

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 24th November 2015

Present

Councillors Mrs Freda Helme, Paul Barnes, Rowland Eustace, Grant Powell, Nick Rumsey and John Wyton

In attendance

Janet Chester – Parish Clerk

Members of the Public: 0

<u>Item</u>	<u>Minute</u>	<u>Action</u>						
1.0	<p>To Receive Apologies for Absence and Note the Reason</p> <p>Cllr Andrew Hammond (work commitments) & Three Crosses Ward Cllr Lester (paternity leave)</p>							
2.0	<p>To Receive and Record any Declarations of Interest and Written Requests for Dispensations</p> <table border="1"> <thead> <tr> <th>Councillor Name</th> <th>Agenda Item</th> <th>Interest Declared</th> </tr> </thead> <tbody> <tr> <td>Cllr F Helme</td> <td>10b – chq 000359 for Ashperton Village Hall</td> <td>Other - Member of hall committee</td> </tr> </tbody> </table>	Councillor Name	Agenda Item	Interest Declared	Cllr F Helme	10b – chq 000359 for Ashperton Village Hall	Other - Member of hall committee	
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Cllr F Helme	10b – chq 000359 for Ashperton Village Hall	Other - Member of hall committee						
3.0	<p>Public Participation Session for local residents to raise matters relevant to the parish</p> <p>None</p>							
4.0	<p>To Approve the Minutes of the previous meeting</p> <p>The minutes of the meeting held on Tuesday 29th September 2015 were approved as a true and accurate record and duly signed by the Chairman.</p>							
5.0	<p>To Receive Brief Report from Three Crosses Ward Councillor Jonathan Lester</p> <p>Ward Cllr Lester had given his apologies for not being able to attend due to currently being on paternity leave. He had sent through the following report: Ward Cllr Report: I informed the Chairman that I had been to see Martin Field and request that he hands over the Ashperton files. Martin has been ill but knows that it is a task that he has to do. He informed me that he would contact the Chairman directly. Herefordshire Council News: Papers for the health & social care and general overview and scrutiny committee meetings on 17 November 2015 at which the council's corporate plan 2016-20 was considered have now been published and are available on the council website. The council's budget and policy framework rules require that cabinet have regard to the views of overview and scrutiny in developing their recommendations to Council on budget and policy framework items. The next steps are for the capital expenditure plan together with any overview and scrutiny comments to be considered at a cabinet meeting on 3 December 2015 prior to further consideration at a full Council meeting on 18 December 2015. Cabinet and full Council will consider the revenue plan in January and February 2016. Considering the current broadband deployment completes in December 2016 for Herefordshire, the authority is preparing for the next stage of deployment knowing there are still premises to be reached with superfast speeds (30Mbps and above). The Fastershire Broadband Strategy 2014 – 2018 is being refreshed and will be outlined at a business seminar on 20 November 2015, to be followed by presentation and discussion with general overview and scrutiny committee on 1st December and consideration by cabinet on 3rd December.</p>							

6.0	<p>Planning:</p> <p>a) To Consider any Planning Applications submitted to Herefordshire Council:</p> <p>153022 – The Cottage, Church Lane, Ashperton, Ledbury, HR8 2RZ Proposed conversion of existing outbuilding (former bakery) to a live/work unit with additional associated parking PC Comment: The Parish Council support this application</p> <p>b) To Note Planning Record (attached) and Decisions of Herefordshire Council www.herefordshire.gov.uk</p> <p>Noted</p> <p>c) To receive Update on Planning Application number 152041 - Proposed residential development of 27 Dwellings and associated public space North of Ashperton Village Hall</p> <p>Herefordshire Council planning department have requested further information from the applicant. The date when Herefordshire Council planning department will hold a meeting to reach a decision is still to be advised.</p>	Clerk
7.0	<p>To Receive Report From Neighbourhood Development Steering Group</p> <p>The chairman of the Steering Group reported that 75% of residents had returned the questionnaire but not as much feedback was received as expected after the open public meeting which was held on Sunday 11th October. The steering group are working on the next steps and are looking at a similar NDP of Weston-under-Penyard for ideas. Further consultation is required but it is hoped the draft plan will be formed by February 2016. Andrew Tector will send items for publishing on the village website to the clerk. RESOLVED</p>	NDP Chairman / Clerk
8.0	<p>Highways & Footpaths:</p> <p>a) To Receive Report from Balfour Beatty Locality Steward Cathy Berkeley</p> <p>Weekly reports continue to be received by the clerk via email and circulated to all councillors. The chairman and clerk met with Cathy Berkeley and a Pixley and District Parish Councillor to discuss the cut up verge along Heywood Lane and the A417, the narrow footpaths through the village and to view the speeding traffic. The chair of governors of Ashperton School was also approached. A letter from the parish council has been drafted to be sent to the school to try and jointly alleviate the problems.</p> <p>b) To Discuss any New Highway Issues / Road Defects / Flooding / Winter Self-Help</p> <p>The hedges at Little Tarrington have finally been cut back and some of the potholes along the lane at Woodsend have been repaired.</p> <p>c) To consider purchase of grit bin for Church Lane</p> <p>The clerk advised that Herefordshire Council / Balfour Beatty will not provide a grit bin for the top of Church Lane. The Parish Council AGREED to purchase a salt/grit spreader and Cllr Barnes and the clerk will liaise and get the best value for money but were given authority to spend up to £200.</p> <p>d) To Receive Update from the Footpath Officer</p> <p>Cllr Eustace advised that he had responded to an email enquiry sent to the clerk by a footpath walker. The replacement of the stile at Tunnel Cottage is ongoing. RESOLVED</p>	Clerk PB / Clerk RE

