

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 7th March 2017

Present:

Councillors Douglas Smith (chairman), John Hamilton-Paterson, Rob Manning and Brian Willder

In attendance:

Three Crosses Ward Councillor Jonathan Lester
Janet Chester - clerk

Members of the Public: 1

Item	Minute	Action						
1.0	<p>To Receive Apologies for Absence and Note the Reason</p> <p>Cllrs Malcom Davies (family commitment), Ben Skinner (holiday) and George Troughton (prior engagement)</p>							
2.0	<p>To Receive and Record any Declarations of Interest and Written Requests for Dispensations - none</p> <table border="1"> <thead> <tr> <th>Councillor Name</th> <th>Agenda Item</th> <th>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 10th January 2017</p> <p>The minutes of the meetings were approved as a true and accurate record and duly signed by the Chairman. RESOLVED</p>							
4.0	<p>To Receive Brief Report from Three Crosses Ward Councillor Jonathan Lester</p> <p>Cllr Lester opened by advising that at a meeting on 3rd March Herefordshire Council set the Council Tax. A plaque has been agreed to commemorate the "canary girls" who worked at the munitions factory at Rotherwas. A motion put forward for an Eastern link road was dismissed as funding had already been secured for the western route. It is hoped the western route will be completed by 2027. Cllr Lester and Herefordshire's MP's are campaigning for fairer funding for the county's schools as the county is disadvantaged at present. A meeting has also taken place between the NHS, Clinical Commissioning Group and other parties to attempt to work together and have joint funding.</p>							
5.0	<p>Public Participation Session</p> <p>The matter of Herefordshire Council selling off its tenanted small holdings was raised and queried why a report was undertaken but the findings not used when a decision was reached.</p>							
6.0	<p>Planning:</p>							

	<p>6.1 To Consider any new Planning Applications submitted to Herefordshire Council: none.</p> <p>6.2 To Note Details of any Decisions Notices received from Herefordshire Council (as per planning record attached) – noted</p>	
7.0	<p>Stretton Grandison Group Neighbourhood Development Plan</p> <p>7.1 To Receive a Report from NDP Steering Group</p> <p>The questionnaires are currently being distributed to residents, and will be collected by 31st March. Distributors will then pass to the clerk by 4th April. Upon return they will be analysed (at a cost of £1 per questionnaire returned. Cllr Manning will confirm to the clerk if this is agreeable). A call for sites will then take place. RESOLVED</p> <p>7.2 To Discuss NDP Questionnaire Distribution</p> <p>The clerk had issued everyone with a list of addresses each for questionnaires to be distributed. Cllr Manning confirmed that he had distributed his questionnaires and also those of Cllrs Pudge, Orgee and Troughton.</p> <p>7.3 To Discuss and Decide Arrangements for NDP Open Days on Friday 17th and Sunday 19th March.</p> <p>The clerk is arranging printing of maps and other information and getting display boards. Volunteers for Friday 17th March – Cllrs Manning and Hamilton-Paterson, Nancy Winfield Volunteers for Sunday 19th March – Cllr Smith and Louise Kirkup (Kirkwells) The clerk will ask other councillors and steering group members if they are able to attend.</p>	<p>ALL</p> <p>ALL</p> <p>All / Clerk</p>
8.0	<p>Finance / Governance:</p> <p>8.1 To Note and Agree Payroll Service Provider charges for 2017/18</p> <p>As advised last year Autela have confirmed that the monthly charge will be £12 plus a quarterly charge for pension provision/checking, RESOLVED</p> <p>8.2 To Note Finance Report and Bank Balanced</p> <p>The Finance Report was noted. The current account balance as at 28th February £2941.83, Reserve account as at 28th February £2002.74. £1000 had been transferred over to cover outgoing payments due in March. RESOLVED</p> <p>8.3 To Consider Payment of Outstanding Accounts:- AGREED</p> <p>000376: Kirkwells - NDP support stage 2 - £1200.00 000377: HALC - website June 2016 - May 2017 - £36.00 000378: HALC - "In the Hot Seat" training course Cllr Smith - £36.00 000379: HALC - Annual subscription - £412.25 000380: J Chester - clerk Jan/Feb – as agreed 000381: Lower House Farm - room hire Jan/Feb - £100.80 000382: The Frome Society - Canon Frome Court room Hire NDP - £24.00 000383: Print Plus - NDP questionnaire printing - £548.00</p> <p>RESOLVED</p> <p>8.4 To Receive an Update on Poorlands Meadow Trust</p> <p>Cllr Davies has sent off the new bank mandate and is waiting for confirmation that all changes required have been made by Lloyds Bank. RESOLVED</p>	<p>MD/DS/JHP</p>

