

PEMBRIDGE PARISH COUNCIL

Minutes for the Meeting

Wednesday 19th April 2017, 7.00pm in Pembridge Parish Hall

Councillors Present: Cllr Evans (Chair,) Cllr. Pace, Cllr Stokes, Cllr Mifflin, Cllr Owens, Cllr Bennetto, Cllr Rogers, Cllr Thomas, Cllr Fothergill, Cllr Duggan, Cllr Phillips and Clerk R Bissell.
1 members of the public.
No Police representative present.

1/17. Apologies for absence.

Apologies were received from Cllr Hancock & Purslow.

2/17. Declaration of interest and written requests for dispensation on agenda items.

Cllr Bennetto declared an interest on agenda item 16/17 and Cllr Rogers on 5/17. The register of interest book was available to sign.

3/17. Approval of the Minutes

The minutes of the meeting of 15th March were **approved** unanimously and signed.

4/17. Open session.

No Police report.

Ward Councillor report.

- Hereford have bid for city of culture 2021. One of eleven shortlisted and the winner will be announced in December.
- Hereford hospital children's ward have been nominated for most improved in a national award.

5/17. Planning Applications for comment.

Planning Application recently received:

- 163736 – Lower Green Farm, Gorsty, Pembridge. HR6 9JG - **SUPPORT**
Proposed roofing of cattle yard, Including installation of gutters & downpipes 155m
- 171256 – Victoria Place, East Street HR6 9HB - **SUPPORT**
Tree works to mulberry, apple, group of hazels, group mixed natives now overgrown.
- 171239 – Kingspan Factory, Pembridge, HR6 9LA- **SUPPORT**
Removal of condition 7 of 153402/F regarding SUDS system
- 171203 – The Old Post Office – East Street, Pembridge, HR6 9HA - **SUPPORT**
Proposed double garage with storage over.
- 171106 – 2 East Street, Pembridge HR6 9HA - **SUPPORT**
Proposed replacement of night storage heaters with gas central heating including external flue.
- 171335 – Land adjacent The Old Stores, The Square, Pembridge HR6 9EA
Erection of dwelling -- **SUPPORT**

Recent Planning Applications recently considered awaiting determination:

None.

Planning Decisions made:

- 163651 – Land off Sandiford Ploc, Pembridge, Herefordshire.
Proposed erection of 7 dwellings – **SUPPORT – APPROVED WITH CONDITIONS**
- 163146 - Land Adjacent to Luntley Cottage, Pembridge, HR6 9EH.
Erection of an agricultural building for free range egg production, together with associated feed bins, hard standings, attenuation pond and access track. – **SUPPORT – APPROVED WITH CONDITIONS**
- 170620 – Melvin House, Bearwood Lane, Pembridge HR6 9DZ - **SUPPORT - ALLOWED**
Fell pine species and replace with silver birch.

- 170717 – St Mary’s Church, Pembridge. **SUPPORT - ALLOWED**
Works to two yew trees.
- 170688 – East view, East street, Pembridge HR6 9HA.- **SUPPORT - WITDRAWN**
Fell Pollarded Willow.
- 170539 – Barn at Weston Court Farm, Pembridge **SUPPORT - REFUSED**
Proposed conversion of redundant agricultural building to a dwelling
new legislation does not require comment

6/17. Clerks report.

- Car park transfer documentation still ongoing with solicitors – Cllr Phillips to chase up Herefordshire Council legal department
- Further correspondence forwarded to Herefordshire Council re Turnpike site, response received but no action to continue contact to try and resolve the litter situation.
- Attended Audit training & village green meeting at HALC
- Starting to prepare year end accounts and audit papers, VAT claim made.

Financial report & Approve Payments.

Pembridge Parish Council have been selected as one of the random 5% random sample for an intermediate review for 2016/17 as part of the external audit process. All 2016/17 yearend account statements have been received. Yearend work has commenced for review and approval at the May meeting. The internal audit will also be completed.

