

# STRETTON GRANDISON GROUP PARISH COUNCIL

Parish Clerk: Mrs J Chester, Mapleside, Ashperton, Ledbury, Herefordshire, HR8 2RZ  
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## Minutes of the Parish Council meeting held on Tuesday 4<sup>th</sup> October 2016

### Present:

Councillors Douglas Smith (chairman), Malcolm Davies, Robert Manning, John Hamilton-Paterson, George Orgee, Charles Pudge, George Troughton

### In attendance:

Janet Chester  
Cathy Berkeley – Balfour Beatty Locality Steward

### Members of the Public: 0

<u>Item</u>	<u>Minute</u>	<u>Action</u>									
1.0	<p><b>To Receive Apologies for Absence and Note the Reason</b></p> <p>Three Crosses Ward Councillor Lester (family illness) and Cllr Brian Willder</p>										
2.0	<p><b>To Receive and Record any Declarations of Interest and Written Requests for Dispensations -</b></p> <table border="1"> <thead> <tr> <th>Councillor Name</th> <th>Agenda Item</th> <th>Interest Declared</th> </tr> </thead> <tbody> <tr> <td>Cllr D Smith</td> <td>10.1 chq 000367 10.4 Clock maintenance</td> <td>Other - PCC member " "</td> </tr> <tr> <td>Cllr R Manning</td> <td>11.5 Footpath CS10</td> <td>DPI – Land Owner</td> </tr> </tbody> </table>	Councillor Name	Agenda Item	Interest Declared	Cllr D Smith	10.1 chq 000367 10.4 Clock maintenance	Other - PCC member " "	Cllr R Manning	11.5 Footpath CS10	DPI – Land Owner	
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Cllr R Manning	11.5 Footpath CS10	DPI – Land Owner									
3.0	<p><b>To Consider Approval of the Minutes of the previous meetings held on Tuesday 5<sup>th</sup> July 2016 &amp; Wednesday 24<sup>th</sup> August 2016</b></p> <p>The minutes of the meetings were approved as a true and accurate record and duly signed by the Chairman. <b>RESOLVED</b></p>										
4.0	<p><b>To Receive Brief Report from Three Crosses Ward Councillor Jonathan Lester</b></p> <p>Cllr Lester had sent through his apologies for not being able to attend. He had advised the clerk of the importance of continuing with Neighbourhood Development Plans as Herefordshire Council are not able to demonstrate that they have a five year housing supply, it currently stands at 4.49 years and it is harder to deter developers.</p> <p>Due to Central Government continue to reduce funding to unitary authorities, Herefordshire Council have agreed a four year deal with them at a set figure so that they can work a budget out til 2020. Cllr Lester will forward through to the clerk the latest cabinet report which she will then circulate.</p>										
5.0	<p><b>Public Participation Session</b></p> <p>No matters raised</p>										

