

BURGHILL PARISH COUNCIL

Meeting held Wednesday on 12th July 2017 at 7.30pm in the Simpson Hall

Minutes

Present: Mark Ellis (ME) Chairman, Alan Stokes (AS), Vice-Chair, Pat Groves (PG), Dilys Price (DP), Sally Robertson (SR), David Bishop (DB), Janette Pudsey (JP), Bernie Green (BG), Simon Hairsnape (SH), Sally Ware (SW), Alistair Walshe (AW), David Warren (DW) and Beryl Staite (BS)

In Attendance: Paulette Scholes, Parish Clerk, Anthony Vaughan (AV), Chair of NDP Steering Group, Pauline Crockett, (PC) Herefordshire Council Ward Member and 24 members of the public

1. **To accept apologies for absence** - Pat Eagling and Ian Watkins
2. **To receive declarations of interest and written requests for dispensation-** Alan Stokes (item 6b), David Warren (item 7c), Sally Robertson (item 7c), Beryl Staite (item 7c), Dilys Price (item 7c), Alistair Walshe (item 10), Mark Ellis (item 6 (Bredstone House and item 6b), David Bishop (item 7c) and Simon Hairsnape (item 6b)
3. **Minutes** - to approve and sign minutes of meeting held on 14th June 2017. AS made comments in the previous meeting regarding the 50 houses in Lower Burlton, a complaint was raised that proved this to be incorrect, AS apologised. Minutes accepted and adopted by the Council, (proposed by Pat Groves and seconded by David Bishop), Chairman signed the minutes.
4. **Neighbourhood Development Plan-**
 - a) Update - Anthony Vaughan (AV) handed out his report and spoke about it verbally. AV asked if the meeting was being recorded by a parishioner, which was confirmed. AV refused his permission for the onward transmission of his recorded voice. He explained what had happened since Regulation 14, and since Regulation 16. AV thanked all members of the Steering Group for their hard work and dedication over the past 4 years. He said he did not want to pre-determine the later agenda item about the future of the SG, but said that it was the majority view of the SG members that they had done their work and now it was considered that the consultants could continue with the task in liaison with the PC. This was in line with HALC's view when its CEO made a presentation at the June 2017 meeting. ME thanked AV for the hard work he has also done.
 - b) Kirkwells update from Claire Bradley (Director of Kirkwells) – Claire Bradley (CB) is currently working with 35 other parishes in Herefordshire on NDP plans. CB is going through the comments received, a few have comments where legal action may be required, the Parish Council (PC) can take advice on this at a later date. CB answered questions from the PC on the following topics . Q1 Housing density from the Core Strategy, and as suggested by the USAR on some sites, is considered to be too high to match the character and appearance of our parish. We would prefer to see a lower density in line with parishioners' views from the questionnaire returns. What are your views on this? 30 – 50 dwellings per hectare is the policy of the Core Strategy. You can have a different density, but concrete evidence would be required not parishioners views. Q2 What is the current accurate housing commitment in the parish regarding Table 1 in the USAR? Is it now 100 dwellings since the two dwellings have been permitted at the former Pig Farm and does this represent a delivery shortfall of 23 dwellings? Yes to the 100 and yes 23 shortfall. Q3 Is the 18% growth figure up until 2031 a maximum or minimum growth requirement? HC Core Strategy say it is the minimum, but the press from the government is for more. Q4 As the current commitments in Table 1 of the USAR have used up a high number of our previous windfall expectations should we continue to anticipate and incorporate the same percentage of windfalls as certainty for provision within the 18% growth requirement? No do not rely on windfalls. Q5 Should we build in a small surplus into to our NDP parish housing projections to overcome any deficiencies that might arise through potential deliverability problems and the related consequences of Permission in Principle (PIP)? HC say you can make the housing policy more flexible bur need to be able to achieve target to be in general conformity. Q6 What is the significance of the confirmed brownfield land (0.6 hectares) at Site 10 in Tillington in the context of Permission in Principle (PIP)? Local planning authority must compile a register of brownfield land, which available, achievable and deliverable within 15 years. Q7 Should we include the Tillington Common zone as a growth area bearing in mind the decisions and comments made by HC for planning applications in this location? This decision is up to the Parish Council, CB said Tillington Common is a significant way from local services so an unsustainable location. Q8 What would be the consequences for the progress of our NDP if it did include Tillington Common for growth, would we have to return to Regulation 14 (Kirkwells letter dated 11 April 2017)? If Tillington Common is included and you change the settlement boundary, all sites would need to be re-assessed and that would mean returning to regulation 14. Q9 Is the USAR still fit for purpose now that Permission in Principle (PIP) becomes part of any approved NDP (Kirkwells letter dated 11 April 2017)? Yes all sites have been assessed as part of the process for the report, how the PC takes this forward into allocating sites that will come under more scrutiny.

