

BARTESTREE WITH LUGWARDINE GROUP PARISH COUNCIL

MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 8 NOVEMBER 2016 AT 7.30 PM IN BARTESTREE VILLAGE HALL

Present:

Councillors: Cllrs Mrs W Soilleux (Chair); G Davies; R Williams; P Wargent; M Wilson; Mrs J Karayannis; Mrs L Hoppé and D Forrest

In Attendance:

Mrs E Wilson (Parish Clerk/RFO); Mr Mike Jelf

Members of the public: 11

1. To Accept Apologies for Absence

Cllrs N Shore, S Garner and D Greenow (Ward Councillor)

2. To Adopt the Minutes of the Meetings held on Tuesday 13 September and 13 October 2016

The Clerk confirmed that the Minutes had previously been circulated to Council Members

Resolved: The Minutes were adopted and signed by the Chair

3. To Receive Declarations of Interest and Applications for Dispensation

None

4. Planning

4.1 To Receive a presentation from Mike Jelf of Bell Homes re development at Quarry Fields, Lugwardine

Comments: Mr Jelf provided large maps showing the proposed layout of the development and addressed queries raised by the Parish Council and the public.

With regard to Trees/Planting nothing has been drawn up as yet and will be dealt with at a later date, once the housing design and layout has been done. Bell Homes will contact Herefordshire Council for guidance on this aspect of the development. In the event that any existing trees are felled, replacement trees will be planted elsewhere on the site to compensate. The western boundary will be hedgerow.

Plots 11,12 and 13 will be bungalows.

Mr Jelf will look into the potential for a cycleway. There is no decision relating to the pedestrian walkway near High House at the moment, although much discussion has taken place with Herefordshire Council.

Mr Jelf confirmed that he would be willing to attend a possible site visit with existing residents in the area.

Due to the number of houses, allowance has been made for larger gardens to the properties rather than creating public open space or a play area. Mr Jelf confirmed that he would discuss this point with the Herefordshire Council Planning Officer

Arrangements will be made for a public consultation just after the Christmas break.

Resolved: Mr Jelf was thanked for his presentation

4.2 To Receive a verbal Report from the Planning Committee

Comments: The Chairman reported on the Planning meetings held since the last scheduled Meeting and remarked on the various applications and decisions relating to planning matters, details of which are contained in the Minutes of the Planning Meetings.

