

## **BURGHILL PARISH COUNCIL**

Meeting held Wednesday 8<sup>th</sup> February 2017 at 7.30pm in the Simpson Hall

### **Minutes**

**Present:** Mark Ellis (ME), Chair, Alan Stokes (AS), Vice - Chair, Pat Groves (PG), Dilys Price (DP), Beryl Staite (BS), David Warren (DW), Sally Robertson (SR), David Bishop (DB), Janette Pudsey (JP) and Pat Eagling (PE)

**In Attendance:** Paulette Scholes, Parish Clerk, Anthony Vaughan (AV), Chair of NDP Steering Group, Pauline Crockett, (PC) Herefordshire Council Ward Member and 12 members of the public

1. **To accept apologies for absence** - Bernie Green, Ian Watkins and Alistair Walshe
2. **To receive declarations of interest** - Janette Pudsey (item 4 d)
3. **Minutes** - to approve and sign minutes of meeting held on 8<sup>th</sup> January 2017, accepted and adopted by the Council (proposed by Pat Groves and seconded by Alan Stokes), Chairman signed the minutes.
4. **Planning: to consider the following applications**
  - a) Consider and agree response to planning application 163838, to be determined by Herefordshire Council, Yew Tree Cottage Portway Burghill Hereford HR4 8NG, proposed two-storey rear extension (part-retrospective). The Council discussed this and the extension is at the rear of the property and there are no objections, the Clerk will add the comment to the application. **Action: Parish Clerk**
  - b) Consider and agree response to planning application 170161, to be determined by Herefordshire Council, Ivor House Tillington Hereford HR4 8LN, Proposed conversion and extension of existing workshop attached to garage to form a single storey ancillary building for accommodation. This is a single storey extension for an elderly relative, the owners spoke at the meeting, there are no objections, the Clerk will add the comments to the application. **Action: Parish Clerk**
  - c) Consider and agree response to planning application 170143, to be determined by Herefordshire Council, Field Farm House Tillington Hereford HR4 8LJ, proposed single storey extension to form sitting room. This is a large extension, but affects no neighbours, there are no objections, the Clerk will add comments to the application. **Action: Parish Clerk**
  - d) Consider and agree response to planning application 170141, to be determined by Herefordshire Council, 7 Sycamore Lane Burghill Hereford HR4 7QR, single storey extension to provide ancillary accommodation for elderly relative. JP had served notices to all the neighbours, some neighbours were at the meeting and voiced their concerns. The National Planning Policy Framework (NPPF) says that it is proper that new developments should seek to promote or reinforce local distinctiveness. The NPPF goes on to say that decisions should address the connections between people and places and the integration of new development into the natural, built and historic environment. (*NPPF Paragraphs 60 & 61*). It is the view of the BPC that this project would neither promote nor reinforce local distinctiveness and neither would it integrate successfully with the current built environment of St Mary's Park. It is the opinion of the Burghill Parish Council that the footprint of the proposed ancillary accommodation is too large for this site. It would significantly reduce the private amenity space available for the main dwelling. Therefore the project would promote a cramped development style which would be harmful to the well spaced and pleasant detached housing layout along Sycamore Lane. Furthermore, it would effectively change the parent housing unit from a detached house into an incongruous semi-detached dwelling of locally disproportionate dimensions and appearance. All these impediments would seriously harm the distinctive character and housing layout of both Sycamore Lane and more widely St Mary's Park. For the above reasons the Burghill Parish Council requests the Local Planning Authority to refuse the grant of planning permission for this project in this location. The Clerk will add these comments to the application. **Action: Parish Clerk**
  - e) Consider and agree response to planning application 170217, to be determined by Herefordshire Council, Red Court, Portway, Burghill, Hereford, HR4 8NG, replacement conservatory (retrospective). This application was discussed and there are no objections, the Clerk will add these comments to the application. **Action: Parish Clerk**
  - f) Applications update - circulated and noted.
5. **Neighbourhood Development Plan** - update from AV - Kirkwells are moving ahead with updating the NDP documents. To save costs Kirkwells roll in work in this locality with work for other clients. With the present rate of progress we are unlikely to receive any updated information before March 2017 and it is not anticipated that this will be available in time for presentation to the March 2017 PC meeting. A copy of the Kirkwells' revised support package is attached which sets out the cost of the additional work. The PC will recall that an additional £1,400 was approved for part of this work and it is outlined at the "Stage 4 Payment" on page 4 of the attached

document. The "Stage 5 Payment" already has approval as part of the original total package approval granted by the PC in 2014. Steering group meetings have not been held since 30 November 2016 due to no new site information or other submissions to discuss.

