

ASHPERTON PARISH COUNCIL

Parish Clerk: Mrs J Chester, Mapleside, Ashperton, Ledbury, Herefordshire, HR8 2RZ
Tel: 01531 670036 email: ashperton.pc@btinternet.com website: www.ashperton.org.uk

Minutes of the Parish Council meeting held on Tuesday 29th September 2015

Present

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

In attendance

Three Crosses Ward Councillor Jonathan Lester
Janet Chester – Parish Clerk

Members of the Public: 0

<u>Item</u>	<u>Minute</u>	<u>Action</u>
1.0	To Receive Apologies for Absence and Note the Reason None	
2.0	To Receive and Record any Declarations of Interest and Written Requests for Dispensations None	
3.0	Public Participation Session for local residents to raise matters relevant to the parish None	
4.0	To Approve the Minutes of the previous meeting The minutes of the meeting held on Tuesday 28 th July 2015 were approved as a true and accurate record and duly signed by the Chairman.	
5.0	To Receive Brief Report from Three Crosses Ward Councillor Jonathan Lester Ward Cllr Lester opened by advising that Herefordshire Council's 2016/17 budget consultation is still ongoing. Central Government have asked Herefordshire Council if they are interested in devolution, they have responded by advising they are interested and wish to know more before committing ie would it bring extra money or extra responsibilities. The Home Office have also contacted the council about refugees, they are currently on standby for the possibility of 5 to 10 families. A full council meeting was held on Friday 25 th Sept where Cllr Lester spoke on four topics – <ul style="list-style-type: none"> • The impending closure of No1 Ledbury Road childrens respite care facility ran by Wye Valley Trust and the duty Herefordshire Council has to provide service provision tailored to the needs of the child • Childrens & Young Peoples Plan – a strategic approach to improving the wellbeing and lives of young people to be used by all organisations in Herefordshire. Cllr Lester presented this document to the council, who then ratified it, and will provide parish council's with a summary. • Youth Justice Plan – to reduce offending and re-offending. The overall trend is that this is going down • Broadlands Primary School – the former buildings had been found to be not fit for purpose and Cllr Lester requested £250k more for the relocation and new facility at Aylestone High School. Herefordshire Council have received the final report from the Inspector on the Core Strategy and will be holding meetings to ratify it, at Cabinet on 15th October and Full Council on 16th October. Cllr Lester closed by advising that he may not be able to make the November meeting as he may be on parental leave and offered his apologies in advance. 	
6.0	Planning: a) To Consider any Planning Applications submitted to Herefordshire Council:	

	<p>None</p> <p>b) To Note Planning Record (attached) and Decisions of Herefordshire Council</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>To date 61 representations are showing on Herefordshire Councils webpage the majority of which are objecting to the application. The date when Herefordshire Council planning department will hold a meeting to reach a decision is still to be advised.</p>	
7.0	<p>To Receive Report Form Neighbourhood Development Steering Group</p> <p>Cllr Eustace who is one of the parish councils representatives on the Steering Group reported that responses received from the questionnaire had been analyzed and an open public meeting was to be held after the harvest festival lunch in the village hall on Sunday 11th October for residents to view these results and the progress made so far on the plan.</p>	ALL
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 clerk was asked to arrange a meeting to discuss the cut up verge along Heywood Lane and the A417.</p> <p>b) To Discuss any New Highway Issues / Road Defects / Flooding / Winter Self-Help</p> <p>The clerk was asked to pursue a grit bin for the top of Church Lane. Ditches have been reinstated in the wood to channel water away from the footpaths.</p> <p>c) To Receive Update from the Footpath Officer</p> <p>The stile at Tunnel Cottage on path AP32 is in need of repair, the landowner requires a stile to be retained rather than being replaced by a kissing gate. The materials will be ordered and the landowner is responsible for the labour. Path AP34 needs trimming back and on AP18 the grass needs strimming and parts are ploughed up. Cllr Eustace will pursue. RESOLVED</p> <p>d) To discuss the Adoption of the Parish Milestones</p> <p>The milestone by Milestone Cottage has been strimmed around and is now visible. The milestone by The Castle has sunk into the grass verge.</p>	<p>Clerk</p> <p>Clerk</p> <p>RE</p>
9.0	<p>Correspondence / Discussion / Communication / Consultation / Governance:</p> <p>a) To Receive Update on Ashperton Village Hall Kitchen Refurbishment</p> <p>The kitchen 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 subject to costs. Cllr Helme will pursue. RESOLVED</p> <p>b) To discuss Parish Council Website</p> <p>The clerk has put councillor photos onto the website and is continuing to update it to comply with the Transparency Law requirements.</p> <p>c) To discuss Insurance Renewal for Parish Council and Village Hall</p>	<p>FH</p> <p>Clerk</p> <p>Clerk</p>

