

BURGHILL PARISH COUNCIL

Meeting held on Tuesday 13th February 2018 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), Dilys Price (DP), Bernie Green (BG), Alister Walshe (AW) and Pat Eagling (PE)

In Attendance: Paulette Scholes, Parish Clerk, Pauline Crockett, (PC) Herefordshire Council Ward Member and 27 members of the public

Before the meeting started the Chairman thanked David Warren, who has recently resigned as a Parish Councillor, and acknowledged all his hard work and support whilst he was a Councillor, this was supported by the rest of the Parish Council.

1. **To accept apologies for absence** - Beryl Staite, Sally Ware and Ian Watkins
2. **To receive declarations of interest and written requests for dispensation** - Sally Robertson requested dispensation and this was agreed (item 6d), also Dilys Price (item 6d), Alister Walshe (items 6e & f), Mark Ellis (item 4 NDP red line now moved closer to Golf Club) and Pat Groves (item 12).
3. **Minutes** - to approve and sign minutes of meeting held on 9th January 2018 - these were accepted and adopted by the Council, (proposed by Simon Hairsnape and seconded by Janette Pudsey) Chairman signed the minutes.
4. **Neighbourhood Development Plan update** - the amended NDP plan has now been submitted to Samantha Banks at Herefordshire Council. She will return the plan with the updated Habitats Regulation Assessment (HRA), Environment Report and Policies Maps. Once agreed the NDP can then be moved forward and submitted by the Parish Council to Herefordshire Council at Regulation 16 together with all of the appropriate documentation. A six week consultation process will then commence giving Parishioners the opportunity to make their comments directly to Herefordshire Council.
5. **Public participation session** -
 - a) To receive reports from local police on local matters - PCSO Alex Nuthall attending the meeting, he asked for volunteers for the Community Speed Watch project. Six members of the parish would be required, they would be fully trained. There will be a community day so all the parish can comment on where speeding hotspots are. The Parish Council will look into this. He also requested that wi-fi spots can be used by the local PCSO's in the shop, Golf club, etc for their laptops and this was agreed. **Action: Parish Clerk**
 - b) Brief verbal report from Ward Councillor Pauline Crockett - Herefordshire Council has accepted being the accountable body for the proposed University. This means that monies granted to them will be allocated once deemed necessary. At the last full Council meeting, the budget for 18/19 was approved, it was also approved to increase the council tax by 4.9% this will include a 2% increase for social care which is our biggest spend. AWBSC there continues to be strong support to keep open the Hillside reablement facility, although WVT continue to advise us that Home Care will be better for individuals and budgets. More Good neighbour Schemes are required. Cllr Barry Durkin Cabinet member for Transport, Roads and Regulatory has confirmed that the Free parking vouchers in conjunction with BID (business improvement districts) will continue for a further 6 months. The Hereford Bypass Consultation has commenced, this affects our Ward in many areas so please see website for further details, and respond with your comments. Locally, I have been involved in numerous planning applications and have assisted several parishioners on a variety of issues/subjects. Today I have had a meeting with our Police team and discussed raised concerns i.e. speeding, parking and neighbourhood watch. If anyone is interested in being involved in any of these ongoing local concerns please let me know. As always please contact me if you have any concerns. pauline.crockett@herefordshire.gov.uk
 - 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) - One resident spoke about the HTP and the impact three of the routes would have on his property and he was asking for the support of the Parish Council, this was given and this item will be discussed further in item 12 on the agenda. The double yellow lines on Haymeadow were brought up again as people are still parking on them, they need re-painting and this will be done by Balfour Beatty by the end of March, the leaves need moving as well, the Clerk will speak to the Lengthsman about this issue. **Action Parish Clerk**
6. **Planning: to consider the following applications**
 - a) Consider and agree response to planning application 174748, to be determined by Herefordshire Council,

