

PIXLEY & DISTRICT PARISH COUNCIL

Parish Clerk: Mrs J Chester, Mapleside, Ashperton, Ledbury, Herefordshire, HR8 2RZ Tel: 01531 670036
email: pixleyclerk@btinternet.com website:- <https://pixleyanddistrictpc.org.uk>

Minutes of the Parish Council meeting held on Monday 26th March 2018

Present

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

In Attendance

Rev Howard Mayell
Three Crosses Ward Councillor Jonathan Lester
Janet Chester – Parish Clerk

Members of the Public: 0

The Chairman Cllr Clothier welcomed everyone to the meeting

1. Apologies for Absence

Cllr P Hawker (holiday)

2. Declarations of Interest and Requests for Dispensations

Cllr Thompson declared an interest in agenda item 5 & 8.1.2 as a neighbour
Cllr Thwaites declared an interest in agenda item 8.1.2 as a neighbour
Cllr Pritchard declared an interest in agenda item 8.1.1 as father-in-law is church warden

3. Councillor Vacancies

No nominations were received.

4. Approval of Minutes of Parish Council meeting held on 29th January 2018

RESOLUTION: The minutes of the parish council meeting held on 29th January 2018 having previously been circulated were AGREED and duly signed by the Chairman.

5. Guest Speaker - Rev Howard Mayall – “The future of Pixley Church”

Rev Mayall advised that he is due to retire in September but that when he arrived 21 years ago there were plans to close St Andrews church at Pixley. The church warden at the time started a period of regeneration so the church stayed open. Recently the congregation are getting elderly and have trouble accessing the church and there is no one willing to take on the job of church warden. 40 houses in Pixley have been written to asking residents for help. Although some help has been given it has not proved enough. The congregation now attend Little Marcle church. Current options are to close the church, use it on a shared basis or the diocese to lease it to the Romanian church for small private services only as numbers would be too large to attend a regular Sunday service. The building is in reasonable repair (with the exception of the porch), the church has been re-roofed and the floor and south aisle windows done. The diocese would pay the insurance. The building is Grade II listed under English Heritage Rules. It is a “live” churchyard which is still in use. Before any changes of use can be made the National Church has to assess the building. This is due to take place in early May. The Arch Deacon will then decide the future of the church. Rev Mayall advised there is a meeting in Wellington Heath Village Hall on 5th May at 9.30am where all are welcome to

attend. Rev Mayall will investigate why an offer made 25 years ago to form a trustee group was not taken up. The Chairman thanked Rev Mayall for attending, he then left the meeting.

6. To Receive a Brief Report from Three Crosses Ward Councillor, Mr Jonathan Lester

Ward Councillor Lester opened by advising that following the retirement of Tony Johnson he has been appointed the new leader of Herefordshire Council. He started with Herefordshire Council as a revenue assistant sorting the post in 1998, so encourages anyone to work their way up the ladder. He looks forward to the challenges and opportunities in this new role. His mantra is the health and wellbeing of Herefordshire's citizens and the growth and prosperity of the county. One of his first jobs was to appoint a new cabinet. He has given up his previous remit of Childrens' Services and Wellbeing. Two support roles have been created to bolster economic development. Ward Cllr Lester also advised that he is looking to ensure that Balfour Beatty are providing best value for money.

Ward Cllr Lester advised that the Fire Authority will now be run by the Police & Crime Commissioner and that the consultation on the 2nd phase of Herefords western bypass has now closed.

The Chairman offered the Parish Councils congratulations on his appointment as leader.

7. Public Participation Session for Local Residents to raise matters relevant to the Parish Council

No matters raised.

8. Planning:

8.1 Planning Applications for Comment: (to be viewed online prior to the meeting)

8.1.1 180290 - St Bartholomews Church, Munsley, HR8 2SQ

Proposal to install an outside eco-composting toilet.

RESOLUTION: The Parish Council have no objections

ACTION: clerk

8.1.2 173236 - Knapp Farm, Pixley, HR8 2QB

Proposed hard-standing for storage in connection with soft fruit business. (additional information)

RESOLUTION: The Parish Council object as their concerns over flooding and noise risk have not been addresses by the applicant.

