

## **BURGHILL PARISH COUNCIL**

Meeting held on Tuesday 11<sup>th</sup> February 2020 at 7.30pm in the Simpson Hall

### **Minutes**

**Present:** Simon Hairsnape (SH) Chairman, Mark Ellis (ME) Vice-Chairman, Janette Pudsey (JP), Bernie Green (BG), David Bishop (DB), Beryl Staite (BS), Dilys Price (DP), Anthony Vaughan (AV), Alister Walshe (AW), Pat Eagling (PE), Lili Clark (LC), Sam Davies (SD) and John Bufton (JB)

**In Attendance:** Paulette Scholes, Parish Clerk and 6 members of the public

1. **To accept apologies for absence** - Ian Watkins
2. **Adopted amended Co-Option of a Parish Councillor Policy** - This was agreed and adopted by the Council. The Clerk will put the new policy on the website. **Action: Parish Clerk**
3. **To vote and Co-Opt on a new Parish Councillor** - Three parish members had registered an interest in joining the Parish Council, a vote was held to co-opt on one new Councillor, John Bufton was co-opted onto the Council and was then invited to join the Parish Council for the meeting. The Clerk will update the contacts list and distribute to all Parish Councillors. **Action: Parish Clerk**
4. **To receive declarations of interest and written requests for dispensation** - none received
5. **Minutes** - to approve and sign the minutes of the meeting held on 14<sup>th</sup> January 2020 - the minutes were accepted and adopted by the Parish Council, the Chairman signed the minutes.
6. **Public participation session**
  - a) Brief verbal report from Ward Councillor Pauline Crockett – Pauline was not in attendance but sent the following report. Hereford Bypass update - proposed review of the transport strategy for Hereford will include work to better understand existing and future road conditions. Looking at active traffic management, i.e., electric buses, more cycle and footpath routes and possible 3<sup>rd</sup> bridge across the river on the eastern side of the city. These plans will address our support for reducing our carbon footprint and raise awareness to the global climate change crisis. Consultation is 3<sup>rd</sup> February to 31<sup>st</sup> March. Please complete the questionnaire online. Internet training - HC, through its Fastershire team and library service, are offering free IT training for beginners to help more people get started with the internet and computers. Training takes place monthly at Hereford, Kington, Ledbury, Leominster and Ross-on-Wye Libraries, the training is free, and you can book via the relevant library. Digital Visits - Fastershire are offering support and advice to parish councils on a range of IT skills to help refine and increase their online presence. Face-to-face visits can provide help and advice on websites, sharing information, the cloud, social media, email and online accounts. Visits are free more information is on Fastershire website. Next full Council meeting is 14<sup>th</sup> February, agenda items; Setting the Budget and Council Tax for 2020/21 and launching the new Administrations Corporate Plan - County Plan 2020/24. This is open to all and I would encourage anyone interested to come along and listen, if you are unable to attend it is streamed through HC website. I am supporting a programme of events relating to Mental Health awareness. HC held a 'Blooming Monday' event at Plough Lane on the third Monday in January, encouraging staff to wear something bright, it was a successful day. I am promoting a 'Hand it back' campaign to highlight the need for people to return their 'aids' supplied by HC that are no longer needed. The Talk Community programme will be launched. Locally, I have been liaising with HC regarding the s106 programme of works (Leasown dropped kerbs), Burghill Litter pick is March 14<sup>th</sup>. I have been consulted on planning applications and looking forward to their completion.
  - 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) - A local resident asked what the PC's response had been to the Phosphate levels in all watercourses in the Parish? It was explained that the PC is aware of this and when planning applications come up for discussion that are a concern they are individually discussed and responded to.
7. **Planning: to consider the following applications**
  - a) Applications Update Live and Let Live - there has been a request by the developer to the Environment Agency (EA) to discharge treated sewage into the main highway drain, Balfour Beatty have objected to this as it is a compliance issue, the PC will also object to the EA. **Action: Parish Clerk**

**8. Finance:**

a) **Payment of invoices-** It was RESOLVED to approve the following payments:

P Scholes - Clerk salary for February (paid in accordance with contract)

