

# ASHPERTON PARISH COUNCIL

Parish Clerk: Mrs J Chester, Mapleside, Ashperton, Ledbury, Herefordshire, HR8 2RZ  
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## Minutes of the Parish Council meeting held on Tuesday 29th March 2016

### Present

Councillors Mrs Freda Helme, Rowland Eustace, Andrew Hammond, Grant Powell, Nick Rumsey and John Wyton

### In attendance

Ward Councillor Jonathan Lester  
Janet Chester – Parish Clerk

Members of the Public: 0

<u>Item</u>	<u>Minute</u>	<u>Action</u>						
1.0	<p><b>To Receive Apologies for Absence and Note the Reason</b></p> <p>Cllrs Paul Barnes (holiday)</p>							
2.0	<p><b>To Receive and Record any Declarations of Interest and Written Requests for Dispensations - none</b></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;">Councillor Name</th> <th style="width: 33%;">Agenda Item</th> <th style="width: 33%;">Interest Declared</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Councillor Name	Agenda Item	Interest Declared				
Councillor Name	Agenda Item	Interest Declared						
3.0	<p><b>Public Participation Session for local residents to raise matters relevant to the parish</b></p> <p>None</p>							
4.0	<p><b>To Consider Approval of the Minutes of the previous meeting</b></p> <p>The minutes of the meeting held on Tuesday 26<sup>th</sup> January 2016 were approved as a true and accurate record and duly signed by the Chairman.</p>							
5.0	<p><b>To Receive Brief Report from Three Crosses Ward Councillor Jonathan Lester</b></p> <p>Ward Cllr Lester advised that in his role as cabinet member for Childrens wellbeing in February he launched Herefordshire Councils Capital Investment Strategy for schools in Herefordshire to try and future proof all schools in terms of both buildings and budgets by working together perhaps by sharing a head teacher and/or resources. He gave Broadlands Primary at Aylestone as an example of reinvesting in the countys education. However, the Secretary of State has issued the white paper Education Excellence for Everyone which will mean that the county council will have its assets stripped and funds handed to a government quango. Cllr Lester is having a number of meetings with our MP's as no academies pay business rates so this paper would have serious repercussions on Herefordshire Council.</p> <p>Herefordshire Council are also formulating the disposal process of its small holdings and has also had a request from Central Government to take on Syrian refugees, unaccompanied children and asylum seekers, the council is investigating its options and what is the best solution for all. An increased Council Tax of 3.9% has been agreed and bills issued to residents. Future elections are to take place 5<sup>th</sup> May West Midlands Police and Crime Commissioner and EU referendum on 23<sup>rd</sup> June.</p>							
6.0	<p><b>Planning:</b></p> <p><b>a) To Consider any Planning Applications submitted to Herefordshire Council:</b></p> <p><b>152041 Land to the North of Ashperton Village Hall</b> Proposed residential development of 10 dwellings (amendment to original application)</p>							