9.0	<p>Correspondence / Discussion / Communication / Consultation / Governance:</p> <p>a) To discuss taking legal action against the former clerk</p> <p>Despite numerous requests being made the former clerk has not handed over the Parish Council's records, documents and other property. Councillors AGREED that taking legal action was now necessary. The clerk will ask HALC for advice. RESOLVED</p> <p>b) To discuss remaining grant for Ashperton Village Hall Refurbishment</p> <p>The refurbishment is nearing completion. It was AGREED that the remaining grant funds be spent on the front door, new LED lighting and the entrance floor in this order subject to costs. Cllr Helme will pursue. RESOLVED</p> <p>c) To discuss possible provision of Defibrillator in Ashperton village</p> <p>The chairman had received an enquiry from a resident asking if the parish council would consider a defibrillator for the village. Cllrs felt this was a good idea and the clerk will investigate. RESOLVED</p> <p>d) To discuss the use of the informal lay-by opposite property known as "Westward"</p> <p>The chairman had received a letter from a concerned resident about the use of this area. The clerk will query the ownership with the Locality Steward. It was suggested to put up signs advising against overnight parking and littering. RESOLVED</p> <p>e) To discuss parish Litter Pick</p> <p>This was discussed but not thought necessary at present. RESOLVED</p>	<p>Clerk</p> <p>FH</p> <p>Clerk</p> <p>Clerk</p>
10.0	<p>Finance:</p> <p>a) To Note Finance Report and Bank Balances</p> <p>The Finance Report was noted. Bank balance as at 19th October 2015 £7493.80 RESOLVED</p> <p>b) To Approve Payments: RESOLVED</p> <p>356: N Schofield – reimbursement of NDP expenses - £31.13 357: A Tector – reimbursement of NDP expenses - £143.99 358: Freda Helme – reimbursement of NDP expenses - £544.78 359: Ashperton Village Hall – NDP hall hire - £264.00 360: J Chester – clerk salary & expenses Oct/Nov - £457.88</p> <p>c) To Discuss Precept requirement for 2016/17</p> <p>The clerk had prepared a detailed budget forecast which was discussed at length. The clerk has to advise Herefordshire Council of the parish council's precept requirement in December 2015. The parish council have publicised to residents that they were minded to request £6500 to give them chance to comment before this meeting of the Parish Council. No comments had been received. It was DECIDED that the clerk would request £6500.00 RESOLVED</p>	<p>ALL</p> <p>Clerk</p>
11.0	<p>Training / Meetings</p> <p>a) To note dates of any upcoming meetings and note any required places</p> <p>HALC Wise Owl training programme – noted. The clerk asked cllrs to advise if they wished her to book any places on these courses.</p> <p>b) To receive reports from meetings attended</p>	

	<p>HALC Conference & AGM – Saturday 21st November at Hereford Blind College – The clerk attended this well attended meeting. Guest speakers at the Conference were Mark Millmore from Eyelid Productions who spoke about parish council websites, Nick Millington from Rural Media Company who spoke about filming, Graham Powell Herefordshire Council member who spoke on Effective Two Way Communication, Andrew Fleming from The Pensions Regulator who spoke about the new Pension requirements and John Connell, Head of Local Service Transformation Dept for Communities and Local Government who spoke about Government listening to local councils.</p> <p>The conference was followed by the HALC AGM where the chairman Nicky Carless presented the Annual Report and the 2014/15 Accounts were adopted and the 2016/17 subscription set.</p> <p>Herefordshire Council Planning Seminar – 22nd October 6.30pm Shirehall Hereford – Cllrs Eustace and Hammond attended. There is no NDP template, each plan is to be different. To date there has been a 73% take up in the county.</p> <p>Herefordshire Council Full Council meeting to adopt Core Strategy 16th Oct – Cllrs Helme and Hammond attended.</p> <p>Balfour Beatty Parish Briefing Tues 27th/Thurs 29th October Thorn Offices Rotherwas 7pm-8.30pm – this meeting was postponed.</p> <p>CPRE – Neighbourhood Planning, Tues 3rd November 7.30pm Bartestree Village Hall – Cllrs Helme and Eustace attended. CPRE are keen on Neighbourhood Plans being formed and want to preserve views. Matters discussed were the existing planning approvals for Bartestree and Lugwardine, large applications being received in AONB areas such as Fownhope, and affordable housing using Mordiford and Dormington as an example.</p> <p>HALC Eastern Area meeting 9th November – Cllr Helme attended. A very good talk was given by PC Paul Crumpton West Mercia Herefordshire Watch Scheme Co-ordinator on the new Neighbourhood Watch Scheme. A joint residents meeting with neighbouring parishes was suggested.</p>	
12.0	<p>To Note and Review Information and Outstanding Actions Sheet</p> <p>Noted, reviewed and updated</p>	Clerk
13.0	<p>To Raise Items for Next Parish Council Meeting</p> <ul style="list-style-type: none"> • NDP update • Grit Bin • Defibrillator • Legal Action against former clerk • Village Hall Grant • Neighbourhood Watch 	Clerk
14.0	<p>To Confirm Date of Next Meeting</p> <p>Tuesday 26th January 2016 at 7.30pm at Ashperton Village Hall</p> <p>The Chairman declared the meeting closed at 9.07pm</p> <p>Signed..... Dated... 26th January 2016 Chairman</p>	ALL

