



## PIXLEY & DISTRICT PARISH COUNCIL

Parish Clerk: Janet Chester. Mapleside, Ashperton,

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### Minutes of the Parish Council meeting held on Wednesday 31st July 2017

#### Present

Councillors Mrs L Clothier - Chairman (LC), K Bray – Vice-Chairman (KB), Mrs J Cowell (JC), K Davies (KD), P Hawker (PH), A Mawby (AM), I Pritchard (IP), S Swaithe (SS), E Thompson (ET), Mrs M Thwaites (MTh) and M Tristram (MTr)

#### In Attendance

Janet Chester – Parish Clerk  
Three Crosses Ward Councillor Jonathan Lester (JL)

#### Members of the Public: 1

Cllr Clothier welcomed everyone to the Meeting of the Parish Council

#### 1. To Accept Any Apologies for Absence and Note the Reason

Cllr M Skittery (harvesting)

#### 2. To Receive Declarations of Interest and Requests for Dispensations –

None

#### 3. Councillor Vacancies – To Note Councillor Vacancies and Receive any nominations for Co-option

Following the resignation of Cllr Hewitt there is a vacancy on the parish council for Little Marcle parish. The clerk has advised Herefordshire Council and it has been publicised. Should no candidates come forward the parish council will be able to co-opt a new councillor at its next meeting.

**RESOLUTION:** All councillors to spread the word to possible interested residents.

#### 4. To Consider Approval of Minutes of the meeting held on 24<sup>th</sup> May 2017 (previously circulated)

**RESOLUTION:** The minutes of the previous meeting were agreed as a true and accurate record and were duly signed by Cllr Clothier.

#### 5. To Receive a Brief Report from Ward Councillor J Lester

Ward Cllr Lester outlined Herefordshire Councils Budget report. 2016/17 gross budget was £328m. £98m raised from council tax and £23m business rates. 97.9% of council tax is collected. £59.5m has been saved since 2010 with another £27.5m required saving by 2020. With regards to Adult Social Care Herefordshire are ranked 5<sup>th</sup> nationally out of 152 authorities. They are in the 2<sup>nd</sup> quartile for primary and secondary school childrens' attainment and progress. Herefordshire Council has 317 looked after children on their books. £38k per year if "in house" foster placements but costs can be £4000 per week for

Action

All

specialist foster care. Young adults are either in work or further education with only 4% unemployed. 81.8% of planning applications dealt with within 13 weeks. More elderly people are cared for at home rather than in a nursing home. The waste energy plant at Hartlebury is now open processing household waste producing equivalent amount of power for Hereford City for one year which goes back into the National Grid. Cllr Lester has launched a Corporate Parenting Strategy to enable Looked After Children to have the same opportunities as others. Herefordshire Council have bid for government funding for a free school for a free school for 16-19 year olds with special needs and disabilities. Cllr Lester closed by advising that he has been appointed deputy leader of Herefordshire Council on which members gave their congratulations.

## 6. Public Participation Session

A local resident outlined Herefordshire Council and Bill Wiggin MP response to the ARC4 report on travellers sites allocation and the parish councils letter. It was decided to draft a further letter to be sent to Geoff Hughes at Herefordshire Council. Ward Cllr Lester is to be sent results of a speed survey and other surveys which he will forward to the parish council. Herefordshire Council Scrutiny Committee meet on 11<sup>th</sup> September to discuss its DPD and travellers site allocation before a full council meeting on 13<sup>th</sup> October.

JL

## 7. Planning

### 7.1 To Consider Planning Applications referred for comment:

#### 7.1.1 172351 – Callow Hills Business Park, Hereford Road, Ledbury

Re-siting and revisions to approved workshop (150537 dated 24.6.15) incorporating office and associated facilities and attachment to existing buildings, part adjustment to approved levels (northern section of approved storage yard), provision and enlargement of retention pond (part retrospective)

**PC Comment:** Members have already raised concerns over the access and its current use and would like the safety aspect addressed by planning enforcement before making further comment.

Clerk

#### 7.1.2 172069 - Ashperton Holiday Park, Ashperton, Herefordshire, HR8 2SE

Proposed 3 no additional holiday let chalets. Also change of use of The Coach House annex from a holiday let chalet into an assistant holiday park managers / maintenance/groundsman's on site accommodation.

**PC Comment:** The Parish Council have no objection to further chalets. However, they would ask Herefordshire Council to ensure that both current and new chalets would not be used as permanent residences as they believe they currently are. Also is the existing sewerage arrangement adequate for expansion? The parish council do not believe there is a need for an on site assistant manager so do not support the change of use of the annex. The Parish Council also wish to ensure that the Hopton Arms remains a public house.