6.0	<p><b>Guest Speaker – Cathy Berkeley Balfour Beatty Locality Steward</b></p> <p>Cathy opened by thanking the parish council for inviting her to her first meeting with them. She outlined what Balfour Beatty do and how the parish council can help. By working closely with parish councils defects get resolved more quickly and cost effectively. She described how she checks all roads throughout the parish regularly, the A &amp; B roads more frequently than the minor roads, and arranges for pothole repair etc. She outlined that any problems and concerns can always be reported on Herefordshire Councils website via the “Report it” section. She then answered questions about drainage and ditch clearing and the landowners’ riparian responsibility to maintain roadside ditches, Herefordshire Council are responsible for cutting grips and maintaining highway drainage metalwork and culverts unless it is a private entrance or driveway. Cathy also answered questions on Public Rights Of Way, footpaths and stiles. It was advised that the parish council appoint a footpath officer that Cathy can liaise with. Once appointed Cathy asked to be informed of their contact details to arrange training.</p>	ALL / CLERK
7.0	<p><b>To Discuss Councillor Vacancy and Consider any Co-options</b></p> <p>The clerk has informed Herefordshire Council and a vacancy notice for Eggleton has been put on the website and notice boards, no expressions of interest have been received to date. Cllrs were asked to spread the word and invite neighbours to become councillors.</p>	All
8.0	<p><b>Planning:</b></p> <p><b>8.1 To Consider any Planning Applications submitted to Herefordshire Council:</b></p> <p><b>162281 – Belfield, Canon Frome, Ledbury, HR8 2TF</b> Convert existing double garage into a 2 bed annex accommodation to be used primarily by family and possibly as a holiday rental <b>PC Comment:</b> The Parish Council have no objections to this application.</p> <p><b>163016 – Coppice House, Castle Frome, Ledbury, HR8 1HX</b> Proposed single storey side extension, new porch and new rear dormer with interior and exterior alterations <b>PC Comment:</b> The Parish Council support this application.</p> <p><b>8.2 To Note Details of any Decisions Notices received from Hereford Council (as per planning record attached) – noted</b></p>	
9.0	<p><b>Stretton Grandison Group Neighbourhood Development Plan</b></p> <p>A public meeting had been held to receive the comments from residents on the draft Issues and Options paper that had been produced by Kirkwells. A further meeting is to be held on Tuesday 18<sup>th</sup> October at The Stables, Canon Frome at 7pm to complete this paper.</p>	ALL
10.0	<p><b>Finance / Governance:</b></p> <p><b>10.1 To Consider Payment of Outstanding Accounts:- AGREED</b></p> <p>000363: Lower House Farm – Hire of The Stables July &amp; Aug - £67.20 000364: Information Commissioner – Data Protection - £35.00 000365: Came &amp; Co – Annual Insurance - £265.00 000366: Kirkwells Planning Consultants – NDP support – £1620.00 000367: Stretton Grandison PCC – churchyard maintenance donation - £175.00 000368: Castle Frome PCC – churchyard maintenance donation - £175.00 000369: Canon Frome PCC – churchyard maintenance donation – £175.00 000370: Autela - Payroll Services Q2 – £30.00 000371: J Chester – clerk July/Aug/Sept – as agreed</p> <p><b>RESOLVED</b></p>	

	<p><b>10.2 To Note Finance Report and Bank Balances</b></p> <p>The clerk advised that Lloyds Bank had now updated the signatories and bank mandate and had also closed an old dormant account and transferred the balance of £0.11 to the current account. Current account balance as at 30 August £3622.77, Reserve account as at 9 September £4501.17. It was AGREED that the clerk have authority to view the bank accounts online. <b>RESOLVED</b></p> <p><b>10.3 To Receive an Update on Poorlands Meadow Trust</b></p> <p>Cllr Davies had spoken to the Charity Commission who have no record of this trust so he advised that the parish council are free to manage this trust. It was AGREED that Cllrs Davies, Smith and Hamilton-Paterson become signatories on the account being the members from Stretton Grandison. Cllr Davies will arrange the new bank mandate. <b>RESOLVED</b></p> <p><b>10.4 To Discuss Donation to upkeep of clock on St Lawrences Church Stretton Grandison</b></p> <p>N.B. Cllr Smith having declared an interest took no part in this discussion</p> <p>This was discussed but it was decided by a vote not to contribute this year. Cllrs Davies and Hamilton-Paterson FOR, Cllrs Pudge, Manning, Orgee, Troughton AGAINST. Cllr Smith having declared an interest ABSTAINED</p> <p><b>10.5 To Discuss Precept requirement for 2017/18</b></p> <p>The clerk had circulated to councillors a proposed budget for 2017/18 with a recommendation to request £6500.00 precept. This was discussed and the councilors will consider it in more detail and a final decision will be reached at the December meeting. <b>RESOLVED</b></p>	<p><b>Cllrs Davies / Smith / Hamilton-Paterson</b></p> <p><b>All</b></p>
<p><b>11.0</b></p>	<p><b>Highways / Footpaths</b></p> <p><b>11.1 To Note weekly report from Balfour Beatty Locality Steward Cathy Berkeley</b></p> <p>Noted - The weekly reports emailed through are read and noted, and any issues reported.</p> <p><b>11.2 To Receive any new Issues on Road Conditions / Traffic Management / Flooding / Footpaths</b></p> <p>The clerk was asked to inform Bosbury Parish Council of the overhanging hedge at The Clissetts, Bosbury. <b>RESOLVED</b></p> <p><b>11.3 To Discuss Parish Council response to Herefordshire Council Bus Consultation</b></p> <p>It was felt that bus services are vital to rural communities and the clerk was to respond accordingly. <b>RESOLVED</b></p> <p><b>11.4 To Discuss visibility on bend on A417 at Stretton Grandison junction to Homend Park</b></p> <p>A local resident had raised their concern over the visibility at this point on the A417 and the speed of vehicles approaching the bend from both directions. Cathy advised that there was little could be done by Balfour Beatty to increase the visibility. She suggested that the parish council could pay for a Speed Indicator Device to be installed, the cost being around £500 for a base unit and then around £200 per monthly deployment, or the police asked to enforce the 30mph speed limit. A meeting was arranged to view the problem. <b>RESOLVED</b></p> <p><b>11.5 To Discuss Proposed Public Footpath Diversion – Footpath CS10 in Castle Frome</b></p> <p>Cllr Manning being the landowner gave a brief outline of the proposed diversion to other members, then withdrew from the discussion. Members agreed no issue with this proposal. <b>RESOLVED</b></p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p> <p><b>DS / MD</b></p>

