



PIXLEY & DISTRICT PARISH COUNCIL

Parish Clerk: Janet Chester
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Minutes of the Parish Council meeting held on Tuesday 24th September 2013 at Munsley WI Hall at 7.30pm

Present

Councillors Mrs L Clothier, Mrs J Cowell, Mrs W Cox, K Davies, D Hewitt, H Hodges, A Mawby, Mrs R Jones, E Thompson & P Whitfield

In attendance

Janet Chester – Parish Clerk
Ward Councillor Mrs P Morgan

Members of the Public: 0

In the absence of the chairman Cllr Swaithe, the vice-chairman Cllr Hewitt chaired this meeting.

1/9/13 To Accept Any Apologies for Absence and Note the Reason

Cllr S Swaithe – holiday, Cllr M Skittery – work commitments

2/9/13 To receive declarations of interest and requests for dispensations –

Cllr D Hewitt declared an interest in agenda item 9a planning application 132153/F Upper Brooke Farm, Little Marcle, HR8 2JY

Cllrs K Davies & E Thompson declared an interest in agenda item 9a 132205/F Pixley End Caravan & Camp Site, Trumpet, HR8 2RA

A flowchart to help councilors decide when to declare an interest will be circulated by the clerk to all councillors

3/9/13 To approve minutes of the meeting held on Tuesday 30th July 2013 (previously circulated)

After making a minor alteration the minutes of the previous meeting were agreed as a true and accurate record and were duly signed by Cllr Hewitt.

4/9/13 Open Forum No items were raised

5/9/13 To receive a brief report from Ward Councillor P Morgan

Cllr Patricia Morgan reported that Balfour Beatty are now Herefordshire Councils contractor for highways maintenance. Herefordshire Council are reviewing their budget and “the role” of the council. Workshops are taking place and Cllr Morgan will advise more in due course. Adult Social Care, Childrens services and Economic development are

Action

Clerk

Cllr Morgan

priorities. It was thought that the planning department need a change of attitude to be more proactive and permissive and that they should encourage and facilitate enterprise.

6/9/13 Discussion

a) Neighbourhood Planning

Cllr Hewitt attended a meeting held by Putley parish council on 28th August. Both parish councils have decided not to do a neighbourhood plan at present.

b) Strategic Housing Land Availability Assessment

An email from Herefordshire Council outlining the above was previously circulated by the clerk to all councillors, the contents of which were noted.

7/9/13 Highways / Footpaths

a) Balfour Beatty

Cllr Hewitt and the clerk had attended the Balfour Beatty launch evening on 10th September. The contracts manager will be Andy Williams. The transition over from the previous contractor seems to have not gone as smoothly as hoped and although training has been given to staff the planned programme of works will not fully commence until October. The company had recently mobilized Wiltshire. They used a lot of jargon but want to communicate and work closely with parish councils as a "trusted partner". £20 million has been put in upfront for the repair of the unclassified and "C" roads, the work on these will start in the spring once winter weather conditions have ceased. There will be local "road gangs" based upon the nine localities. The clerk has sent through details of all the outstanding defects to Balfour Beatty Living Places email address. They wish to be transparent and a system will be in place to trace the progress of defects.

The clerk had received an email about the winter self-help scheme. It was **RESOLVED** that this scheme would not be beneficial to this group of parishes.

b) SID deployments

Balfour Beatty have taken over the SID deployments. All previous dates booked for deployments have been cancelled and they are starting afresh. It was **RESOLVED** to ask for deployments at Little Marcle in December 2013, Knapp Farm in May 2014 and Little Marcle in November 2014. The clerk is to check the costs have not changed before booking.

c) Road conditions

The clerk has reported outstanding defects with Balfour Beatty in September. The A438 is flooding due to a blocked drain Trumpet side of Roots Farm shop. The clerk is to request more 50mph repeater signs for the stretch of road from the Trumpet Crossroads to Pixley Court. The clerk is to chase the implementation date of the speed limit in Ashperton. The clerk is to order 100 sandbags to replenish stocks held. The clerk is to request grit bins for Heywood Lane, Swinmore Lane and Rectory

Clerk

Clerk

Lane **RESOLVED**

d) Update on Bus & Cycle Shelters

The clerk has confirmed to Herefordshire Council that we are in agreement of a cycle rack being installed at Pool End and has received confirmation but not a date when it will be installed.

