

BURGHILL PARISH COUNCIL

Meeting held on Tuesday 13th November 2018 at 7.30pm in the Simpson Hall

Minutes

Present: Simon Hairsnape (SH), Chairman, Alan Stokes (AS), Dilys Price (DP), Anthony Vaughan (AV), Pat Groves (PG), David Bishop (DB), Bernie Green (BG), Beryl Staite (BS), Janette Pudsey (JP), Pat Eagling (PE), Alister Walshe (AW) and Sally Ware (SW)

In Attendance: Paulette Scholes, Parish Clerk, Pauline Crockett, (PC) Herefordshire Council Ward Member 8 members of the public

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

1. **To accept apologies for absence** - Mark Ellis, Sally Robertson and Ian Watkins
2. **To receive declarations of interest and written requests for dispensation** - none received
3. **Minutes** - to approve and sign the minutes of the meeting held on 9th October 2018 - these were accepted and adopted by the Council, (proposed by S Ware and seconded by A Vaughan) The Chairman signed the minutes.
4. **Neighbourhood Development Plan update** - This is still progressing though, the examiner has asked some questions, which have been answered and are available on our website. Further questions have been asked by the examiner and these answers have been compiled and sent to all Parish Councillors for approval. These were then discussed; these questions have been answered with information from Herefordshire Council (HC), and windfall sites are not to be relied on as stated by Samantha Banks, HC, when she attending a Parish Council meeting, it was agreed to send these replies to Samantha Banks, she will send onto the Examiner along with HC replies. A report from the Examiner is expected towards the end of the month.
5. **Public participation session** -
 - a) Brief verbal report from Ward Councillor Pauline Crockett - NMite (New Model in technology and engineering) have launched their 'Ingenuity studio' at the Shirehall, this display demonstrates their engineering concept and can be viewed from Oct. 24th to Nov. 15th. A further 6-week consultation regarding plans for residential pitches for travellers is in progress. 2 additional sites to help meet the shortfall identified at Bosbury and Madley. 'Warm Homes' discount scheme open to low income households has begun. This partnership between HC and Marches Energy Agency offers a £140 energy bill discount to those who qualify, visit the HC website for details. Trading standards & Environmental Health have successfully identified several outlets selling illegal tobacco, action was taken. HC have approved an Action Plan to ensure continued improvement of our Children's services, this is in response to this years Ofsted visit and report. Progress will be reviewed by the Scrutiny Committee on a quarterly basis. WVT has launched a new local dementia caregivers café, Carers of people living with dementia are invited to the opening of Admirals Café on November 26 at Hereford County Hospital, offering free support, advice and refreshments. Admirals Café will be open every Monday (excluding bank holidays), from 2.30pm to 4.30pm, from November 26, located in Spires Restaurant of the Hospital. Locally, continuing to support the village with their traffic and improvement plans, ensuring Burghill Parish makes full use of the s106 money raised from local developments. I have forwarded several identified Parish issues to the clerk and Locality Steward. A number of planning applications have been received and decided, sadly we have had a number of planning officers leave Council service and recruitment continues.
 - 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) - The Bell application was raised by a member of the public who asked the Parish Council if they thought the project was economically viable? SH said this was not for the Parish Council to decide it was the owner of the application. The road safety issue was brought up again regarding the junction of Roman Road and Towtree Lane. They would like some further concerns followed up by the Parish Council. **Action Parish Clerk**
6. **Planning: to consider the following applications**
 - a) (BG) Consider and agree response to planning application 183824, to be determined by Herefordshire Council, Cedar House, 25 St Marys Lane, Burghill, Hereford, Herefordshire HR4 7QL, works to Cedar to reduce 3 erratic's exposed by extensive snow damage by up to 30%. Head back dead fractured timber. This was discussed, a Councillor has looked at this application, it refers to a well-established mature Cedar tree which has already has work done following extensive snow damage to many of its limbs. It recommends reducing the horizontal foliage to the left-hand limb whilst retaining the existing foliage and to reducing the foliage on the right-hand limb to 30% to maintain the balance of the tree. Also, to remove the dead vertical trunk in the main trunk area and all other dead branches. Finally, reducing the canopy 10 to 0% to obtain shape to prevent further snow problems. No objections, the Clerk will add these comments to the application. **Action: Parish Clerk**
 - b) (IW) Consider and agree response to planning application 183483, to be determined by Herefordshire Council, Burghill Valley Golf Club, Burghill, Hereford, Herefordshire HR4 7RW, single storey office extension to the clubhouse. This was discussed, a Councillor has looked at this application and went to see the extension to the existing office complex by 5' (1.6m). This is not overlooked by any of its neighbours, all the materials used on the external extension match the existing building. No objections, the Clerk will add these