The public then asked CB questions, the site at Lower Burlton did she know was originally undeliverable, yes, site 10 has a section 52 agreement on it, CB, yes but these can be removed. After the USAR was produced it was

advised to go back to reg. 14 because of Tillington Common/Tillington issue. It was commented that the SG set the boundaries, the parish was not consulted. CB said she will convert all the information into a report to go to the PC, the PC can either continue with this process or they can let HC take over. It was acknowledged we live in a lovely parish but we need to make small sacrifices to keep up with HC core strategy plan, the majority want the plan to go ahead, without it we would be very vulnerable to developers, everyone needs to be aware of the consequences of no NDP before a public referendum takes place. It was discussed how the plan had not been shared with parishioners, but it was pointed out that there have been several venues to see the plan at CAP sessions at the local public house and golf club. The website also has a copy of the plan. CB is still going through all the comments received and she was asked to get clarity from HC on the number of houses required to fulfil the NDP, she agreed to do this.

c) Steering Group closure - A motion was proposed that the NDP SG should now close and this was agreed unanimously by the PC members.

5. Public participation session -

- a) To receive reports from local police on local matters - nothing to report PCSO was unable to attend.
- b) Brief verbal report from Ward Councillor Pauline Crockett - New declaration of interest forms are to be completed, this includes the changes to the Code of Conduct. There may be another amendment required once the next Full Council meeting has taken place (14th July). Herefordshire's budget priorities consultation is in progress (online until 30.9.17), all information and comments should be directed through Herefordshire Council's web site. The Councils overspend on the Blueschool House development (which Cllr Matthews and I highlighted to the Hereford Times) is now being reviewed. Welsh water have announced that major pipe installation is required in Hereford, this will allow the correct pressures to be supplied to the city dwellings. Work will commence from the Bewdley Bank reservoir in September at a cost of £10m, there will be obvious disruption whilst this essential work is carried out. Locally, I have been involved in several planning applications, a neighbour dispute which I hope is now resolved, speeding concerns and pot hole reporting and assessments. As always if anyone has any concerns or questions for my attention, please feel free to e-mail or phone me. pauline.crockett@herefordshire.gov.uk or 01432 760444
- c) Receive views of local residents on local matters (max 10 mins - members of the public are invited to speak or raise a matter for consideration at a future meeting) - A member of the public explained the recent anonymous flyer was sent out due to frustration.

6. Pre-planning application - land adjacent to Bredstone House – Claire Rawlings from C R Planning Solutions gave a brief presentation on the proposed residential development on land adjacent to Bredstone House. The Council will await the planning application before commenting.

Planning: to consider the following applications

- a) Consider and agree response to planning application 172168/172169, to be determined by Herefordshire Council, Old Barn, 5 Little Burlton, Burghill, Hereford, Herefordshire, HR4 7RQ, proposed internal re-ordering and alterations to existing dwelling and external re-coating of timber boarding and three new and two replacement windows. This was discussed and there are no objections, the Clerk will add these comments to the application. **Action: Parish Clerk**
- b) Consider and agree response to planning application 172238, to be determined by Herefordshire Council, Burlton Court Farm, Burghill, Hereford, Herefordshire HR4 7RQ, application for removal of condition 19 and variation of conditions 18 and 20 following grant of planning permission. The applicant was invited to speak about the application prior to the Council considering its response. Mrs Agar (St Mary's Park) was also invited to speak SH summarised the background to the application. Following these discussions, the applicant agreed to withdraw the application and to resubmit it to a) make it clear that the change of use would be to non-hazardous storage only (variation of conditions 18 and 19) and b) to vary condition 20, to cover both use and access to the site as a whole. On this basis the Council did not consider the application and looks forward to reconsidering the revised application in due course.
- c) Consider and agree response to planning application 172390, to be determined by Herefordshire Council, The Acorns, St Marys Lane, Burghill, Hereford HR4 7LQ, works to Cedrus atlantica. TPO No 371 applies - Ref tree 2589 (Cedrus Atlantica) - This is a prime slow growing, long living specimen tree giving a pillar effect in a conspicuous situation relative to the road. Removal as requested would affect the whole ambience of the entrance to St Mary's Park. Would prefer to see reduction of the lower limbs by up to 20- 30%, particularly over St Mary's Lane and Tillington Road with care being taken to retain balance and the main body to be retained. Ref tree 2585- Some concern because of the lean of the main trunk so we agree with the reduction of the crown by approx. 20% and removal of overhanging branches to St Mary's Lane. Plus we would suggest reducing overhanging branches to the adjacent oak tree onto St Mary's Lane. Ref tree 2580 - Agree with raising the crown as suggested and removing all dead wood including overhang to the lane. Ref tree 2581 -

