



## PIXLEY & DISTRICT PARISH COUNCIL

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### Minutes of the Parish Council meeting held on Monday 27<sup>th</sup> November 2017

#### Present

Councillors Mrs L Clothier - Chairman (LC), K Bray, Mrs J Cowell (JC), K Davies (KD), P Hawker, A Mawby, I Pritchard (IP), M Skittery (MS), S Swaites (SS) and M Thwaites

#### In Attendance

Three Crosses Ward Councillor Jonathan Lester  
Herefordshire Council Cabinet Member for Highways Barry Durkin  
Janet Chester – Parish Clerk

#### Members of the Public: 0

Cllr Clothier welcomed everyone to the Meeting of the Parish Council

#### 1. To Accept Any Apologies for Absence and Note the Reason

Cllr M Tristram and Cllr E Thompson (work commitments)

#### 2. To Receive Declarations of Interest and Requests for Dispensations –

Councillor Name	Agenda Item	Interest Declared
Cllr Thwaites	7.1.1 Knapp Farm 173236	Other - neighbour
Cllr Cowell	7.1.1 Knapp Farm 173236	Other – neighbour

#### 3. Councillor Vacancies – To Note Councillor Vacancies and Receive any nominations for Co-option

No nominations were received.

**RESOLUTION:** All councillors to spread the word to possible interested residents.

#### 4. To Consider Approval of Minutes of the meeting held on 25<sup>th</sup> September 2017 (previously circulated)

**RESOLUTION:** The minutes of the previous meeting were agreed as a true and accurate record and were duly signed by Cllr Clothier.

#### 5. To Receive a Brief Report from Ward Councillor J Lester

Ward Cllr Lester advised that health podcasts for young people had been launched today. Work is continuing to get the University project off the ground. Cllr Lester is cabinet member for Childrens Health and Wellbeing and all partners in Herefordshire are meeting to ensure that challenges are addressed and good results obtained. The plan currently goes to March 2018 so is being refreshed to take it forward involving all of the community. At the 16th November Herefordshire Council cabinet meeting the main topic of the meeting was the acquisition of land and compulsory purchase for the road joining the A465 & A49.

Action

An update was given on Herefordshire Councils financial position and the challenges it faces, particularly the number of Looked After Children in the county which is currently 308 with costs of £40-£60k per year per child.

## 6. Public Participation Session

No matters raised.

## 7. Planning

### 7.1 To Consider Planning Applications referred for comment:

#### 7.1.1 173235 – Knapp Farm, Pixley, Ledbury, HR8 2QB

Proposed hard standing for storage in connection with soft fruit business.

**PC Comment:** Councillors expressed their wish to have a site meeting to try and clarify points as the application was vague and lacking detail. The clerk will arrange a site meeting for Sat 2<sup>nd</sup> Dec if possible.

### 7.2 To Note any Details of Decision Notices received from Herefordshire Council : as per planning record NOTED

## 8. Pixley and District Neighbourhood Development Plan

### 8.1 To Receive an update on the NDP

The draft plan is ready for Regulation 14, a six week public consultation. Environmental assessments have been undertaken and reports sent through. A copy of the draft plan, a consultation letter, flyer and comments form have been produced. Fliers will be put through all letter boxes advising residents about the consultation and advising that copies are available to view online, in the parish churches, at the Nest and at The Masters House in Ledbury, and where they can send their comments. The comments received from this consultation are reviewed and the draft plan amended as necessary. It should reach Regulation 16 stage around March 2018. After a further six to nine month period where it undergoes a further consultation with statutory consultees, independent examination and referendum, it is then adopted.

All

### 8.2 To Approve Documents for Regulation 14 NDP Consultation

The councillors had all been sent the above mentioned draft documents for the Regulation 14 consultation together with a copy of the plan to read before tonight's meeting.

**RESOLUTION:** The plan and all documents for the Regulation 14 consultation were approved.

Clerk

### 8.3 To Confirm Arrangements for Distribution of NDP Flyer

**RESOLUTION:** All councillors are expected to help steering group members deliver a flyer to all residents in the four parishes advising of the Reg 14 consultation. Delivery to be made over the weekend of 2<sup>nd</sup> December. Cllr Hawker will hold a master copy of who and where so that everyone has an equal share.

All

### 8.4 To Redraw Winner of Prize Raffle

As the previous drawn winner of the prize could not be found the raffle was re-drawn. The winner was Sue Birkett.

Clerk

## 9. Information Section / Correspondence / Discussion:

## 9.1 To Review Information and Outstanding Actions

Reviewed and updated

## 9.2 To Discuss Permanent Residency of Holiday Lets in the Parishes and Rates Applicable

Cllrs are aware that some properties in the parishes classes as holiday lets are being used as permanent residences and wonder if they are paying less in business rates than they would in council tax. If they only pay business rates then nothing is collected from them towards the parish council precept.

