

**Minutes of a meeting of the Parish Council held on  
Tuesday 20<sup>th</sup> February 2018 at 7.30 p.m. at Lingen Village Hall.**

**Present:** Councillors: Philip Barnett, Maggie Brown (Chair), Steve Chilman, Tom Dixon, Clive Gurney, Trevor Pritchard, John Walker,

**In attendance:**

Clerk/RFO Maureen Robinson  
Ward Cllr Carole Gandy  
Footpaths Officer – Mike Oliver  
7 members of public

*At the start of the meeting, <sup>said</sup> whose documents are referred to on the agenda these should be included on BGPC website as advised by the govt in 'Open and Accountable Local Govt' (2014)*  
~~Before the meeting had started Cllr Walker requested a Minute be included in February Minutes to confirm documents associated with the agenda be put on website in future. This was AGREED.~~

1. **Apologies for absence :** Cllrs Whiteman and Harley
2. **Declarations of Interest and written requests for dispensations:** None. No requests for dispensations.

**3. Open Session – brief verbal reports received from:**

3.1 Ward Cllr Gandy presented her report which can be seen in full on the Border Group website. She reported Council tax will rise by 4.9% with 2% ring-fenced for Adult Social Care. Herefordshire Council has received £5.5 million as a result of the dispute with Amey (previous Highways contractor). The money will be spent on road surfacing and Ward Cllr Gandy said she was pressing for some to be spent in Mortimer Ward where 6 roads are particularly bad. A meeting will be held on Thursday with Balfour Beatty, Clerk and Cllrs at Walford to investigate ways of alleviating flooding. (This was confirmed by the Clerk who had been contacted directly by the Locality Steward.) Ward Cllr Gandy also circulated some information regarding Healthwatch and the free Home Library Service which will be put on Border Group website. She also brought an example of a 'Welcome Pack' for new residents used by Leintwardine GPC in case BGPC wished to produce something similar

Cllr Gurney congratulated Ward Cllr Gandy for her efforts to get improvements made to the Old Chapel in Adforton and expressed thanks on behalf of the residents. Work seems to be progressing well and the scaffolding has now been removed. A discussion followed regarding the recent road works on the A4110 at Adforton and the disproportionate disruption, workmen and machinery for such a small stretch of road. It was questioned whether it represented good value for money. Similar work is to be carried out between Birtley and Willey and it was **AGREED** to keep Ward Cllr Gandy informed. Finally a planning application for 68 cabins in Mortimer Forest had been submitted with open meetings in Wigmore and Ludlow for residents to find out more.

3.2 Chair and Councillors reports – Cllr Walker reported he had met with the Chair and confirmed a discrepancy in the 2016/17 accounts.

3.3 Local residents – those present wished to express their views on the recent BGPC leaflet regarding possible future rises in Precept to compensate for the cuts to services made by Herefordshire Council. Residents present did not feel this was fair and would have a disproportionate impact given the number of parishioners across Border Group. BGPC were urged not to take on additional responsibilities for maintenance of highways, grass cutting and hedges. A public meeting was requested to give all residents the opportunity to make their views known as it appeared some households had not received the leaflet and some may not wish to make written comments. It was

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**AGREED** the Annual Parish meetings might provide a forum for further discussion. Cllr Gurney **AGREED** to deliver the leaflet ref Precept to residents of Paytoe Lane

The Chair requested that items **5.3, 9 and 10** be brought forward and repeated if any Cllrs had an interest in land affected by the discussion they should declare it. Cllr Chilman declared an interest and left the room followed by Cllr Pritchard who stated he had no interest to declare.

