

## **BURGHILL PARISH COUNCIL**

Meeting held on Tuesday 10<sup>th</sup> July 2018 at 7.30pm in the Simpson Hall

### **Minutes**

**Present:** Simon Hairsnape (SH), Chairman, Janette Pudsey (JP), Dilys Price (DP), Pat Eagling (PE), Anthony Vaughan (AV), Sally Ware (SW), Pat Groves (PG), Sally Robertson (SR) and Beryl Staite (BS)

**In Attendance:** Paulette Scholes, Parish Clerk and 11 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, Bernie Green, Alistair Walshe. Ian Watkins, David Bishop and Alan Stokes and Pauline Crockett
2. **To receive declarations of interest and written requests for dispensation** - Sally Robertson (item 6 b & c)
3. **Minutes** - to approve and sign minutes of meeting held on 12<sup>th</sup> June 2018 - these were accepted and adopted by the Council, (proposed by Pat Groves and seconded by Beryl Staite) The Chairman signed the minutes.
4. **Neighbourhood Development Plan update** - Representations have been made to Herefordshire Council these have been assessed and Herefordshire Council have agreed the plan can now go to an examiner. The Parish Council will be offered the choice of three examiners, and once the examiner has seen the plan it will either go to a referendum or amendments will be needed. It was asked how long the process will take once in the hands of the examiner, this is not known, it depends on availability of the examiner and how long it takes to review all the representations.
5. **Public participation session** -
  - a) Brief verbal report from Ward Councillor Pauline Crockett - in her absence was read out by the Chairman - a briefing has been arranged to discuss the Hereford Transport Package (HTP). It will consider phase 2 consultation and confirm phase 3 consultation on preferred route, this will also be discussed at the General Scrutiny meeting on 18<sup>th</sup> July. Herefordshire Council have begun their budget consultation for 2019/20, questionnaires are available online or in hard copy (at the library) until 21<sup>st</sup> September. High Town refurbishment is continuing to plan. Locally, planning applications continue to be a daily agenda. Crowmoor Lane is having essential gas works carried out and Friday 13<sup>th</sup> sees the start of the BBLP roadworks.
  - 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) - It was stated that the 124<sup>th</sup> planning application had been granted in the parish. It was asked how many Tillington residents had complained about the sewage not working? SH pointed out that the sewage issue was discussed at the last and the Council are looking into it. Welsh Water are being contacted for advice as there are concerns. Speed issues on the road by the Golf Club were discussed, the Clerk will inform the local Speed Watch team. **Action: Parish Clerk**
6. **Planning: to consider the following applications**
  - a) (PE) Consider and agree response to planning application re-consultation 180985, to be determined by Herefordshire Council, Bell Inn, C1095 From Brinsop Court, Tillington, HR4 8LE, for proposed erection of four detached dwellings. This was discussed, when the Parish Council (PC) first commented upon this planning application it did not object in principle, but it was very concerned about the provision of infrastructure. The revised drawing proposes an extension of the site along the highway frontage, but the PC holds the view that for the following reasons the project is unacceptable in terms of infrastructure provision and would not satisfy the relevant guidance: Highway matters (footway): It is a long held view of the PC that for the safety of its parishioners a footway is needed between the cross roads near The Bell and the Whitmoor Crossroads. Highway matters (visibility splays): The submitted drawing shows a visibility splay eastward across land that is not within the applicant's ownership. There is no certainty that there would be any agreement with any adjacent landowner regarding the provision of these works. Sewage treatment: The drawings show private sewage treatment plants (PSTW) in the rear garden areas of the proposed dwellings. More details are needed to demonstrate how these installations would satisfy the relevant guidance in Herefordshire Council's recently published SuDS Handbook. The PC considers this to be an unsatisfactory layout which could result in pollution, the Clerk will add these comments to the application. **Action: Parish Clerk**

- b) (ME) Consider and agree response to planning application 182298/XA2, to be determined by Herefordshire Council, Former Live and Let Live, C1095 From Brinsop Court, Tillington, HR4 8LL, application for approval of details reserved by conditions 6 7 10 12 13 14 15 16 17 & 18 attached to planning permission 173167. This did not need a discussion and no comment was required from the Parish Council.
- c) (ME) Consider and agree response to planning application 182297, to be determined by Herefordshire Council, Former Live and Let Live, C1095 From Brinsop Court, Tillington, HR4 8LL, reserved matters ref 173167/O site for proposed single dwelling. The Parish Council (PC) notes that this site already has planning permission, but strongly objects to the approval of the submitted applications for reserved matters. The PC is concerned the current applications for the discharge of reserved matters are unsatisfactory and the project would not comply with the relevant policies of the Development Plan (Core Strategy) and other technical guidance and regulations. Therefore, the PC requests the LPA to refuse the current reserved matters applications for this project. At the time of the outline planning application the applicant confirmed that as there is not a public sewer in Tillington and sewage treatment for this project would have to be provided by means of a private sewage treatment plant. Resulting from the failure of on-site soakage tests the applicant now wants to pursue the unsatisfactory option of connecting the discharge from the sewage treatment plant to the highway drain. This is a totally unsatisfactory and environmentally damaging option and the current applications fail to conform with relevant guidance. The PC takes the strongly held view that the approval of the submitted reserved matters would lead to pollution caused by the discharge of treated sewage and endanger the health and well-being of its parishioners, the Clerk will add these comments to the application.  
**Action: Parish Clerk**
- d) Applications update - it was noted that the thatched roof on application 161722, Land to the rear of The Villa, Burghill, had been removed. It was questioned how this was done and where was the thatched roof moved too. The Clerk will write to Marc Willimont, Head of Regulatory & Development Management Services at Herefordshire Council to enquire: **Action: Parish Clerk**