P Scholes - Clerk Expenses for February - £18.00

R Mills (Parish contractor) - £122.40

Freeola (Email domain quarterly invoice) - £7.20

- 9. Finance and Administration Working Group report** - Balances were checked and current projections are that there will be no overspend in this financial year, which would support the decision taken by the PC at its November meeting to maintain the annual precept at the current level, £20,962. There will be no increase in the parish component of your Council Tax bills. Further consideration was given to the Community Grant requests for 2020/21 after additional clarification from interested applicants had been received. The FAWG recommends: Simpson Hall £600, Good Neighbour Scheme £400, CAP £500, Website £360, Scouts & Guides £150, Burghill in Bloom £400, Community Projects, Clock and Magazine £950 and The Copse £2000. Total £5360.00, this figure represents approximately a quarter of the annual precept. A grant request of £2500 was received from The Copse, but the FAWG did not think that they could recommend this figure. It was generally thought that perhaps a meeting with the Copse Trustees would be beneficial to clarify the PCs' responsibilities with regard to the Charity and also to seek information regarding its financial situation. We hope to set up a meeting in the near future. Finally, the FAWG sought clarification from the Clerk that all policies are in place and up to date. The group were satisfied that this was the case.
- 10. Community & Environment Working Group monthly report** - Commons registration with DEFRA, the first stage completed by The Clerk, the next stage on going with possibly two users of the DEFRA site. New national guidance is expected shortly, which may alter our position on management methods. Annual report on the commons and trees due by May 2020. John Parnaby continues his inspections and all the footpaths in the parish have now been inspected and faults recorded. The bridge over the watercourse on footpath BX23 near Hill Farm awaits repair by BB. BB has informed the Clerk that repair work is not within the current budget for this year. PC has posted "*Dangerous Structure*" signs and BB "*Closed Notice*". There is sharp bend in Towtree Lane where the bridleway goes northwards along the access road to the former sewage treatment works, there are two gates. One is a conventional steel farm gate the other a narrow timber gate, which is meant to facilitate the bridleway, which it does not. Requests have been made for its removal, the Clerk will investigate. The group is working on a set of comments for BPC to submit to HC on the Transport Plan. SID's and funding, research continues. S106 Money; Bus stop shelter, kerb alterations at bus stop and kerb alterations at entry to Leasown. Discussions taking place with BB. We have looked at our telephone kiosk and are assessing its suitability as a location for a defibrillator. We have been liaising with Grounds Maintenance at Connexus (HC Housing) regarding trees at Leasown. The group is amalgamating with Shropshire Housing and currently re-assessing its grounds maintenance budget. TR0 - U73012 was mentioned by Pauline Crockett at the last meeting and since then we have been in contact with BB. It appears there is no drafted Order in place. The Order would be for an extension of a speed limit on the road which is the southern approach to the Burghill Village from Concertina Cottage. The liaison officer at BB is fairly confident BPC would not view unfavourably the extension of any 30mph speed limit on the fringes of Burghill Village. Quite often BPC is approached by parishioners who want to report faults on these routes within the parish. BPC always passes on this information to Herefordshire Council who are the relevant highway authority for these routes within our parish. However, parishioners can report these matters straight to the highway authority by using the following internet link:  
[https://www.herefordshire.gov.uk/info/200196/roads/190/report\\_problems\\_on\\_the\\_road](https://www.herefordshire.gov.uk/info/200196/roads/190/report_problems_on_the_road)  
Charging Point for Electric Vehicles at Simpson Hall, Simpson Hall Management have been asked, no feedback to date. The next meeting is on 17<sup>th</sup> March 7.30pm Simpson Hall.
- 11. Parish Contractor & Footpaths update**, report work for the contractor to Clerk – The Finger post road sign by The Bell was discussed, the Clerk will investigate. **Action: Parish Clerk**
- 12. Traffic Request Order U73012** - this was dealt with in item 10
- 13. Correspondence, HALC and NALC updates** - noted
- 14. Items for next meeting** - none
- 15. Date of next meeting: Tuesday 10<sup>th</sup> March 2020**