Resolved: Noted

4.3 To Note the Minutes of the Planning Committee dated 13 September, 11 October and 25 October 2016

Resolved: Noted. The Minutes had previously been circulated to all Councillors

5. **To Receive Brief Verbal Reports from:**
 - 5.1 **District Councillor**
In the absence of Cllr Greenow no Report was given
 - 5.2 **Local Police Officer**
In the absence of an Officer no Report was given
6. **Neighbourhood Development Plan**
 - 6.1 **To Note the Referendum Results**
Comments: 435 votes for 17 against. The Parish approved the Plan.
Resolved: Noted
 - 6.2 **To Consider Winding Up of Grant No 3**
Comments: The amount received was £1,350. Of that a balance of £1,150.44 was not used and must be returned by 1 December 2016. The total spend for the Neighbourhood Development Plan was £5,922.25, all of which was provided by grants obtained from central government
Resolved: Noted
 - 6.3 **To Consider and discuss the future of the Steering Group**
Comments: Herefordshire Council have recommended that we wait until the Plan has been finally adopted before disbanding the Steering Group
Resolved: Deferred to next Scheduled Meeting
7. **Open Discussion – To Note Matters Raised by Local Residents Relevant to the Parish**
Comments: A resident of Longworth Lane pointed out that a condition of the recent development was to install pavements but 12 months later nothing has materialised. There is also trouble with blocked drains near Gateway Nursery and Hagley Park. The resident was advised that the pavement had been held up due to the Gladman appeal and staffing issues at Herefordshire Council. Councillors will start to apply pressure to Herefordshire Council to enforce the Condition.
Resolved: The Clerk will ask Balfour Beatty to investigate the matter and refer them to Cllr Forrest, who will clarify the problems arising
8. **Financial Matters**
 - 8.1 **To Receive a Report from the RFO**
The RFO gave a report and commented that bank balances to date were in order. As at 28 October 2016 the balance in the Community Account was £24,151.81. The Business Premium Account balance was £23,938.52.
The RFO advised that as from 5 December 2016 interest on the Business Premium Account will be reduced to 0.00%
The Finance Notes including payments made and income received since the last meeting was previously circulated
Resolved: The Financial Report was noted and accepted by the Council
 - 8.2 **To Receive a Report from the Finance Working Group**
Comments: A Report of the Meeting held on 2 November 2016 was previously circulated
Resolved: Noted
 - 8.3 **To Consider Recommendations made by the Finance Working Group**
Resolved: The following recommendations were agreed (numbered as in the Report)
 - (1) It was agreed to instruct Autela to deal with PAYE matters
 - (4) It was agreed to continue with the Lengthsman Scheme
 - (5) See Item 9 below
 - (7) See Item 22 below
 - 8.4 **To Consider and Agree:**
 - 8.4.1 **Payments made since 13 September 2016 [As listed on Finance Notes]**
Resolved: Noted
 - 8.4.2 **Payment of outstanding Invoices [As listed on Finance Notes]**
Mr M Dyer – P3 (088) £312.00; Bartestree Village Hall – Contribution to Lighting (089) £1,989.21; PIP Printing – NDP – Leaflets, Posters (090) £134.19;

Herefordshire Fire Alarm Services - Service and Repair (091) £121.20; Daniel Squire – Hedge Cutting (092) £348.00; Daniel Squire – Mowing (092) £108.00; Grant Thornton – Audit fee (093) £240.00; Eve Wilson – Expenses (094) £25108; Mr R Francis – Play Area Inspection (095) £40.00; Ryman's – NDP – Plastic Pocket Folders (096) £15.70

Resolved: Noted and agreed

9. To Consider and Agree Mowing and Hedge/Tree cutting Contracts for 2017/18

Comments: A comparison of quotations received had been previously circulated

Resolved: Daniel Squire will be instructed to continue with the Mowing and Hedge/Tree Cutting Contracts for 2017/18

10. Village Hall Entrance – To Consider method of funding for the widening of the entrance

Comments: There was lengthy discussion in connection with this item. Possible sources of funding include S106 Monies, Parish Funds and a loan from the Public Works Loan Board.

Resolved: Cllrs M Wilson, P Wargent and D Forrest were delegated to obtain 3 quotations for the cost of the works. It was agreed that expenses of up to £500 could be incurred in connection with obtaining plans/drawings, making a planning application and related contingencies.

11. Lengthsman Scheme

11.1 To Consider work done/required under the Lengthsman Scheme

Comments: Details of work done was circulated prior to the Meeting

Resolved: Noted

12. Footpaths/Trees

12.1 To Receive a Report from the Footpaths and Tree Officer

Resolved: Due to the time taken under Item 10, the Officer had to leave the Meeting and therefore her Report was deferred to the next scheduled Meeting

12.2 To Consider applying for a Tree Preservation Order on the Beech tree on the corner of Hagley Orchard

Resolved: Deferred to the next scheduled Meeting

13. Transport Working Group

13.1 To Receive a Report from the Chairman

Comments: The following Report was circulated to all Councillors prior to the Meeting:

Appoint Chairman: Cllr Wilson was asked to continue as Chairman and accepted.

SIDs: The group discussed the use of the SIDs post March 2017 when it is rumoured that HC intend to double the charge for their use. The group recommends their continued use as previously, i.e. monthly Apr to Jul, Sep to Nov and Jan to Mar.