8/9/13 Finance

a) To agree clerk salary increase as per NALC National Guidelines

The clerk left the room whilst discussion took place. It was **RESOLVED** to agree to the increase in line with pay scale point 17.

b) Date for Finance Working Group meeting

Tuesday November 19th was provisionally booked for the next meeting to be held. Chairman, vice-chairman, ex-chairman, L Clothier and the clerk to attend.

c) Finance Report – noted

d) To agree payment of outstanding accounts as per finance report

Payments **RESOLVED**

000347: HALC CiLCA Training - £60.00

000348: LRP Cluster Group - £25.00

000349: Clerk salary and expenses – as agreed

9/9/13 Planning

a) Planning Application to be considered - RESOLVED

132153/F Upper Brooke Farm, Little Marcle, Ledbury, HR8 2JY

Proposed 2 bay extension to building no.2 and roof over yard between buildings 1 and 2

PC Comment: The parish council support this application

132193/F The Coach House and Coach House Annex, Hopton Arms, Ashperton, HR8 2SE

Change of use of the Coach House in to a holiday park managers residence. Change of use of the Coach House Annex from two number disabled letting rooms for Hopton Arms Public House into a one bedroom holiday let chalet to form part of holiday park.

PC Comment: The parish council support this application subject to it conforming to building regulations

132205/F Pixley End Caravan & Camp Site, Trumpet, Ledbury, HR8 2RA

Proposed change to caravan site to accommodate caravans and tents for twelve months a year rather than from March to October.

PC Comment: The parish council object to this application as it does not specify the particular use of the caravans (static or touring for holiday use) and require a more detailed application with clarification. The parish council also note the current inadequate drainage and site security with a stile and dog access being located within the boundary fence. The parish council are surprised an extension is required based

**Cllrs Swaites,
Hewitt, Skittery,
Clothier & Clerk**

upon the sites current usage.

b) To Note Comments on Planning Applications already considered

- none

c) To note decisions of Herefordshire Council on Planning Applications

As planning record and on Herefordshire Councils website –
www.herefordshire.gov.uk

10/9/13 Training / Meetings

a) To note dates of upcoming meetings

The clerk is to obtain further details on the HALC “Leading Lights” course Wed 2nd October which Cllr Cox may wish to attend. **RESOLVED**

Clerk/Cllr Cox

b) To receive a report from meetings attended

Cllr Hewitt and the clerk had attended a parish planning seminar which did not prove to be very beneficial. The clerk has received a self-help review sheet which she will circulate to councillors to see if the council wish to review the parish plan. **RESOLVED**

Clerk

Ledbury Rural Parishes Cluster Group – Cllr Davies had attended. He reported that the chairman Patrick Whitehead had resigned from his local parish council but it had been decided by the cluster group that he should remain chairman for his term of office but any statement made on behalf of the cluster group would be made via the cluster clerk.

Concerns were raised about the benefit the cluster group can give to the parish council, and if it was duplicating what the eastern area of HALC should offer the parish council.

Balfour Beatty launch – as 7a above

11/9/13 To note Planning Record (Circulated) – RESOLVED

12/9/13 To review the Information & Outstanding Actions Sheet - RESOLVED

Clerk

13/9/13 Items for next meeting (No Discussion)

- Little Marcle threshold gates
- Councillor Vacancies
- Bill Wiggin Letter
- Parish Plan review

14/9/13 Date of next scheduled meeting : Tuesday 29th October 2013

The vice-chairman declared the meeting closed at 9.40pm

Signed:
Chairman.

Date: