

BURGHILL PARISH COUNCIL

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

Minutes

Present: 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), Beryl Staite (BS), Sally Ware (SW) and Anthony Vaughan (AV)

In Attendance: Paulette Scholes, Parish Clerk, Pauline Crockett, (PC) Herefordshire Council Ward Member and 11 members of the public

1. **To accept apologies for absence** - Mark Ellis, Alister Walshe, Pat Eagling and Ian Watkins
2. **To receive declarations of interest and written requests for dispensation** - Sally Robertson (item 15) and Dilys Price (item 5)
3. **To vote and Co-Opt on a new Parish Councillor** - Two parish members had registered an interest in joining the Parish Council, a vote was held to co-opt on one new Councillor, Anthony Vaughan 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. **Minutes** - to approve and sign minutes of meeting held on 13th February 2018 - these were accepted and adopted by the Council, (proposed by Janette Pudsey and seconded by Simon Hairsnape) Vice-Chairman signed the minutes.
5. **Neighbourhood Development Plan update** - JP clarified that the NDP plan had not yet been sent onto Herefordshire Council. There has been an amendment made to Bird Pool. It was pointed out that certain footpaths are required near potential developments, JP explained that there are policies in the NDP to improve footpaths and traffic calming measures, but there is no control of the specifics. Herefordshire Council require that if Burghill Parish Council want to approve the plan this needs to be minuted. It was then proposed to adopt the NDP and forward to Herefordshire Council for Regulation 16. This was agreed by the whole Parish Council, and proposed by Simon Hairsnape and seconded by Janette Pudsey. The Clerk will forward all relevant information onto Sam Banks at Herefordshire Council and put all appropriate documents on the website to allow progression to regulation 16. **Action: Parish Clerk**
6. **HPT Consultation (relief road)** - SR told the meeting that there had been a consultation on the 3rd March at Simpson Hall a number of resident had attend. SR was asked to contact other parish Council's to obtain their views, she had spoken to Lyde PC, who unanimously voted against a western route, and Holmer PC, who voted in favour of the western route. It pointed out that Herefordshire Council have not looked into alternative routes for the western route, its also not clear on how this route will solve current transport issues in the City or the Parish as 80% of traffic goes in and out of the city with only 20% going around the city. It has been quoted to save motorists 5 to 8 minutes of they use this western route. It was agreed that all the comments made at this meeting plus the comments made by residents at the consultation meeting will be collated and submitted to Herefordshire Council. by 20th March (end of the consultation period). **Action: Parish Clerk**
7. **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 - There was a full Council meeting last week, when a new leader of the Council was appointed, Cllr Jonathan Lester Ward member for Three Crosses, the exiting leader Cllr Tony Johnson was thanked and congratulated on his achievements in his term of office. The Council Tax setting was approved to include a 4.9% increase. Numerous questions received from members of the public regarding the proposed Western By-pass , these were directed to the Cabinet member for Infrastructure and full replies will be available on the Council website under the minutes for the meeting. Proposed by-pass Consultation is continuing, the date for closure is Tuesday 20th March. Everyone needs to look at this and make individual comments. Next Full Council 25th May 2018. Poppies- Weeping window exhibition will be launched tomorrow at Hereford Cathedral, this will be in the city until April 29th. Locally, I have again been involved in a number of planning applications. I have received and passed onto the parish clerk concerns over the amount of moss on footways and the poor drainage of the ditch and culvert off Tillington Common. I have also passed on the request to replace a damaged grit bin in Burghill.
 - 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) - A member of the public explained how they had been trying to get a letter printed in the parish magazine, it was noted the PCC run the magazine not the PC. The parish magazine is not a political paper and if a letter is published that is biased in any way it is felt only fair that a response is put in at the same time to avoid confusion on any particular subject and give residents the option to decide for themselves. A non resident to the parish commented on the fact the PC objected to a planning

application in September 2015 on road safety and access issues, this is now the same site (site 25 in the NDP) that has requested 10 houses to be built, which the PC did not object too. This is not correct the PC objected to 10 houses as the site in the NDP has a maximum of 6 houses.

8. Planning: to consider the following applications

- a) Consider and agree response to planning application 180466, to be determined by Herefordshire Council, Farmcare Ltd, Fruit Farm Tillington Estate, Tillington, Herefordshire, HR4 8LD, proposed conversion of former office building to form a single dwelling and detached garage. AS explained that planning was agreed in 2016, this application is just to change the position of the garage. This was discussed and there are no objections, the Clerk will add these comments to the application.

Action: Parish Clerk

- b) Applications update – noted.

9. Finance:

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

P Scholes - Clerk salary

P Scholes - Expenses £22.72

R Mills - Lengthsman - £843.60

Eyelid Productions - website - £100.00

HALC - Subscription & Affiliation Fees - £860.44

- 10. Lengthsman & P3 scheme update**, report work for the lengthsman to clerk - the ditch at Hermitage Lane needs clearing as does the ditch on the common. SR asked for permission to put up more cold calling signs, this was given. SW said 80 more footpath signs are needed (left, right and straight on), it was agreed to purchase them. **Action:**

Parish Clerk

- 11. Commons update** - BG said the trees had now been cleared on the common. PG updated regarding registering the common, Alex Cunliffe, Lambe Corner has chased the Land Registry regarding our application, he cannot give a time scale on when they will complete it could possibly take another 9 months, PG will keep the Council updated. The trees may need to be inspected again, the Clerk will find out if the insurance is affected if this is not done on a regular basis. **Action: Parish Clerk**

- 12. Website update** - SR is currently using the training videos for the website.

- 13. Adopting a Complaints Procedure** - The procedure was discussed by the Council and adopted. The Clerk will put this on the website under the policies tab. **Action: Parish Clerk**

- 14. Community Speed Watch** - The Clerk has had correspondence from Adnan Ali the Community Speed Watch Co-ordinator who has asked for the roads of concern to be identified and reported to him, he can then do the risk assessments on them. **Action: Parish Clerk**

- 15. Litter Pick** - SR explained that Herefordshire Council only had 1 spare litter picking kit for us this year for our litter pick, this is because most parishes were doing the litter pick on the same day. SR explained how much buying new kits would cost, it was decided not to purchase these kits for one year and to make sure next year our litter pick does not clash with other parishes.

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

- 17. Items for next meeting** - none

- 18. Date of next meeting: Tuesday 10th April 2018**