

# LYONSHALL PARISH COUNCIL

## Minutes for the Meeting

Thursday 8th September 2016, 7.30pm in the Memorial Hall

**Councillors Present:** Cllrs Avery (Chair), Richards, Turner, Oliver, Lampitt, Pollock, Cottrell, Howard, Clerk B Bissell & Projects Officer K Lomax. 2 members of the public. No Police representative.

**REPORTS** - In Cllr Phillips' absence his written report was previously circulated. The chairman invited the members of the public to speak.

- One member of the public asked for progress on the A44 options with Balfour Beatty. This item is on the agenda and they were advised the Parish Council were still awaiting design details and a costing.
- A second member of the public questioned the land ownership of the application for the land opposite the Close. The Parish Council have already made comment to Herefordshire Council, objecting to the application and a planning decision is expected shortly. A discussion was held. There was no evidence other than the parishioner's research and contacts, therefore no base for Parish Council involvement, but will investigate further if possible. This information would be passed to Roger Phillips to advise the applicant and Hereford Council.

### **71/16. Apologies for Absence.**

Apologies were received and accepted from Cllrs Hutton, Fitcher and Phillips.

### **72/16. 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.

### **73/16. Approval of the Minutes of Meetings on 21st July & 18th August 2016.**

The minutes of the meeting 21st July 2016 were **approved** unanimously and signed.

The minutes of the meeting of 18th August 2016 were **approved** unanimously and signed.

### **74/16 Officers' Reports.**

#### **Clerk's Report.**

- The clerk will no longer be using lyonshall@tiscali.co.uk email - all email should be forwarded to rebeccabissell.lpc@gmail.
- There were no attendees for the Traffic Regulation Order (TRO) workshop held on 4th August, Balfour Beatty has forwarded a toolkit on how to make applications.
- Slides from budget consultation distributed.
- A letter has been sent to Lisa Powell at Tarmac requesting a reminder to lorry drivers to travel through village at 30mph.
- There is a planning meeting at Shire Hall, Hereford, 6.30pm on 6th October.
- There is a BBLP briefing session Thorn Business Park, 2.00pm & 7.00pm 13th October.
- There is a trees and the law talk at Bartestree Village Hall, 4.00pm -6.00pm 13th September.
- Kington Library are forming a user group & looking for members, the first meeting is on 12th October, 5.30pm in the Library.
- BBLP management changes - appointment of Paul Shipton to the role of Operations Manager and the Locality Steward Team has been integrated into the Knowledge Centre, falling under the remit of Rachel Rice.
- A Sandbag request has been made for 20 empty sacks.

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

#### **Project Officer's Report.**

- Work continues on archiving
- Enquiries have been made and research instigated into a website upgrade.
- Further direction is required for the next 6 months. To be discussed in agenda item 16

- Confirmation of lengthsman and footpath scheme for 2017/18 is provided. Lengthsman grant from Herefordshire £666, Parish Council contribution £1332. Footpath grant from Herefordshire Council £1370 conditional on Parish Council contribution of £411. Scheme continuation to be agreed at the next meeting.

### **75/16 Finances & Approve Payments.**

The External audit has been returned with no issues. One advisory note for the order of signing the annual governance statement. The minute reference should state this clearly as individual agenda item numbers, which will be given next year.

An invoice has been raised for lengthsman/footpath claim to Balfour Beatty for the period Q1/2 totalling £1,747.95. There is a balance of £2286 available grant funding remaining to Mar'17.

### **Financial Report & Payments for Approval.**

Bank reconciliation completed for July & August 2016 using VT Cashbook

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

Community account	£10692.73
Savings account	£14033.23
Playground account	£ 398.70

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

Interest on Savings Account	£ 4.97
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### **To approve the following payments - All Approved unanimously.**

Clerk's Salary for September 2016 as previously agreed

Project officer's Salary for September 2016 as previously agreed

#### **Cheques Raised in August**

• Viking - back up device	£ 203.45 + VAT
• Hereford Council - Core Strategy books x2	£ 45.00
• KBS - Lengthsman materials	£ 10.38 + VAT
• Mayglothing - Playground loo service	£ 40.00 + VAT
P Avery - BBQ Gas for Pub event	£ TBA
Clerk's expenses, R Bissell	£ 92.75
Shaun Price Lengthsman Scheme	£ 570.00
Centrewire - gate	£ 168.00 + VAT
Grant Thornton - External Audit	£ 100.00 + VAT
K Lomax - Lengthsman monitoring/admin	£158.90
Derek Cottrell - Expenses - sign @ Bullocks mill	£ 85.20
Sign it - new tape over sign for playground board	£ 15.00 + VAT
KBS - Lengthsman materials	£208.44 + VAT

### **76/16. Travellers Sites Consultation Response.**

Councillors discussed the consultation and agreed to support the Pembridge site extension, but felt unable to comment on other sites. *Clerk to respond.*

### **77.16. Transfer of the White Lion Meadow Land to the Parish Council.**

The site has now been sold to developers. The land alongside the river is still offered to the Parish Council and Herefordshire Council would like formal acceptance of the freehold and agreement to maintain the liability in perpetuity. The details of the transfer will be after the development is complete and will be maintained until then. The five bar gate access will be kept for emergency access.