	<p>8.5 To Discuss Communication between Clerk and Councillors</p> <p>It was agreed that the clerk copy councillors in on all emails sent on behalf of the parish council and other communications. Councillors were reminded to read all emails sent to them. More co-operation is required to enable clerk to do her job efficiently. RESOLVED</p> <p>8.6 To Appoint Internal Auditor for End of Year Accounts</p> <p>It was AGREED for the clerk to ask David Magden if he would continue to carry out the internal audit.</p>	<p>ALL</p> <p>Clerk</p>
<p>9.0</p>	<p>Highways / Footpaths</p> <p>9.1 To Note weekly report from Balfour Beatty Locality Steward Cathy Berkeley</p> <p>Noted - The weekly reports emailed through are read and noted, and any issues reported. RESOLVED</p> <p>9.2 To Receive update on deploying Stretton Grandison Speed Camera</p> <p>The clerk has put a request into the Safer Roads Partnership and is awaiting a reply from an Operations Forum meeting held at the end of January.</p> <p>9.3 To Receive any new Issues on Road Conditions / Traffic Management / Flooding / Footpaths</p> <p>No new issues raised.</p>	<p>Clerk</p>
<p>10.0</p>	<p>Information Section / Correspondence / Discussion</p> <p>10.1 To Note Correspondence Received</p> <p>10.1.1 Herefordshire Council West Midlands Constituency Boundary Review 2018 – this was discussed and councillors advised to spread the word for everyone to express their views online. RESOLVED</p> <p>10.2 To Confirm Future Parish Council Meetings Dates for 2017</p> <p>Tuesday 7th March, Tuesday 2nd May, Tuesday 27th June, Tuesday 5th September and Tuesday 7th November. All meetings at The Stables at 7.30pm. The clerk will put these dates onto the website. RESOLVED</p> <p>10.3 To Review Information & Outstanding Actions (attached)</p> <p>The clerk had received notification of Public Footpath Diversion Order Footpath CS10 (PART) Castle Frome - noted</p> <p>Information Sheet - Reviewed and updated</p>	<p>All</p> <p>All</p>
<p>11.0</p>	<p>Training / Meetings / Reports</p> <p>11.1 To Note the Dates of any forthcoming training courses / meetings and decide attendee(s)</p> <p>Cllr Smith wishes to attend HALC training course “Lawful Pursuits” on 18th March.</p> <p>The clerk is hoping to attend the “Open Secret” and “Audit Answers” HALC courses</p>	<p>DS</p> <p>Clerk</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 • Stretton Grandison Speed Camera update 	All
13.0	<p>To Decide Date of Next Scheduled Meeting</p> <p>Tuesday 2nd May 2016 at The Stables, Canon Frome at 7.00pm (AGM)</p> <p>There being no other business to discuss the Chairman declared the meeting closed at 20.45pm</p>	All

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

INFORMATION SHEET – MARCH

PARISH CLERK UPDATE

- Road defects reported to Locality Steward
- Website updated
- Comments sent to planning department on planning applications received
- NDP meetings arranged
- NDP support work undertaken
- NDP questionnaires printing quotes sought
- NDP questionnaires printed, collected and distributed
- NDP Distribution list made
- NDP End of Grant Report completed
- Cllr Skinner Register Of Interest forms forwarded to Hfd Council
- Electoral Register requested and received

EMAIL CORRESPONDENCE RECEIVED

- Balfour Beatty – Weekly Locality briefings *
- Balfour Beatty – Parish Briefing Notes & Presentation *
- Herefordshire Council – Invitation to Travellers Site Drop-in Session 6th Feb *
- HALC – Information Corner January *
- HALC – Spring Training Diary *
- Herefordshire Council – Waste Charges Consultation *
- Herefordshire Council – letter re discharge of planning conditions *
- Herefordshire Rural Hub Newsletter *
- Safer Roads Partnership = speed concerns response *
- Neighbourhood Development Team – Newsletter 14 *
- Herefordshire Council – West Midlands Constituency Boundary 2018 Review *

* Circulated to Cllrs.

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

Date/ Meeting	Minute	Action	Status	Comments
10.3.16		Clerk	REPORTED	Blocked drains A4193/C153 junction CAS-564160-C4X9B1
March 2016	4.2	Clerk	reported	White lines at junctions at top of Fromes Hill need re-instating CAS-564178H8E3J7 Potholes by The Old Rectory and Fuggles in Castle Frome CAS614175F2Z5S7
H2u3q8		clerk	reported	Water on road being diverted by surface away from highway drain CAS-583188-B7C2X9
October 2016	6	All	Complete	Appoint footpath officer and then advice Cathy Berkeley
October 2016	10.3	MD/DS/JHP		Complete new bank mandate for Poorlands Meadow Trust
October 2016	13	All Cllrs		Consider undertaking training and attending training courses
Jan 2017	4	Clerk / BS	Complete	Cllr Skinner to complete forms and return to clerk to forward to Hfd Council
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

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 (retorsepective)	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	
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	
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

