

# 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 Wednesday 27<sup>th</sup> September 2017 at 7.30pm

### Present

Councillors Rowland Eustace (chairman), Andrew Hammond, Freda Helme, Eleanor James and John Wyton

### In attendance

Three Crosses Ward Councillor Jonathan Lester  
Janet Chester – Parish Clerk

### Members of the Public: 2

Item	Minute	Action						
	The Chairman Mr Rowland Eustace welcomed everyone to the meeting.							
1.0	To Receive Apologies for Absence and Note the Reason – none.							
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>10.3 &amp; 10.4 Village Hall</td><td>Trustee of village hall</td></tr> </tbody> </table>	Councillor Name	Agenda Item	Interest Declared	Cllr F Helme	10.3 & 10.4 Village Hall	Trustee of village hall	
Councillor Name	Agenda Item	Interest Declared						
Cllr F Helme	10.3 & 10.4 Village Hall	Trustee of village hall						
3.0	<p>To Consider Approval of Minutes of the Parish Council meeting held on Wednesday 2<sup>nd</sup> August 2017</p> <p><b>RESOLUTION:</b> The minutes of the previous meeting were agreed as a true and accurate record and were duly signed by the Chairman Cllr Eustace.</p>							
4.0	<p>To Receive Brief Report from Three Crosses Ward Councillor Jonathan Lester</p> <p>Cllr Lester reported that Herefordshire Councils Travellers DP is going through the planning process and will go to full council on 13<sup>th</sup> October. The Flood Management Risk Strategy also goes to cabinet on 28<sup>th</sup> September with questions over the Breinton Area and by pass raised. Proposals by the Commissioner to merge police and fire services have been rejected by Herefordshire Council and others. NHS England provide Herefordshire Council with Better Care Fund to ensure that Social Care is delivered in the county, Herefordshire is struggling to meet some targets imposed half way through the year that come as a proviso of receiving this money. Herefordshire &amp; other authorities are disputing this rule. Blue School House overspend went to Audit &amp; Governance Committee due to management failing. HRH Duchess of Gloucester visited the foster care team and foster families. £5m Challenge Fund has been awarded to Herefordshire Council to spend on road repairs, they are trying to carry out the work with the least disruption.</p>							
5.0	<p>Public Participation Session for local residents to raise matters relevant to the parish</p> <p>A local resident raised a query why land in the area is being promoted as self-build plots where purchasers can custom build their property, which they believe is misleading. A local resident asked if the local Public Rights of Way could be made more disabled user friendly by replacing</p>							

	<p>stiles with gates. A suggestion of using the charity land as a community orchard or allotments was put forward. A Heart Start first aid and defibrillator course is to be held at Munsley WI Hall on Wednesday 25<sup>th</sup> October at 7pm</p>	
6.0	<p><b>Planning:</b></p> <p><b>6.1 To Consider any Planning Applications submitted to Herefordshire Council:</b></p> <p><b>6.1.1 172538 – Budding Cottage, Ashperton, HR8 2TA</b> RETROSPECTIVE 4 stables, 2 foaling boxes and a hay barn.</p> <p><b>PC Comment:</b> Ashperton Parish Council objects to the retrospective application on the following grounds: 1 The development is an incongruous and conspicuous structure detrimental to the setting of Budding Cottage (Grade II listed). 2 The development is of a scale such as to be commercial in nature as opposed to being incidental to the enjoyment of the dwelling and is likely to lead to increased levels of traffic movements on the narrow access drive, including vehicles with trailers, with potential for conflict and vehicles being forced to reverse onto the A417. The access drive is outside the ownership of the appellant and therefore improvements/widening/passing places could not be required by condition. (There is an existing problem with delivery vehicles accessing the premises (such as Royal Mail) having to reverse along the track due to the lack of turning space outside the gates).</p> <p><b>6.1.2 173180 – The Hawthorns, Ashperton, HR8 2RY</b> Proposed conversion of detached double garage to ancillary living accommodation annexe <b>PC Comment:</b> Ashperton Parish Council have no objections to this planning application</p> <p><b>6.2 To Note Details of Decision Notices received from Herefordshire Council (as per planning record) <a href="http://www.herefordshire.gov.uk">www.herefordshire.gov.uk</a> – noted</b></p> <p><b>6.3 To Note Response from Herefordshire Council on complaint letter sent to Planning department</b></p> <p>The letter received from Herefordshire Council does not accept any shortcomings on their behalf but at a meeting that Cllr Eustace and Hammond attended they did acknowledge that further training of officers was required. IT was requested that a copy of the letter be put onto the website.</p>	<p><b>Clerk</b></p> <p><b>Clerk</b></p>
7.0	<p><b>To Receive Update from Ashperton Neighbourhood Development Plan Steering Group</b></p> <p>The clerk has chased for copies of the minutes and other documents to enable her to put them on the website. These documents are required for the NDP to be lawful. She will continue to chase.</p>	<b>All / Clerk</b>
8.0	<p><b>Finance</b></p> <p><b>8.1 To Decide the Parish Council Insurance Policy Provider</b></p> <p>The Parish Council insurance policy is due for renewal at the end of September. The clerk had received three quotes which were discussed.</p> <p><b>RESOLUTION:</b> To award Zurich the insurance for 2017/18.</p> <p><b>8.2 To Complete Bank Mandate &amp; Signatories</b></p> <p>Cllr John Wyton added to the list of signatories for the bank account. Signatories are now Cllrs Eustace, Hammond, Helme &amp; Wyton.</p>	<b>Clerk</b>