Cllr Avery proposed to accept the offered land and write accordingly to Herefordshire Council.

Cllr Turner seconded. The motion was agreed. *Clerk to write to Herefordshire Council & developer.*

### **78/16. Updates on Traffic Issues.**

Cllr Cottrell displayed a new sign for Bullocks mill to deter HGV drivers, as previously decided. The sign will be erected at the Lyonshall end of Bullock Mill road. ***Cllr Cottrell to arrange.*** Parishioners will monitor any changes. The clerk confirmed Balfour Beatty were working on designs for any road changes at The Royal corner and further options and costing for the A44 nursery bend.

### **79/16. Pop Up Pub Events Update.**

The pub events and BBQ have offered parishioners the opportunity to socialise in their community. Cllr Howard reported the attendance was reducing and a concern that the bar was not dismantled at the last event caused some complications. Councillors then discussed options for having a bar at events.

Clerk

Clerk

DC

Parishioners have requested another big event night, therefore Cllr Howard suggested to stop running the pub evenings and hold two bigger events in November and the New Year. Currently dates booked for 1st Saturday of the month will be cancelled and a new dance/disco event will be on November 5th, bar to be decided between working group. **Agreed** by all Councillors.

JH

#### **80/16. Herefordshire Council Code of Conduct Review.**

The review had previously been circulated to all councillors for comment. No comments were made.

#### **81/16 Update on the Defibrillator Installation.**

Cllr Oliver advised he would start the installation of the defibrillator in the phone box over the next few weeks. Once the defibrillator is installed any further requirements will be advised.

RO

#### **82/16. Planning Applications.**

There were no new planning applications for comment.

#### *Planning Decisions made.*

- 162011 - Land adjacent to Burnt Orchard, Lyonshall, Hereford  
Application for variation of condition 2 of planning permission 151909 (Proposed erection of five dwellings) – replace drawing nos 943/03/B, 04,05 and 07 listed under condition 2 of the decision notice with amended drawings nos 943/03C,04/A,05/A, 07/A. - **NO OBJECTION DECISION - GRANTED**
- 161918 - Burgoyne's, Lyonshall, HR5 3JR  
Remove existing 12m mast and replace with 12.5m Mast - **SUPPORT- DECISION - GRANTED**
- 161640 - Banley Drive, Kington, HR5 3FD - **NO OBJECTION - DECISION - GRANTED**  
Conversion of single storey extensions to garden studio to create granny annex.
- 161814 - Crump Oak Wood, Lyonshall, Near Kington.  
New access and close existing access - **SUPPORT - DECISION - GRANTED (PREVIOUSLY REFUSED)**
- 161091 - Land off Elsdon Road, Lyonshall, Kington.  
Proposed dwelling and agricultural workshop - **SUPPORT - DECISION - REFUSED**
- 152329, Site A2 land opposite Upper House, - Application 7 houses - **SUPPORT - DECISION GRANTED WITH CONDITIONS**
- 152330, Site B2 land adjoining Upper House, - Application 7 houses - **SUPPORT - DECISION- GRANTED WITH CONDITIONS**

The recent applications for Penrhos Court will be decided at planning committee on 14th September. Cllr Avery will attend on behalf of the Parish Council in support of the applications.

Cllr Avery advised Councillors of a positive meeting recently held with Cllr Phillips to discuss delays in the planning application process. Cllr Avery expressed the Parish backing for the pub improvements and requested his support for the proposals and looked forward to better working relationship.

#### **83/16. Reports on Councillor Areas of Responsibility.**

Councillors discussed and agreed action to block accesses into the playground and onto the Burnt Orchard wild garden from 5 Stores Row. *Clerk to instruct Lengthsman to do work and charge to owner.*

#### **84/16. Items for Future Agenda/ Councillor or Member of Public Items.**

Lengthsman scheme for 2017/18

Website upgrade

#### **85/16 Correspondence Items.**

A response has been received from Welsh Water confirming no connection upgrade to the sewerage systems in Lyonshall until 2020. However Cllr Avery contacted Welsh Water who advised it is hoped connections would happen sooner and the date of 2020 is an indicative date for completion. *Clerk to forward copy to Cllr Phillips for information.*

#### **86/16. Project Officer's retirement.**

Cllr Avery confirmed the Project Officer's retirement at the end of March 2017. He spoke of how she has supported and helped train the new clerk. Councillors recognised the commitment and tireless work for the Parish Council Ms Lomax had contributed over her 11 year employment. Councillors agreed for work to continue on the website research until March'17. Continuation of the lengthsman still to be decided.

#### **87/16 Date of the Next Meeting.**

The Date of the Next Meeting for the Parish Council was confirmed as **Thursday 13th October 2016 at 7.30pm** in the Memorial Hall. Meeting Closed 10.10pm

Clerk