

BURGHILL PARISH COUNCIL

Meeting held on Wednesday 8th March 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), Bernie Green (BG), Ian Watkins (IW) and Alistair Walshe (AW)

In Attendance: Paulette Scholes, Parish Clerk, Anthony Vaughan (AV), Chair of NDP Steering Group, Pauline Crockett, (PC) Herefordshire Council Ward Member and 8 members of the public

- 1. To accept apologies for absence** - None
- 2. To receive declarations of interest and written requests for dispensation** - Mark Ellis (item 4a), Pat Eagling (item 4a), Pat Groves (item 4a), Alan Stokes (Item 4a) and Alistair Walshe (item 15)
- 3. Minutes** - to approve and sign the minutes of meeting held on 8th February 2017 - accepted and adopted by the Council (proposed by Alan Stokes and seconded by Pat Groves), Chairman signed the minutes.
- 4. Pre-Planning Application** - Farm access leading off Tillington Road to service the orchard to the east of Crowmoor Lane – A representative from Farmcare gave a brief presentation of the three options they have for the access. They are favouring the option which gives the access off the Tillington Road near to the properties of The Stream and Bunker Cottage. The Council will await the planning application before commenting.

Planning: to consider the following applications

- Consider and agree response to planning application 170424, to be determined by Herefordshire Council, Barns at Woodfield Farm, Badnage Lane, Tillington, HR4 8LP, change of use of piggery buildings into 2 dwellings and new garaging/office – there have been previous applications on this site, the Council commented that the views have not changed from previous comments and they object on the grounds of sustainability, biodiversity, access and unsuitable lane location, flooding, drainage and site being open countryside. The Clerk will add these comments to the application. **Action: Parish Clerk**
 - Consider and agree response to planning application 170650, to be determined by Herefordshire Council, Burlton Villa, Roman Road, Hereford, HR4 9QN, works to trees covered by TPO – this is considered to be a fair application, it was discussed and there are no objections, the Clerk will add these comments to the application. **Action: Parish Clerk**
 - Applications update – Application 152868 – Gospel Hall, Portway was discussed as there is an additional application to utilise a borehole disposal system and a change to the access, these changes will be received this week.
- 5. Neighbourhood Development Plan** - Claire Bradley, Kirkwells has informed the Chair of the Steering Group that the NDP site assessment report will be sent by the end of this week or early next week. When this is received it will be circulated, but it will be confidential until approved by the Parish Council for publication and wider circulation. A Steering Group meeting will be arranged to discuss the next stages and whether we need to meet with Claire Bradley to discuss her findings, this will be held with no public attendance. This will then be reported back to the Parish Council at the next meeting. Tillington Common sites will not be re-assessed as part of this exercise. The decision to omit Tillington Common as a settlement for housing purposes was arrived at through the Herefordshire Core Strategy.
 - 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 - A resident from Haymeadow Lane requested the double yellow lines be re-painted to avoid dangerous car parking at the entrance to the Lane. It was suggested the resident log this on the Council website along with the Clerk. **Action: Parish Clerk**
 - 7. Update from Ward Councillor Pauline Crockett** - Reported that all the precepts had been unanimously completed. There are still two local issues, the wooden blocks on the verges by Lower Burlton Court barns, the Clerk said letters have been sent, and dog fouling around the church.

Signed _____ (Chairman)

12th April 2017

8. **Finance** - payment of invoices – all agreed and paid
 - a) P Scholes - Clerk salary
 - P Scholes - Clerks Expenses - £22.60
 - Good Neighbour Scheme - £300.00
 - HALC – Annual Fees - £876.48
9. **Appointment of new Public Footpath Officer** - It was decided to wait to appoint to this position until we have a full Council once the vacancies have been filled.
10. **Vacancies for Councillors** - The Clerk has received interest from two members of the Parish to date, all applicants will be invited to meet with the Council before the next meeting. A vote will then take place at the next meeting for these vacancies.
11. **Devolved powers to the Clerk** - It was agreed to give the Clerk devolved powers for minor planning applications in between meeting and the power to spend up to £500 in between meetings for emergencies.
12. **Nominating a delegate to represent the Council at Committees** - It was decided to make these decisions when they occurred, but in an emergency the Clerk would take on this responsibility.
13. **Nominating a member of the Council to communicate with the press** - It was agreed this would be the Chairman, Mark Ellis.
14. **Lengthsman & P3 scheme update**, report work for the lengthsman to clerk and potholes etc to Balfour Beatty – there are leaves and mud on the entrance to the Corpse, the Clerk will contact the lengthsman to get this removed. **Action: Parish Clerk**
15. **Commons - update** - BG has had a meeting with the local Tree Surgeon on the Common. The Sycamore trees by the road need monitoring. He will send in a written report, with recommendations, this report has been requested by the Insurance company. It was agreed to have the report and pay for it. The Clerk will also check that the commons is registered to the Parish Council. **Action: Parish Clerk**
16. **Website - update** - Herefordshire Council has recently changed their website and this had a knock-on effect to the planning link we had on our website. They are currently correcting this. SR and the Clerk will shortly receive training from Mark Millmore on the website.
17. **Transparency Course - update** - JP gave a brief overall of the course she attended, but it was agreed to wait until there is a full Council so this can be discussed fully. JP did distribute a full copy of the Transparency code for smaller Authorities to all Councillors. At this point it was agreed to write a letter thanking Lynda Wilcox of HALC for the training session she carried out with the Councillors regarding planning. **Action: Parish Clerk**
18. **Correspondence, HALC and NALC updates** - noted from Lynda Wilcox.
19. **Items for next meeting** - Appointment of new Public Footpath Officer, Transparency Course up-date, election of new Councillors
20. **Date of next meeting: Wednesday 12th April 2017**

Signed _____ (Chairman)

12^h April 2017