## 10. Highways and Footpaths

### 10.1 To Receive Report on A4172 Speed Survey Meeting held 15<sup>th</sup> November

A number of parish councillors together with Cllr Lester met with representatives from ADL, Balfour Beatty and the Safer Roads Partnership to view and discuss speed on the A4172. Speed recordings had previously been taken where the limit is currently 60mph but not where it is 50mph. It would be interesting to see if road users abide by the 50mph limit. The Safer Roads Partnership and ADL reports contradicted one another with regards to the 85<sup>th</sup> percentile. None of the representatives had spoken to Gloucestershire Council to ask how and why they reduced the speed limit to 50mph. Cllr Durkin advised that he would support any argument to reduce death and injury on the roads but cannot guarantee that speed limits will be reduced.

**RESOLUTION:** Cllr Clothier is to draft a letter, which the clerk will circulate to all councillors and upon agreement send from the parish council to Barry Durkin at Herefordshire Council saying that the survey did not go far enough in its scope and including stats such as the number of entrances, width of road, topography of the area, the Farm Park, Hereford Trail, increasing volume of traffic and large amount of slow moving traffic and rush hour peak time speeds and Cllr Durkin will ask for further investigation.

N.B. Ward Cllr Lester and Cllr Durkin left the meeting at this point.

### 10.2 To Note any new Highway and Footpath Defects

There are a number of potholes on the U67406 that need repair.

**RESOLUTION:** The clerk will report these..

### 10.3 To Agree Lengthsman Quote for Footpath Works

**RESOLUTION:** Deferred to next meeting as defects not yet identified because it has been too dry. The clerk gave Cllr Clothier a number of waymarkers for the footpaths. Footpath materials that have been ordered have been delivered to Cllr Davies. Cllr Thwaites will arrange for them to be picked up.

### 10.4 To Decide any new jobs for the Lengthsman

New jobs to be identified once a parish tour has taken place.

LC /  
Clerk

Clerk

MThw

## 11. Finance / Governance

### 11.1 To Note Finance Report and Bank Balances

The Finance Report was noted. Bank Balances as at 1st November 2017 current account £11212.51 and reserve account £2811.24.

**RESOLUTION:** the above figures were agreed

### 11.2 To Consider Payment of Outstanding Accounts:-

000433: DJN Planning Ltd – NDP Support - £507.65  
 000434: J Chester – clerk salary Oct/Nov and expenses – as agreed  
 000435: GR Day & Son – lengthsman - £1128.00  
 Direct Debit – Information Commissioner- Data Protection Annual Fee - £35.00  
 000436: Aylton Church - Churchyard Maintenance - £60.00  
 000437: Little Marcle Church – Churchyard Maintenance - £60.00  
 000438: Munsley Church – Churchyard Maintenance - £60.00  
 000439: Pixley Church - Churchyard Maintenance - £60.00

**RESOLUTION:** Payment of the above accounts were approved.

### 11.3 To Amend and Complete Bank Mandate Signatories

The bank mandate form was signed by existing and new signatories and the clerk will forward to Lloyds Bank for implementation.

Clerk

### 11.4 To Decide Parish Precept Requirement for 2018-19

Herefordshire Council have asked for the parish council precept requirement to be advised to them by 31<sup>st</sup> December. The Finance Working Group met and discussed the figures at length. Herefordshire Council are withdrawing the lengthsman and footpath grant funding so the parish council will need to allow an amount in the budget for these purposes. Also if the parish council wish to undertake a traffic regulation order for the A4172 this could cost up to £15000 so a contingency for this is to be included.

Clerk

**RESOLUTION:** It was agreed to request a precept of £7800 for 2018/19.

## 12. Reports –

The clerk had attended the Balfour Beatty Parish Briefings and would forward the power point presentation to all councillors.

Clerk

The clerk had attended “Open Secret” a HALC training evening on what was required to meet the requirements of The Transparency Act.

## 13. Training:

The clerk is attending a HALC training course on the new requirements as of May 2018 for Data Protection.

Clerk

## 14. Items for next meeting (No Discussion)

- Photos for website
- Travellers Site Reports
- NDP
- Ashperton Bridge

Clerk

**15. To Note Date of next meeting**

**Date of next scheduled meeting:** Monday 29<sup>th</sup> January 2018, 7.30pm at Munsley WI Hall All

*The chairman declared the meeting closed at 9.41pm*

Signed:  
Chairman.

