

BURGHILL PARISH COUNCIL

Meeting held on Tuesday 12th June 2018 at 7.30pm in the Simpson Hall

Minutes

Present: Simon Hairsnape (SH) Chairman, Mark Ellis (ME) Vice - Chairman, Alan Stokes (AS), Janette Pudsey (JP), Bernie Green (BG), Anthony Vaughan (AV), Sally Ware (SW), Beryl Staite (BS), Pat Groves (PG) David Bishop (DB), Alister Walshe (AW), Pat Eagling (PE) and Sally Robertson (SR)

In Attendance: Paulette Scholes, Parish Clerk and 10 members of the public

All Parish Councillors introduced themselves to the Parishioners in attendance of this meeting

1. **To accept apologies for absence** - Dilys Price, Ian Watkins and Pauline Crockett
2. **To receive declarations of interest and written requests for dispensation** - Mark Ellis (item 9) and David Bishop (item 9)
3. **Minutes** - to approve and sign minutes of Annual Parish meeting and the Parish Councils Annual meeting, both of which were held on 8th May 2018. Annual Parish meeting these were accepted and adopted by the Council, (proposed by Janette Pudsey and seconded by Alan Stokes) the Chairman signed the minutes. Parish Councils Annual meeting, these were accepted and adopted by the Council, (proposed by Sally Ware and seconded by Pat Groves) the Chairman signed the minutes.
4. **Neighbourhood Development Plan update** - Consultation ends on 21st June, to date there have been 3 responses from statutory consultees and 1 from a member of the public (support).
5. **Public participation session** -
 - a) Brief verbal report from Ward Councillor Pauline Crockett, in her absence was read out by the Chairman - Phase two of City Centre Improvements has begun, the refurbishment project will be consistent with the look of Widemarsh Street and High Street. A full Council last month voted on the Constitutions Code of Conduct rules. It was agreed that transparency and openness should be adhered to, quite rightly, and all declarations of interest forms will now have to include membership of organizations such as The Freemasons. We are awaiting further information re the route of the proposed Hereford by-pass, this will be discussed at the next Cabinet meeting at the end of June. Locally I have been involved in liaising with the Safer Roads Partnership regarding speeding through Tillington. A plan has been devised and data will be collected shortly. I have also been involved with several planning applications and 3 enforcement issues, 2 at Burghill and 1 at Burlton.
 - b) 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) - nothing to report
6. **Planning: to consider the following applications**
 - a) (DB) Consider and agree response to planning application 181556, to be determined by Herefordshire Council, The Marsh House, Eltons Marsh, Burghill, Hereford, Herefordshire HR4 7SJ. Proposed conversion of existing garage to form annexed ancillary accommodation to the main house. This was discussed and there are no objections, the Clerk will add these comments to the application. **Action: Parish Clerk**
 - b) (BS) Consider and agree response to planning application 181763, to be determined by Herefordshire Council, Hill View, Bewdley Bank, Hereford, Herefordshire HR4 7SQ, proposed two storey extension and extension of roof to eliminate flat roof area. This was discussed and there are no objections, the Clerk will add these comments to the application. **Action: Parish Clerk**
 - c) (BG) Consider and agree response to planning application 181913, to be determined by Herefordshire Council, Kington Cottage, Burghill, Hereford, Herefordshire HR4 7RX, proposed works to one Yew tree. Remove damage due to heavy snow during winter 2017/18 and to reduce the crown by no more than 20% to reduce the shade which now affects surrounding vegetation adversely and is growing towards power lines. Access to electricity substation in Green Lane requires the tree to be reduced for power company vehicles and emergency services e.g fire engines. BG reported that the tree in this application is a good example of a mature English Yew tree which consists of multiple trunks and has obvious snow damage especially to the crown. The outer stems are very close to the power lines and also protrude into the

adjacent green lane at the rear of the property, thus restricting access to emergency and other vehicles that need to get to the nearby electricity sub station. The 20% reduction asked for is very fair in order to enable the reshaping required to balance the tree and also to reduce potential problems now and in the future. This was discussed and there are no objections, the Clerk will add these comments to the application.

Action: Parish Clerk

- d) Applications update – A discussion took place on the approval of the planning application for Burghill Gospel Hall, which is now up for sale, it was agreed to write a letter to the Planning Officer to explain their surprise that the application was approved, the Gospel Hall is now up for sale. **Action: Parish Clerk**

7. Finance:

- a) **Payment of invoices-** all agreed and paid
P Scholes - Clerk salary
P Scholes - Expenses - £19.08
Heather Worth (Internal Audit) - £45.00
Autela - Payroll (April to June) - £46.80

8. **Lengthsman & P3 scheme update**, report work for the lengthsman to clerk - SW reported that there are new waymarker post required and gate post repairs on some of the footpaths. Extra cross steps need to be added to a stile, there is a fallen tree that needs clearing as the footpath is impassable. Strimming is needed on six steps on Crocodile, SW has an estimate from the lengthsman for £500, this was agreed by the Parish Council. The lengthsman needs to start spraying the weeds, concern was raised as to whether the spray was non-toxic, as if not it will be dangerous to animals, this will be checked. **Action: Parish Clerk**
9. **Wood burning on land adjacent to Burlton Court** - this is an issue for neighbours. If a planning application is raised it will come back to the Parish Council for discussion, if no planning application is received it will go to planning enforcement. A member of the public told the meeting that it was a Kiln dry wood burner used by a Tree Surgeon and it was an approved piece of equipment.
10. **GDPR Policies** - SR explained that we need a working group to overlook these policies, this will be looked at by the Finance working group. All policies were adopted by the Parish Council. Proposed by Alan Stokes and seconded by David Bishop. **Action: Finance Working Group**
11. **Standing Orders 2018** - These have been updated and these are the latest version, they were adopted by the Parish Council. Proposed by Anthony Vaughan and seconded by Alan Stokes.
12. **Co-Op Orchards** - Welcome Trust now own these orchards and they are moving from the fruit industry. It was decided that it would be advantageous to open up dialogue with the Welcome Trust to see what they have planned for these orchards. SH will speak to them and also mention the footpaths which run across the Orchard. **Action: Simon Hairsnape**
13. **First time sewerage** - AV has received forms from Welsh Water, which he has circulated to all Parish Councillors. Welsh Water will carry out investigations into first time sewerage if the Parish Council makes a request. AV asked if anyone had any more information please let him know, he will update at the next Parish Council meeting. **Action: Anthony Vaughan**
14. **Correspondence, HALC and NALC updates** – noted
15. **Items for next meeting** - Co-Op Orchard, First Time Sewerage and GDPR
16. **Date of next meeting: Tuesday 10th July 2018**