

# LYONSHALL PARISH COUNCIL

## Minutes of the Meeting

Thursday 15<sup>th</sup> June 2017, 7.15pm in the Memorial Hall

**Councillors Present:** Cllrs Paul Avery (Chair), Derek Cottrell, Ray Richards, Steve Fitcher, Isobel Hutton, Jean Howard, Ward Cllr Roger Phillips and Clerk Rebecca Bissell.

0 members of the public.

### REPORT – Ward Councillor

- Met with residents at Rose Hill to discuss kerbing. Recently installed reflectors have been effective; however, he will ask for kerbing work to be included in the works programme.

RJP

### 26/17. Apologies for Absence.

Apologies were received from Cllr Sandy Lampitt, Cllr Andrew Turner and Cllr Richard Oliver.

### 27/17. 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.

### 28/17. Approval of the Minutes.

The minutes of the meeting 18<sup>th</sup> May 2017 were **approved** unanimously and signed.

### 29/17. Planning

#### Planning Applications recently received:

None.

The Parish Council decided to comment on application 171936 in Pembridge Parish for an extension of chicken sheds to the Milton Farm site behind Kingspan. There is a concern that increased traffic movement may affect Lyonshall. *Cllr Cottrell to prepare response.*

DC

#### Recent Planning Applications still awaiting determination:

- 170994 & 170993 – Penrhos Court, Lyonshall, HR5 3LH - **SUPPORT**  
Variation of condition 2 of planning permission 161498L & 161497/F to accommodate minor amendments to the internal layout of the kitchen and shop access.
- 171189 – Land to the west of Offa's way, Holme Marsh, Lyonshall. - **SUPPORT**  
Application for approval of reserved matters following outline approval (160554)
- 170218 – Land opposite Green Acres, Holmes Marsh, Lyonshall - **SUPPORT**  
Proposed erection of new dwelling and detached garage.
- 150230 Land opposite The Close  
Development of 8 houses – **OBJECTION – hold up with section 106 agreement**

#### Planning Decisions

- 171269 – The Cottage, Lyonshall, HR5 3HT – **SUPPORT - APPROVED WITH CONDITIONS**  
Two storey extension on rear of dwelling.
- 170751 – Lynhales Hall Nursing Home, Lynhales, Lyonshall HR5 3LN. - **SUPPORT - APPROVED WITH CONDITIONS**  
Change of use from single dwelling to staff accommodation for Lynhales Nursing Home
- 171038 & 171089 – Upper Holme Farm, Lyonshall, HR5 3JU. - **SUPPORT - APPROVED WITH CONDITIONS**  
Proposed replacement porch, detached garage and conversion of adjoining building into annex accommodation

### 30/17 Officers' Reports.

Kate Lomax expressed her thanks for receiving a kind retirement thankyou letter from the Parish Council.

- The annual audit return has been completed and forwarded to Grant Thornton.
- Annual meeting reports completed and circulated.
- The defibrillator information backboard has been fitted.
- Playground inspections delayed to late June/July.

- NDP grant received £6K, any funds unused to be returned in 6 months.
- NDP work continues – Public consultation presentation work.
- A work order to clear road signs has been issued.

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

### **31/17 Update on Finances.**

#### **Balances at end of May 2017:**

|                        |                                      |
|------------------------|--------------------------------------|
| Community account      | £16520.08                            |
| Savings account        | £14071.33 (including £2.79 interest) |
| Playground account     | £ 598.70                             |
| Business Saver account | £ 392.52                             |

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

|                 |           |
|-----------------|-----------|
| HMRC VAT refund | £ 1016.90 |
|-----------------|-----------|

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

Clerk's Salary for June 2017 included NDP hours as previously agreed.

HMRC Qtr 1 April 2017- Jun 2017.

