

## **BURGHILL PARISH COUNCIL**

Meeting held on Tuesday 12<sup>th</sup> January 2021 at 6.00pm via Zoom

### **Minutes**

**Present:** Simon Hairsnape (SH) Chairman, Janette Pudsey (JP), Bernie Green (BG), Alister Walshe (AW), Anthony Vaughan (AV), Sam Davies (SD), Pat Eagling (PE), Ian Watkins (IW) and Lili Clarke (LC)

**In Attendance:** Paulette Scholes, Parish Clerk, Pauline Crockett (PC) Herefordshire Council Ward Member and no member of the public

The Parish Council noted with sadness the passing of Mr David Warren in December. Thanks were given for David's contribution to the Parish Council and the wider community.

1. **To accept apologies for absence** - Mark Ellis and Dilys Price
2. **Not in attendance** - David Bishop
3. **To receive declarations of interest and written requests for dispensation** - Pat Eagling (item 6b)
4. **Minutes** - to approve and sign the minutes of the meeting held on 10<sup>th</sup> November 2020 it was RESOLVED to approve the minutes as a true and accurate record. The Chairman signed the minutes.
5. **Public participation session**
  - a) Brief verbal report from Ward Councillor Pauline Crockett - Please see the [Link](#) to the Leaders report, locally - looking into speeding issue at Elton's Marsh, at Leasown the dropped kerb is still ongoing and there is also a parking bay issue, this has been referred back to Connexus. Herefordshire Council (HC) have received 2 million from the government for tarmacking local roads, Auberrow Lane in Wellington and the Tillington Road will be tarmacked in this area. AV brought up the issue of the bus stop at Leasown and how it needs to be made larger to allow buses to pull in right up to the kerb. The Clerk will write to HC. Balfour Beatty are also suggesting that they have one PROW Locality Steward for the whole of Herefordshire, this was discussed and it was agreed this was not a good idea and Pauline will take this back to BB. HC are currently interviewing for a Chief Executive.
  - 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)
6. **Planning: to consider the following applications**
  - a) (IW) Consider and agree response to planning application 203821, to be determined by Herefordshire Council, 4 Pyefinch Meadow, Burghill, Hereford, HR4 7SS. Proposed amendment to the pitch of the garage roof, to match that of the house. and to convert the increase in loft space to a home office/craft room. This was discussed, a Councillor has looked at this application. It was RESOLVED to SUPPORT the application and No Objection but did ask for a condition to be put in place to ensure that the converted loft space is only used for personal and not for commercial use. **Action: Parish Clerk**
  - b) (DB) Consider and agree response to planning application 204006, to be determined by Herefordshire Council, Land adjacent to Woodfield Farm, Badnage Lane, Tillington, Hereford, HR4 8LP. Application for variation of condition 2 of planning permission 170424 (Change of use of piggery into 2 dwellings and new garaging/office) - to vary plans. This was discussed, a Councillor has looked at this application. It was RESOLVED to SUPPORT the application and No Objection. **Action: Parish Clerk**
  - c) (AW) Consider and agree response to planning application 204043, to be determined by Herefordshire Council, Haymeadow Farm, Haymeadow Lane, Burghill, Hereford, HR4 7RY. The proposed erection of a two bay, oak framed garage with room over to serve as a home office and store. The proposed building will replace the existing dilapidated shed. This was discussed, a Councillor has looked at this application. It was RESOLVED to SUPPORT the application and No Objection but did ask for a condition to be put in place to ensure that the office space is only used for personal and not for commercial use **Action: Parish Clerk**
  - d) (PE) Consider and agree response to planning application 204223, to be determined by Herefordshire Council, Hermitage Farm, Canon Pyon, Hereford, HR4 8NN. Proposed single storey extension. This was discussed, a Councillor has looked at this application. It was RESOLVED to SUPPORT the application and No Objection. **Action: Parish Clerk**

Ian Watkins joined the meeting

- e) (JP) Consider and agree response to planning application 204329, to be determined by Herefordshire Council, - Stone Cottage, Tillington, Hereford, HR4 8LL. Proposed detached garage. This was discussed, a Councillor has looked at this application. It was RESOLVED to SUPPORT the application and No Objection.

**Action: Parish Clerk**

- f) Applications update - noted, SH did ask Councillors to look at the decision from Herefordshire Council on planning application 193999, Lodge Farm. Also, it was noted that HC had ignored the PC's comments on Green Lane regarding the highway issue.

## 7. Finance:

- a) **Payment of invoice from December:** It was RESOLVED to approve the following payment:  
Arborech (Tree Surgeon) - £250.00
- b) **Payment of invoices:** It was RESOLVED to approve the following payments:  
P Scholes - Clerk salary - (paid in accordance with contract)  
P Scholes - Clerk Expenses - £26.00  
Richard Mills (Parish Contractor) - £824.70  
Simpson Hall (Room Hire) - 13.50  
Autela (Payroll Jul – Nov) - £80.40  
Carbonite (laptop backup) - £78.51 (paid by Clerk)  
Data Protection (Information Commissioners Office ICO) - Annual fee - £40.00  
Zoom (monthly membership) - £14.39 (paid by Clerk)
- c) Finance Report - FAWG has not needed to meet since November. However, the Parish Council's accounts are scrutinised monthly. Whilst grant funding for 2021/22 has been agreed, it was acknowledged that due to the COVID situation, some organisations may need additional support. This will be monitored carefully, and the Parish Council will be as flexible as possible to ensure it can support local needs.
- 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** - C&EWG are working on several projects including pruning of the trees on all three commons. Once the three new Community Defibrillators have been installed an article will go in the parish magazine explaining the locations and highlighting training opportunities. Section 106 monies are currently being reviewed by Herefordshire Council and we are looking for an early resolution to the issue. There is a new 'tree planting initiative' and the Parish Council is going to approach the school to see whether it would wish to be involved

- 9. **Development at Land adjacent to Bredstone House Burghill, adopting the road and lighting** - Street lighting for new rural developments is often a contentious issue. We have recently asked local residents for their thoughts on the new Bredstone development and the consensus is to keep lighting to a minimum consistent with safety.

**Action: Parish Clerk**

- 10. **Community Governance Review** - There is a need for a discussion on whether the Parish Council has the right amount of Parish Councillors, SH will prepare a report for discussion at the next meeting. **Action: Simon Hairsnape**

- 11. **Parish Contractor & Footpaths update**, report work for the contractor to clerk - There is a broken gate at Badnage Wood, this comes under Canon Pyon's PC and will be reported to them and there are signage issues on the footpath at Hill End Farm, this is due to the current footbridge being closed. New signage will be placed to allow walkers to continue to use the footpath.

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

- 13. **Items for next meeting** - First Time Sewerage and Community Governance Review

- 14. Date of next meeting: Tuesday 9<sup>th</sup> February 2021