	<p><b>8.3 To Note Finance Report &amp; Bank Balance</b></p> <p>Bank Balance as of 6<sup>th</sup> September 2017 - £8487.48 and finance report circulated were noted</p> <p><b>8.4 To Consider Payments of Outstanding Accounts</b></p> <p>000416: Autela Payroll Services – Q2 - £38.40  000417: Freda Helme – reimbursement of NDP costs - £70.34  000418: Heating Solutions – Ashperton VH toilets &amp; pipes - £1140.00  000419: J Chester – clerk salary Aug/Sept and expenses – as agreed  000420: HMRC – PAYE Aug/Sept - £8.00  000421: Zurich Insurance – Annual Policy - £487.85</p> <p><b>RESOLUTION:</b> It was agreed to pay all of the above.</p> <p><b>8.5 To Discuss Parish Precept 2018/19 Requirement</b></p> <p>The Parish Council need to submit the request by 31<sup>st</sup> December. Budgets for lengthsman and PROW footpath maintenance and also materials to encourage speed control in the village need to be considered.</p> <p><b>RESOLUTION:</b> The Parish Council are minded to request £7000 but the final decision to be reached at November meeting.</p>	All
9.0	<p><b>Highways/Footpaths:</b></p> <p><b>9.1 To Note Reports from Balfour Beatty Locality Steward</b> – noted</p> <p><b>9.2 To Receive Report from Footpaths Officer</b></p> <p>Cllr Eustace to contact cricket club to arrange a date for installing the new kissing gate. A stile by the stable at Buddings Cottage needs repair.</p> <p><b>9.3 To Receive Report from meeting with Highways Representatives re Threshold Gates and Speed in the Village and Decide Next Actions</b></p> <p>Cllrs Eustace and Wyton and the clerk met with highway representatives to discuss ways to control the speed of vehicles through the village and possible locations for threshold gates. Various options were discussed together with the cost of installing gates and the ongoing maintenance of the area surrounding them.</p> <p><b>RESOLUTION:</b> The clerk is to ask the Safer Roads Partnership in which direction the vehicles are travelling when they have given fines out.</p> <p><b>9.4 To Discuss any new highway and footpath issues and decide any Works required</b></p> <p>The drains through the village need clearing. The road surface of Church Lane is eroding due to surface water.</p> <p><b>RESOLUTION:</b> The clerk will report these defects to Herefordshire Council.</p>	<p>RE</p> <p>Clerk</p> <p>Clerk</p>
10.0	<p><b>Information Section / Correspondence / Discussion</b></p> <p><b>10.1 To Note any Correspondence Received</b> – noted.</p> <p><b>10.2 To Review Information and Outstanding Actions</b></p> <p>Reviewed and updated. A date for the village tidy up was proposed – Saturday 21<sup>st</sup> October TBC.</p>	All

