

BURGHILL PARISH COUNCIL

Meeting held on Wednesday 8th November 2017 at 7.30pm in the Simpson Hall

Minutes

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

In Attendance: Paulette Scholes, Parish Clerk, Pauline Crockett, (PC) Herefordshire Council Ward Member and 13 members of the public

1. **To accept apologies for absence** - none
2. **To receive declarations of interest and written requests for dispensation** - Sally Robertson requested dispensation and this was agreed (item 7 c), David Warren (item 8), David Bishop (item 7b), Sally Robertson (item 8), Alan Stokes (item 7b) and Alister Walshe (items 7b and 10)
3. **Minutes** - to approve and sign minutes of meeting held on 11th October 2017, these were accepted and adopted by the Council, (proposed by Pat Groves and seconded by David Bishop), Chairman signed the minutes.
4. **Precept 2018/19** - The precept for 2018/19 was discussed and it was agreed that donations would in future be known as small grants and the figure allocated for 2018/19 would be £4350.00. This will be looked at more closely at the next finance meeting in January. The Clerks salary has gone up slightly due to the extra work being created on the NDP. The lengthsman scheme has been slightly decreased this year as we still have some monies from this year to spend, but we need to make sure we have sufficient monies to cover any unusual winter weather. After this discussion it was agreed the precept would stay the same as last year (2017/18) at £20,962.00.
5. **Neighbourhood Development Plan update** - SR reported that at the recent consultation at Simpson Hall 14 parishioners had attended this made 32 in total for all three consultations held. SR thanked the other Councillors who had attended these sessions with her. SR reported most were happy with the plan and were getting concerned over the delays. ME said that a small group of Parish Councillors (PC) and the Clerk had attended a meeting this week with Herefordshire Council (HC), in attendance for HC were; Kevin Bishop (Lead Development Manager), Kevin Singleton (Team Leader Strategic Planning) and Sam Banks (Neighbourhood Planning Team Leader). They offered support and agreed the parish needed to progress with the plan, the parish needed to decide on the most favourable sites, this together with any windfalls that meet the HC Countryside policy RA3-RA5 would suffice our needs, although the PC were advised not to rely on windfalls. PC were told by HC that they had consulted as much, if not more, than most other parishes on their NDP. Deciding on the Tillington and Tillington Common boundaries was up to the PC to make. The PC was made aware that without a plan the parish is vulnerable to developers. It was agreed to put the 3 most favourable sites forward in the plan, we require 17 houses, so with sites 10 (8 dwellings), site 21(10 dwellings) and site 25 (6 dwellings), plus 8 windfalls gives us a safety margin of 15. HC told the PC that all the Neighbourhood plans that have gone through have had extra growth. The public were invited to contribute to the discussion at this point; it was said that the NDP is not only about sites it is about amenities and greenland which will be lost without an NDP. It was noted that with the two sites in Tillington in the plan (sites 10 & 25), this is above the 4% growth for Tillington, but pointed out that site 10 is a brownfield site so planning permission would be granted. All the recent objections have been detrimental to this process and slowed it down. A proposal was put to the PC to go ahead with the NDP with the 3 preferred sites, a majority voted yes. A proposal was put to the PC to go ahead to regulation 16 with a referendum in the next 6 months, this was agreed by all.
6. **Public participation session** -
 - a) To receive reports from local police on local matters - PCSO was unable to attend, no update.
 - b) Brief verbal report from Ward Councillor Pauline Crockett - 1. Herefordshire Council can confirm that the county has secured £15million of government funding from the Department for Education for the new university, this is only the tip of the iceberg in financial costs. 2. The Care Quality Commission (CQC) has revealed that Herefordshire is providing some of the best care for adults in the West Midlands. Herefordshire has 29 nursing homes, providing specialist care for medical conditions such as dementia, we also have 56 residential care homes and of the 55 inspected by the CQC, 51 are rated as 'Good' and 2 as 'Outstanding' (96%). This puts us joint highest in the West Midlands with Shropshire. We also have 47 providers delivering

home care services, which help people live independently in their own home. 3. Due to a National and Local shortage of Social Workers, Herefordshire Council has joined the national return to social work programme, which aims to retrain children's and adult social workers who have previously left the profession. 4. The Travellers Sites Development Plan Document sets out where new pitches are planned in Herefordshire, Consultation on this document is open from Monday 6 November 2017 until Monday 18 December 2017, please see the Council website for further details. Locally, in communication with the planning dept regarding ongoing 4 enforcement issues, (1 in Tillington 2 in Burghill and 1 in Canon Pyon) and continuous planning applications.

- 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) - It was noted that an article had been written for the Parish magazine for October but had been stopped from being printed. ME said he had had a conversation with the editor of the magazine as the article was being printed as anonymous, this was an error by the Editor as a name had been proved for the article. This letter will go in the next edition of the magazine along with an NDP update.