	<p><b>PC Comment:</b> The Parish Council object to this application – letter of objection to be written after public consultation meeting on 30<sup>th</sup> April.</p> <p><b>b) To Note Planning Record (attached) and Decisions of Herefordshire Council</b>  <a href="http://www.herefordshire.gov.uk">www.herefordshire.gov.uk</a> – Noted</p>	
<b>7.0</b>	<p><b>To Receive Report From Neighbourhood Development Steering Group</b></p> <p>Members of the Steering Group reported that a draft plan has been drawn up for a public consultation meeting on 9<sup>th</sup> April where further feedback will be welcomed and the next questionnaire formulated. <b>RESOLVED</b></p>	<b>NDP</b>
<b>8.0</b>	<p><b>Highways &amp; Footpaths:</b></p> <p><b>a) To Receive Report from Balfour Beatty Locality Steward Cathy Berkeley</b></p> <p>Weekly reports continue to be received by the clerk via email and circulated to all councillors. The clerk has received a reply from Ashperton Primary Academy advising that they have written to all parents and will continue to monitor the situation. <b>NOTED</b></p> <p><b>b) To Discuss any New Highway Issues / Road Defects / Flooding / Winter Self-Help</b></p> <p>The clerk will inform Balfour Beatty of a blocked drain by Upper House and ask that they investigate a blocked culvert on the A4172 on the end of Ashperton Wood. <b>RESOLVED</b></p> <p><b>c) To Receive Update from the Footpath Officer</b></p> <p>Cllr Eustace advised that materials have been procured and the replacement of the stile at Tunnel Cottage will be carried out by the landowner. Cllr Eustace had attended a footpath officers meeting last week where they were advised that Herefordshire Council will be reducing their funding commitments to the lengthsman and P3 footpaths scheme in the coming years. <b>RESOLVED</b></p>	<b>Clerk</b>        <b>RE</b>
<b>9.0</b>	<p><b>Correspondence / Discussion / Communication / Consultation / Governance:</b></p> <p><b>a) To note Herefordshire Council breakdown of precept figures for 2016/17</b></p> <p>2016/17 precept of £6500 has been agreed by Herefordshire Council who have advised that there are 117.58 Band D properties in the parishes which equates to £55.28 per property. <b>NOTED</b></p> <p><b>b) To note the death of former clerk Martin Field and the recovery of parish council property</b></p> <p>The chairman advised of the passing of Martin Field, Cllr Hammond had represented the parish council at his funeral. Parish Council paperwork had been retrieved from his property by the chairman Cllr Helme, clerk and Cllr Hammond. <b>NOTED</b></p> <p><b>c) To discuss Neighbourhood Watch</b></p> <p>The clerk will try and organize a meeting in May/June and ask neighbouring parish councils to inform their residents that all are welcome to attend. <b>RESOLVED</b></p> <p><b>d) To discuss the future of the Hopton Arms</b></p> <p>Cllr Powell advised that due to rent doubling the pub is planned to close in July. It was <b>AGREED</b> for the clerk to register the pub as an asset of community value. <b>RESOLVED</b></p> <p><b>e) To note HALC new website</b></p> <p>The clerk advised that HALC have a new interactive website and advised councilors of the user name and password. <b>NOTED</b></p> <p><b>f) To Consider Registration documents for the Village Green</b></p>	<b>Clerk</b>        <b>Clerk</b>        <b>All</b>

	<p>A copy of the registration documents and a conveyance dated 11/11/1961 were viewed.</p> <p><b>g) To discuss possible provision of Defibrillator in Ashperton village</b></p> <p>The clerk has registered the parish council's interest in the British Heart Foundation and Heartstart grant funding offer should new funds be made available. <b>RESOLVED</b></p>	
<b>10.0</b>	<p><b>Finance:</b></p> <p><b>a) To Consider using a service provider for payroll and pensions</b></p> <p>To comply with the latest payroll and pension legislation the clerk asked councillors to consider using a payroll service provider. A quote of £10 per month was given which was deemed very reasonable compared to others. It was <b>AGREED</b> to use Autela Payroll Service with effect from the new financial year. <b>RESOLVED</b></p> <p><b>b) To Note Finance Report and Bank Balances</b></p> <p>The Finance Report was noted. Bank balance as at 4<sup>th</sup> March 2016 £5059.09 <b>RESOLVED</b></p> <p><b>c) To Consider Payments: RESOLVED</b></p> <p>365: Chris Wilding – Village Hall Door &amp; Frame - £1150.00 (Deferred from March meeting)  366: J Chester – Clerk Feb/March salary &amp; expenses - £486.85  367: Herefordshire Council – May 2015 Election Costs - £47.40  368: HALC – Annual Sub - £318.54  369: Information Commissioners Office – Data Protection Annual Fee - £35.00</p>	<p><b>ALL</b></p> <p><b>Clerk</b></p>
<b>11.0</b>	<p><b>Training / Meetings</b></p> <p><b>a) To note dates of any upcoming meetings and note any required places</b></p> <p>HALC Spring 2016 training programme – noted.</p> <p><b>b) To receive reports from meetings attended –</b></p> <p>The clerk attended a Balfour Beatty Parish Briefing on Wed 3<sup>rd</sup> Feb. Lengthsman and P3 funding is being gradually withdrawn.  HALC Eastern Are meeting 17<sup>th</sup> March – Cllr Helme and the clerk attended. Cathy Berkeley Balfour Beatty was guest speaker and answered a number of questions.</p>	<b>ALL</b>
<b>12.0</b>	<p><b>To Note and Review Information and Outstanding Actions Sheet</b></p> <p>Noted, reviewed and updated</p>	<b>Clerk</b>
<b>13.0</b>	<p><b>To Raise Items for Next Parish Council Meeting</b></p> <ul style="list-style-type: none"> <li>• NDP update</li> <li>• Defibrillator</li> <li>• Neighbourhood Watch</li> </ul>	<b>Clerk</b>
<b>14.0</b>	<p><b>To Confirm Date of Next Meeting</b></p> <p>Tuesday 24<sup>th</sup> May 2016 at 7.00pm at Ashperton Village Hall – Annual General Meeting</p> <p>The Chairman declared the meeting closed at 21.10pm</p> <p>Signed..... Dated... 24<sup>th</sup> May 2016  Chairman</p>	<b>ALL</b>

