



PIXLEY & DISTRICT PARISH COUNCIL

Parish Clerk: Mrs J Chester, Mapleside, Ashperton, Ledbury, Herefordshire, HR8
2RZ Tel: 01531 670036 email: pixleyclerk@btinternet.com
website:- www.pixleyanddistrict.org.uk

**COUNCILLORS ARE SUMMONED TO ATTEND THE ANNUAL MEETING OF THE
PARISH COUNCIL TO BE HELD AT MUNSLEY W.I. HALL
ON WEDNESDAY 24TH MAY 2017 AT approx. 7.30PM (after the Annual Parish Meeting)**

Agenda

1. To Elect the Chairman of the Council and to receive the Chairman's signature on Declaration of Acceptance of Office
2. To Elect the Vice-Chairman of the Council and to receive the Vice-Chairman's signature on Declaration of Acceptance of Office
3. To Accept any Apologies for Absence and Note the Reason
4. To Record any Declarations of Interest and Consider any Requests for Dispensations
5. Councillor Vacancies – To Note Councillor Vacancies and To Receive any Nominations for Co-Option
6. To Remind Councillors to review their Register of Interests held with Herefordshire Council and update if necessary
7. To Consider Approval of Minutes of Parish Council meetings held 27th March and 10th May 2017
8. To Receive a Brief Report from Three Crosses Ward Councillor, Mr Jonathan Lester
9. Public Participation Session for Local Residents to raise matters relevant to the Parish Council (Please note: Decisions cannot be made on items not on the agenda) *This item to be limited at the discretion of the chairman*
10. **Planning: NB: no paper copies of applications are available to view at the meeting unless specified**
 - 10.1 To Consider Planning Applications referred for comment: **(to be viewed online prior to the meeting)**
 - 10.2 To Note Details of Decision Notices Received from Hereford Council: as per planning record
11. **Highways/Footpaths:**
 - 11.1 To Appoint Footpath Officer(s)
 - 11.2 To Review and Appoint Lengthsman
 - 11.3 To Note any new Highway and Footpath Defects
 - 11.4 To Sign Balfour Beatty Lengthsman / P3 contract 2017/18
12. **To Review and Adopt the following policies for Pixley & District Parish Council**

12.1 Standing Orders	12.2 Code of Conduct
12.3 Financial Regulations	12.4 Donations/Grants Policy
12.5 Risk Assessment Schedule	12.6 Risk Management Policy
12.7 Freedom of Information requests	12.8 Emergency Resilience Plan
12.9 Assets Register	12.10 Complaints Policy
12.11 Policy for dealing with the Media	12.12 Social Media Policy
13. **To Review Working Groups and Terms of Reference, and to review members leading roles on specific issues as required:-**

13.1 Neighbourhood Development Plan Steering Group	13.2 Financial Working Group
13.3 Traffic & Speed Management	13.4 Website Management
14. **To Receive Report from Pixley And District Neighbourhood Development Plan Steering Group**
15. **Finance:**
 - 15.1 To Receive 2016/17 End of Year Accounts
 - 15.2 To Approve the Annual Governance Statement for the External Auditor
 - 15.3 To Approve the Annual Accounting Statements for the External Auditor
 - 15.4 To Review the Parish Council Insurance Policy and decide on any alterations required
 - 15.5 To Note Finance Report and Bank Balances
 - 15.6 To Consider Payments of Outstanding Accounts
 - 000422: Came & Co – Annual Insurance - £280.00
 - 000423: J Chester – clerk salary April/May and expenses – as agreed
16. **Information Section / Correspondence / Discussion:**
 - 16.1 To Review Information and Outstanding Actions
 - 16.2 To Receive Update on Ashperton Railway Bridge
 - 16.3 To Discuss Defibrillator installed at Trumpet Garage
 - 16.4 To Arrange Spring Clean Litter Picks
 - 16.5 To Discuss Herefords bid as a City of Culture
17. **Reports:** To receive any reports from meetings attended
18. **Training:** To note any forthcoming training dates
19. **To Raise items for next scheduled Parish Council Meeting (no discussion)**
20. **To Decide Dates and Time of Ordinary Meetings for the ensuing year**

Signed:

JL Chester

(Clerk to the Parish Council)

Dated: 12th May 2017

The press and public are cordially invited to attend the meeting

INFORMATION SHEET

PARISH CLERK UPDATE

- Road defects reported to Locality Steward
- Lengthsman given list of jobs to complete
- NDP support work undertaken
- Travellers Site letters sent to Herefordshire Council
- End of Year Accounts completed for internal audit
- Annual meetings preparation
- Parish Council policies reviewed

GENERAL CORRESPONDENCE RECEIVED

- Balfour Beatty – Weekly Locality briefings *
- HALC – Information Corner April *
- HALC – Eastern Area March meeting Minutes *
- A Bush, Herefordshire Council – Hereford Area Plan & Herefordshire Transport Package Consultation Event 3-6 April*
- A Bush, Herefordshire Council – Code of Conduct Consultation *
- A Bush, Herefordshire Council – Armed Forces Day *
- Hfds NDP Team – Newsletter 15 *
- Hfds NDP Team – NDP Submission and Examination Workshop Fri 5th May 10am – 12 Archive & Records Centre, Fir Tree Lane, Rotherwas, HR2 6LA *
- Hfds NDP Team – Rural Area Site Allocation DP Event 22 May Shire Hall Hereford 10am *

* Circulated to Cllrs.

