

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 9th MARCH 2021 AT 7.30 PM**

Present: Councillors: Mr. G. Davies (Chair); 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
Mr. J. Jackson – Secretary for the Community Recreation Group

Public: 1

1. **To receive apologies for absence**
Apologies were RECEIVED and accepted from Cllrs: David Evans and Mrs. Wendy Soilleux. Cllr. Soilleux is experiencing IT issues and will join the meeting as soon as possible.
2. **To receive declarations of interest and applications for dispensations**
Cllrs: R. Williams, N. Shore and F. Matthews DECLARED NPI's against item 6.1, 12 and 13. The clerk SIGNED the Register of Interest book on their behalf.
3. **To adopt the minutes of the Parish Council meeting held on 12th January 2021**
The minutes were APPROVED and duly signed by the Chair.
4. **Open Time - To note matters raised by local residents relevant to the Parish**
The following items were RAISED:
 - What was the situation with yellow lines being installed?
 - What was the effect of the recent information, regarding phosphates in the River Lugg, on the NDP review?
 - The Rev. Simon Tarlton would like to deliver a presentation to the Parish Council regarding an eco-collaboration pilot.

Cllr Wendy Soilleux joined the meeting and took over as Chair.

5. **To receive brief verbal report from the District Councillor**
The Ward Cllr has given a written report as he will no longer be attending Parish Council meetings. His report included the following issues:
 - I am glad to see that the pooling issue outside Ashley House has been rectified and would like to thank Cllr John Harrington on his assist with getting this job completed. *It was NOTED this is still ongoing as a further blockage has been found – the situation is being monitored.*
 - I would like to thank all the residents of the parish that replied to the consultation regarding the proposed crossing in Lugwardine. Hopefully the result will be published soon.
 - My last point is that I am having discussions with the council on TTRO's in the parishes. These will be presented to the parishes before being installed. *It was REQUESTED that the PC are involved in these discussions and not just informed when they are decided.*

The Ward Cllr was thanked for his report and it was REQUESTED that he provide an update on the situation of phosphates in the River Lugg and the possibility of an Eastern Bypass.

Cllr Fiona Matthews briefly left and then rejoined the meeting during item 6.1

**6. Global Recreation Scheme
Community Field:**

6.1 To receive an update from the Community Recreation Group (CRG).

The Council received a report from Mr J. Jackson – Appendix 1

It was REQUESTED that the Parish Council pay for the monthly mowing that will be needed in order to open the field to the public. It was AGREED to consider this at the May meeting. It was also AGREED that the Parish Council could assist with insuring the field until the new Charity Status had been formally assumed. It was confirmed that there would be no vehicular access onto the field – apart from maintenance and mowing vehicles.

Mr. Jonathan Jackson left the meeting

Play Areas

**6.2 To consider an update on issues with the new Frome Park and Village Hall
Play Equipment**

It was NOTED that all repairs had now been satisfactorily undertaken. It was NOTED that Creative Play would also undertake the annual safety check this year – free of charge – and make good any subsequent issues if any arose. It was AGREED to accept this offer.

6.3 To consider the Play Area Checks tenders received for 2021-22

It was REPORTED that one tender had been received from Mr. R. Francis. It was AGREED that he should continue with the checks for the coming year.

7. PRowS and Trees

7.1 To receive a report from the PRow Officer

The report included the following items:

- Several footpath roundels had been replaced.
- Evidence forms for the footpath across Hagley Park were being collected in order to submit a Definitive Map Modification Order.
- The branch fallen across LU15 is due to be cleared by the lengthsman this week
- The footpath post for LU10 has been delivered and will be installed this week.
- LU5 has been cleared to hopefully prevent further flooding. This will be monitored.

7.2 To consider PRow issues

None raised

7.3 To receive a report from the Tree Officer

The Tree Officer had emailed his apologies and had nothing to report.

