



Bartestree with Lugwardine Parish Council

Minutes of the Parish Council meeting held on Thursday 6th February 2025 at 7.00pm in the Bartestree Village Hall.

Minutes

Present:

Councillors: Siobhan Green, Fiona Harris, Wendy Soilleux (Chair), Paul Wargent, Ron Williams, David Welton, David Evans, Andrew Thomas, Jennifer Karayiannis & Paul Hodges.

In Attendance:

Parish Clerk - Richard James
Public – 4 Members of the Public

1. To receive apologies.

To Note – Apologies were received from Cllr Polly Smith.

2. To receive declarations of interest and written requests for dispensations.

To Note – There were no declarations of interest and written requests for dispensations.

3. To approve the minutes of the meeting held on the 07.11.24 & 16.01.25.

Resolution – The minutes of the meeting 07.11.24 was approved and duly signed by the chair after the word change. The minutes of the 16.01.25 meeting were presented. Council Cllr Welton ~~wanted~~ requested a wording change for better clarity regarding item 15.2. Council agreed for this new wording and the minutes were duly signed.

4. Open Session.

Ward Member.

The ward member was not present and there was no written report on this occasion.

Public.

Q1. A local resident asked if the Parish Council could gift the Village Hall to the Village Hall Committee.

A1. The simple answer was yes, but the Parish Council is not going to, as the Parish Council want to protect the whole area, the Village Hall, Football Pitches, Cricket Square and Christopher Gibbons field in perpetually for the whole community. This will be done by turning into a community asset.

To Note – This question was noted by the Council.

5. Financial Matters

5.1 - Unity Bank Main Statement - January 25 - £41,492.40

5.2 - Unity Bank Saver Statement - January 25 - £118,888.85

To Note – The Council noted the bank statements.

5.3 - Budget Monitoring - January 25

5.4 - Monthly Bank Transactions - January 25

Resolution – The Council approved and adopted (5.3) & (5.4).

6. To Approve Payments.

	Payment	Net	Vat	Total
6.1	Clerk Salary – Tax & NI – February 25	As per Contract		
6.2	HALC - Subs 25/26 – H5006	1515.37	303.07	1818.44
6.3	PureClean – Bus Shelter Cleaning	60.00	12.00	72.00

Resolution – All the payments including the additional invoices were approved for payment.

7. Working Groups.

7.1 - Christopher Gibbon Field.

Cllr Green gave a brief report about the ongoing progress of the Christopher Gibbon Field. Cllr Green had met with the school children who had come up with several good ideas for equipment.

a) Planning

The Clerk reported that planning permission was not required unless any of the equipment was over 3.9m in height.

b) Public Consultation

The Clerk reported that there needs to be an information leaflet sent to every household explaining the project and the cost implication on a Band D council tax figure.

c) Public Meeting

The Clerk reported that public meetings have to be held, again to explain the project, and its cost and to allow the public to ask questions.

To Note – This was noted by the Council.

7.2 - Highways & Infrastructure.

Cllr Harris gave a brief report,

Traffic Calming measures - The design tender is complete and has been awarded to a consultancy. Gregg was meeting with them and getting things moving on the Wednesday before the meeting. He hopes that the design completion will be ready by the end of March and then it will be passed to Highways for internal review/amendment. Then it will come back to us for the beginning of May for Council to agree for the works to go ahead, hopefully in the school summer holidays (lightest traffic period).

Cllr Harris then asked if she could start the process of organising two further projects.

- The first being a new footpath/cycle track from the Lugg bridge to the Cock of Tupsley.

- The second being improvements to the A4103 and A465 junction (Bromyard Road).

Resolution – *The Council noted this report and approved for Cllr Harris to progress both the projects.*

7.3 - Environment.

a) Glebeland – Rural Group

Cllr Evans reported that there was a local rural group who wanted to plant bulbs and shrubs on the Glebeland. However, they have now pulled out of the idea, because they required an answer that day and the Clerk said this matter needed to go to Council for approval.

To Note – *Council noted this.*

b) Recycling Bin

The whole recycling issue was discussed with after the Clerk reporting back that the recycle bin could have separate compartments. The Council could have the bin customise to take “foil waste” but ideally the Council needs to agree what they would like to recycle. There was concern expressed that Councillors should not be emptying bins, and the Council needs to find a solution where the waste is commercially picked up.

Resolution – *Council agreed to investigate this further with costings.*

8.4 - Play Areas.

Cllr Soilleux said there were no changes to report.

To Note – *The Council noted this report.*

8.5 - Finance & Admin.

a) Monthly Budget Monitoring Review.