	<p><b>11.6 To Discuss Proposals for new Parliamentary Constitutional Boundaries</b></p> <p>Cllrs felt that access to three MP's may prove useful. <b>RESOLVED</b></p>	
12.0	<p><b>Information Section / Correspondence / Discussion</b></p> <p><b>12.1 To Note Correspondence Received</b></p> <p>BT Phone Kiosk – Adopt for £1. Decided no further action.</p> <p><b>12.2 To Review Information &amp; Outstanding Actions (attached)</b></p> <p>Reviewed and updated</p>	
13.0	<p><b>Training / Meetings</b></p> <p><b>13.1 To Note the Dates of any forthcoming training courses / meetings and decide attendee(s)</b></p> <p>The clerk had circulated the HALC training diary and encouraged councilors to attend the training courses to increase their knowledge.</p> <p>Herefordshire Council Planning Presentation 6<sup>th</sup> Oct Shire Hall Hereford 6.30pm – 8.30pm  Balfour Beatty Parish Briefing 11<sup>th</sup> Oct 2 - 3.30pm and 7 - 8.30pm Thorn Business Park  HALC Eastern Area Meeting Wed 9<sup>th</sup> November Bosbury Village Hall 7.30pm  HALC AGM Sat 12<sup>th</sup> Nov at The Blind College, Hereford 9am – 3pm</p>	<b>ALL</b>
14.0	<p><b>To Raise Items for Next Scheduled Parish Council Meeting</b></p> <ul style="list-style-type: none"> <li>• 2017/18 Precept</li> <li>• Poorland Meadow Trust Update</li> <li>• NDP Update</li> </ul>	<b>ALL</b>
15.0	<p><b>To Decide Date of Next Scheduled Meeting</b></p> <p>Tuesday 6<sup>th</sup> December 2016 at The Stables, Canon Frome at 7.30pm</p> <p>There being no other business to discuss the Chairman declared the meeting closed at 21.34pm</p>	

Signed.....  
Chairman

Dated.....

## INFORMATION SHEET – OCTOBER 2016

### PARISH CLERK UPDATE

- Road defects reported to Locality Steward
- Payment received from Wayleave for Poorland Meadow
- Website updated
- Comments sent to planning department on planning applications received
- NDP meetings arranged

- NDP Issues & Options sent to Louise at Kirkwells
- New meeting venue arranged

#### EMAIL CORRESPONDENCE RECEIVED

- Balfour Beatty – Weekly Locality briefings \*
- Balfour Beatty – Parish Newsletter July \*
- HALC – Information Corner 11<sup>th</sup> July\*
- HALC – Information Corner 16<sup>th</sup> August\*
- HALC – Eastern Area AGM Draft Minutes \*
- Herefordshire Council – Herefordshire Council funding update July \*
- Herefordshire Council –Hfd Council Budget Meeting 28<sup>th</sup> July Presentation Slides \*
- Herefordshire Council – New Standards Procedure for Comment \*
- Herefordshire Council – Public Consultation – Travellers Sites Preferred Options \*
- Herefordshire Council – Herefordshire SHLAA – Call for Sites \*
- Herefordshire Council – Power Cut? New phone number 105 September launch \*
- Herefordshire rural Hub September Newsletter \*
- Herefordshire Council – DEFRA Badger Cull Information \*
- Herefordshire Council – Green Lanes \*
- West Mercia Police – Safer West Mercia Consultation \*

\* Circulated to Cllrs.