7. Planning: to consider the following applications

- a) Consider and agree response to planning application 173837, to be determined by Herefordshire Council, Winslow, Burghill, Hereford, Herefordshire HR4 7SG, propose to demolish conservatory, add sun lounge, double garage, utility/store. Raise section of roof on existing to form dormer bedroom and en suite. A Parish Councillor had spoken to two neighbours, who had no objections, this was discussed by the Parish Council 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 173848, to be determined by Herefordshire Council, Bird In Hand Cottage, Tillington, Hereford, Herefordshire HR4 8LE, proposed two storey rear extension. Declaration of interests on this application came from DB, AS and AW. A Parish Councillor had spoken to the neighbours who have no objection, the access will be improved, there will be a turning area on the property for easy access, this was discussed by the Parish Council and there are no objections, the Clerk will add these comments to the application. **Action: Parish Clerk**
- c) Thatched property at the rear of the Villa (planning applications 161722/171003/172748) - Sally Robertson had a dispensation agreed for this. SR explained that the original outline planning was for a 3 bedroom house with a garage, but this was superseded with another application for a 4 bedroom thatched cottage which was approved. Contrary to planning, the thatched property was erected in the wrong position which is in breach of planning and it appeared that there had been no monitoring carried out by Herefordshire Council. Building Regulation guidance based on the Dorset model advises that any new thatched dwelling must be at least 6 metres from a boundary which in this case is 2 metres. Concern was raised that this could be a potential fire hazards putting the neighbours at risk. SR advised that the matter is now being dealt with by the enforcement officer. A parishioner also raised the issue that the condition for the foul drainage system has not been discharged and had concerns over the soakaway overflowing onto private land in a different ownership and near a water course. The land is farmed for retail fruit production by Farmcare. It was agreed to write a letter to Herefordshire Council on this matter. **Action: Parish Clerk**
- d) Applications update - no comments
- e) Planning rota - This will be organised by the Clerk on an alphabetically rota basis with the Parish Councillor living nearest the planning application assisting. Then the facts can be presented at the following meeting.

8. Finance:

- a) **Payment of invoices** - all agreed and paid
 - P Scholes - Clerk salary (November & December)
 - P Scholes - Expenses £16.00 (November) & £16.00 (December)
 - Richard Mills - £508.20 (P3) & £92.40 (Lengthsman)
 - Simpson Hall - Donation - £300.00
 - Simpson Hall - Room Hire - £80.00
 - Remembrance Wreath & Posy - £29.25
 - Burghill CAP - printing at Simpson Hall - £415.60
 - SLCC - Clerks annual membership plus joining fee - £101.00
 - CiLCA registration - £250.00

9. **Lengthsman & P3 scheme update**, report work for the lengthsman to clerk - The Clerk informed the meeting she had recently had a meeting with the lengthsman and he had agreed to keep an eye on the leaf situation at Haymeadow line as they are sometimes covering the double yellow lines, he will keep them clear. P3 - SW said that most of the signage that needed replacing on walkways has been completed. Herefordshire Ramblers are now part of the collaborative project between Burghill School and Burghill Parish. Herefordshire Walking Festival 2018 have invited the parish to enter a walk, SW is looking into this.
10. **Commons update** - The Clerk has spoken to the Lengthsman and asked for the edges around the common to be tidied up and also that the ditch be cleared, this was agreed and will be carried out shortly.
11. **Website update** - All Parish Councillor's names are now on the website. SR has added the page from the October edition of the Parish magazine to the website with regard to the NDP consultation in October.
12. **Boundary changes for the Parish** - SR volunteered to put an article in the parish magazine and on the website advising of the consultation on the proposed constituency boundary change which involved Burghill parish and ends on the 11th December 2018. This would give parishioners the opportunity to comment on the change. The Parish Clerk would respond asking for the name to be changed to South Shropshire/North Herefordshire in order to retain the parish's identify with Herefordshire. **Action: Parish Clerk**
13. **2018 Meeting dates** - These were agreed, they will now be on the second Tuesday of each month in 2018. The Clerk will book Simpson Hall downstairs, tell the magazine and put the dates on the website. **Action: Parish Clerk**
14. **No Cold Calling Zone in Haymeadow Lane and Lower Orchard** - SR asked for permission to put up the signage in these areas, this was agreed. SR requires a letter from the Parish Council to go in the packs to be delivered in these areas. This was agreed, the Clerk will provide this letter. **Action: Parish Clerk and SR**
15. **Correspondence, HALC and NALC updates** - noted from Lynda Wilcox
16. **Items for next meeting** - update on Old menage
17. **Date of next meeting: Tuesday 9th January 2018**

Paulette Scholes, Parish Clerk and RFO
07801 958673 - burghillpc@btinternet.com