#### **4. Minutes of the previous meeting – 16<sup>th</sup> January 2018**

**APPROVED** and signed by the Chair following amendments.

#### **5. Highways**

5.1 To consider work to be undertaken under P3 (footpaths) scheme and receive an update on works to date. Mike Oliver reported there had been good co-operation from landowners. It was **AGREED** to install 3 signs and 2 kissing gates and for Clerk to contact Parish Liaison Officer to find out if the Footpaths Officer should carry some I.D. Mike also asked how emergency works which arise between meetings might be approved e.g by a working group

5.2 To consider work to be undertaken by Lengthsman – list of drains to be jetted to be sent to Locality Steward and grips to be cleaned at Birtley

5.3 Review of Lengthsman Scheme/P3 ( footpaths) – following discussions it was **AGREED** to carry out a complete review with Cllrs being invited to form a working group to report back at the Annual Parish meetings ( date tbc). Balfour Beatty's view is that landowners should be asked to clear ditches before the Parish Council undertakes this Ward Cllr Gandy provided a template letter which BGPC could use to send to landowners to request they clear ditches on their land (or contract directly with the lengthsman to carry it out on their behalf). It was reported by Ward Cllr Gandy that 7 out of 10 landowners respond positively when asked and Balfour Beatty should be advised of any that do not comply.

5.4. To consider pros, cons, implications and costs of committing to Enhanced Lengthsman Scheme and to further consult residents calling a public meeting if necessary. Issues around risk assessments, insurance, training, cost of materials were all factors to be considered with more consultation needed. It was **AGREED** to continue as if BGPC were part of Enhanced Scheme while undertaking a review. All in favour. Cllr Chilman rejoined the meeting at this point.

5.5 Annual Maintenance Plan / Expenditure Forecast – completed. Clerk to submit to Balfour Beatty.

**6. Neighbourhood Plan** – Cllr Chilman reported that the Consultation Statement had been sent to himself and the Secretary of Steering Group. All documents relating to the NP will be circulated by the Clerk in time for approval by BGPC for submission (Regulation 15) to Herefordshire Council at the March meeting

**Minutes/other information from any NP meetings will be made available**

**on the BGPC website - [www.bordergroup-pc.org](http://www.bordergroup-pc.org) - where a separate page has been set up for access to information around NP**

#### **7. Finance**

7.1 It was **AGREED** to pay the Clerk's expenses of £15.40 for February (chq no 101689), January salary of £372.94 (incl £40 per month towards home office costs, chq no 101688 ) plus underpayment of £15.64 for December salary (chq no 101690)

7.2 It was **AGREED** to pay £ 3,539.16 to Data Orchard for NP consultancy (chq no 101691)

7.3 It was **AGREED** to pay £16.00 to Lingen Village Hall for room hire (inv 1183, chq no 101692)

7.4 It was **AGREED** to pay £30 to Adforton Church Committee towards churchyard maintenance (chq no 101696)

7.5 It was **AGREED** to pay £204 to Joe Thomas (P3) ( inv 12.14, chq no 101694)

7.6 It was **AGREED** to pay £36 ( incl VAT) to SLCC for Data Protection webinar training (inv 124934, chq no 101695)

**Payments approved. All in favour.**

## 8. Planning

To consider comments to Herefordshire Council on the following applications:

8.1

<b>APPLICATION NO &amp; SITE ADDRESS:</b>	<b>Planning Consultation - 180162 - Land at Turn Farm, Linger Bucknell, Herefordshire,</b>
<b>DESCRIPTION:</b>	<b>Site for proposed two storey detached dwelling with detach double garage and new vehicular access.</b>
<b>APPLICANT(S):</b>	<b>Mrs Morris</b>
<b>GRID REF:</b>	<b>OS 336566, 267095</b>
<b>APPLICATION TYPE:</b>	<b>Outline</b>
<b>WEBSITE LINK:</b>	<b><u><a href="http://www.herefordshire.gov.uk/searchplanningapplications">http://www.herefordshire.gov.uk/searchplanningapplications</a></u></b>

BGPC **objected** to the application on grounds of serious concerns over safety of access to the highway and the fact that cables from the electricity pylon for S. Lingen go over this site. It was queried if sewerage had been considered and also noted that there are trees in a conservation area not listed on the application. BGPC noted a letter of objection from a resident setting out similar concerns over access.