OUTSTANDING ACTIONS

These are the consolidated actions outstanding after the last meeting:-

Jan 2016	7a	Cllr Hewitt		Pursue Fastershire Broadband
March 16	6a	Cllr Hewitt		Speak to new owners of property adj to Aylton triangle
Aug 2016		Clerk	Reported	Chase BB re reinstating railings over culvert at Snowhill CAS-537926-Z8X5J0
				Pothole on A4172 between Parkhold & Pixley Court CAS613975Z8N7T0 Flooding of surface water on Falcon Lane nr Haygrove entrance CAS613971R5Q2F6 Flooding on A438 near Greenways bend CAS613974S1R3L3
Nov 2016		clerk	Complete	Enquire with Haygrove when field entrance opp hall will be closed and blocked up
March 17	4	All cllrs	ongoing	Spread the word about cllr vacancies
March 17	6	Ward Cllr		Arrange meeting with cabinet member for highways re Ashperton bridge
March 17	7.3	Ward Cllr clerk		Put forward challenges raised re discrepancies on arc4 report Send letters to HC asking questions to be answered
March 17	9.1	clerk	complete	Order 30 verge markers @£16 each
March 17	9.2	clerk	reported	Report potholes on Glebe Lane, Lillands Lane and Trumpet Crossroads
March 17	9.2	clerk		Ask lengthsman if he can repair potholes on minor roads

PLANNING RECORD – (last six months)

<u>DATE</u>	<u>APPL. NUMBER</u>	<u>DESCRIPTION</u>	<u>PC COMMENT</u>	<u>HFDS COUNCIL DECISION</u>
28.4.16	150765	Trumpet Fields adj A438, Trumpet, Ledbury APPEAL APP/W1850/W/16/3148136 Erection of polytunnels on fields at Trumpet for covered commercial growing of soft fruit and new pond area	PC object	APPEAL GRANTED 17.8.16
16.8.16	162103	Ledbury Football Development Centre, Little Marcle Road, Ledbury change of use of agricultural land into sporting use	PC letter of concerns sent	WITHDRAWN 10.11.16
23.8.16	162484	Sunnybank, Baregains Lane, Little Marcle, HR8 2JR Single storey extension	PC support this application	GRANTED 27.9.16

26.8.16	162645	The Castle, Ashperton, Munsley, Ledbury (PRIOR APPROVAL ADVICE) – Agricultural to residential Proposed conversion of barn to single dwelling	PC no comment to make	PLANNING APP REQ
2.9.16	162569/162570	Little Marcle Court, Little Marcle, HR8 2LB Replace existing rear sun room with new sunroom including a cellar below	PC support this application	GRANTED 20.10.16
29.9.16	163061	Old Shire House, Aylton, Ledbury, HR8 2QE Proposed demolition of existing extensions and replacement with two storey rear extension	PC no objection	GRANTED 7.7.16
28.10.16	163224	Land at The Vern, Munsey, Ledbury, HR8 2SQ Proposed replacement dwelling, with integral garage and garden store outbuilding. Change of use of agricultural land to residential	PC support this application	GRANTED 12.12.16
17.11.16	163531	The Castle, Ashperton, Ledbury Proposed conversion of outbuilding to single dwelling	PC support this application	GRANTED 20.1.17
26.1.17	170080	Sunnybank, Baregains Lane, HR8 2JR Variation of condition 2 of permission 162484 – single storey extension – alteration to elevation (SW roof)	PC no objections	GRANTED 1.3.17
2.2.17	P170178/F	Woodside Lodges, Falcon Lane, Ledbury, HR8 2JN Change of use to site 3 lodge style twin unit caravans in place of previous permission for log cabins	** ADVICE ONLY **	GRANTED 23.3.17
13.2.17	163999	Mikes Meadow Glamping, Tompion, Munsley, HR8 Proposed change of use of land from agricultural to siting of camping pods for business, including replacement of timber outbuilding with a new toilet and shower block	PC support this application	GRANTED 30.3.17
13.3.17	170441	Ashperton Primary Academy, HR8 2SE Construction of an outdoor multi-use games area and link paths	PC support this application	GRANTED 27.4.17
24.3.17	170645	The Strawhouse, Pixley, HR8 2RL Façade remodeling and single storey extension of an existing dwelling	PC no objections	GRANTED 11.5.17
6.4.17	171108	Quarry Lodge, Little Verzons, Ledbury, HR8 2PZ Proposed extension to rear of holiday lodge	PC support this application	
7.4.17	171252	Land at Brook Farm, Little Marcle, HR8 Application for variation of condition 2 of planning permission 161637 – replacement of approved plans to allow revisions to design and layout	PC support this application provided agricultural tie remains	
13.4.17	171315	Land North of A438, Wallers Green, Ledbury Proposed digestate storage tank, access track and containment bund	PC support this application	