comments to the application. **Action: Parish Clerk**

- c) (BG) Consider and agree response to planning application 183577, to be determined by Herefordshire Council, Penberry Cottage, Burghill, Hereford, Herefordshire HR4 7RE, 2 x Birch Trees located at the front of the property, reduce each tree by 3m all round and shape and thin crowns by 20%. This was discussed, a Councillor has looked at this application, it refers to two fairly well-established Silver Birch trees, the existing branches of which are almost in contact with overhead cables. It recommends removing side growth to form a conical shape all around trunk to both trees and reduce crown height by 20 – 25% away from the cables. No objections, the Clerk will add these comments to the application. **Action: Parish Clerk**

- d) Applications update - noted

7. Finance:

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

P Scholes - Clerk salary November & December

P Scholes - Clerk Expenses November £18.00 & December £18.00

R Mills (P3) £165.60

HALC - Book for Clerk £39.33

- b) Finance Report - 1. Current state of finances checked at half way point of this financial year 2018/19 for any projected overspends, all in order and quarterly accounts (invoices and bank balances) checked and signed for approved at the October Parish Council Meeting. 2. Requests for charitable small grants for 2019/20 were considered with written submissions from; Copse Leisure Trust (£2000), CAP (£500), Good Neighbour Scheme (£400), Scouts & Guides (£150), Burghill in Bloom (£300), Simpson Hall (£600 this includes £500 towards renovation costs) Churchyard and Community Magazine (£850), Totaling £4,800. All organisations confirmed that they had the appropriate safeguarding policies in place, a condition of their grant application. Recommendation is that the above totals are included in the 2019/20 Parish Precept, a slight increase on last year's figure. This was agreed and adopted by the Parish Council. 3. The FWG considered the totals for the budgetary headings for 2019/20 and would suggest that the Parish Council does not need to increase the precept for the next financial year. There are sufficient funds available to meet any unexpected expenditure and cover possible election costs in May, if necessary, the budget will be discussed for approval next.
- c) Precept 2019/20 - All Parish Councillors have received a copy of the budget prepared by the FWG and it was agreed not to increase the precept and keep it at £20,962 for another year. Proposed by Alister Walshe and seconded by Alan Stokes, the Clerk will inform Herefordshire Council. **Action Parish Clerk**

8. **Lengthsman & P3 scheme update**, report work for the lengthsman to clerk. SW explained a tree had come down at the junction of BX7/7A leading up to Badnage Woods, the lengthsman has now cleared the path. There have been complaints about the footpath on Court Farm by the Church, SW has walked this and it is passable, SW met with the Farm Manager to discuss various issues and one of them was the dog fouling that happens in the orchards. This was discussed, it was suggested that signs are put up or finger posts maybe a better solution. SW will follow up with the farm Manager. The sign posts along the road from St Marys Park into Burghill have become overgrown, the Clerk will ask the Lengthsman to cut back. It was agreed all potholes would be repaired by Balfour Beatty not the Lengthsman, repairing the road signpost by the Bell will be looked into. **Action: Parish Clerk & Sally Ware**

9. **Commons Update** - The lane by the Common was discussed as it is causing issues with a resident and the guests of Ivor House using it, there were no conditions put on Ivor House, so there are no issues with access. The Parish Council are not responsible for the lane the residents are and it is their responsibility between them to maintain the lane. BW has done a tree inspection of the common with the local tree surgeon, this will be discussed at the next meeting. Several trees are close to BT wires on the common, this will be discussed at the next meeting.

10. **Plan for Managing Native Black Poplars** - BG presented a report and it was discussed what area they can be planted, Whitmore Common was one, BG will put an article in the Parish Magazine to see if anyone would like to plant one of these endangered trees and collect suggestion on where they can be planted in open areas.

11. **Welsh Water** - There have been more responses but still no clear mandate on how to proceed, the Parish Council will monitor this over the next few months before any decision is made.

12. **Leasown Bus Shelter** - SR not present this will carry over to the next meeting.

13. **Highways** - A group needs to be set up to look at all the speed issues in the parish, volunteers required.

14. **Meeting Dates 2019** - Agreed, they will be added to diaries, Simpson Hall will be booked, they will be put in the Parish Magazine and on the website.

15. **Correspondence, HALC and NALC updates** - noted

16. **Items for next meeting** - Leasown Bus Shelter and trees on the Commons

17. **Date of next meeting: Tuesday 8th January 2019**