**

It was REPORTED that the slogan LikeLuggLink was now being used. A FaceBook page is in operation under this heading. The group would like to encourage as many parishioners as possible to write to Cllr John Harrington and Mr Bill Wiggin MP requesting action is taken with regard to pedestrians using the bridge. Thanks were given to Cllr Long for his efforts.

19/20

17. Church Clock

17.1 To consider the church clock maintenance

It was AGREED to defer this item. It was NOTED that the clock has not been working this week.

18. To consider submitting a response to the Herefordshire Council Review of Current Arrangements for Dealing with Code of Conduct Complaints

It was AGREED that individual Councillors should respond to the consultation as they see fit.

One parishioner left the meeting

19. Correspondence

The clerk REPORTED that she had received a query about Parish Council procedures and four FOI requests.

20. To consider the outstanding actions and updates table if necessary.

None

21. To Receive Questions from Councillors (tabled 7 days prior to Meeting)

None

22. To Raise Items for the next Scheduled Parish Council Meeting [no discussion]

Issues caused by dog mess: Funding for signage and leaflets for the LikeLuggLink group. An update on enforcement measures at Orchard Vale.

23. To Note the Date and Time of the next Scheduled Parish Council Meeting – Tuesday 12th January 2021 at 7.30pm

NOTED

A resolution was passed to exclude the press and public from the following confidential item

One remaining parishioner left the meeting

24. To consider the clerk's annual appraisal.

The clerk's successful annual appraisal undertaken on the 3rd November was discussed.

The meeting closed at 21.20

Signed _____

Dated: 12-01-21