

BURGHILL PARISH COUNCIL BURGHILL PARISH COUNCIL

Meeting held on Tuesday 13th October 2020 at 6.00pm via Zoom

Minutes

Present: Simon Hairsnape (SH) Chairman, Mark Ellis (ME) Vice Chairman, Janette Pudsey (JP), Bernie Green (BG), Alister Walshe (AW), Anthony Vaughan (AV), Sam Davies (SD), David Bishop (DB) and Lili Clarke (LC)

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

1. **To accept apologies for absence** - Pat Eagling and Dilys Price
2. **Not in attendance** - Ian Watkins
3. **To receive declarations of interest and written requests for dispensation** - Mark Ellis and David Bishop (item 7b)
4. **Minutes** - to approve and sign the minutes of the meeting held on 8th September 2020, the minutes were accepted and adopted by the Parish Council, the Chairman signed the minutes.
5. **Public participation session**
 - a) Brief verbal report from Ward Councillor Pauline Crockett - The new NHS COVID-19 app is available to download for free in England and Wales, it is the fastest way to see if you're at risk. The faster you know, the quicker you can alert and protect your loved ones and community. The app has a number of tools to protect you, including contact tracing, local area alerts and venue check-in. It uses proven technology from Apple and Google, and is designed to protect every user's privacy. From Thursday 1 October 2020 Household Waste & Recycling Centre's in Herefordshire will close at 4p.m. on the days they are open, except for Ledbury which remains unchanged. During the winter months when there are fewer daylight hours public use of the sites decreases. The new hours increase efficiency across sites and lead to better management of demand, which has allowed Ross-on-Wye center to open for an additional day each week. It is important that residents continue to book slots to visit a Centre, this can be done online or calling 01432 260051. Hereford Crematorium has handed over a cheque for £10k to Alzheimer's Research and has been part of a national metal recycling scheme since 2011, and so far, have donated over £94,000 to various local charities. Locally, I would like to thank Simon for attending the virtual PC Summit, this engagement is really important so HC understand PC's opinions on various items. I have received fewer complaints or concerns this month from residents. There have been four specific requests, 2 are resolved and 2 are ongoing. Planning application decisions continue to be slow, this is due to the continuing concerns regarding the phosphate & nitrogen levels in the Wye & Lugg catchment area. This item is going to be included in the production of the new Local Plan Core Strategy review.
 - 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 was raised.
6. **Planning: to consider the following applications**
 - a) (IW) Consider and agree response to planning application 202640, to be determined by Herefordshire Council, Penberry Cottage, Burghill, Hereford, HR4 7RE. Application to raise the roof of existing side extension and addition of a small window dormer to the rear to resolve internal head height issues. This was discussed, a Councillor has looked at this application. It was RESOLVED to SUPPORT the application and No Objection. **Action: Parish Clerk**
 - b) (JP) Consider and agree response to planning application 202975, to be determined by Herefordshire Council, Taupo Cottage, Burghill, Hereford, HR4 7RW. Proposed single-storey rear extension and porch to the side. This was discussed, a Councillor has looked at this application. It was RESOLVED to SUPPORT the application and No Objection. **Action: Parish Clerk**
 - c) (ME) Consider and agree response to planning application 202881, to be determined by Herefordshire Council, Wellington Lane Cottage, Canon Pyon, Hereford, HR4 8NL. Proposed first floor extension to the rear. Conversion of existing garage to family room. New front porch and dormers to the front of the property as well as new access, driveway and new garage. This was discussed, a Councillor has looked at this application, the Parish Council note and support the comments made by the Transportation Department at Herefordshire Council. It was RESOLVED to SUPPORT the application and No Objection. **Action: Parish Clerk**

