

# LYONSHALL PARISH COUNCIL

## Minutes of the Meeting

Thursday 9<sup>th</sup> February 2017, 7.15pm in the Memorial Hall

**Councillors Present:** Cllrs Avery (Chair), Cottrell, Richards, Fitcher, Hutton, Lampitt, Pollock, Ward Cllr Phillips Clerk B Bissell & Projects Officer K Lomax.

3 members of the public.

### REPORTS – Ward Councillor

- Herefordshire Council has agreed Budget rise in council tax for 2017/18 to 3.9% (including 2% social care increase).
- After recent accidents on Rosehill Corner a request from the capital budget for resurfacing has been made at the request and support of Simon Hobbs (Police)
- Met with Police commissioner to discuss speed and enforcement and the state of the highways. The A44 is a high-risk route especially at Monkland where the speed limit is being extended as a priority after the recent fatality.
- Council budgets are in line now due to a kind winter, with only 50 grits this year to a budget of 70.
- Noted recent emailing of inaccurate information on Lyonshall NDP involvement from Lyonshall resident. Parish councillors confirmed Mr Broadbent did not think that Ward councillor was the reason NDP was held up. Cllr Avery reiterated that procedures have been followed and the late adoption of the core strategy and inspector clause instigated a delay in preparation. It was also confirmed that Lyonshall is not a conservation area and is not under consideration at present. Cllr Phillips will be preparing an update sheet to correctly inform all residents.

### 149/16. Apologies for Absence.

Apologies were received and accepted from Councillors Howard, Oliver and Turner.

### 150/16. Declaration of Interest and Written Requests for Dispensation on Agenda Items.

There were no Declarations of Interest or Dispensation Requests. The Register of Interest was available to sign.

### 151/16. Approval of the Minutes.

The minutes of the meeting 12<sup>th</sup> January 2017 were **approved** unanimously and signed.

### 152/16. Planning

#### Planning Application recently received & Parish Council comment

- 170107 – Outline - Meadow Cottage (Land Adjacent to Mayberry Cottage), Holmes Marsh Site for construction of a single dwelling – **DECISION – SUPPORT - UNANIMOUS**  
The owner was present and advised outline for a small 3 bedroomed cottage – all services including sewerage are installed on site.

#### Recent Planning Applications still awaiting determination:

- 163882 – Land South of Penrhos Farm, Lyonshall  
Proposed rural dwelling and package treatment plant - **SUPPORT**
- 163855 - Upper Holme, Lyonshall, Kington, HR5 3JU.  
Proposed replacement porch, detached garage and conversion of adjoining building into annex accommodation. - **SUPPORT**
- 150230 Land opposite The Close  
Development of 8 houses – **OBJECTION – determination date 15<sup>th</sup> February 2017.**

### Planning Decisions

None

### 153/16 Officers' Reports.

- Confirmation of annual playground inspection received. Herefordshire Council no longer provide this service therefore inspection arranged with Fran White of Play and recreation at £58.60.
- Litter pick arranged for 25.2.17 – Posters and advertising have been done.

- Poster prepared for Quiz night and distributed.
- BT compatible heated box and regulation compliance fitting ordered, hopefully will be installed by end of February. Community Heart Beat Trust are the only BT approved supplier and installer for defibrillator box so terms of the adoption contract are not broken.
- LNDD housing survey printed, delivered, returned and analysis completed. A summary of results will be completed and circulated.
- Premise licence applied for at Lyonshall Garden Centre.
- Lyonshall Garden centre will be providing plants and planting boxes around the village in the spring. Payment made from In bloom account.
- Weobley mowers have collected the mower and strimmer for annual service.
- Bus shelter completed by the church.

*All items from previous agenda have been dealt with or are in process.*

### **Project Officer Report**

#### **Website**

The Project Officer continues working on the website which will be ready for preview in the next few weeks. All traffic will automatically transfer to the new pages. All current news recipients will receive an email asking them to confirm their details to continue. Once running smoothly, the site should take around the same to administer. The current website has been in operation for 10 years and councillors were asked to consider how to advertise and launch.