8.2

<b>APPLICATION NO &amp; SITE ADDRESS:</b>	<b>Planning Consultation - 180310 - Land near Court House Farm, Lingen, Bucknell, Herefordshire</b>
<b>DESCRIPTION:</b>	<b>Proposed works to Weeping Willow (T1) - Reduce height &amp; spread of canopy by 30% because of excessive windblow and risk of damage to property, road traffic &amp; overhead services.</b>
<b>APPLICANT(S):</b>	<b>R Nisbet</b>
<b>GRID REF:</b>	<b>OS 336603, 267109</b>
<b>APPLICATION TYPE:</b>	<b>Works to Trees in a Conservation Area</b>
<b>WEBSITE LINK:</b>	<b><u><a href="http://www.herefordshire.gov.uk/searchplanningapplications">http://www.herefordshire.gov.uk/searchplanningapplications</a></u></b>

BGPC supported these necessary works

8.3

<b>APPLICATION NO &amp; SITE ADDRESS:</b>	<b>Planning Consultation - 174473 - 1 Paytoe Cottages, Leintwardine, Craven Arms, Herefordshire SY7 0NB</b>
<b>DESCRIPTION:</b>	<b>Proposed replacement of existing conservatory with n conservatory/sun room.</b>
<b>APPLICANT(S):</b>	<b>Mr Steven Alford</b>
<b>GRID REF:</b>	<b>OS 341149, 271852</b>
<b>APPLICATION TYPE:</b>	<b>Full Householder</b>
<b>WEBSITE LINK:</b>	<b><u><a href="http://www.herefordshire.gov.uk/searchplanningapplication">http://www.herefordshire.gov.uk/searchplanningapplication</a></u></b>

**Approved with conditions**

8.4 Standing item : ref. use of Planning Obligation Agreement s106 monies in respect of Home Farm, Lingen. Ref DCNW/2008/3016/F, 113046/F. It was **AGREED** to defer a decision on SIDs until March meeting

**All Planning Applications may now be seen on the Border Group website :**

[www.bordergroup-pc.org](http://www.bordergroup-pc.org)

9. **To consider comments** received in response to recent publicity on future Precept. Following a lengthy discussion between residents and PC it was **AGREED** to write to all respondents to date explaining a complete review of the lengthsman and P3 schemes will be undertaken with the intention of reporting back at the Annual Parish Meetings ( before 1<sup>st</sup> June). Residents were encouraged to check the BGPC website as any response will be posted on there. Cllr Walker responded that the aim of the leaflet had been to raise awareness among residents of future funding cuts and to give them the opportunity to comment. BGPC could agree not to spend anything on roads (C+U only) and the responsibility remained with Herefordshire Council.

10. **Complaint ref ditching WITHDRAWN** by resident at the meeting.

Cllr Barnett left the meeting at 9.30p.m due to work commitments.

11. **To consider** best way to distribute publicity on behalf of BGPC and respond to correspondence received. Deferred to **MARCH** meeting

12. **To consider** taking part in Great British Spring Clean – 2<sup>nd</sup> – 4<sup>th</sup> March. It was **AGREED** not to participate this year

13. **To note** Information sheet/ Correspondence received and responded to. **NOTED**

14. **To raise** matters for next meeting agenda. No discussion.

- Complaints Policy
- Ring-fencing of funds for Elections and purchase of IT equipment
- Research best option for new computer for Clerk/RFO
- Consider putting lengthsman contract out to tender
- Response to resident about painting notice board in Brampton Bryan and the need for maintenance to all boards
- To consider producing a ‘Welcome Pack’ for new residents

15. Cllr Brown proposed the resolution to exclude the public from this part of the meeting on the grounds of confidentiality. (The Clerk left the meeting at this point)

**To receive a report from the Employment Working Group for consideration & implementation**

After a report from the Employment Working Group, the following was **AGREED**:

Members considered financial matters in relation to employment and resolved to rectify anomalies including those highlighted by the Internal Auditor

Members considered procedural matters in relation to the council’s administration and resolved to implement additional measures to ensure clarity and accuracy.

It was resolved to continue the offer of general or specific training/support to the Clerk/Responsible Financial Officer, as and when required.

There being no further business the Chairman closed the Meeting at 9.50 p.m. The next Meeting will take place at Adforton Village Hall at 7.30pm on Tuesday 20<sup>th</sup> March 2018

Signed... M Brown ..... Date... 20.3.18 .....