

LYONSHALL PARISH COUNCIL

Minutes of the Meeting

Thursday 13th June 2019, 7.15pm in the Memorial Hall

Councillors Present: Cllrs Paul Avery (Chair), Steve Fatcher, Ray Richards, Chris Auger, Andrew Turner, Rod Bevan, Gill Cowling, Kate Lomax and Clerk Rebecca Bissell.

0 members of the public.

No Police officer in attendance.

28/19. Apologies for Absence.

Apologies were received and accepted from Cllrs Sandy Lampitt and Roger Phillips.

29/19. Declaration of Interest and Written Requests for Dispensation on Agenda Items.

There were no declarations of interest declared on agenda items. The Register of Interest was available to sign.

30/19. Approval of the Minutes.

Cllr Gill Cowling requested no responsibility for the BBQ event as it had not been arranged by her. Then the minutes of the meetings of 20th March 2019 were **approved** and signed.

31/19. Councillor Vacancy.

The Chair advised two parishioners had shown an interest but were unable to commit at this time. As there were currently no applications, it was **AGREED** to re-advertise in two months.

32/19. Planning Applications:

Planning Report

Planning Application recently received:

None.

Recent Planning Applications still awaiting determination:

- 182726 – Land forming Green Farm, Lyonshall, Herefordshire.- **OBJECT**
Proposed erection of new poultry site with collar panel, biomass boiler, associated outbuildings, poultry managers dwelling and connection to A480.
- 190388 – Land at Home paddock, Sherrifs Lane, Lyonshall, HR5 3JD - **SUPPORT**
Variation of condition 2 planning permission 180936.
- 182135 – Land at Burgoynes, Lyonshall, HR5 3JR – **SUPPORT with conditions**
Proposed siting of up to 4 mobile homes to accommodate seasonal workers.
- 182245 – Rhyse Farm – Extension to existing poultry shed
APPEAL of Planning refusal – PENDING APPEAL- No further comment.
- 181494 – Land Adjacent to Spring Cottage, Headbrook, Kington HR5 3DY. - **SUPPORT**
Proposed land for residential development and associated work together with public open and local green space.

Planning Decisions

- 190826 – 13 Burgage Close, Lyonshall HR5 3NB – **SUPPORT – APPROVED WITH CONDITIONS**
Erection of a detached ingle storey annexe.

33/19. Update on the Neighbourhood Development Plan.

Cllr Avery reported that Herefordshire Council had forwarded several initial clarification questions from the examiner, which the steering group had responded to. He also updated new councillors on the NDP document and how it will be used in planning policy. There has been parishioner concern regarding the pub development and Councillors would like an update from the owner at the next meeting. *Clerk to arrange invitation.*

34/19. Clerk's Report.

- Insurance confirmation that volunteers are covered to strim footpaths.
- New 30mph sign to be installed on the A480 on 6.6.19.
- Completed and returned the Annual Statement to external auditors.
- Balfour Beatty annual maintenance plan signed and returned by Balfour Beatty.
- Completed and sent all regulatory forms to Herefordshire elections team.
- Collated responses for examiner questions on the NDP.
- Confirmed Parish Council insurance for 2019/20.

Clerk

Clerk

- In the process of updating the bank signatories.
- Reviewed Standing Orders and the Risk Assessment.
- Newsletter prepared and printed.
- Playground bins emptied, toilet serviced and new bark ordered.
- Summer BBQ date confirmed Friday 2nd August – Hall and bar booked.

All other items from previous agendas are being dealt with.

35/19. Update on Finances 31st May 2019.

Annual return information has been emailed to PPK Littlejohn. Notice of rights will be displayed on Notice boards and the website along with the annual statement on Friday 14th June. Bank statements reconciled to VT cashbook May 2019.

Balances at 31st May 2019:

Community account	£24012.85
Savings account	£14157.64 (including £4.65 interest)
Playground account	£ 603.70
Business Saver account	£ 403.59

Income received since last meeting

None.

Payments for Approval – ALL APPROVED UNANIMOUSLY

Clerk's Salary & HMRC for June 2019 included NDP hours as previously agreed.

Clerk Exp May 2019	Exp May 19	£14.72	
Balfour Beatty	SID base installation	£1020	+ VAT

36/19. Titley Neighbourhood Development Plan – Regulation 16.

No comment made.

37/19. Standing Orders.

The revised Standing Orders now include defined meeting procedures for public session. Councillors **APPROVED** them unanimously and they were signed by the chair.

38/19. Risk Assessment

Internal Audit for 2018/19 requested a review of the risk assessment. Minor amendments and number clarification were made, and Councillors found no other changes necessary. It was then **APPROVED** unanimously and signed by the chair.

39/19. Speed Indicator Device (SID) Progress and Equipment Requirements.

Councillor Bevan and Futchter proposed continued installation of 2 SID bases at £425 on the A480 at Fishpools and Burgoynes following the recent speed surveys and already agreed in minute 20/19. A further meeting with Balfour Beatty to be arranged to confirm the SIDs siting positions. It was also proposed to initially hire a unit from Balfour Beatty for a 12-month trial period. The unit will be erected and dismantled by Balfour Beatty and the data collected will be shared with the Parish Council. After this period the Parish Council will review the speed data collected and consider whether to purchase its own SID going forward. Councillor Bevan agreed to be the unit liaison with Balfour Beatty. *Clerk to arrange meeting with Balfour Beatty and complete request form SID2 for base installation and deployment of SID and forward to Balfour Beatty with payment.*

Clerk

Clerk

40/19. Summer Event.

A summer BBQ has been booked for Friday 2nd August from 6.30pm at the Memorial Hall. All councillors requested to attend and help if possible.

41/19. Councillor Responsibilities and Reports

- Footpath maintenance afternoon has been organised for Friday 2pm meeting in the Memorial Hall Car park. The aim is to walk village paths and help trim overgrowth at stiles and gates.
- The Clerk reported the playground portaloo had been serviced and cleaned. The diaphragm is beginning to split and needs replacing at £15.04 + Vat – *Agreed for Clerk to arrange.*
- Bark for the playground has been ordered and for delivery Friday. Cllr Richards & Bevan to spread.
- Cllr Lomax gave an update on footpath work proposal and provided books showing Lyonshall walks. It is hoped to produce a website page with maps and routes.
- Councillors agreed to find alternative contractor to complete works on the gate replacement at LZ16/17 and the phone box renovation – *Clerk to arrange*

Clerk

Clerk

42/19. Items for Future Agenda/ Councillor or Member of Public Items.

None.

43/19. Correspondence Items.

- Herefordshire Council correspondence on introducing councillor allowance schemes – Councillors agreed they would not consider allowances, as the post is voluntary in the parish's best interest.
- The draft minerals and waste local plan consultation results are available to view on Herefordshire Council website.

44/19. Date of the Next Meeting.

Parish Council Meeting on 11th July at 7.15pm in the Memorial Hall.

Meeting Closed 9.25pm.