Clerk

#### 7.1.3 171164 - Aylton Court Paddock, Aylton Court, Aylton, Ledbury, Herefordshire

Two stable buildings and access gate

**PC Comment:** The Parish Council support this application.

Clerk

### 7.2 To Note any Details of Decision Notices received from Herefordshire Council : as per planning record NOTED

## 8. To Discuss Trumpet Travellers Sites and Receive any updates

Cllrs Clothier and Thwaites had visited Pixley End on 24<sup>th</sup> July. The chairman read out further comments from the landowner of Pixley End. A discussion resulted and a councillor suggested that opinions must be based on the site not landowner as ownership of the site could change. More information and a formal application was required before a vote could be taken. Cllr Lester will request that all information sent to him is also forwarded to the parish council at the same time so that there is no delay during his annual leave at the end of August.

JL

**RESOLUTION:** The Parish Council will send a further letter in relation to Herefordshire Councils response to our comments on the ARC4 report. Further information is to be obtained before a final decision is reached.

Clerk

## 9. To Receive an Update on Pixley and District Neighbourhood Development Plan

Cllr Hawker reported that the draft plan is being drafted. A Steering Group meeting will be arranged for the end of August to finalise this, it was hoped to reach Regulation 14 by the end of 2017. The draw took place for the winner of the NDP Questionnaire raffle – the winner was Paul Thomas (no phone number or contact details).

**RESOLUTION:** The clerk will circulate a date for the steering group meeting and contact the winner of the raffle.

Clerk

## 10. Information Section / Correspondence / Discussion:

### 10.1 To Review Information and Outstanding Actions

Reviewed and updated

Clerk

### 10.2 To Receive Update on Ashperton Railway Bridge

Ward Cllr Lester has put a request into Network Rail that they liaise with the parish council, local residents and the Highways authority at an early stage of their plans for the replacement railway bridge. The clerk will invite the new cabinet member Cllr Durkin for highways to a meeting.

JL

Clerk

### 10.3 To Discuss Defibrillator installed at Trumpet Garage

The clerk will arrange a training evening for all in September / October.

Clerk

### 10.4 To Discuss Lorry Parking at Poolend

The previous problem of lorries parking at Poolend had been reported by the clerk to the Community Support Officer and there have not been any recent incidents.

### 10.5 To Note that Tour of Britain Cycle Race 2017 is going along A438 on 10<sup>th</sup> September 2017

Noted.

## 11. Highways and Footpaths

### 11.1 To Note any new Highway and Footpath Defects

The gates have been delivered and installed on the Herefordshire Trail with the help of the Ramblers Association. The roadside hedge along the A438 at Alexander Park is obscuring

visibility around the corner and needs cutting back. The delivery of verge markers will be chased.

Clerk

### 11.2 To Decide any new jobs for the Lengthsman

**RESOLUTION:** The lengthsman is to be asked to expedite the steps to be cut into the bank where the Hereford Trail meets the A417 and footpath LM2 when harvest allows.

Clerk

## 12. Finance / Governance

### 12.1 To Note Finance Report and Bank Balances

The Finance Report was noted. Bank Balances as at 30<sup>th</sup> June 2017 current account £7625.87 and reserve account £2810.76.

**RESOLUTION:** the above figures were agreed

### 12.2 To Consider Payment of Outstanding Accounts:-

000424: SLCC - Annual Subscription - £139.00

000425: J Chester – clerk salary June/July and expenses – as agreed

000426: DJN Planning Ltd – NDP support - £2372.95

000427: Autela Payroll Services – Q1 - £38.40

**RESOLUTION:** Payment of the above accounts were approved.

### 12.3 To Discuss Bank Signatories

Due to councillor resignations the clerk advised that it would be advisable to add another councillor to the bank accounts as a signatory.

**RESOLUTION:** It was agreed that Cllr Ken Bray become a bank signatory. The clerk will organize the necessary forms.

Clerk/  
KB

### 12.4 To Discuss Herefordshire Council Code of Conduct

Herefordshire Council have adopted a new Code of Conduct which the Parish Council could also choose to adopt. The clerk has contacted HALC who have advised that a new national Code of Conduct more tailored to parish councils was being prepared and that the parish council should await receipt of this before changing from their current Code of Conduct.

**RESOLUTION:** The Parish Council agreed to wait for further information before changing from their current Code of Conduct.

All

### 12.5 To Discuss Obtaining grant for website, laptop and printer/scanner to comply with Transparency Act Requirements

The clerk advised that a grant is available through HALC to help parish councils comply with the Transparency Act and purchase a laptop and scanner/printer and to set up a .gov website.

**RESOLUTION:** It was agreed that the clerk submit a grant application.

Clerk

## 13. Reports –

Cllr Davies and the clerk attended the HALC Eastern Area meeting on 12<sup>th</sup> July. A representative from Balfour Beatty gave a presentation and answered any questions.

**14. Training:**

The clerk advised that she is expecting to receive a new training schedule from HALC.

**RESOLUTION** : As soon as it is received it will be circulated and if councillors are interested in any courses they are asked to notify the clerk.

**15. Items for next meeting (No Discussion)**

- Finance Working Group members and meeting date
- Permanent Residency of holiday lets
- Lightning Conductor at Pixley Church
- Precept

Clerk

**16. To Note Date of next meeting**

**Date of next scheduled meeting:** Monday 25<sup>th</sup> September 2017, 7.30pm at Munsley WI Hall

*The chairman declared the meeting closed at 9.49pm*

Signed:  
Chairman.