Date:

## INFORMATION SHEET

### PARISH CLERK UPDATE

- Road defects reported to Locality Steward
- Website updated
- Defibrillator Heartstart first aid training course arranged
- "In the Open" Training Course attended
- Budget 2018/19 prepared
- NDP Support work undertaken
- A4172 Speed meeting attended
- Balfour Beatty Parish Briefing meeting attended

### GENERAL CORRESPONDENCE RECEIVED

- Balfour Beatty – Weekly Locality briefings \*
- HALC - Information Corner \*
- Herefordshire Rural Hub – October & November newsletters \*
- Herefordshire Council – Litter in parishes \*
- Herefordshire Council – Community Housing Fund \*
- Herefordshire Council – Weeping Window Poppy Installation \*
- Herefordshire Council – Local Plan Travellers DPD Consultation \*

\* Circulated to Cllrs.

**OUTSTANDING ACTIONS** - These are the consolidated actions outstanding after the last meeting:-

March 17	6	Ward Cllr		Arrange meeting with cabinet member for highways re Ashperton bridge
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
May 17	16.3	Clerk	complete	Arrange first aid training evening for defibrillator
May 17	16.4	Clerk		Defer litter picks to spring 2018
July 17	3	All cllrs	Ongoing	Spread the word about Cllr vacancy
July 17	9	Clerk	Complete	Arrange steering group meeting and contact winner of raffle
July 17	10.2	Clerk	complete	Invite Cabinet member for highways Cllr Durkin to a PC meeting
July 17	12.3	Clerk / KB	Ongoing	Arrange forms for K Bray to be added to Bank Mandate
July 17	12.5	Clerk	Ongoing	Submit application to HALC for Transparency Act grant
Sept 17	8	Clerk	ongoing	Ask for speed survey and contamination reports re Pickling Plant and cost of Arc4 reports
Sept 17	10.2	Clerk	ongoing	Put forward suggestion of traffic lights on Ashperton Railway bridge
Sept 17	10.4	Clerk	complete	Ask Pixley Church vicar of future plans for church
Sept 17	11.1	Clerk / LC	complete	Arrange A4172 speed review meeting
Sept 17	11.1	Clerk	Ongoing	Contact Alexander Park re cutting of roadside hedge
Sept 17	11.2	Clerk		Arrange parish tour to identify defects

Sept 17	12.5	Clerk	Complete	Arrange Finance Working Group meeting
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**PLANNING RECORD - (last six months)**

<u>DATE</u>	<u>APPL. NUMBER</u>	<u>DESCRIPTION</u>	<u>PC COMMENT</u>	<u>HFDS COUNCIL DECISION</u>
13.3.17	170441	<b>Ashperton Primary Academy, HR8 2SE</b> Construction of an outdoor multi-use games area and link paths	PC support this application	GRANTED 27.4.17
24.3.17	170645	<b>The Strawhouse, Pixley, HR8 2RL</b> Façade remodeling and single storey extension of an existing dwelling	PC no objections	GRANTED 11.5.17
6.4.17	171108	<b>Quarry Lodge, Little Verzons, Ledbury, HR8 2PZ</b> Proposed extension to rear of holiday lodge	PC support this application	GRANTED 25.5.17
7.4.17	171252	<b>Land at Brook Farm, Little Marcle, HR8</b> 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	GRANTED 29.6.17
13.4.17	171315	<b>Land North of A438, Wallers Green, Ledbury</b> Proposed digestate storage tank, access track and containment bund	PC support this application	GRANTED 11.7.17
	172351	<b>Callow Hills Business Park, Hereford Road, Ledbury</b> Re-siting and revisions to approved workshop (150537dated 24.6.15) incorporating office and associated facilities and attachment to existing buildings, part adjustment to approved levels (northern section of approved storage yard), provision and enlargement of retention pond (part retrospective)	PC members have already raised concerns over the access and its current use and would like the safety aspect addressed by planning enforcement before making further comment.	GRANTED 15.8.17
	172069	<b>Ashperton Holiday Park, Ashperton, Herefordshire, HR8 2SE</b> Proposed 3 no additional holiday let chalets. Also change of use of The Coach House annex from a holiday let chalet into an assistant holiday park managers / maintenance/groundsman's on site accommodation.	PC have no objection to further chalets. However, they would ask Hfd Council to ensure that both current and new chalets would not be used as permanent residences as they believe they currently are. Also is the existing sewerage arrangement adequate for expansion? The PC do not believe there is a need for an on site assistant manager so do not support the change of use of the annex. The PC also wish to ensure that the Hopton Arms remains a public house.	
	171164	<b>Aylton Court Paddock, Aylton Court, Alyton,</b> Two stable buildings and access gate	PC support this application	GRANTED 18.8.17
	173042	<b>Hazel Cottage, Aylton, HR8 2QH</b> Proposed first floor extension. Proposed new garage/store building to replace existing carport and store	PC have no objection	GRANTED 5.10.17