#### **Lengthsman**

The Project Officer will be retiring at the end of March. Councillors **agreed** for the clerk to take on the administration and increase paid weekly hours by 1 hour to accommodate the extra workload.

#### **Voluntary work**

Councillors confirmed for Ms Lomax to continue monitoring footpaths and reviewing complaints after 31<sup>st</sup> March. She has also offered an advisory and proof reading service when needed.

#### **154/16 Update on Finances.**

Cllr Turner, in his role for financial responsibilities, reviewed the Parish Council accounts and practices undertaken by the clerk. Bank reconciliation completed for January 2017 using VT Cashbook.

#### **Balances at end of December 2016:**

Community account	£15393.03
Savings account	£14059.87 (including interest received £3.18)
Playground account	£ 598.70
Business Saver account	£ 392.52

#### **Income received since last meeting**

None

#### **To approve the following payments**

Clerk's Salary for February 2017 as previously agreed

Project officer's Salary for February 2017 as previously agreed

Viking (Paid) Inks & Paper for newsletter	£ 112.64 + VAT
ICO (Paid) Data protection	£ 35.00
Clerk's expenses, R Bissell (Inc stamps for LNDD)	£ 197.45
Sign It – Perspex defib sign for Phone box	£ 66.00 + VAT
Orphans Press - Housing survey print	£ 30.00
Community Heartbeat – heated box & Install	£ 675.00

#### **155/16. NDP Update**

Cllr Avery reported from meetings on 24<sup>th</sup> & 31<sup>st</sup> January and consultant interviews. Availability of a third consultant to interview has proven difficult, therefore it was decided after an impressive interview from Louise Kirkup at Kirkwells to recruit their services to support the steering group with Lyonshall Neighbourhood Plan. The housing survey has been distributed and completed with a response of 27%. Data has been collated and a full summary to be provided. The NDP is progressing and all agendas and minutes are published on the website. Cllr Avery explained the NDP is a democratic process with parish consultation. Before the NDP can be adopted the plan must be passed by an independent inspector who is looking for consultation evidence for all aspects of the plan. If the policies in the plan do not match the

results of the consultation the plan will be rejected or it will be sent back to the PC stating that these items need to be changed before the inspector will pass it. If anyone has a query there is full information on the Herefordshire Council website.

**156/16. BBLP Annual Maintenance Plan.**

The Lengthsman administrator had previously forwarded details of the annual maintenance plan. Councillors **approved** the plan unanimously. *Clerk to forward to BBLP*

**157/16. Herefordshire Waste Consultation**

Councillors agreed to complete the survey individually and advertise on the parish website.

**158/16. Reports on Councillor Areas of Responsibility.**

Cllr Futchter updated a visit to archive centre in Hereford to investigate the covenant on the land opposite The Close. He had an interesting visit but the trip did not provide any further evidence. Cllr Futchter to hunt for the vestry book in Pembridge Church and speak to owner at Woodlands for more information.

**159/16. Items for Future Agenda/ Councillor or Member of Public Items.**

Trees at Stepstile.

**160/16. Correspondence Items.**

- Invite to CPRE study day on Intensive poultry units – Cllr Cottrell and Avery to attend
- Hereford Champions Award. Details advised.
- Letter regarding planning application and discharge of notice admin changes.
- Cllr Avery advised Lyonshall Social fund has donated funds for parish social events £637.65.
- Future of Kington Town Library Meeting 27<sup>th</sup> February 7pm.

Cllr Hutton advised the date may have changed. Cllr Richards to attend.

**161/16 Date of the Next Meeting.**

The Date of the Next Meeting for the Parish Council was confirmed as **Thursday 9<sup>th</sup> March 2017 at 7.15pm** in the Memorial Hall.

Meeting Closed 8.30pm

Clerk

All

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