6. **Public participation session (max 10 mins)** members of the public are invited to speak or raise a matter for consideration at a future meeting. This was not taken up.
7. **Update from Ward Councillor Pauline Crockett -**
  - a) Herefordshire Council has been awarded £1.5 million for sustainable travel access fund, this is a project to be supported over the next three years
  - b) There will be link road works near Morrison's junction on 19<sup>th</sup>/26<sup>th</sup> February be aware of major delays
  - c) A local rogue trader has been jailed for four years.
  - d) PC is liaising with the Balfour Beatty regarding paving issues, speeding issues, the NDP and planning
  - e) PC is working on the Section 106 monies from Pyefinch and the development between the Tillington and Roman Roads (50 houses)
8. **Finance** - payment of invoices – all agreed and paid  
P Scholes (Clerk salary) & Expenses £19.30  
H Philpotts (support) - £105.87  
Simpson Hall (Room hire) - £80.00  
Information Commissioners Office (ICO) data protection registration - £35.00  
Eyelid Production (website) - £30.00  
Richard Mills (lengthsman) - £371.52  

It was also noted we have three new signatories for the cheques; they are Mark Ellis, David Bishop and Bernie Green. Antoinette Powell was a signatory and has now been removed.
9. **Appointment of new Public Footpath Officer** - This item will be carried forward to the next meeting as not all Councillors were present. It was also noted that the vacancies for both Antoinette Powell and Martin Doughty are currently being advertised.
10. **Village Gates Scheme and Village Safety Scheme** - no current update available, this agenda item can be removed.
11. **Update on a 'No cold calling' zone in the parish** - Cold calling zone is up and running in Bakers Furlong, there is a consultation at the end of February, beginning of March if 75% of residence agree, it can be rolled out to the whole Parish.
12. **Update on a bus shelter at Leasown** - SR said SR said Herefordshire Housing are happy for the Parish Council to site a bus shelter at Leasown and will prepare the necessary licence at a nil fee for the PC to sign. SR is investigating a maintenance free bus shelter. The licence will also include the seat and notice board which are also on Herefordshire Housing land.
13. **Lengthsman & P3 scheme update**, report work for the lengthsman to clerk and potholes etc to Balfour Beatty. There are several hedges in need of trimming / cutting, and major potholes, the Clerk will meet with the Lengthsman and Phil Pankhurst of Balfour Beatty to address the issues.
14. **Commons** - Bernie Green has contacted a tree surgeon to look at the trees on Tillington Common, checking for disease, etc. BG was not at the meeting, so will report back at the meeting in March. **Action : Bernie Green**
15. **Website** - no current update.
16. **Parish Welcome Pack** - SR said this will be carried out by volunteers, this agenda item can be removed.
17. **Good Neighbour** - SR said they have had the first meeting and currently have eight volunteers, they are launching the scheme on 1<sup>st</sup> April. SR asked the Council for funding to assist in the start up of the scheme. The Council agreed and offered £300.
18. **Speeding Issues** - this can be removed from the agenda.
19. **Dog fouling** - there is an advert in the Parish magazine regarding this issue.
20. **Correspondence, HALC and NALC updates** - Planning training date is 1<sup>st</sup> March 7.00 – 9.00pm at Simpson Hall. JP attended a Transparency course through HALC, she will up-date at the next meeting
21. **Items for next meeting** - Appointment of new Public Footpath Officer, Transparency Course up-date
22. **Date of next meeting: Wednesday 8<sup>th</sup> March 2017. Please also note the meeting in September has been re-arranged to 6<sup>th</sup> September 2017.**