7.4 To consider the continuing issue of dog mess on the footpaths and to consider installing more bins.

The clerk REPORTED that she could find no-one who would empty a bin with dog waste in. It was AGREED to put up more posters and signs. It was AGREED that these posters should be a positive message to parishioners to clean up to enhance the parishes. It was AGREED that the clerk would continue to investigate options and that she would ask the Ward Councillor to assist in putting pressure on Balfour Beatty and Herefordshire Council to empty bins. The clerk REPORTED that she had received details of an app that parishioners could log dog waste offences on. She would circulate this on FaceBook.

8. Highways

8.1 To consider an update on the transport S106 monies scheme

No update had been received. It was AGREED that the clerk should arrange a Zoom meeting with Cllr Harrington and the Head of Highways for Councillors to express their concern that 4 years have gone by since the Parish Council opened

discussions on this. There were only a maximum of 6 years remaining before the money would be returned to the developer if unspent.

8.2 To consider an update on the recent highway consultation by Herefordshire Council with regards a crossing by St Mary's School.

No update had been received. Concern was raised that whilst the decision to undertake the consultation over the Christmas and New Year period (closing on 10th January) was forced upon the Parish Council, it was now 9th March and the urgent issue (according to Herefordshire Council) of the consultation result has still not been published.

8.3 To consider an update on proposed yellow lines at the entrances to Lumber, Cotts & Rhystone Lanes and Traherne Close.

No update had been received. Concern was again raised that despite the Parish Council consulting local residents on this matter, no feedback and no action has been forthcoming from Herefordshire Council.

8.4 To note any highway issues for reporting.

The following items were RAISED for reporting:

- Could the possibility of drop kerbstones be looked at, at the entrance to Malvern Place?
- Cotts Lane is still flooding outside Parklands.

8.5 To consider the possibility of Herefordshire Council building an Eastern Bypass

It was AGREED that the Parish Council need to keep a careful eye on this and be ready to put together a working party when needed.

9. Planning

9.1 To receive a verbal report from the Planning Committee

It was REPORTED that one application (210129) had been discussed and supported at the meeting earlier this evening. The possible affect on application 200886 was NOTED

9.2 To note the minutes of the Planning Committee dated 23rd February 2021

NOTED

9.3 To consider an update regarding the gap in the fence at Orchard Vale

It was REPORTED that a fence had been put in the gap by KeepMoat.

10. NDP

10.1 To consider an update on the recent informal parish wide NDP consultation.

It was REPORTED that the consultation was due to close next Monday. At present approximately 17% of responses had been returned.

10.2 To consider paying the clerk overtime for the extra hours involved with this consultation.

It was AGREED to pay overtime claimed for this work.

10.3 To consider paying the Planning Consultant an additional fee for writing a report on the recent consultation.

It was REPORTED that the writing of this report was not included in the original fee. The clerk was collating all the results so the fee would be as low as possible. An exact quote would be sought once all the responses are in. It was AGREED that the consultant should proceed with writing a report.

10.4 To consider the recent communication with regards NDP's that fall in the Lugg Catchment Area.

The clerk REPORTED that due to the high levels of nitrates and phosphates in the River Lugg, the NDP review could no longer submit a Basic Condition Statement and Habitat Regulation Assessment to fit the necessary criteria. This means that until this is resolved between Herefordshire Council and Natural England, the review cannot progress to Regulation 16. There is no timeframe given on when this is expected to be resolved, however the advice from Herefordshire Council is to

proceed with the review up to Regulation 16 submission. The review can then be paused until the issues are resolved. It was AGREED that this was sensible and that the informal consultation should progress to Regulation 14 as planned.

11. Financial Matters

11.1 To receive the March report and financial statement from the RFO – incl. spend against budget. Appendix 2

The clerk REPORTED that finances were healthy. It appeared that some budget areas are overspent – all have previously been reported on. As it is coming up for the year end, the clerk reminded councillors of these areas:

- Clerk's expenses – purchase of a new laptop
- Play area annual inspections – due to need to get RoSPA to check FPPA
- Mowing of Community Area – reimbursed for 50%
- Service of Church Clock – reimbursed 50% and paid in advance.
- Insurance – increase due to new play equipment – accounted for in next budget.
- Noticeboards – reimbursed by S106 money.
- NDP – Covered by grant

Likewise, the income appears to far exceed that expected. This is due to the S106 reimbursement in April as well as subsequent S106 reimbursements as well as the NDP grant. All have been previously noted.

