

BREDENBURY GROUP PARISH COUNCIL

Minutes of the meeting of the Parish Council

Held on Wednesday 23rd January 2019 at 7.00pm in the Village Hall

Present: Councillors: John Hulse (Chair), Hugh Farey, Geoff Hancock, Sam Sayce, Carolyne Gwynn, Massie Piggott

In attendance: Ward Cllr Bruce Baker joined after Item 6, Vicky Hancock Clerk, 1 local resident

- 1. Apologies for absence:** Cllr Jones, Ward Cllr Baker to arrive late
- 2. Declarations of interest and written requests for dispensation:** Cllr Hugh Farey made a disclosure of non-pecuniary interest in item 5.1 and signed the book accordingly.
- 3. Open Session:** (Item 3, Item 5, Item 10 were taken after Item 6 - minutes recorded in numerical order)

3.1 To receive a brief verbal report from Ward Cllr Bruce Baker

- Herefordshire Council held an extraordinary meeting in public on Friday 18 January 2019 at the Shirehall, Hereford, in relation to recent court judgments regarding fostering and adoption services provided by the council. This meeting follows specific briefing sessions prior to the judgments and follow-on full briefings for all members. Following this meeting the council will share the actions with Ofsted and with the scrutiny task group as part of the overall improvement plan. This will provide assurance that the council had taken action to address the issues prior to the publication of the judgments, and plans had been put in place to ensure the ongoing improvement in the council's children's safeguarding services.
- HC budget shortfall now stands at 1.1 million
- Been attending many site visits and planning committees

3.2 Views of local resident on parish matters

One resident in attendance who is also a member of the PCC wished to comment on the planning application at St Andrew's Church. The resident explained Hereford Diocese has agreed to the use of the land adjacent to St Andrew's Church as a community car park. There has been a long-standing issue regarding safe parking at the church for parishioners, wedding, funeral services and other church functions. This opportunity will also enable school parents to drop off their children with safe access to the school.

The management of the strip of land is the responsibility of the PCC. As part of pre-application advice an Arboriculturist has assessed the proposed site and noted some ash die-back and branches that have snapped off ash and sycamore trees. The PCC are clear that there will be replanting and some screening at the end of the site that leads to the school playing field. The highways access and visibility splays are priority. The Chairman thanked the resident for their view. The resident left the meeting at 7.30pm.

- 4. Minutes of the previous meetings:** 19th December 2018. It was RESOLVED to adopt the minutes and they were signed by the Chairman.
- 5. Planning:** (This item taken after Item 6 but minutes recorded in numerical order)
 - 5.1 P184655/F Bredenbury Court, variation of condition 7 amended to include felling of a Wellingtonia tree.**

The Parish Council discussed this application and expressed concern at the felling of an ancient, valuable tree but understood the imperative. The Council were keen to ensure that there should be a replacement plan concluded within a clear timeframe and an estate

management plan for the remainder of the trees. Ward Cllr Baker agreed that this decision was not taken lightly and referenced the Arboriculturist's report. It was also recommended that the wood should be used to good effect at the venue. It was RESOLVED to support the application with the recommendations above.

5.2 P184612/F St Andrew's Church, Bredenbury to proposed vehicle access and parking area. The council recognised the benefit of this facility to ameliorate the ongoing problem of parking for the church and the school. It was agreed that a programme of hedging along the school fence and screening at the far end of the site to reduce visibility onto the school playing field and road noise should be a condition. Additionally, parking on the right of the site, a safe path and school access is imperative for the safety of the children. It was RESOLVED to support the application with the above recommendations.

6. Budget monitoring:

- 6.1 To note expenditure against budget – January Budget Monitoring sheet distributed. Cllr Hulse informed the council that the figures in Column D had required correction as noted in the minutes Item 6.1 19.12.18. This column had now been corrected. January Budget Monitoring signed as an accurate record of expenditure to date by Cllr Hulse.
- 6.2 To note NP expenditure against budget. Neighbourhood Plan January monitoring sheet distributed. Cllr Hulse noted the expenditure on the NP grant had been completed and the expenditure matched the grant £7650. This was signed as an accurate record by Cllr Hulse.

