

STRETTON GRANDISON GROUP PARISH COUNCIL

Parish Clerk: Mrs J Chester, Mapleside, Ashperton, Ledbury, Herefordshire, HR8 2RZ
Tel: 01531 670036 email:- pcgroupclerk@gmail.com website: strettongrandisongpc.org.uk

Minutes of the Parish Council meeting held on Tuesday 27th June 2017

Present:

Councillors Douglas Smith (chairman), Malcolm Davies, John Hamilton-Paterson, Rob Manning and Ben Skinner

In attendance:

Janet Chester - clerk

Members of the Public: 0

<u>Item</u>	<u>Minute</u>	<u>Action</u>						
1.0	<p>To Receive Apologies for Absence and Note the Reason</p> <p>Cllrs Charles Pudge and Brian Willder (other commitments) and Three Crosses Ward Councillor Jonathan Lester (annual leave)</p>							
2.0	<p>To Receive and Record any Declarations of Interest and Written Requests for Dispensations - none</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Councillor Name</th> <th style="text-align: center;">Agenda Item</th> <th style="text-align: center;">Interest Declared</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Councillor Name	Agenda Item	Interest Declared				
Councillor Name	Agenda Item	Interest Declared						
3.0	<p>To Consider Approval of the Minutes of the previous meetings held on Tuesday 2nd May 2017</p> <p>RESOLUTION: The minutes of the meetings were approved as a true and accurate record and duly signed by the Chairman.</p>							
4.0	<p>To Receive Brief Report from Three Crosses Ward Councillor Jonathan Lester</p> <p>Cllr Lester had sent his apologies but had sent the following report: I will be on annual leave next week so please give my apologies. For my report please mention the following: The council is currently doing a check on all of its buildings with regard to cladding as well as other non-council owned properties. We have also reminded all schools and care homes that their fire risk assessments are up to date. There is a public consultation going on about the setting of the next budget details are on the council's website. The council's performance is noted on the cabinet agenda for 22nd June. There is lots of good news in here. Pages 15-72. (please see Herefordshire Council website). One great success is the waste plant in Hartlebury, the creation of which was a joint venture with Worcestershire, where all of our domestic waste now goes when incinerated is producing enough energy to power all of the houses in Hereford. As always let me know if there are any issues that</p>							

	the council wishes to take up.	
5.0	<p>Public Participation Session for Local Residents to raise matters relevant to the Parish Council.</p> <p>No matters raised.</p>	
6.0	<p>Planning:</p> <p>a) To Consider any Planning Applications submitted to Herefordshire Council:</p> <p>172144: Town Farm Poultry Unit, Town Farm Road, Castle Frome, HR8 1HQ Erection of 2.no additional poultry buildings and associated infrastructure on established poultry farm RESOLUTION: - PC Comment: The Parish Council support this application provided the recommendations made by other bodies in part of the consultation process are carried out</p> <p>b) To Note Planning Record (attached) and Details of Decisions Notice received from by Herefordshire Council: - noted</p>	clerk
7.0	<p>Stretton Grandison Neighbourhood Development Plan</p> <p>a) To Discuss Analysis of returned NDP Questionnaires</p> <p>After being let down by the original person asked to carry out the analysis of the NDP questionnaires the clerk has approached David Nicholson, a qualified planning consultant, to carry out the analysis. Two proposals were discussed. The results would be available for the parish council meeting in September. RESOLUTION: It was decided to proceed with an analysis costing £1600 once a grant application had been approved.</p> <p>b) To Receive a Brief Report on Rural Area Site Allocation meeting attended</p> <p>Cllr Smith had attended a meeting and circulated the Power Point presentation slides to all. Herefordshire Council will identify and allocate sites in rural areas if an NDP is not being undertaken or is not completed by the relevant parish council.</p>	clerk
8.0	<p>Finance:</p> <p>a) To Consider Payments of Outstanding Accounts:-</p> <p>000390: Autela Payroll Services – Payroll Q1 April – June £38.40 000391: HALC – Annual Website Hosting - £36.00 000392: Information Commissioner – Annual Data Protection - £35.00 000393: J Chester – clerk May/June - as agreed 000394: HMRC – PAYE May/June - £16.80</p> <p>RESOLUTION: Payment of all items above agreed.</p> <p>b) To Consider and Approve Internal Audit Report</p>	clerk

