

Border Group Parish Council
Minutes of a meeting of the Parish Council held on
Tuesday 25th October 2016 at 7.30p.m. at Adforton Village Hall.

Present:

Councillors: Phillip Barnett, Maggie Brown, Steve Chilman, Clive Gurney, Susan Harley, Trevor Pritchard, John Walker, Simon Whiteman (Chair)

In attendance:

Clerk/RFO Maureen Robinson

Ward Cllr Carole Gandy

21 members of public

1. **Apologies for absence** were accepted from: **None**
2. **Election of Chairman-** Cllr Whiteman was the only nomination. He was elected unanimously and signed the Declaration of Acceptance of Office.
3. **To consider the vacancy for Buckton and Coxall following the resignation of Paul Derrick.**
It was not possible to debate this item as we have to wait until 31st October to see if an election has been called. It will be on the agenda for the November meeting.
4. **Declarations of Interest and written requests for dispensations**
Ref item 5 on the NP: Cllr Barnett (DPI) as his wife owns a potential development plot and Cllr Harley (non DPI) due to her son Edward's connection to the Harley Estate. (This meant that Cllr Barnett had to leave the room for the duration of the discussion and Cllr Harley could remain but with no vote).
One request for a dispensation from Cllr Whiteman to allow members of the Steering group (who are also Councillors) to vote on item 7.2 as there was a risk of being inquorate. This was granted.
5. **Open Session – brief verbal reports received from:**
 - 5.1 Cllr Gandy presented her report. She went on to say the The Old Chapel, Adforton was reportedly secured last weekend but not confirmed by Planning Dept. The next stage is for the owner to get a bat survey undertaken
 - 5.2 The Locality Steward was not present
 - 5.3 Reports from Chair/ Councillors –Cllr Walker presented his report on the Planning Seminar he attended at HC and the Social Media Training at HALC.
Sam Banks spoke on NDPs stressing the need for an open and transparent process. I asked her what should happen if Councils had failed to record all the details. She advised that they do so as soon as possible, especially declarations of interest - in order to protect the process and the individuals. She also said that everything must stay on the website from Reg14 to Inspection. The new Neighbourhood Planning Bill will allow for a quick process for minor modifications and for boundary changes.

Kevin Bishop's report on the planning process pointed out that HC had suspended the CIL due to market changes post-Referendum. He advised that once our NDP is in force we should quote the relevant sections when commenting on planning applications. I asked him about the problems of "calling in" controversial rural applications (as mentioned by Cllr Gandy) and he said that they would take into account the difficulty of getting enough objections in a sparsely populated area.

HALC training:

I attended the HALC training session on Social Media with the Clerk. Rebecca Hardy from Kidwells advised PCs to have a Social Media Policy and she would circulate an example as well as check our final version. She pointed out that it needed to be used alongside other policies. Vicky Jacomb from Came & Co. added that our insurance covers Councillors using social media as long as their comments are reasonable. However, she also pointed out that all our policies must be read and understood by all Councillors - she suggested a quiz or email to all asking them to reply that they have read them. There was also information on the dangers of people hacking into PCs' websites and we got advice on how to take measures to protect it - such as a good password

Cllr Gurney reported that following the attendance at the last meeting by the manager of Mill Cottage, he had kindly invited the Chair and Clerk to join them for a Christmas lunch. Staff and residents had also offered to help with any litter pick organised by the PC.

5.4 Local residents – expressed their concerns over number of houses identified in the NP for Walford and Lingen. A resident from Walford read out his letter. The PC sympathised with concerns and explained that it was left with little choice but to try and manage the required development in the best interests of the community which was the aim of the NP. It was recognised that some residents felt they would like more time to comment and the PC was re-starting the consultation for a further 6 weeks (Reg 14). Further Steering group meetings would take place so everyone would have a fresh opportunity to have their views heard and comments could inform the Plan

6. Minutes of the previous meeting – 20th September 2016

These were **APPROVED** and signed by the Chairman with a deletion at 3.3 where the decision to put the resignation letter of Paul Derrick on the website having been agreed at the meeting, was disputed. This section was removed and the amendment initialled by Chair and Clerk.

7. Neighbourhood Plan

7.1 To consider the Special resolution below signed by Cllrs Walker and Brown and an amendment put forward at the meeting by Cllr Walker. Proposed by Cllr Walker, seconded by Cllr Brown

SPECIAL RESOLUTION UNDER STANDING ORDER NO. 7 FOR PARISH COUNCIL MEETING 25 OCTOBER, OR IF NO MEETING THAT DAY, THE NEXT MEETING.