Date:

## **INFORMATION SHEET - JULY 2017**

### **PARISH CLERK UPDATE**

- Road defects reported to Locality Steward
- End of Year Accounts prepared and sent to external auditor
- HALC "In the Open" training event attended
- SLCC meeting attended
- Website updated
- Trumpet travellers site FOI sent
- Planning enforcement contacted re Quarry Lodge habitation
- Annual Leave – Monday 17<sup>th</sup> July – Monday 31<sup>st</sup> July

### **GENERAL CORRESPONDENCE RECEIVED**

- Balfour Beatty – Weekly Locality briefings \*
- HALC - Information Corner June \*
- HALC - Training Diary \*
- Herefordshire Council – Rural Sites DPD Consultation \*
- Herefordshire Council – Broadband Event invitation 19<sup>th</sup> June \*
- Herefordshire Council – letter re Code of Conduct \*
- Herefordshire Council – Invitation to 2018/19 Budget Consultation, Town Hall Hereford Tues 4<sup>th</sup> July 6.30pm \*

- Herefordshire Council – introduction of car parking changes at Wye Valley Trust Community Hospitals\*
- Herefordshire Rural Hub – July newsletter \*
- Herefordshire Council – Fly Tipping \*

\* Circulated to Cllrs.

**OUTSTANDING ACTIONS** - These are the consolidated actions outstanding after the last meeting:-

March 17	4	All cllrs	ongoing	Spread the word about cllr vacancies
March 17	6	Ward Cllr		Arrange meeting with cabinet member for highways re Ashperton bridge
March 17	7.3	Ward Cllr Clerk	complete	Put forward challenges raised re discrepancies on arc4 report Send letters to HC asking questions to be answered
March 17	9.1	Clerk	complete	Order 30 verge markers @£16 each
March 17	9.2	Clerk	reported	Report potholes on Glebe Lane, Lillands Lane and Trumpet Crossroads
March 17	9.2	Clerk	complete	Ask lengthsman if he can repair potholes on minor roads - NO
May 17	5	Clerk	complete	Forward new councillor paperwork to Hfd Council
May 17	5	Clerk	complete	Advise Hfd Council of resignations
May 17	11.4	Clerk	complete	Forward contract to Balfour Beatty
May 17	14	Clerk	complete	Arrange printing of flyers for NDP presentation evening
May 17	15	Clerk	complete	Complete and Send off End of Year Accounts to external auditor
May 17	15.4	Clerk	complete	Confirm Insurance renewal with Came & Co
May 17	16.1	Clerk	complete	Chase Balfour Beatty for materials ordered
May 17	16.3	Clerk		Arrange first aid training evening for defibrillator
May 17	16.4	Clerk		Defer litter picks to spring 2018

**PLANNING RECORD – (last six months)**

<u>DATE</u>	<u>APPL. NUMBER</u>	<u>DESCRIPTION</u>	<u>PC COMMENT</u>	<u>HFDS COUNCIL DECISION</u>
17.11.16	<b>163531</b>	<b>The Castle, Ashperton, Ledbury</b> Proposed conversion of outbuilding to single dwelling	PC support this application	GRANTED 20.1.17
26.1.17	<b>170080</b>	<b>Sunnybank, Baregains Lane, HR8 2JR</b> Variation of condition 2 of permission 162484 – single storey extension – alteration to elevation (SW roof)	PC no objections	GRANTED 1.3.17
2.2.17	<b>P170178/F</b>	<b>Woodside Lodges, Falcon Lane, Ledbury, HR8 2JN</b> Change of use to site 3 lodge style twin unit caravans in place of previous permission for log cabins	** ADVICE ONLY **	GRANTED 23.3.17
13.2.17	<b>163999</b>	<b>Mikes Meadow Glamping, Tompion, Munsley, HR8</b> Proposed change of use of land from agricultural to siting of camping pods for business, including replacement of timber outbuilding with a new toilet and shower block	PC support this application	GRANTED 30.3.17
13.3.17	<b>170441</b>	<b>Ashperton Primary Academy, HR8 2SE</b> Construction of an outdoor multi-use games area and link paths	PC support this application	GRANTED 27.4.17
24.3.17	<b>170645</b>	<b>The Strawhouse, Pixley, HR8 2RL</b> Façade remodeling and single storey extension of an existing dwelling	PC no objections	GRANTED 11.5.17
6.4.17	<b>171108</b>	<b>Quarry Lodge, Little Verzons, Ledbury, HR8 2PZ</b> Proposed extension to rear of holiday lodge	PC support this application	GRANTED 25.5.17
7.4.17	<b>171252</b>	<b>Land at Brook Farm, Little Marcle, HR8</b> Application for variation of condition 2 of planning permission 161637 – replacement of approved plans to allow revisions to design and layout	PC support this application provided agricultural tie remains	GRANTED 29.6.17
13.4.17	<b>171315</b>	<b>Land North of A438, Wallers Green, Ledbury</b> Proposed digestate storage tank, access track and containment bund	PC support this application	GRANTED 11.7.17