Information Sheet

PARISH CLERK UPDATE

- Road defects reported to Cathy Berkeley Locality Steward

- Martin Field pursued re handover of parish council paperwork and archive
- Monthly RTI/PAYE reported
- Ashperton website updated

GENERAL CORRESPONDENCE RECEIVED

- HALC – Information Corner and Wise Owl training diary *
- HALC – Eastern Area meeting 12th Nov *
- Balfour Beatty – Weekly Locality briefings *
- Balfour Beatty – Resurfacing Programme of works*
- Balfour Beatty – Parish Newsletter October 2015 *
- Balfour Beatty – Invitation to Parish Briefings 27/29 Oct *
- Herefordshire Council – Neighbourhood Planning Submission & Examination Training 18 Nov *
- Herefordshire Council – Adoption of Core Strategy *
- Herefordshire Council – Hfds Tree Warden Network *
- A Bush, Herefordshire Council – Helping Hfds businesses prepare for any disaster *
- A Bush, Herefordshire Council – Public Transport & Bus Routes Information *
- A Bush, Herefordshire Council – Environment Agency Flood Action Campaign *
- Aldi – proposed new supermarket in Ledbury *
- Malvern Hills AONB – ebulletin Oct *

* Circulated to Cllrs.

OUTSTANDING ACTIONS

These are the consolidated actions outstanding after the last meeting held on 29th September 2015:

Meeting	Minute	Action	Status	Comments
March 2015	8d	All	Complete	Consider ideas for parish wish list for section 106 monies
May 2015	13d	FH	Complete	Review parish council insurance
May 2015	13e	FH	Complete	Arrange village hall kitchen refurb flooring and cupboard samples
May 2015	16d	RE	Complete	Check stile by Tunnel Cottage
July 2015	8a	clerk	requested	Arrange parish walk with locality steward
July 2015	8b	clerk	complete	Chase up Little Tarrington hedgetrimming, Woodsend pothole repairs and Church Lane grit bin
			complete	Write letters to households about overhanging trees & hedges obscuring speed camera and overhanging footpath
July 2015	8c	PB/GP RE	ongoing	Clear paths in wood and reinstate ditches
				Arrange replacing stile with gate by Tunnel Cottage
July 2015	8d	RE	Complete	Obtain information about parish milestones to adopt them
July 2015	9b	ALL		Ask other organisations if they wish to contribute to website
Sept 2015	8b	clerk	complete	Arrange meeting with locality steward to discuss Heywood Lane & A417 verges
Sept 2015	8c	RE		Arrange replacement of stile on AP32 at Tunnel Cottage. Trim AP34 and AP18

PLANNING RECORD

DATE	APPLICATION NUMBER	DESCRIPTION	PC COMMENT	HFD COUNCIL DECISION
21.11.14	143420	Land adj to 44 & 45-46 Ashperton Road, HR8 Proposed 3no new dwellings	Unable to comment as not quorate	GRANTED
19.12.14	143790	Hopton Arms Holiday Park, HR8 2SE Proposed certificate of lawful development for an existing use as a holiday park which compromises 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	Chandlers 45-46 Ashperton Road, HR8 2RY 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 existng	PC support this application	GRANTED 21.4.15
12.3.15	150641	4 The Ryders, Ashperton, HR8 2SP Single storey extension	PC have no objections to this application	GRANTED 15.4.15
13.7.15	152041	Land to the North of Ashperton Village Hall	PC object to this	

		Proposed residential development of 27 dwellings and associated public space	application	
22.10.15	153022	The Cottage, Church Lane, Ashperton Proposed conversion of existing outbuilding (former bakery) to a live/work unit with additional associated parking		