Noting the resolution agreed on 30th June 2016, approving the Border Group Neighbourhood Plan for submission under the Neighbourhood Planning (General) Regulations 2012, and the subsequent correspondence and discussions with Herefordshire Council's neighbourhood planning team, and **noting** that two councillors having given seven clear days notice in writing of this resolution, as required by Standing Order No 7, it is resolved:-

1. To withdraw the existing draft plan with the intention of submitting a new draft for Regulation 14 consultation by March 31st 2017, and to inform Herefordshire Council accordingly;
2. To sincerely thank the existing Steering Committee for their hard work, and to appoint a new Steering Committee;
3. That the Steering committee be a committee of the council for the purposes of Standing Order 4, and will consist of two parish councillors and no more than seven residents, chosen as far as possible to represent different age groups and occupations in the four villages identified for new development, the members to be appointed immediately after this resolution is passed; and any vacancies among the resident members are to be filled by the Proper Officer after consulting the chairman and the two councillors appointed to the steering committee;

4. That any local resident members of the steering committee with defined pecuniary interests in any sites now or prospectively scheduled for development under the NDP shall declare their interest as if they were parish councillors; shall not participate in discussions or votes in the same way that parish councillors would be forbidden from participating, and such declarations shall be recorded in the minutes, reported to the parish council and be publicly available

5.. The chairman of the steering committee shall not be a parish councillor and will be appointed immediately after this resolution is passed;

6. That it be an instruction to the Steering Committee to conduct a survey of residents to identify patterns of employment and self-employment, transport, telecoms and broadband needs and how these issues relate to and effect housing (both quantity and design, in particular plot size and location), and that the responses to that survey inform their new draft NDP; and

7. That it be an instruction to the Steering Committee to reconsider conservation area policy for those villages which are designated conservation areas, and in particular to look at how other villages in England have used NDP's to protect historic villages and historic landscapes;

8. That it be an instruction to the steering committee to consider evidence of housing need when allocating housing sites and, so far as the law permits, tenure; and

9. That it be an instruction to the Steering committee to have a draft plan ready for consideration with a view to authorising Regulation 14 consultation, for the BGPC meeting in March 2017.

----- (signed)

----- (signed)

John Walker

Maggie Brown

AMENDMENT TO SPECIAL RESOLUTION

Amend point 3 to read: "3. That the Steering Committee be a committee of the Council for the purposes of Standing Order 4;"

Delete points 4-9 and insert instead: "4. Resolves to hold meetings with residents of the four villages during November with the intention of finding a solution that will satisfy both residents' concerns and the obligations imposed on the neighbourhood plan by the Herefordshire Local Plan, the result of those meetings to be reported to the November meeting of the parish council;

5. Anticipates being able to authorise Regulation 14 consultation on a plan amended, if necessary, as a result of meetings with residents, at its November meeting, or an Extraordinary Meeting held for the purpose; and

6. Authorises a letter to all residents to include a brief summary of the plan and a positive invitation to contribute to its future by responding to the Regulation 14 consultation, and will invite all those who respond to the consultation to Steering Committee meetings when it considers the representations made."

Following discussion of both of above it was put to a vote with 4 against and 2 in favour. The resolution and amendment therefore fell. It was accepted by everyone that Walford residents in particular should have the opportunity to make comments as Walford had only recently been included for potential development. It was also emphasised by the Chair that the Plan remains at the

consultation stage and can still be amended and indeed that is encouraged, but we have to be mindful of further delay as developers may seize the opportunity and without a NP there would be little protection. Residents present were encouraged to join the Steering group. Ward Cllr Gandy endorsed this view and added it would be virtually impossible to stop developers submitting planning applications and having them passed because of the 5 year land supply. A petition signed by Walford residents was handed in to the PC.

7.2 To consider approval of Final draft of NP for formal 6-week consultation period (Reg 14)

Proposed by Cllr Gurney and seconded by Cllr Chilman. Cllr Barnett left the room prior to discussion. Concerns of residents were noted and it was stressed that the views of all residents are important. It was pointed out that the PC is constrained by the Core Strategy and National Planning Policy framework (NPPF) and is doing its best to manage the required development. Advice from HALC was to re-run the consultation and in effect go back to November 2015 when the resolution to approve the Plan was not properly worded on the agenda. A vote was taken with all **AGREED** in favour of approval. It was **AGREED** that the Steering group would meet to discuss residents' concerns.