7. Finance

- 7.1 Bank statement to 31st December 2018 presented. Opening balance was noted £7417.83 Statement noted and signed as accurate by Cllr Farey.
- 7.2 The Clerk distributed the Bank Control Account from December 1st 2018 – January 1st 2019 which detailed payments and receipts to date. Balance less outstanding cheques £7227.33. Noted and signed by Cllr Farey as an accurate record.
- 7.3 VAT Refund
- 7.4 It was RESOLVED to agree the following payments:
 - 7.4.1 HALC Website Hosting Sept17/Aug18 – Sept18/Aug 19 £120.00
 - 7.4.2 Autela Payroll Q3 £48.26
 - 7.4.3 I Culley Invoice 5 £300 (NP)
 - 7.4.4 Clerk's Expenses stationery £74.78
 - 7.4.5 Clerk's Salary and note assessment report re: Work Place Pension

8. Policies:

- 8.1 It was RESOLVED to agree the annual review of The Equality Opportunities Policy. The Chairman signed and dated a copy of the policy.
- 8.2 Code of Conduct. The Clerk explained that the current Code of Conduct is still applicable There may be a 2019 update but we will be informed of this by NALC in due course. All Councillors to be requested to sign a sheet once a year to acknowledge they have read and understood all policies that pertain to their role as a Councillor.

- 9. **Neighbourhood Plan Update-** Cllr Hulse reported that a draft plan and the Characterisation Study had been circulated to the steering group for comment. The next stage would be a review of all the policies that will need to be in place prior to submission. It is imperative that the policies are concise and precise and there are no ambiguities. Cllr Hulse noted that the Characterisation Study was a fascinating exercise that will be 'a good read' for residents. To ensure that the momentum and interest in the Neighbourhood Plan was maintained there is another drop-in session planned on Saturday 6th April to update residents on the work that has been undertaken. He noted that all was on target. All documents to be available on the website.

9.1 End of grant report. The Clerk informed Council the end of grant report had been submitted and acknowledgement received that the grant is complete. The Clerk informed Council that as a condition of the grant it must be listed separately in the accounts and kept on file for a period of 7 years. Groundwork UK may ask to see a copy of the accounts at any time.

10. Road Safety: (This item taken after Item 6 but minutes recorded in numerical order)

10.1 Re-siting of the school sign: This in hand now, BBLP are requesting plans for the chosen location to ensure there are no utilities which will confirm the post can be installed there.

10.2 Road Markings: Ward Cllr Baker asked if we had an update on the replacement marking of dragon's teeth and 40mph on the A44 at entrance to village. We had received an email from Linzy Outtrim BBLP to say that the defects do not meet criteria for prioritisation at this time and are planned as wider improvements in the area once the budget allows. The Council does not consider this a satisfactory response in the light of the number of vehicles using the A44. Ward Cllr Baker to contact BBLP regarding this. There was a discussion regarding the existing TRO relating to the installation of parking restrictions along Harp Lane opposite the entrance to Bredenbury School. It was suggested that these may no longer be necessary if planning consent is given for the Community Car Park conditional upon recommendations of the Parish Council coupled to an assessment of the effectiveness of the recently installed H-bars. It was agreed that while a withdrawal of the TRO request would represent a significant saving in expenditure the fact that the Community Car Park is still at the planning stage resulted in the decision that the Parish Council would continue to monitor and review the situation until there was a clear indication of the combined effect on parking during arrival and departure times for the school before reaching a decision.

10.3 Grit bin replacement: The damaged grit bin has been replaced at the end of Manor Farm drive. All other grit bins have been refilled.

Cllr Hulse thanked Ward Cllr Baker for his input and he left the meeting at 7.47pm

11. Correspondence: Cllr Hulse had been contacted by a resident of Valley View regarding work Herefordshire Council need to undertake to solve a problem with the shared sewage facility. Ward Cllr Baker dealt with this and the resident has been given a date for the work to be undertaken.

Cllr Hulse responded to a letter from a local resident regarding the proposed car park and vehicle access at St Andrew's Church, Bredenbury. The resident stressed that they were supportive of the proposal in principle but that they held some concerns regarding the increase in traffic noise levels resulting from the removal of the tree belt. They conclude that the trees do hold amenity value accordingly. These points were discussed during the open session (without reference to their originator) and it was felt that the actions proposed by the PCC fully addressed the concerns which had been raised. However, the Parish Council in its submission to the Planning Authority will ensure that these suggestions are included as conditions in the Council's representation.

12. Communication: Facebook. It was RESOLVED to persevere with the Facebook page for 6 months. Councillors to email news items to Sam. JH to flag-up in his newsletter in the March edition of The Roundabout. Cllr Gwynn said she was willing to ensure news from Bredenbury School was sent in. She also told Council that Bredenbury School can benefit from the Co-op

support for local communities if cardholders opted to support their cause. This can be done online. The school needs to replace their adventure play facilities and climbing towers on the playground.

13. Employee Appraisal: The Clerk's Annual Appraisal was completed by the Chairman on Tuesday 15th January.

14. Items for the next meeting: Roundabout the Parishes
Review Risk Register

15. Next scheduled meetings: Wednesday 20th February 7pm
Wednesday 27th March 7pm

The meeting closed at 8.35pm