Lengthsman: The group discussed the proposed charging scheme to be introduced 1 April 2017 for the Lengthsman and P3 grants. The group recommends that they are accepted and that the shortfall, as the grants are reduced, should be covered by the Precept

S 106 monies: With the imminent approval of the reserved matters application for the development to the East of Church House, the group discussed the prioritisation of the proposals that could be covered by the expenditure of the S 106 monies for this development and recommend the following order:

- The widening of the Village Hall / Playing Fields access – based on increased use of the Hall and play area. ^[1]_[SEP]
- Extension of the 30 mph speed limit to the present commencement of the 40 mph speed limit – based on the 2 right turn lanes and the 50 extra houses. ^[1]_[SEP]
- A pedestrian crossing at the Frome Park bus stop – based on the increase in usage of the bus by the residents of the 50 houses. ^[1]_[SEP]

- A bus pull-in, east bound, at the Frome Park bus stop – based on the increased traffic and pedestrian usage of the area. [1] [SEP]
- Improved highway signage for westbound traffic at the Bartestree crossroads junction. - to reduce
- Redesigning of the bus pull-in at Bartestree crossroads. - To remove the danger caused by undertaking in Longworth Lane. [1] [SEP]
- Village access gates – possibly at the village sign [1] [SEP]

There were no matters of other business.

Resolved: Cllr Wilson thanked for his Report

13.2 To Consider Recommendations made by the Transport Working Group

Resolved: The points were noted. Priorities were deferred until receipt of S106 monies

14. To Consider and discuss response to proposed New Parliamentary Constituency Boundaries

Comments: Cllr Soilleux suggested that it seemed sensible for Hagley to be in South Herefordshire

Resolved: The Parish Council agreed that Hagley ward should be transferred from the current North Herefordshire to the new Hereford and South Herefordshire constituency

15. To Receive any updates from the Village Hall Representatives

Comments: Recent Minutes have been circulated.

Resolved: Noted

16. To Receive any updates from the Playing Fields Association Representatives

Resolved: Cllr Williams will remind the Secretary to circulate recent Minutes

17. To Receive an update on the website

Comments: Details of events and the current position were circulated prior to the Meeting, as follows:

Since the last update in July 2016 the old website has been shut down. The new website is in full operation and Parish Council information is up to date. However, due to work commitments, some parish information is yet to be fully updated, although the Neighbourhood Development Plan details are available to all.

In summary, the new site seems very user friendly (for all) and should save time for the PC and importantly the Parish Clerk. It has come with its challenges with time in training in the use of the website. The groundwork has been laid, with time and support the new website will provide a useful tool to update and communicate with our Parish.

Resolved: Noted and Cllr Garner thanked

18. To Consider funding the cost of the recent Defibrillator Course in the sum of £175 and the cost of 2 sets of replacement defibrillator pads in the sum of £110

Comments: The Village Hall has paid for the items. A letter has been sent to the Round Table regarding a contribution and a reply is awaited.

Resolved: Deferred to next scheduled Meeting to see if funding still required

19. Parish Plan – Actions

Comments: The Parish now enjoys the services of a part time Post Office and arrangements are being made for wooden stiles to be replaced with kissing gates where possible.

Resolved: Noted. Further considerations deferred to next Meeting

20. To Consider and discuss the removal of BT Payphones in Lugwardine and Bartestree

Resolved: The majority of Councillors were in favour of keeping the payphones, but with no cost to the Parish Council. Herefordshire Council/BT will be advised accordingly.

21. **To Consider the 2017/18 Budget**
Resolved: Agreed
22. **To Consider and Agree the 2017 Precept**
Resolved: Agreed at £30,000.
23. **To Note the Information Sheet**
Resolved: Noted
24. **To Receive Questions from Councillors (tabled 7 days prior to Meeting)**
Resolved: No questions raised
25. **To Raise Items for the next Scheduled Parish Council Meeting [no discussion]**
Resolved: No items raised
26. **To Note the Date and Time of the next Scheduled Parish Council Meeting**
Tuesday 10 January 2017

Meeting concluded at 9.45 pm

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Signature of Chair

Date: 10 January 2017