The report was approved as evidence of budget monitoring and bank reconciliation

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

It was REPORTED that the report was accurate.

11.3 To note the following payments made under clerk's delegated authority

11.3.1 Clerks February Salary

11.3.2 NDP Postage (as agreed via email) £726

NOTED

11.4 To consider the following invoices for payment:

11.4.1 Clerk's March Salary

11.4.2 Clerk's expenses £127.98 – previously circulated

11.4.3 Rob Francis – Play Area checks January and February £80

11.4.4 HALC 2021-22 Subscription £1333.46

11.4.5 Print Giants Ltd – NDP Consultation leaflets £294

11.4.6 HFAS – Emergency Lighting Service Oct/Nov 2020 £342

11.4.7 BeSecure – Replacement Emergency Lighting - £677.28

11.4.8 Wendy Soilleux – Laminator as agreed £45.99

11.4.9 HMRC PAYE £193.68

The above invoices were APPROVED for payment.

12. Village Hall

12.1 To receive any updates from the Village Hall Representatives

It was REPORTED that all was quiet at present.

13. Playing Fields Association

13.1 To receive any updates from the Playing Fields Association Representative

It was REPORTED that:

- General maintenance was ongoing.
- Football and cricket would be re-starting shortly
- Dog signs showing the permissive path for dog owners would be going up shortly.
- Bollards were in place to stop cars driving on to the pitches
- Temporary sponsorship banners would be displayed during cricket matches.
- A new electronic scoreboard will be erected on the cricket pitch. It was NOTED that planning permission would be needed for this. It was AGREED that the Parish Council would ~~pay~~ the planning application fee.

Submit

04-05-21.

14. Lengthsman

14.1 To consider the Lengthsman tenders received for 2021-22

It was REPORTED that one tender had been received from Mr. A Thomas. It was AGREED to appoint him as lengthsman for the year 2021-22.

14.2 To consider any Lengthsman tasks that need undertaking.

None – other than those mentioned under item 7.1

14.3 To consider the Mowing tenders received for 2021-22

Three tenders had been received for this role. It was RESOLVED to appoint Mr. Dan Squire for a further year as his quote was the best value and he gave excellent service.

Mrs Barbara Shore joined the meeting as a member of the Eco-friendly Working Party

15. Eco-friendly Working Party.

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

The following update was given:

- Bins were being emptied more frequently
- The group had been on the radio advertising the scheme
- Looking at other aspects of eco-friendly initiatives such as 15.2

15.2 To consider wildflower verges in the parishes

It was REPORTED that there were two different schemes being looked at:

- Single cut only verges (Cut a metre-wide strip, leaving the back to grow taller)
- Growing wildflowers on the verges but being mindful of visibility.

It was AGREED that the eco-friendly working party should investigate both options further. The clerk will contact the Locality Steward to help set up a meeting regarding the single-cut verges. The eco-friendly working party will contact the "Verging on Wild" group for advice on growing wildflowers.

Mrs Shore left the meeting

16. Correspondence

The clerk REPORTED that she had had various communications with Parishioners regarding the NDP review; potholes; highway issues and dog mess. Parishioners were grateful of the assistance of the Parish Council and happy there was someone they could contact who promptly replied to them.

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

None

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]

None

20. To Note the Date and Time of the next Scheduled Parish Council Meeting – Tuesday 11th May 2021 at 7.30pm

The clerk REPORTED that Central Government has not yet extended the right for Parish Councils to meet online past 6th May 2021. The clerk will confirm nearer the date where the next meeting needs to be held. It was NOTED that the meeting would be preceded by the Annual Parish Meetings.

The meeting closed at 21.30

Signed: _____

Dated: 04-05-21