

LYONSHALL PARISH COUNCIL

Draft Minutes of the Meeting

Thursday 20th September 2018, 7.15pm in the Memorial Hall

Councillors Present: Cllrs Paul Avery (Chair), Steve Fatcher, Sandy Lampitt, Ray Richards, Chris Auger, Darren Davies, Andrew Turner, Rod Bevan and Clerk Rebecca Bissell.

1 member of the public.

No Police officer in attendance.

Public Session: No comments made.

Councillor Phillips was unable to attend and circulated his report electronically.

66/18. Apologies for Absence.

Apologies were received and accepted from Cllrs Isobel Hutton, Richard Oliver & Roger Phillips.

67/18. 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.

68/18. Approval of the Minutes.

The minutes of the meeting 12th July 2018 were **approved** unanimously and signed.

69/18. Planning Applications:

Planning Application recently received:

None.

Recent Planning Applications still awaiting determination:

- 182245 – Rhyse Farm, Lyonshall, Kington HR5 3LX. - **OBJECT**
Proposed erection of an extension to existing poultry shed.
- 182036 - Little Boxes, Lyonshall, Kington HR5 3LN. -**SUPPORT**
New dwelling for rent on land formally used for storage.
- 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.
- 180431 Penrhos Farm, Lyonshall HR5 3LH - **SUPPORT**
Proposed installation of poly tunnels to protect a new cherry orchard and construction of an attenuation pond for surface water management.

Planning Decisions

- 174010 – Land to Northwest of Beech House, Holme Marsh. – **APPROVED WITH CONDITIONS**
Approval of another further amended reserved matters following outline approval
- 181492 – Land adjacent to The Firs, Lyonshall, Kington – **SUPPORT -APPROVED WITH CONDITIONS**
Application for removal of condition 7e of Planning application 162197/F to change drive material.
- 181217 & 181219L – Tan House, Lyonshall HR5 3JP – **SUPPORT -APPROVED WITH CONDITIONS**
Proposed demolition of existing kitchen and erection of larger kitchen extension.

70/18. Officer's Report.

- Work is completed on the Informal NDP consultation and a schedule of the responses returned has been compiled.
- Arranged the BBQ event to publicise the informal consultation.
- Attended a parish drive to record defects with Balfour locality steward.
- New notice board has been purchased for installation at Burnt Orchard.
- WWI personalised name blocks have been received.

All other items from previous agendas are being dealt with.

71/18. Update on Finances.

Bank statements are reconciled to VT cashbook July & August 2018.

The annual governance and review have been completed by external auditors PKF Littlejohn and returned with no issues.

Balances at end of August 2018:

Community account	£19830.47
Savings account	£14115.35 (including £2.90 interest)

Playground account £ 603.70

Business Saver account £ 397.79

Income received since last meeting

None.

Payments Approved

Clerk's Salary & HMRC for September 2018 included NDP hours as previously agreed.

Clerks expenses	Jul/Aug 2018	£52.67	+VAT
Shaun Price	Various parish works	£450.00	
Fran White	Playground inspection 2018	£58.60	
PKF Littlejohn	External audit fee	£200.00	+VAT

71/18 a) The notice of conclusion of audit has been published.

72/18. Update on Neighbourhood Development Plan.

Cllr Avery reported completion of the informal consultation on the draft NDP. Comments received have been reviewed by the Steering Group and Consultant and amendments and corrections to the plan have been made.

72/18 a) Parish Councillors were informed of the changes made to the plan from comments received after the informal consultation, then considered the draft plan. The document including amendments was **APPROVED** to be submitted for the Regulation 14 stage of the process. *Clerk to forward draft plan to Herefordshire Council to prepare the Strategic Environmental Assessment (SEA) & Habitats Regulation Assessment (HRA) reports before Regulation 14 dates can be decided and published.*

Clerk

73/18. Comment for Public Realm Review

Correspondence received from Herefordshire Council regarding pothole repairs and public realm services, is seeking comments for the General Scrutiny Committee review.

RESOLVED: All councillors to consider comments and send to clerk to prepare a draft response for approval at next meeting.

Clerk

74/18. Annual Playground Inspection.

The Clerk previously circulated the annual report. The report highlighted minor repairs and it was **RESOLVED** to raise a works order for the Lengthsman to make good where necessary.

The report also recommended the toilet be removed. Councillors **AGREED** rather than remove it immediately, to close it for few months and wait to see if parishioners comment about the service no longer being available. *Clerk to organise.*

Clerk

Clerk

74/18 a). Playground Shed Security.

After the recent purchase of a new lawnmower and several local burglaries the clerk requested reinforced security to the playground shed. Councillors agreed for the Lengthsman to upgrade the wooden door and install a second padlock. *Clerk to arrange works order.*

Clerk

75/18. Phone Box Renovation.

Recent correspondence from the ambulance service suggests defibrillators are not being kept in clean or suitable conditions in some phone boxes. Lyonshall phone box is not in very good repair. As this is a service the parish council provides to the community, it was **AGREED** the phone box should be repaired, renovated and painted. *Clerk to raise works order for Lengthsman to replace glass, prepare and paint box.*

Clerk

76/18 Footpath Report.

Councillors reviewed the report of proposed repairs and **RESOLVED** for the Lengthsman to undertake works. *Clerk to arrange works order.*

77/18. Comment on LZ8 Diversion Proposal.

Architects for the Holme Marsh development forwarded proposed plans for the diversion of footpath LZ8 through the new housing development. It was **AGREED** the new route did not really deviate from the original path and it was a sensible proposal. – *Clerk to respond.*

Clerk

Clerk

78/18 Herefordshire Centre for Community Led Housing (HCCLH) event invitation.

Following correspondence from HCCLH, Councillors requested an invitation to present options at the November Parish Council meeting. - *Clerk to invite.*

Clerk

79/18. Comment on Children's Services Draft Plan Consultation.

RESOLVED: No comment.

80/18.Comment on Hereford Area Plan Consultation.

RESOLVED: No comment.

81/18. Councillor Responsibilities and Reports

None.

82/18. Items for Future Agenda/ Councillor or Member of Public Items.

None.

83/18. Correspondence Items.

- a) Correspondence from local parishioner regarding Parish Council procedures.
Firstly, Councillor Avery publicly offered a sincere, unreserved apology for an email sent in error and was sorry for any upset it may have caused. Cllr Avery then asked Councillors to comment on the previously circulated correspondence received since 22nd May 2018. Councillors spent some time reviewing the points raised and **AGREED** that they would not comment on opinions expressed in the correspondence however would respond to the underlying concerns for one final time as these have already been responded to on previous occasions. *Clerk to forward response.*
- b) Invitation to summit from Herefordshire Council Leader – Cllr Avery to attend. *Clerk to respond.*
- c) Invitation to the inauguration of NMite and the declaration of Principles at Hereford Cathedral - No attendance.
- d) Herefordshire “train to become an interpreter advert” – To be posted on the website.
- e) Details of the County Remembrance Programme – Noted
- f) Royal Mail highlighting new postal scams – Noted, publish in the newsletter.
- g) Pembridge NDP regulation 16 – No Comment.

Clerk

Clerk

CA

84/18. Date of the Next Meeting.

Parish Council Meeting on Thursday 11th October 2018, at 7.15pm in the Memorial Hall.

Meeting Closed 9.45pm.