	<p>David Magden had carried out the internal audit of the annual accounts. The accounts were presented correctly and the report for the external auditor signed off. Thanks were expressed to Mr Magden for carrying out the internal audit.</p> <p>c) To Review the Parish Council Insurance Policy and decide on any amendments required</p> <p>The clerk has checked that the laptop and printer are covered under the current policy. RESOLUTION: The clerk will obtain three like for like quotes for consideration at the September meeting.</p> <p>d) To Receive Update on Poorlands Meadow Trust</p> <p>Cllr Davies has spoken to the business manager at Lloyds Bank after submitting a number of requests to amend the signatories and statement address. It has all been agreed verbally but written confirmation is awaited.</p> <p>e) To Consider Increasing Poorlands Meadow Annual Rent</p> <p>Expert advice has been sought regarding the suitable rent for this meadow. The rent has not been increased for a number of years. RESOLUTION: It was agreed to increase the rent to £350 per annum with effect from the August 2017 renewal date. The clerk will inform the tenant.</p>	<p>clerk</p> <p>Cllr Davies</p> <p>clerk</p>
9.0	<p>Highways / Footpaths</p> <p>a) To Note Report from Balfour Beatty Locality Steward Cathy Berkeley</p> <p>Noted</p> <p>b) To Receive Update on Speed Issues at Stretton Grandison</p> <p>The clerk has been advised that The Safer Roads Partnership are looking at suitable locations for a mobile speed camera. NOTED</p> <p>c) New Issues on Road Conditions / Footpaths / Traffic Management</p> <p>There are hedge clippings in the ditch opposite The Old School House in Stretton Park. Welsh Water are currently undertaking work on the C1158 there are potholes in need of repair once this work has been completed. There are potholes needing repair by Fillingsbridge Cottage, Peascroft, and on the Millend straight and the culvert at Townsend Farm needs clearing. RESOLUTION: The clerk will report all above defects</p>	<p>clerk</p> <p>clerk</p>
10.0	<p>Information Section / Correspondence / Discussion</p> <p>a) To Note Correspondence Received and Communication Responses from Councillors</p> <p>The clerk is still experiencing apathy from some councillors in responding to emails sent to them. It was noted that Cllr Troughton had not attended a meeting since December 2016 without giving apologies and had therefore disqualified himself as a parish councillor.</p>	<p>clerk</p>

	<p>RESOLUTION: The clerk will write to Mr Troughton and advise Herefordshire Council of the vacancy arisen.</p> <p>b) To decide on Locations for new Notice Boards for each parish</p> <p>Communication with residents has improved with the implementation of a website but currently only a notice board in Streeton Grandison is used.</p> <p>RESOLUTION: It was agreed that notice boards in all parishes need to be used more and articles placed in local newsletters promoting the website, meeting dates and list of councillors.</p> <p>c) To Discuss General Power of Competence</p> <p>The councillors had been sent details of this prior to the meeting. The GPC (LA 2011 s1(1)) gives local authorities, including eligible local councils, “the power to do anything that individuals generally may do” as long as they don’t break other laws. It is a ‘power of first resort’; this means that when searching for a power to act, the first question you ask is whether you can use the GPC. This was discussed and it had been confirmed by HALC that the parish council are eligible.</p> <p>RESOLUTION: It was decided that the parish council meets the criteria for eligibility (LA 2011 s8) at that particular point in time:-</p> <ul style="list-style-type: none"> • the number of councillors elected at the last ordinary election exceeds two thirds of its total number of councillors, and • the clerk holds the CiLCA qualification. <p>It was decided that the clerk register and apply for GPOC.</p> <p>d) To Review Information and Outstanding Actions</p> <p>Information Sheet - Reviewed and updated</p>	<p>clerk</p> <p>clerk</p>
11.0	<p>Training / Meetings / Reports</p> <p>a) To Note the Dates of any forthcoming training courses / meetings and decide attendee(s) –</p> <p>Herefordshire Council 2018/19 Budget Consultation Tuesday 4th July at Town Hall Hereford</p> <p>RESOLUTION: Cllr Smith will attend</p> <p>Councillors were encouraged by the clerk to attend HALC training courses, the diary had been circulated.</p>	
12.0	<p>To Raise Items for Next Scheduled Parish Council Meeting</p> <ul style="list-style-type: none"> • Poorland Meadow Trust Update • NDP Update (N.B. presentation of analysis results at 7pm prior to the parish council meeting on 5th September) • Stretton Grandison Speed Camera update • General Power of Competence • Bank signatories 	All
13.0	<p>To Decide Date, Venue and Time of Ordinary Meetings for the Ensuing Year</p>	