## Information Sheet

### PARISH CLERK UPDATE

- Road defects reported to Locality Steward
- Monthly PAYE RTI completed
- Highway problems discussed with Locality Steward
- CiLCA portfolio work completed and portfolio submitted to examiner
- 2016/17 Precept confirmed
- Village Hall Grant end report completed and submitted
- Paperwork recovered from house of former clerk
- Attended Balfour Beatty Parish Briefing 3<sup>rd</sup> Feb 2016

### EMAIL CORRESPONDENCE RECEIVED

- HALC – Information Corner 10 Feb \*
- Balfour Beatty – Weekly Locality briefings \*
- Balfour Beatty – Parish Newsletter Feb 2015 \*
- Herefordshire Council NDP Team – Invitation to funding workshop \*
- Herefordshire Council NDP Team - Newsletter 12 \*
- Herefordshire Council NDP Team - Info re CIL consultation \*
- A Bush, Herefordshire Council – unrecognized ways project 18<sup>th</sup> April \*
- A Bush, Herefordshire Council - Police & partners contact events \*
- A Bush, Herefordshire Council - Herefordshire Council Economic Master Plan \*
- A Bush, Herefordshire Council - Invitation to National Conference, Good Grief - The loneliness of bereavement \*
- Hub Admin – Rural hub March newsletter \*
- Susannah Gilson – Have a say engaging with your council \*

\* Circulated to Cllrs.

### OUTSTANDING ACTIONS

These are the consolidated actions outstanding after the last meeting held on 26th January 2016:

Meeting	Minute	Action	Status	Comments
July 2015	9b	ALL		Ask other organisations if they wish to contribute articles and funding to website
Sept 2015	8c	RE	Ongoing	Arrange replacement of stile on AP32 at Tunnel Cottage. Trim AP34 and AP18
Nov 2015	7	NDP		Forward documents to clerk for placing on website
Jan 2016	5	W Cllr		J Lester to circulate Hfd Council mid term finance report
Jan 2016	8b	clerk	complete	Milestone along Stretton Grandison straight needs lifting and re-siting
Jan 2016	8c	clerk	complete	Forward resident letter re A417 speed concerns to HC
Jan 2016	9b	clerk	complete	Letter to be sent to farmer re village hall damage and access to PROW
Jan 2016	9c	FH	complete	Remaining grant funds to be spent on new door
Jan 2016	9d	clerk	complete	Register PC's interest in defibrillator grant funding
Jan 2016	9e	clerk	ongoing	Arrange date for joint parishes neighbourhood watch public meeting

### PLANNING RECORD

DATE	APPLICATION NUMBER	DESCRIPTION	PC COMMENT	HFD COUNCIL DECISION
21.11.14	143420	<b>Land adj to 44 &amp; 45-46 Ashperton Road, HR8</b> Proposed 3no new dwellings	Unable to comment as not quorate	GRANTED
19.12.14	143790	<b>Hopton Arms Holiday Park, HR8 2SE</b> Proposed certificate of lawful development for an existing use as a holiday park which comprises all land and buildings formed within the red line outline drawing 193-20 "Site plan Land to Rear of Hopton Arms" 18.12.14	PC have no objection to this application	GRANTED 19.2.15
10.3.15	150412 & 150414	<b>Chandlers 45-46 Ashperton Road, HR8 2RY</b> Proposal to add two additional windows at the rear of the property on the first floor, windows will be in the thatched roof to match existing	PC support this application	GRANTED 21.4.15
12.3.15	150641	<b>4 The Ryders, Ashperton, HR8 2SP</b>	PC have no objections	GRANTED

		Single storey extension	to this application	15.4.15
13.7.15	<b>152041</b>	<b>Land to the North of Ashperton Village Hall</b> Proposed residential development of 27 dwellings and associated public space	PC object to this application	
22.10.15	<b>153022</b>	<b>The Cottage, Church Lane, Ashperton</b> Proposed conversion of existing outbuilding (former bakery) to a live/work unit with additional associated parking	PC support this application	GRANTED 30.12.15
11.1.15	<b>P160057/PA7</b>	<b>Hasnett Wood, Canon Frome, Munsley, Ashperton</b> Proposed forestry building	PRIOR APPROVAL APP – for advice only	