A discussion took place over whether there could be a condition for any new houses to have Broadband connectivity

7.3 To note NP End of Grant report (2nd grant) and repayment of unspent funds. (£1,310 - £817.92 =£492.08) (chq no 101619) - **NOTED**

Minutes/other information from any NP meetings will be made available on lingenweb and the BGPC website - www.bordergroup-pc.org - where a separate page has been set up for easy access to information around NP

8. Finance

8.1. Budget and Precept for 17/18. It was **AGREED** to bring detailed figures to November meeting and also to consult residents before setting Precept.

The following payments were **ACCEPTED** and cheques raised:

8.2 It was **AGREED** to pay Clerk's expenses of £119.73 for October (chq no 101621)

8.3 It was **AGREED** to pay the Clerk £102.60 for RFO hours for September and October (chq no 101622)

8.4 It was **AGREED** to pay £16 to Lingen Village Hall inv 1120, (chq no 101620)

8.5 It was **AGREED** to pay £817.92 to Data Orchard for consultancy services on NP (chq no 101623). Cllrs Walker and Brown abstained. Cllr Gurney expected the relevant paperwork to be available if needed

8.6 Conclusion of Audit and Comments of External Auditor (Grant Thornton) – **NOTED**

8.7 Payment of £3,750 (half –yearly Precept payment) - **NOTED**

9. Planning - to consider comments to Herefordshire Council on the following:

APPLICATION NO & SITE ADDRESS: 162919 - Yew Tree Cottage, Lingen, Bucknell, Herefordshire SY7 0DX

DESCRIPTION: Fell Leylandii hedge and replace with Beech and Holly

APPLICANT(S): Mr Harley Thomas

GRID REF: OS 336387,267398

APPLICATION TYPE: Works to Trees in a Conservation area

WEBSITE LINK: <http://www.herefordshire.gov.uk/searchplanningapplications>

No comments submitted (deadline 6/10/16)

9.2 Planning decision – Planning Permission

APPLICATION NO & SITE ADDRESS: 161977 Limebrook Cottage , Lingen, Bucknell, Herefordshire SY7 0EB

DESCRIPTION: Erection of portal frame agricultural building as a store (stock and implements)

APPLICANT(S): Mr Steve Cresswell

GRID REF: OS 337345, 266085

APPLICATION TYPE: Planning Permission

WEBSITE LINK: <http://www.herefordshire.gov.uk/searchplanningapplications>

9.3 Standing item : ref. use of Planning Obligation Agreement s106 monies in respect of Home Farm, Lingen. Ref DCNW/2008/3016/F, 113046/F.

Cllr Gandy reported she was still waiting to hear from Yvonne Coleman, Planning Obligations Officer.

10. Highways

10.1 P3 (footpaths) – Mike Oliver (Footpaths Officer) was not present so no update available

10.2. Lengthsman Scheme – has been opening grips. It was reported that the bridleway between Brick Cottages and Orchard Close in Adforton needs cutting.

10.3 Length of C and U roads and footpaths across Border group was confirmed as 51.1kms and 55.1kms respectively

N.B. Items 11- 18 below were deferred to the November meeting as the meeting was approaching the 2 hour limit set out in Standing Orders

11. Traffic Mirror To consider concern of local resident re PC provision of new traffic mirror and post for junction at Reeves Lane

12. BGPC Website:

12.1 To approve draft BGPC webpage ‘P3 and Lengthsman’

12.2 To note PC website statistics and usage and consider any changes to improve access and usage

12.3 To agree to put Chairman’s letter of resignation and BGPC’s response on website

12.4 To consider if BGPC should have a Social Media Policy – (see item 5.3 above)

13. To consider adopting HC ‘Unreasonable behaviour Policy’

14. To consider how BGPC responds to FOI requests and to consider a suitable protocol for dealing with them

15. To consider providing a litter bin at Brampton Bryan Cemetery.

16. To note Information sheet/ Correspondence received and responded to. (To be circulated to Cllrs)

17. To raise matters for next meeting agenda. No discussion

A resolution will be passed to exclude members of the public due to the confidential nature of the following item

18. Employment matters – role/hours of Clerk

There being no further business the Chairman closed the Meeting at 9.30 p.m. The next Meeting will take place at Brampton Bryan Village Hall at 7.30pm on Tuesday 22nd November 2016.

Signed..... Date.....