## 7. Finance:

- a) **Payment of invoices** - all agreed and paid
  - P Scholes - Clerk salary (July & August)
  - P Scholes - Expenses £16.00 - July & £16.00 - August
  - R Mills - Lengthsman & P3 - £1116.60
  - Simpson Hall - Room Hire - £68.00
  - Eyelid Productions - Training on website - £60.00
  - Sally Ware (laminating A1 parish maps) - £24.00
- b) Payment of agreed annual donations:
  - Burghill in Bloom £200.00, Burghill Scouts & Guides £150.00, Burghill CAP £500.00, Simpson Hall £100.00, The Copse Leisure Trust annual funding £2,000, Burghill PCC £850 (churchyard maintenance £450, parish magazine contribution £400), Good Neighbourhood Scheme £300.00 and Simpson Hall £500.00 (exterior refurbishment)
- c) Finance Report (FWG) - Cheques for Charitable donations agreed by the PC will be issued in July with a letter asking for acknowledgement of payment, explaining requirements for making applications for 2019/20 and checking the appropriate Safeguarding Policies in place, be to received by the Clerk before 30<sup>th</sup> September. An article is going into the Community Magazine inviting Charitable organisations, relevant to the Parish, to submit applications for consideration. The PCC are requesting funding for the maintenance and repair of the Church Clock, this is not a Public Clock, which the Parish Council would have responsibility, but it is recognised it is the only clock that the Village, so it is recommended the PC does support this expenditure. Lengthsman & P3 Scheme was discussed and to remind PC members that there is no finance from HC towards Lengthsmans costs, this is funded by the Parish Precept. It is confirmed that the Lengthsman has the appropriate insurance and Public Liability. P3 costs we do receive some funding. Verges will only be cut once a year by Balfour Beatty, so any additional requirements should be reported to the Clerk. Transparency Code, all of the required Financial information appears on the website, the Clerk is ensuring this.
- d) Bank reconciliation report - prepared by Clerk, all balances agreed and invoices checked against expenditure and verified by Janette Pudsey, accepted by the Parish Council and signed by the Chairman.

- 8. Brief update from the Chairman** - SH has contacted Mr Drummond regarding the Co-Op Orchards, he will attend the meeting in September to explain the future plans of the Orchards. All Parish Councillors have been invited to the Licensing Service for the Reverend Phill Brown to become Priest in Charge of the parishes of Burghill, Moreton-on-Lugg, Pipe-cum-Lyde and Stretton Sugwas, this will take place on Thursday, 26th July 2018, at 7.30pm in Burghill Church. SR and BS offered to attend on behalf of the Parish Council, and SR suggested some local prints she had from a previous occasion may make a suitable gift, it was agreed by the Council to get these prints framed. SH attended the HTP briefing, the preferred route was announced, the red route, phase three will go until the end of the year. Members of the public can still write to their Cabinet member regarding this. **Action: Sally Robertson**
- 9. Lengthsman & P3 scheme update**, report work for the lengthsman to clerk - There is an issue with the footpath running from Crowmoor Lane, Tillington across the orchard. This is being looked at.
- 10. GDPR (General Data Protection Regulations)** - SH explained that the Council still need to know the legal responsibilities of these new regulations, SR and JP said they will look at this in September as part of a working group and report back to the Parish Council with any action that will be required, any monetary consequences will be reported to the FWG. **Action: Janette Pudsey & Sally Robertson**
- 11. Co-Op Orchards** - This was covered in item 8.
- 12. First time sewerage** - The Parish Council will write to Welsh Water to see what can be done. Welsh Water will ask exiting residents for their views on any new sewerage to the area.
- 13. Correspondence, HALC and NALC updates** - noted
- 14. Items for next meeting** - HTP road, Section 106 monies and Leasown bus shelter
- 15. Date of next meeting: Tuesday 4<sup>th</sup> September 2018**