ACTION: clerk / AM

8.2 Details of Decision Notices Received from Herefordshire Council – no new decisions

8.3 To Note any Response from Planning Enforcement

The clerk has contacted the planning enforcement officer who has advised he will visit sites of concern and report back to the parish council.

The clerk reminded councilors that all correspondence should go through the clerk.

9. Pixley and District Neighbourhood Development Plan

9.1 Update on the NDP

The Regulation 14 consultee responses are being analysed. The next meeting of the NDP steering group is on 4th April where the next steps to be taken will be discussed.

10. Information Section / Correspondence / Discussion:

10.1 Review of Information and Outstanding Actions

The salt/grit bins through the parishes need refilling. Two new salt bins are required.

RESOLUTION / ACTION: The clerk will ask Balfour Beatty to refill the existing bins and get costs of new bins.

10.2 Parishes Litter Pick

RESOLUTION / ACTION: It was thought that most residents looked after their own patch so a parish litter pick would not be beneficial.

10.3 To Note NALC Legal Notice LO1-18 – Financial Assistance to the Church.

Noted by all councillors.

10.4 Response to letter sent to Herefordshire Council Planning Dept re Pickling Plant Land Contamination (if any)

The parish councils letter has been acknowledged and is now on record.

10.5 To Note any other Correspondence sent to the Clerk

- email requesting contribution to councillor court costs
- Herefordshire Council Tax / Precept breakdown

11. Highways/Footpaths:

11.1 Response to letter sent to Hereford Council ref. A4172 Speed (if any)

The cabinet member for highways has forwarded our letter to the highways department to be taken into account when they compile their report. We await an answer.

11.2 Update on Ashperton Bridge (if any)

No further update received.

11.3 Report from Footpath Officer(s)

The lengthsman has provided a quote of £510 to reinstate post on LM8 in Rectory Lane, replace bridge, stile and handrail on LM8 and replace stile on LM7 with a gate. Any surplus funds will be used to order spare footpaths materials.

RESOLUTION / ACTION: The quote was agreed. The clerk will liaise with the lengthsman and order materials from Balfour Beatty.

11.4 To Receive any New Highway Defects

There is a metal pole sticking out on the bend by the pool on the lane between Birchley & Aylton Court. The culvert under the A4172 by Knapp Farm is blocked and causing flooding. It is thought the grill and culvert are blocked by tree roots and debris. There is also flooding further along the A4172 towards Preston Cross in the dip.

RESOLUTION / ACTION: The clerk will report these defects to Balfour Beatty.

11.5 To Confirm and Decide any Jobs for the Lengthsman

The guard around the tree on Aylton triangle needs repainting.

12. Finance / Governance:

12.1 To Note Successful Transparency Act Grant Application and the New Website Address

The new parish council website is up and running. The address is <https://pixleyanddistrictpc.org.uk>.

RESOLUTION / ACTION: The clerk has purchased a laptop and printer/scanner which will be added to the parish council list of assets and insurance. Councillors were asked to spread the word and encourage residents to subscribe to the website to promote proactive engagement with parish residents.

12.2 To Set Up a GDPR Working Group to consider NALC's GDPR Toolkit and report back to the next meeting of the Parish Council

New GDPR regulations come into force on 28th May 2018. To ensure compliance HALC have recommended setting up a GDPR group to follow procedures.

RESOLUTION / ACTION: Cllrs Bray and Tristram and the clerk will meet to consider options and report back to the May parish council meeting.

12.3 To Arrange Finance Working Group Meeting for End of Year accounts

RESOLUTION / ACTION: Cllrs Clothier, Bray, Hawker, Tristram and the clerk will meet to go through accounts in preparation for End of Year audits.

12.4 To Note Finance Report and Bank Balances

Balances as at 1.3.18 – current account £7571.54, reserve account £2811.71

RESOLUTION / ACTION: Finance report and balance **noted**

12.5 To Consider Payments of Outstanding Accounts

000445: D Hewitt – parish website renewal fee - £26.39

000446: HALC – annual subscription - £439.21

000447: Eyelid Productions Ltd – new parish council website development fee - £500.00

000448: J Chester – clerk Salary & expenses Feb/March – as agreed

RESOLUTION / ACTION: All the above payments were **AGREED**

13. Reports: To Receive any Reports from Meetings Attended

The clerk attended HALC Eastern Area meeting where Ledbury Civic Society outlined how they could help parish councils.