The Clerk reported that he had gone through all the Monthly Budget Monitoring sheets for the whole year with the lead of the Finance & Administration Working Group and the only discrepancy found that there was two headed September, and one was meant to be October, this was immediately rectified.

To Note – *The Council noted this.*

8.6 - Communications.

Cllr Welton, said there needs to be a meeting soon, as it has work to do on the Christopher Gibbons field consultation leaflet.

To Note – *The Council noted this.*

8. Planning Committee Report.

Cllr Soilleux reported the decisions of the Planning Committee and asked the Clerk to submit their comments to Herefordshire Planning.

To Note – *The Council noted the Planning Committee’s report.*

8.1 – Planning Committee membership.

Cllr Soilleux reported that Cllr Smith had stood down from the Planning Committee and the place ideally needs to be filled. Cllr Hodges attends the meeting as the Tree Warden, and he said he would officially become a member of the Planning Committee.

Resolution – *The Council agreed for Cllr Hodges to be appointed to the Planning Committee.*

9. Lengthsman Report.

- a) Work for January 25.
- b) Annual programme of Works

The Clerk reported that the Lengthsman was mapping the drains in the Parish and had already taken over 75 pictures. Cllr Smith had done an annual programme of works and the Clerk was currently converting into a map format.

To Note – *The Council noted the report.*

10. Parish Matters.

10.1 - Community Speed Watch.

Cllr Harris asked if she could have permission to add the flyer to the parish magazine to recruit volunteers.

Resolution – *The Council agreed for an advert to be put in the local magazine asking for volunteers.*

10.2 - Blister Pack Recycling Scheme Update.

The Clerk reported that the two bins had now been purchased and taken to Cllr Smith's. The Clerk said he had just printed some labels for the bins and had given them to Cllr Hodges.

A question was asked where the bins were going to be sited, the Clerk reported one bin was going at the Church and the other in the Village Hall. Cllr Harris said she would enquire on whether the hairdressers would have a bin.

Resolution – *The Council agreed for Cllr Harris to enquire with the hairdressers.*

10.3 - 80th Anniversary of VE day.

- a) Event Working Group

Cllr Soilleux reported that this event should take place, as the 80th Anniversary of D-Day was well attended. Cllrs Karayiannis and Soilleux agreed that they would lead in organising the event.

To Note – *This was noted by the Council.*

10.5 - New Locality Steward.

The Clerk reported that the new locality was Mike Gill and he was hoping to meet with him soon.

To Note – *Council noted this.*

10.6 - Football Club – Annual Lease

It was mentioned that in the past the Football Club had been given an annual Lease to use the Christopher Gibbons Field football pitch.

The Clerk reported this had previously been done via a letter, Cllr Welton said this needs to be looked into further especially as there is so much going on about issuing new leases.

Resolution – *The Council agreed to look into this matter further.*

11. Safer Schools Programme.

The Clerk reported that he had received the following email reply from Sameer Nadeem.

“From my point – the technical side of things, the vehicle restriction order process is complete and is ready to publicise however before advertisement we need to install some multi-modal sensors to gather the baseline data, this will allow us to determine once the scheme is live how effective the restrictions are.

The draft preliminary designs for improvements to the entrance of the Village Hall and the crossing on Hereford Road have been received by the designers which will require review and amendments before we can share with Cllr members. However, I would like to reiterate that although it has been quiet over the last few months, progress is steady, and I can assure you the scheme will be happening albeit the rumours you have heard”.

Cllr Green added that she had also spoken with Sameer, and he explained that they have now located locations for the vehicle sensor cameras. One of which will be looking from the Village Hall up the footpath along the side of the school.

To Note – Council noted the comments from Sameer.

12. Parish Council Strips of Land update.

Cllr Welton reported that the matter was now progressing, and the official receiver has now released the papers. It is hoped these strips of land will be transferred to the Parish Council in the next few months.

To Note – This was noted by the Council.

13. Lengthsman Scheme 25/26.

14. PROW Scheme 25/26.

15. Drainage Scheme 25/26.

The Clerk reported that items 13, 14, and 15 could be taken together, the Clerk was looking for the authority to submit an expression of interest in all the schemes without having to come back to Council for approval delaying time.

Resolution – The Council agreed to give the Clerk the authority to do this.

16. Future Agenda Items

- Flooding
- Kerbs and Verges
- Bulb planting areas around the Parish

The Chair reported updates on the following:

- Water Pressure – Welsh Water has refurbished the Main Valve in the Wilcroft Park and residents have reported that the water pressure is more constant.
- Hedge on the corner of Wilcroft Park – Spoke with resident, it is on their list of things to do, but they are a busy young couple.

The meeting was closed at 8.35pm.



Signed:

Cllr Wendy Soilleux
Chair of the Parish Council

Dated: 6th March 2025