Bank reconciliation for March 2017 complete using VT cashbook. VAT Claim made to Jan 17 - end March 17 £429.67.

Balances at end March 2017:

Current Account:	£23342.52
Tracker Account:	£ 5943.15
National Savings Account:	£11784.58

Income since last meeting:

Requests for payment: Approval to be requested

Toilet Cleaner salary for April 2017 as previously agreed by Parish Council	
Clerk's salary for April 2017 as previously agreed by Parish Council	
NEST pension contribution as per agreed payment schedule	
Zen Internet – CP Panel annual to Mar 18(Paid)	£ 47.88 + VAT
Clerks Expenses – April	£ 97.72
Herefordshire Council trade waste bags	£ 62.50
Richard Mills – Lengthsman contract	£ 1464.00
West Midland Energy – Elec toilets Mar	£ TBC
Pembridge Parish Hall – Jan-Mar 2017	£ 60.00
Cleanmy Ltd – bin bags & soap toilets	£ 41.62 + VAT
HALC -RB Training Audit answers £ 30.00, 2017/18 subscription £550.21	£ 580.21 + VAT
Data Orchard – meeting charge	£ 127.20 + VAT

7/17. Update on the Neighbourhood Development Planning (NDP).

Cllr Pace reported the final draft Neighbourhood development plan and housing assessment documents had been circulated to all Councillors and asked for comments. No comments were made. He advised the plan required a proof read before forwarding to Herefordshire Council. Confirmation has been received for further grant funding of £ 2496 from DCLG and will be received within the next 5 days.

8/17. Approval of the Neighbourhood Development Planning (NDP).

Cllr Pace proposed the draft Neighbourhood Development Plan be approved for consultation under Regulation 14 of the Neighbourhood Plan Regulations. This was seconded by Cllr Stokes and agreed unanimously.

9/17. Report from the Hereford Area Plan & Hereford Transport Plan consultation.

The clerk reported details of the plan and advised the presentation would be available to view online and at Hereford library and online on the Hereford Council website until 22nd May 2017. Councillors to view and complete the consultation individually.

10/17. Herefordshire Council Code of Conduct consultation.

Herefordshire Council has been reviewing its constitution and considering the existing members code of conduct. A revised draft is available for consultation un 25th April 2017. Parish Councils may adopt the revised code of conduct; however, it was agreed not to consider this change until the end of this term in 2020. There were no comments on the consultation.

11/17. BBLP annual maintenance plan 2017/18.

The Balfour Beatty Annual Maintenance Plan contract was **approved and signed**.

12/17. Playground report.

Cllr Rogers reported a grant application had been made to Kingspan and an application to National enterprize, part of the National lottery grant is being prepared. Letters will be written to haulage companies known to travel through Pembridge to request sponsorship. There were no works required for the annual inspection in May 2017.

13/17. Waste issues at Turnpike travellers site.

Correspondence from Herefordshire Council has been circulated - removal of the waste from the Turnpike site. *Clerk to determine when and confirm total clearance.* Concerns were raised regarding environmental health at the site and an environmental risk assessment will be requested. *Clerk to request.*

Councillor Phillips to raise the matter with relevant Hereford Council personnel.

14/17. Correspondence.

- Celebration of Kington civic service 23rd April, 2.30pm, Cllr Phillips to attend.
- Community Housing Fund: Information & Networking Event – Friday 19 May 2017, No attendance
- Email from Mr Marriot regarding dogs on lead in Millennium meadow. Matter previously decided at November meeting to help resolve issues with dog mess. *Clerk to write.*

15/17. Future Agenda from Councillors and members of the public.

Parking signs Old Bike shop.

16/17. Village Green.

Parish Council to follow advice received.

17/17. To confirm date of next meeting as

Wednesday 17th May 2017 – Annual Parish Council Meeting - Parish Hall at 7.00pm

Meeting Closed 8.15pm

All

Clerk

Clerk

RJP

Clerk