The clerk has attended GDPR training events at HALC, Herefordshire Council and Herefordshire WiRE.

14. Training: To Note any forthcoming training dates

The clerk is attending HALC Audit Answers on 17th April. A new HALC training diary should be available soon.

15. To Decide Date of Annual Parish Meeting

RESOLUTION / ACTION: Date confirmed as 21st May 2018 at 7pm

16. To Raise Items for Next Scheduled Parish Council Meeting (no discussion)

- NDP update
- GDPR update

17. To Note Date of Next Meeting – Monday 21st May 2018 following the Annual Parish Meeting

The Chairman declared the meeting closed at 21.50pm

Signed..... Dated.....

Chairman

INFORMATION SHEET

DATES OF SCHEDULED MEETINGS 2018 – (all held at Munsley WI Hall at 7.30pm unless advised otherwise)

Monday 21st May, Monday 30th July, Monday 24th September, Monday 26th November

PARISH CLERK UPDATE

- Road defects reported to Locality Steward / Herefordshire Council via website
- New Website now live – <https://pixleyanddistrictpc.org.uk>
- Laptop and Printer purchased – property of the parish council
- NDP Support work undertaken
- NDP End of Grant Report completed
- A4172 Speed Concern letter sent to Cllr Durkin – response chased
- Pickling Plant Ground Contamination letter sent to Hfd Council Planning Dept – response chased
- Planning Enforcement contacted regarding concerns
- Lengthsman / P3 Anticipated Year End Costs report sent to Balfour Beatty
- Lengthsman/P3 2018/19 Annual Maintenance Plan Completed
- GDPR training events attended
- Website training undertaken
- Accident log updated
- External Auditors for 2018 chased

GENERAL CORRESPONDENCE RECEIVED

- Balfour Beatty – Weekly Locality briefings *
- Herefordshire Rural Hub – February & March newsletters *
- Herefordshire Council – GDPR training 2 March 2pm-5pm, 16 and 23 March 10am – 1pm Plough Lane *
- Herefordshire Council – article on national road conditions *
- Herefordshire Council – notification of Travellers Sites DPD submission to examination *
- Herefordshire Council – Transport Package Consultation*
- HALC – Information Corner – Feb & March *
- HALC – Eastern Area Meeting 14th March Agenda *
- SNT February and March newsletters *
- Balfour Beatty – Minor Safety Improvements works at Stoke Edith*
- Balfour Beatty – Velocity Patcher pothole repairs *
- Herefordshire Council – road closures notice *

* Circulated to Cllrs.

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

July 17	3	All cllrs	ongoing	Spread the word about Cllr vacancy
Sept 17	11.1	Clerk	Ongoing	Contact Alexander Park re cutting of roadside hedge

Jan 18	7.3	Clerk	ongoing	Report any possible breaches of planning permissions to enforcement officer
Jan 18	9.2	Clerk	complete	Send letter to planning dept outlining PC concerns re Pickling Plant
Jan 18	10.3 / 10.4	clerk	complete	Report road and footpath defects. Contact landowner to request footpath spraying of part of Hereford Trail
Jan 18	10.5	clerk	onngoing	Send list of jobs to lengthman for quote and order materials

PLANNING RECORD – (last six months)

July 2017 –**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 have no objection** to further chalets. However, they would ask Hfd 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 PC 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 PC also wish to ensure that the Hopton Arms remains a public house. **HEREFORDSHIRE COUNCIL DECISION -**

Nov 2017- **173236 Knapp Farm, Pixley, HR8 2QB** Proposed hardstanding for storage in connection with soft fruit Business. **PC do not support** and ask for HC to request more details **HEREFORDSHIRE COUNCIL DECISION -**

JAN 2018 **172442 The Verzons, Ledbury, HR8 2PZ** Proposed 300mm stainless steel flue pipe system direct to outside keeping in place the firebreak which is already fitted **PC no objections. HEREFORDSHIRE COUNCIL DECISION -**

JAN 2018 **P180457/PA4 - (Part 3) Class Q - Prior Approval Land at Alderbrook Farm Little Marcle Ledbury Herefordshire** Proposed conversion of existing agricultural building into two dwellings. Withdrawn 20.3.18