Mellor Bank, 3 Haymeadow Lane, Burghill, Hereford, Herefordshire, HR4 7RZ, proposed demolition of existing garage & construction of new single storey side extension incorporating new garage, it 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 152868, to be determined by Herefordshire Council, Burghill Gospel Hall, Portway, Burghill, Hereford, Herefordshire, proposed change of use into a dwelling house, this was discussed and the Council have not changed the position they are taking, it is the same as the previous response to this application, the Clerk will add these comments to the application. **Action: Parish Clerk**
- c) Consider and agree response to planning application 180167, to be determined by Herefordshire Council, Elm Cottage, Tillington, Hereford, Herefordshire HR4 8LL, proposed removal of conservatory and erection of 2 storey extension. PE has spoken to both of the neighbours and neither have any objection to this application, it was discussed and there are no objections, the Clerk will add these comments to the application. **Action: Parish Clerk**
- d) Consider and agree response to planning application 180246, to be determined by Herefordshire Council, Land to the Rear of The Villa, Burghill, Herefordshire, application for approval of reserved matters following outline approval 161722, for one dwelling and detached garage. This was discussed and the Parish Council have no objection to this application, but given the amount of local feeling regarding the appearance of this dwelling it is disappointing that proper enforcement did not take place during its construction, this causing much grief to nearby residents. If this application is approved, and due to the non-compliance so far, make sure proper enforcement of the relocation is carried out, the Clerk will add these comments to the application. **Action: Parish Clerk**
- e) Consider and agree response to planning application 180151, to be determined by Herefordshire Council, Cyrene, Tillington, Herefordshire, HR4 8LL, site for proposed bungalow using existing access. This was discussed, PG has spoken to the neighbours on either side and they have no problem with the application, except for concerns about access as there is a worry about cars reversing out of the driveway as the road is winding and narrow. There is also concern about yet another house using the same septic tank which is shared with 'Spindleberry' the house next door. It was pointed out by one of the neighbours that Cyrene had problems with the septic tank a couple of years ago and the garden had to be dug up to sort it out. The location plan is very basic and it does not show that there was a two storey extension built on Cyrene a few years ago. This application is only for outline planning and there is no mention on the application as to how the sewage and waste water will be dealt with. This was then discussed by the Parish Council and it was agreed to object to the application on the grounds of sustainability with the drainage and access, the Clerk will add these comments to the application. **Action: Parish Clerk**
- f) Consider and agree response to planning application 180094, to be determined by Herefordshire Council, land adjacent Whitmoor Pool Cottage, Tillington, Hereford, HR4 8LE, proposed erection of 10 dwellings, (with gross internal floor area no greater than 1000m²). This was discussed, The Planning application refers to site 25 which the Parish Council has included as a preferred location for development within the BNDP, due to be submitted shortly at Reg16. It lies within the proposed settlement boundary of Tillington and is in close proximity to local services including the Tillington Shop, the Bell Inn and Burghill Academy School. During a Site Assessment process undertaken by independent Planning Consultants on behalf of the Parish Council, this site scored favourably within the limits of what can be achieved by preliminary analysis and limited expenditure. The Parish Council therefore, does not object to the development of this site in principle but with the following conditions. 1. It is considered that the site is suitable for only 6 dwellings as outlined in the BNDP and not 10 dwellings as proposed in the planning application. The latter would create overdevelopment of the site, with particular reference to the points raised in item 3 below. 2. The Parish Council notes that there are two errors in the application. The speed limit on the highway is 30 mph and not 40 mph, as stated in the Design and Access Statement. The proposed maximum dwelling size at 1000 sq m. should read as 100 sq m. It was also noted that at the date of the Parish Meeting (13th February), there were no appropriate planning notices displayed. 3. Concern has been expressed regarding the potential problems with sewage disposal. A parishioner has raised concerns that the proposed borehole for effluent disposal might harm the water abstraction point at the adjoining Wetlands Centre. Dealing with these potential infrastructure problems is a matter for detailed investigation by the Developer and therefore the Parish Council would urge the Planning Authority to ensure that the necessary Environmental Agency Assessment is carried out in order to support this scheme. In addition the Parish Council expressed concern that there was insufficient detail within the application regarding access to the proposed site, or indeed pedestrian connectivity to local services. However, the PC considers that these deficiencies are not so significant that they would hinder the development of the site. Any work to overcome these perceived constraints would have to satisfy the normal requirements of highway safety and pollution prevention. Moreover, infrastructure improvements here could benefit the wider community at Tillington and not just the designated site and its immediate surroundings. These works could result in highway geometry improvements, and also some footway provision, between highway junctions, where none exists at present. The addition of traffic calming works, as mentioned in the NDP, would be a useful road safety measure in this location. In conclusion the Parish Council