Tuesday 5th September, Tuesday 7th November, Tuesday 9th January 2018, Tuesday 6th March 2018 and Tuesday 1st May 2018. All meetings at The Stables at 7.30pm. The clerk will put these dates onto the website. **RESOLVED**

All

There being no other business to discuss the Chairman declared the meeting closed at 20.45pm

Signed..... Dated.....
Chairman

INFORMATION SHEET – JUNE

PARISH CLERK UPDATE

- Road defects reported to Locality Steward
- Website updated
- Comments sent to planning department on planning applications received
- NDP support work undertaken
- NDP Grant applied for
- End of Year Accounts prepared, internal audit arranged and completed and paperwork and completed accounts sent to external auditor
- SLCC area meeting attended

EMAIL CORRESPONDENCE RECEIVED

- Balfour Beatty – Weekly Locality briefings *
- HALC - Information Corner June *
- HALC - Training Diary *
- Herefordshire Council – Rural Sites DPD Consultation *
- Herefordshire Council – Broadband Event invitation 19th June *
- Herefordshire Council – letter re Code of Conduct *
- Herefordshire Council – Bishops Frome NDP Reg 16 consultation *
- Herefordshire Council – Invitation to 2018/19 Budget Consultation, Town Hall Hereford Tues 4th July 6.30pm *
- Herefordshire Council – introduction of car parking changes at Wye Valley Trust Community Hospitals*

* Circulated to Cllrs.

Outstanding Actions – These are the consolidated actions outstanding after the last meeting:

Date/ Meeting	Minute	Action	Status	Comments
October 2016	10.3	MD/DS/JHP	Ongoing	Complete new bank mandate for Poorlands Meadow Trust
October 2016	13	All Cllrs		Consider undertaking training and attending training courses
Jan 2017	9.4	All	Ongoing	Clerk to copy cllrs in on all emails sent on PC behalf Cllrs to read ALL emails sent to them
Jan 2017	10.3	Clerk		Pothole on A4103 bottom of Fromes Hill where road goes over brook

				CAS614164Z9X1H9 White Lines to be reinstated at Hop Pocket CAS614174T6K2J2
March 2017	7.3	Clerk	Complete	Arrange display materials for NDP open days
March 2017	9.2	Clerk	Ongoing	Request deployment of mobile sped camera in Stretton Grandison to SRP
March 2017	10.2	Clerk	Complete	Put dates of 2017 meetings onto website
May 2017	8	All		Communication needs to improve both internally and with residents
May 2017	12e	Clerk		Review insurance covers laptop, printer and if there is a councillor age limit
May 2017	12f	MD	Complete	Explore Poorlands Meadow rent increase possibility
May 2017	13b	Clerk	Complete	Culvert at Townsend Farm needs clearing Potholes need repair and white lines need reinstating at Hop Pocket Potholes & groove on bend at Stretton Grandison need repair

PLANNING RECORD – (PREVIOUS SIX MONTHS)

<u>DATE</u>	<u>APPLICATION NUMBER</u>	<u>DESCRIPTION</u>	<u>PC COMMENT</u>	<u>HFD COUNCIL DECISION</u>
13.7.16	162281	Belfield, Canon Frome, Ledbury, HR8 2TF Convert existing double garage into a 2 bed annex accommodation to be used primarily by family and possibly as a holiday rental	PC have no objection	WITHDRAWN 7.11.16
2.8.16	161893	Old Birchend, Bosbury, Ledbury, HR8 1HF Removal of rear staircase and relocation of a ground floor toilet (retorsepctive)	PC no objection	GRANTED 24.8.16
12.9.16	163016	Coppice House, Castle Frome, Ledbury, HR8 1HX Proposed single storey side extension, new porch and new rear dormer with interior and exterior alterations	PC support this application	GRANTED 4.11.16
5.10.16	163024 & 163025	Meephill House, Canon Frome, HR8 2TF Proposed erection of an annexe	PC no objection	GRANTED 11.8.17
7.10.16	163152	Land at Middlefields Farm, Castle Frome. Ledbury, Variation of Condition 2 of planning permission 150349 (Proposed erection of single dwelling to replace mobile home) – handing of floor plan, change fo windows and doors and chimney position	PC no objection	GRANTED 25.5.17
18.10.16	160795 APPEAL APP/W1850/D/16/3154790	Yew Tree House, Stretton Grandison, HR8 2TS Proposed garden room to rear	The Parish Council have no objections to this application	APPEAL GRANTED 7.11.16