- d) (C&EWG) Consider and agree response to planning re-consultation 162920, to be determined by Herefordshire Council, Land at Three Elms, Hereford, Outline Planning Application with all matters reserved, except access, for the demolition of existing agricultural buildings and an urban extension comprising up to 1,200 homes (Use Class C3); employment development (comprising Use Classes B1/B2/B8); a neighbourhood centre comprising a mix of retail (Use Classes A1/2/3/5), health provision (Use Class D1) and leisure uses (Use Class D2); a new one form entry primary school; park & choose interchanges; together with open and play space, landscaping, highways, infrastructure and associated works. This was discussed, the C&EWG looked at this application, the Parish Council accepts that the proposed Three Elms project west of Hereford City is included in the Herefordshire Local Plan (Core Strategy 2011-2031) as a development strategy. However, it still has concerns regarding the ability of highway infrastructure, and the ability of the local drainage and sewerage systems to cope with this development. The full response can be viewed on Herefordshire Councils website. **Action: Parish Clerk**
- e) Applications update - noted

7. Finance:

- a) **Payment of invoices:** It was RESOLVED to approve the following payments:
 - P Scholes - Clerk salary (paid in accordance with contract)
 - P Scholes - Clerk Expenses - £81.80
 - Richard Mills - Parish Contractor - £132.00
 - L Dray - Cutting both Commons - £310.00
 - SLCC - Annual membership - £126.00
 - Scouts & Guides (grant) - £302.00
- b) Finance Report - there was a general consensus that a more modern Community website was urgently needed to pull together and communicate the various activities within the Parish. Links could be provided by the Parish Council, to the Community Magazine, Simpson Hall, and other Organisations. The Parish Council agreed that JP and AV would look at various options in the first instance. The Finance group recommend that the Parish Council adopts a Small Grants Policy, one was presented to the Councillors, it was agreed and adopted. Small grants requests were looked at with the requirements of the policy and the following was suggested, Burghill in Bloom £400, Burghill Scouts & Guides £150, Burghill CAP £500, Simpson Hall £500, The Copse Leisure Trust £2,000, Burghill PCC amount will need to be confirmed. There was a surplus from the small grants budget in 2019/20 and it was agreed to give the Scouts and Guides £302.00 to enable them to purchase two new tables and two new whiteboards, which they had applied for. The precept figure was considered and will be discussed by the full council at the next meeting in November.
- c) Small Grants Policy - was presented, agreed and adopted.
- d) Bank reconciliation report - prepared by Clerk - this was verified by Janette Pudsey, accepted by the Parish Council and signed by the Chairman.

8. **Community & Environment Working Group monthly report** - continues to work on a number of projects including management of the commons, which includes its maintenance of the footpath, pruning of the trees and flooding of the ditch. Road safety and the use of 'Section 106' monies including a bus shelter and kerbs at Leasown and the planting of new trees at Leasown. No S106 monies will be received from the development between the Tillington and Roman road, ME said he will write to Paul Matthews asking for a contribution from the site he sold for a parish project. **Action: Mark Ellis**

9. **Community Defibrillators in the Parish** - It was agreed to purchase and install three Community Defibrillators in the Parish, one in Tillington, one by the Shop in Tillington and one in St Marys Park. There is already one at the Golf Club, so there will be four around the parish. The total cost of the proposal is expected to be £7,182 for the equipment and £750 for fitting giving £7,982 (inclusive of VAT). The unit at St Mary's Park will be jointly funded by St Mary's Manco Limited (50%). The total net cost to the Parish Council is therefore expected to be £6,652, This will be funded from 2020/21 reserves.

Alister Walshe left the meeting.

- 10. Speeding in the Parish** - The C&EWG are working on this issue and once they have anything to report they will do so at a full Parish Council meeting.
- 11. Parish Council Vacancies** - we currently have two vacancies going through the process with Elections at Herefordshire Council, after this process has concluded we will have three vacancies. It was agreed that the Council will wait until we are back to having face to face meetings to elect or co-opt. If anyone is interested in becoming a Parish Council please contact the Clerk.
- 12. Parish Contractor & Footpaths update**, report work for the contractor to clerk - it has been reported that a car is parking in the bus stop at Leasown and causing disruption to passengers who alight from the Bus, the Clerk will contact the local PCSO to action. **Action: Parish Clerk**
- 13. Correspondence, HALC and NALC updates** - noted
- 14. Items for next meeting** - Precept and meeting dates for 2021
- 15. Date of next meeting: Tuesday 10th November 2020**