### **32/17. NDP Update.**

Cllr Avery reported the steering group continues to meet regularly. Work on a presentation from the issues and objective document provided by Kirkwells is ongoing in preparation for public consultation. This method of consultation is widely used throughout the country. All the Information is drawn from the questionnaires and housing survey evidence base. Consultation dates are confirmed as 20<sup>th</sup> & 22<sup>nd</sup> July in the Memorial Hall. Invitations to view the presentation (which will be in the form of A2 sheets around the room) will be sent to all parishioners. Comments sheets will be available at the events along with other key information and the presentation will be available online to download. The event on the 22<sup>nd</sup> July will be held at the summer BBQ and free burgers and hot dogs will be provided to encourage as many parishioners as possible to visit, view and have their say. Comments from the consultation will form the basis for the policies and draft plan.

### **33/17. Councillor Vacancy.**

Herefordshire Council has confirmed there has been no request for an election to fill the councillor vacancy and therefore the Parish Council may now co-opt a new member. Posters will be displayed on notice boards and the post will be advertised online. *Councillors to encourage parishioner applications.*

all

### **34/17 Speed Awareness**

Councillors discussed options to help with speeding issues in the village and on the A44. The clerk advised a request had already been made for enforcement with the local policing team.

Suggestions included; signage, white lining (particularly on the A480 by the bridge), fix warning signs onto bridge wall, scarecrows wearing high viz jackets and possible speed festival, purchase of a speeding gun, cameras and speed indicator devices. It was agreed to investigate the design and cost of repeating reminder signs which could be displayed along the roadside and request works to white line the carriageway through the bridge. *Cllr Howard to obtain info and Cllr Cottrell to cost. Cllr Phillips to request white lining.* All information to be discussed at the next meeting.

JH/DC

RJP

### **35/17. Tree Warden for Parish.**

Parish Council discussed the benefits of having a local tree warden. Cllr Avery proposed the services of a tree warden would be useful to the Parish along with membership of the Herefordshire tree warden network. Mr David Griffiths had already expressed an interest in the role. Councillors agreed unanimously to offer the voluntary role to Mr Griffiths to be reviewed annually. *Clerk to contact Mr Griffiths*

Clerk

### **36/17. Update for Burnt Orchard Walnut Tree.**

The clerk confirmed that BBLP have received a request for the removal of branches from the Walnut tree. The locality steward has been asked to chase completion of this work to be done as soon as possible.

### **37/17. Herefordshire Council Code of Conduct**

After recent consultation, Herefordshire Council has now adopted a new members code of conduct and are asking local parishes to consider its adoption. Parish Council agreed the current Parish Council code of conduct was preferred and will not be adopting the new Herefordshire code of conduct at present.

**38/17. Reports on Councillor Areas of Responsibility.**

Cllr Cottrell reported a foreign HGV had used the Bullocks Mill road, but maintained the sign to stop HGVs trying to use it had been working well.

Cllr Howard commented that the roadwork patching along the A480 into Woonton was disappointing. The omission to fill the dangerous pothole at the bottom of the bank into Wooton is the responsibility of the utility provider, BBLP has already made a request for these works to be completed. *Cllr Howard to write to Paul Rone*

JH

**39/17. Items for Future Agenda/ Councillor or Member of Public Items.**

None.

**40/17. Correspondence Items.**

- Broadband in Herefordshire event at Plough lane 19<sup>th</sup> June – No Attendance
- An update has been received from Welsh Water regarding the public sewerage system advising sewer relining works expected this summer. This will stop ingress of surface water and improve capacity. Cllr Phillips to contact Bill Wiggin to express concern for sewer capacity in his ward.
- The issues and option paper for the Rural Sites Allocations Development Plan is under consultation until 28<sup>th</sup> July. This document being prepared by Herefordshire Council is intended to be policy for parishes where no Neighbourhood Development Plan is being considered. No comment to be provided as Lyonshall is preparing a NDP.
- Seafarers UK are celebrating Merchant Navy day on 3<sup>rd</sup> September. No involvement agreed.

RJP

**41/17. Date of the Next Meeting.**

**Ordinary Parish Council meeting on Thursday 13<sup>th</sup> July 2017 at 7.15pm** in the Memorial Hall.

Meeting Closed 8.35pm