**Outstanding Actions** - These are the consolidated actions outstanding after the last meeting held on 5<sup>th</sup> July 2016:

Date/ Meeting	Minute	Action	Status	Comments
March 2016	4.2	Clerk	reported	White lines at junctions at top of Fromes Hill need re-instating Potholes by The Old Rectory and Fuggles in Castle Frome
March 2016	8.5	Clerk	Complete	Complete new bank mandate to change details & signatories
March 2016	9.2	Cllr Davies		To arrange new signatories on Poorland Meadow Trust bank account
May 2016		clerk	reported	Water on road being diverted by surface away from highway drain <b>CAS-583188-B7C2X9</b>
July 2016	6.0	All		To spread the word about councillor vacancy
July 2016	9.2	Clerk		Investigate costs and details of speed sign by Tiwensend Nursery
July 2016	9.2	Clerk	complete	Send letter to landowner re hedge trimmings blocking ditch opp Rochester House

#### PLANNING RECORD

<u>DATE</u>	<u>APPLICATION NUMBER</u>	<u>DESCRIPTION</u>	<u>PC COMMENT</u>	<u>HFD COUNCIL DECISION</u>
16.10.15	<b>152939</b>	<b>Bears Forge, Canon Frome Court, HR8 2TD</b> Proposed removal of interior wall	None	<b>GRANTED 1.12.15</b>
7.12.15	<b>153605 – prior approval</b>	<b>The Hill, Castle Frome, HR8 1HL</b> Proposed canopy and lean-to on the side of an existing biomass building	Not required	<b>PRIOR APPROVAL REFUSED 8.2.16</b>
9.12.15	<b>153532 / 153533</b>	<b>Hedgerow West of B4214, Near The Frogend, Bishops Frome and west of Hop Pocket entrance</b> Hedgerow Removal	None	<b>REFUSED 18.1.16</b>
11.1.16	<b>160057 – PRIOR APPROVAL</b>	<b>Hasnett Wood, Canon Frome, Munsley</b> Proposed forestry building	Not required	<b>PRIOR APPROVAL NOT REQ 19.1.16</b>
18.1.16	<b>153808</b>	<b>The Porch, Lower Eggleton, HR8 2UG</b> Proposed four bedroom dwelling including freestanding garage	None	<b>GRANTED 29.2.16</b>
4.3.16	<b>160595</b>	<b>New House Farm, Bishops Frome, Herefordshire, WR6 5BT</b> 22 nos additional business units and new	The Parish Council have no objection provided a licence is granted by the Environmental Agency	<b>GRANTED 1.8.16</b>

		sewerage treatment plant		
18.3.16	<b>160795</b>	<b>Yew Tree House, Stretton Grandison, HR8 2TS</b> Proposed garden room to rear	The Parish Council have no objections to this application	<b>REFUSED</b> <b>29.4.16</b>
12.5.16	<b>160883</b>	<b>The Hill, Castle Frome, HR8 1HL</b> Proposed lean-to extension to side of existing biomass boiler house	PC no objection	<b>GRANTED</b> <b>15.7.16</b>
2.6.16	<b>P161593/AM</b> <b>*ADVICE ONLY*</b>	<b>The Old Coach House, Townsend Farm, Stretton Grandison, HR8 2TS</b> Proposed non-material amendment to planning permission ref: 011987/F	Not required	<b>GRANTED</b> <b>14.6.16</b>
2.8.16	<b>161893</b>	<b>Old Birchend, Bosbury, Ledbury, HR8 1HF</b> Removal of rear staircase and relocation of a ground floor toilet (retorseptive)	PC no objection	<b>GRANTED</b>
	<b>162281</b>	<b>Belfield, Canon Frome, Ledbury, HR8 2TF</b> Convert existing double garage into a 2 bed annex accommodation to be used primarily by family and possibly as a holiday rental	PC no objection	
	<b>163016</b>	<b>Coppice House, Castle Frome, Ledbury, HR8 1HX</b> Proposed single storey side extension, new porch and new rear dormer with interior and exterior alterations	PC support this application	
4.10.16	<b>162836</b>	<b>Old Birchend, Bosbury, Ledbury, HR8 1HF</b> Replacement of 12 windows	PC no objection	