does not object to the application as the site is an NDP inclusion, providing the above concerns are addressed and given material consideration in any planning permission that is granted, the Clerk will add these comments to the application. **Action: Parish Clerk**

g) Applications update – no comments

7. Finance:

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

P Scholes - Clerk salary

P Scholes - Expenses £41.79

R Mills - Lengthsman & P3 - £1222.80

Simpson Hall - £76.00

Infinity ITS Hereford - IT support & purchase of laptop - £811.99

b) Finance Report - JP gave a brief outline of the report she gave to fellow Councillors; most of the grants and donations were agreed, the PCC donation was discussed. It appeared on the information so far provided that the full £450 donated towards assisting with the cost of running the magazine is not now needed as the production costs appear covered by income received. However the PC may consider a somewhat smaller amount when further enquiries have been made. This does not affect the amount allocated as a grant for the upkeep of the Churchyard. There will be no monies for the lengthsman scheme from Herefordshire Council for 2018/19, but this has been allowed for in the precept agreed last December. Correspondence has been received regarding a Community Housing Fund for setting up housing projects in the Parish, but with the NDP being finalised it was felt now was not the appropriate time to embark on this scheme. The Clerk has applied for and received monies towards a new laptop through the Transparency Fund. The website is not the most user friendly website to use, but there are no recommendations at present. Thanks were expressed to SR and also to the many Volunteers in the Parish who gave their time in order for all of the organisations to operate at minimum running costs.

c) Safeguarding statement - The Parish Council agreed to adopt the proposed Safeguarding Policy, but needed a Safeguarding Officer. Simon Hairsnape agreed to fulfill this role due to his experience with other organisations. The Clerk will arrange for the Safeguarding Statement to go on the website. **Action: Parish Clerk**

8. **Lengthsman & P3 scheme update**, report work for the lengthsman to clerk - AS agreed to look at the footbridge on the Common as a parishioner had pointed out it was broken. It was advised that if parishioners had concerns with potholes or any other issues they can report them directly to Herefordshire Council via their website, SR said that if parishioners do not have access to a computer they could attend one of the CAP mornings and use one of the laptops available there to report any problems.

9. **Commons update** - PE said that although the sides of the common had not been properly trimmed the cold weather had helped with keeping the growth back. Certain trees that have been causing problems with the electric lines on the common have been trimmed by Western Power. AS said the ditch behind one of the bungalows need clearing, as two trees had come down. BG said he would look into this. **Action: Bernie Green**

10. **Website update** - SR is updating the website as and when required.

11. **Parish Councillor vacancy** - SR will put this advert in the parish magazine, and it is already advertised on the website and on the main noticeboard at Simpson Hall.

12. **HTP Consultation (relief road)** - PG attended the consultation at the Old Market on 5th February, in attendance were Councillor Price, Russell Bennet (Project Director) and Rachael Cox (Assistant Project Manager). Each route will include a new bridge over the river Wye with junctions on the A438 Kings Acre Road and on the A4103 Roman Road. Each route will be 50 meters wide and either single or dual carriageway. On all routes houses would need to be demolished (unlike the Eastern route which, if chosen, would not involve homes being demolished), e.g. on the black route this would mean three sets of semidetached houses i.e. six homes. Also, the homes on either side of the 50 meter routes would be severely affected. Compensation would be given, not just for the value of the house but also for the stress. Questionnaires are available to complete and need to be returned by Tuesday 20th March. The preferred bypass route will be confirmed by Cabinet by the end of 2018, then a planning application would be then put in in 2019 and after approvals given, construction would commence in 2019. This was then discussed, this will not solve the local transport issues. The PC need a policy, SR will consult with Breinton and Stretton Sugwas and put together an up to date policy for perusal at the next meeting. **Action: Sally Robertson**

13. **The Big Tidy - litter pick in the Parish** - This is being run by Burghill in Bloom this year and will take place on 24th March. Insurance is required. **Action: Parish Clerk**

14. **Change of date for September meeting** - The September meeting is now a week earlier on Tuesday 4th September

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

16. **Items for next meeting** - HTP (by-pass)

17. **Date of next meeting: Tuesday 13th March 2018** - AS will chair the meeting