	<p>Three quotes have been received by the clerk, these were discussed and it was AGREED to give the business to Aviva via Came & Company on a one year term as it was hoped that the village hall would be able to pay their own insurance next year. RESOLVED</p> <p>d) To discuss taking legal action against former clerk</p> <p>Despite several approaches being made to Martin Field by the clerk respectfully asking for the return of the parish council's documents and records no progress has been made. Ward Cllr Lester offered to visit him before any legal proceedings were undertaken. RESOLVED</p> <p>e) To Discuss Parish Wish List for Section 106 monies</p> <p>It was AGREED that no further action would be taken at present. RESOLVED</p> <p>f) To discuss Herefordshire Council Public Green Spaces Grant Scheme</p> <p>The clerk is to investigate and complete grant request if advisable. RESOLVED</p> <p>g) To discuss Community Governance Review</p> <p>After lengthy discussion it was AGREED that no changes were required.</p> <p>h) To discuss Donation Request from Community Action Ledbury</p> <p>After discussion it was AGREED that unfortunately due to limited funds and the Ashperton Consolidated Charities money this would be declined. RESOLVED</p> <p>i) To discuss Parish Litter Pick</p> <p>Deferred to November meeting. Cllrs will check the side roads to ascertain if a litter pick is necessary.</p>	<p>JL</p> <p>Clerk</p> <p>Clerk</p> <p>ALL</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 3rd September 2015 £9026.00 RESOLVED</p> <p>b) To Approve Payments: RESOLVED</p> <p>291: Grant Thorton – Annual Audit – £120.00 292: Grant Powell – village green mowing - £250.00 293: Tudors Building Supplies – kitchen units - £3199.76 294: N Schofield – reimbursement of NDP expenses - £68.90 295: Shane Howells – Village Hall kitchen door deposit - £550.00 296: Chris Wilding – Kitchen refit - £2630.00 297: Unique Carpets & Flooring – kitchen floor deposit - £400.00 298: Ledbury Electrical Services Ltd – village hall electrical work - £413.58 299: J Chester, clerk - Salary & Expenses Aug & Sept 2015 - £480.88 300: Shane Howells – village hall kitchen door balance - £100.00 350: Came & Co – annual insurance - £718.04 351: N Schofield – reimbursement of NDP expenses - £118.87 352: Unique Carpets & Flooring – kitchen floor balance - £638.00 353: Russell Wainwright – painting village hall kitchen - £315.00 354: Freda Helme – reimbursement of hall kitchen costs - £1426.10</p> <p>c) To Discuss Precept requirement for 2016/17</p> <p>The clerk has 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 are minded to request a precept of £6500, this amount will be publicised to residents to give them chance to comment before a final decision is made at the November meeting of the Parish Council.</p>	<p>ALL</p> <p>ALL</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. HALC AGM – Saturday 17th October at Hereford Blind College Herefordshire Council Planning Seminar – 22nd October 6.30pm Shirehall Hereford – Cllrs Eustace and Hammond will attend Herefordshire Council Full Council meeting to adopt Core Strategy 16th Oct – Cllrs Helme and Hammond will attend Balfour Beatty Parish Briefing Tues 27th/Thurs 29th October Thorn Offices Rotherwas 7pm-8.30pm – Cllr Eustace will attend on Thurs 29th CPRE – Neighbourhood Planning, Tues 3rd November 7.30pm Bartestree Village Hall – Cllrs Helme, Hammond and Eustace will attend</p> <p>b) To receive reports from meetings attended</p> <p>None</p>	<p>RE/AH FH/AH RE FH/AH/RE</p>
12.0	<p>To Note and Review Information and Outstanding Actions Sheet</p> <p>Noted, reviewed and updated</p>	<p>Clerk</p>
13.0	<p>To Raise Items for Next Parish Council Meeting</p> <ul style="list-style-type: none"> • 2016/17 Precept • Parish Litter Pick • Core Strategy 	<p>Clerk</p>
14.0	<p>To Confirm Date of Next Meeting</p> <p>Tuesday 24th November at 7.30pm at Ashperton Village Hall</p> <p>The Chairman declared the meeting closed at 9.14pm</p> <p>Signed..... Dated... 24th November 2015 Chairman</p>	<p>ALL</p>

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
- Annual VAT return completed

GENERAL CORRESPONDENCE RECEIVED

- Hereford Council NDP Team – Newsletter 11 *
- HALC – Information Corners and Wise Owl training diary *
- HALC – Youth Initiatives *
- Balfour Beatty – Weekly Locality briefings *
- Balfour Beatty – Resurfacing Programme of works*
- Balfour Beatty – Parish Newsletter Aug 2015 *
- A Bush, Herefordshire Council – Budget Briefing *

- A Bush, Herefordshire Council – Funding Update *
- A Bush, Herefordshire Council – Green Spaces Grant Option *
- A Bush, Herefordshire Council – Community Governance Review Proposal *
- A Bush, Herefordshire Council – Introduction to Planning Seminar invitation 2nd Sept *

* Circulated to Cllrs.

OUTSTANDING ACTIONS

These are the consolidated actions outstanding after the last meeting held on 28th July 2015:

Meeting	Minute	Action	Status	Comments
March 2015	7b	Clerk		Write to landowner re overhanging hedges at Little Tarrington Write to households re overhanging hedges/trees obscuring SRP speed cameras
March 2015	7c	All		Carry out improvements to footpaths and drainage in Ashperton wood
March 2015	8d	All		Consider ideas for parish wish list for section 106 monies
May 2015	13d	FH		Review parish council insurance
May 2015	13e	FH	ongoing	Arrange village hall kitchen refurb flooring and cupboard samples
May 2015	16d	RE		Check stile by Tunnel Cottage
July 2015	8a	clerk	requested	Arrange parish walk with locality steward
July 2015	8b	clerk	Reported complete	Chase up Little Tarrington hedgetrimming, Woodsend pothole repairs and Church Lane grit bin Write letters to households about overhanging trees & hedges obscuring speed camera and overhanging footpath
July 2015	8c	PB/GP RE		Clear paths in wood Arrange replacing stile with gate by Tunnel Cottage
July 2015	8d	RE		Obtain information about parish milestones to adopt them
July 2015	9b	Clerk FH/clerk	complete	Put photos onto website. Ask other organisations if they wish to contribute to website
July 2015	9c	clerk	complete	Obtain insurance quotes ready for renewal in Sept

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 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	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 existing	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 Proposed residential development of 27 dwellings and associated public space	PC object to this application	

REPORTS FROM ANY MEETINGS ATTENDED