Cedrus Atlantica. Another large specimen tree in a prominent position we suggest removal of all suspect limbs. The overall aim would be to sustain as many existing prime growth in an important position to the road but to remove any potential dangers to footpaths and roads with all main trunks to remain, the Clerk will add these comments to the application. **Action: Parish Clerk**

d) Applications update - 171558 has been returned to Transport Department due to the visibility plan.

7. Finance:

a) **Payment of invoices** - all agreed and paid

P Scholes - Clerk salary (July and August)

P Scholes - Expenses £16.00 - July & £16.00 - August

Richard Mills - Lengthsman work - £789.30

Simpson Hall – Room Hire - £88.00

HALC – Training session - £36.00

b) Finance Group update – no meeting has taken place.

c) Payment of agreed annual donations - all agreed and paid (all Councillors involved in the following left the room, SR, DP, DB, DW, BS) Burghill in Bloom £200.00, Burghill Scouts & Guides £150.00, Burghill CAP £500.00, Citizens Advice Bureaux £100.00, Simpson Hall £100.00, The Copse Leisure Trust annual funding £2,000, Burghill PCC £850 (churchyard maint £450, parish magazine contribution £400,)

8. **Lengthsman & P3 scheme update**, report work for the lengthsman to clerk - AS asked for the grass verge on the crossroads of the Tillington and Wellington Road be cut back for visibility, the clerk will speak to the lengthsman. SW said footpaths BX39 and BX41, both east of the Canon Pyon Road and BX38 have now been cleared. SW is currently finalising details with the local primary school to allow pupils to maintain and look after parts of the footpaths. **Action: Parish Clerk**

9. **Registration of the Commons** - PG has received 3 quotes for registering the commons, 1) H. Vaughan & Co. (Brecon), charges £1,500.00 approx. plus VAT for each Common plus Land Registry fees of approx £250.00 per Common. 2) Lambe Corner Solicitors (Hereford), charges £400.00 approx. plus VAT & Land Registry fees. 3) Gabbs Solicitors (Hereford), charges not less than £1,200.00 plus VAT plus Land Registry fees for all 3 Commons. The Council decided to go with the quote from Lambe Corner Solicitors, but PG was asked that if the quote was going to exceed the quote by a large amount the PC would need to be informed. PG to speak to Lambe Corner. **Action: PG**

10. **Commons update** - The Clerk has spoken to Mr Dray and the commons will be mowed end of July.

11. **Website update** - Training is still required with Mark Millmore for SR, PG and the Clerk, SH said that due to our commitment to the Transparency Code, we require a better website. The finance group will look into funding this as an option. **Action : Finance Group**

12. **Rural Area Site Allocations DPD (RASA DPD)** - JP has sent copies of the information that she received to Councillors from her attendance at the HC seminar. The RASA DPD will be applicable to those parishes that have either decided not to embark on an NDP or have subsequently withdrawn from the NDP process. HC have set a tight timetable for consultation and for drawing up the plan. There seems no account taken of those parishes that are still in the process of completing their NDP, which reflects our own situation. If BNDP fails to gain approval at referendum then it is likely that BPC would have to rely on the Core Strategy for any planning determination. JP agreed to make this point during the consultation period, due to end on 27th July 2017.

13. **Correspondence, HALC and NALC updates** - noted from Lynda Wilcox

14. **Items for next meeting** - Fly tipping

15. **Date of next meeting: Wednesday 6th September 2017**