	<p><b>10.3 To Consider Quotes for Ashperton Village Hall Entrance Porch and Gents Toilet Refurbishment</b></p> <p>Quotes were discussed.</p> <p><b>RESOLUTION:</b> It was decided to award the Entrance Porch reflooring to Floor Styles. Cllr Helme will contact them.</p> <p><b>10.4 To Discuss Increase in Village Hall Hire Charge</b></p> <p><b>RESOLUTION:</b> It was decided to increase the hire charge to £9 per hour with effect from 1<sup>st</sup> December 2017. A note will be put into the parish newsletter and website.</p> <p><b>10.5 To Consider Village “Pop up Pub”</b></p> <p>Deferred to November meeting.</p> <p><b>10.6 To Discuss Restoration of Village Phone Box and Village Pump and Flag Pole preserving and re-fixing</b></p> <p>It was thought these could be done on the same day as the village tidy up. The paint has been purchased for the phone box.</p>	<p><b>FH</b></p> <p><b>FH</b></p> <p><b>Clerk</b></p> <p><b>All</b></p>
11.0	<p><b>Training / Meetings</b></p> <p><b>11.1 To note dates of any upcoming meetings and note any required places</b></p> <p>A new HALC Training Diary should be available soon. Cllrs Eustace, Helme, Hammond and James are attending the parish councillor seminar on 28<sup>th</sup> September</p> <p><b>11.2 To receive reports from meetings attended –</b></p> <p>Cllr Helme and the clerk attended the HALC Eastern Area meeting. Cllr Helme was nominated to go onto the HALC Executive Committee. A number of parishes have suffered councillor resignations as a result of undertaking Neighbourhood Development Plans and experiencing differing opinions from residents (24 resignations in one month countywide). The HALC Executive committee are to review funding. The HALC AGM is on Saturday 25<sup>th</sup> November</p>	RE/FH/AH/EJ
17.0	<p><b>To Raise Items for Next Parish Council Meeting</b></p> <ul style="list-style-type: none"> <li>• Precept</li> <li>• Neighbourhood Development Plan</li> <li>• Village Threshold Gates / Speed Control</li> <li>• Councillor Vacancy</li> <li>• Pop up Pub</li> </ul>	
18.0	<p><b>To Decide Date of Next Scheduled Meeting</b></p> <p>Wednesday 29th November, 7.30pm at Ashperton Village Hall. The Chairman declared the meeting closed at 21.32pm</p> <p>Signed..... Dated..... Chairman</p>	

## Information Sheet

### PARISH CLERK UPDATE

- Road defects reported to Locality Steward
- End of Year Accounts prepared and sent to external auditor
- HALC “In the Open” training event attended
- SLCC meeting attended
- Website updated
- Lengthsman / P3 contract returned to Hfd Council/Balfour Beatty

### GENERAL CORRESPONDENCE RECEIVED

- Balfour Beatty – Weekly Locality briefings \*
- HALC - Information Corner August \*
- Herefordshire Rural Hub – August & September newsletters \*
- Herefordshire Council – invitation to Minerals & Waste Consultation – Shirehall 8<sup>th</sup> Sept 11-1\*
- Herefordshire Council – Rights of Way Improvement Plan \*
- Herefordshire Council – Road Resurfacing programme \*
- Ledbury Town Council NDP Reg 14 consultation \*
- Herefordshire Council – Boundary Review Consultation \*
- Herefordshire Council – Invitation to parish councillor update seminar 28<sup>th</sup> September 6.30pm Shire Hall

\* Circulated to Cllrs.

### OUTSTANDING ACTIONS - These are the consolidated actions outstanding after the last meeting:-

Meeting	Minute	Action	Status	Comments
July 2015	9b	ALL		Ask other organisations if they wish to contribute articles and funding to website
July 2016	9.1	FH	Ongoing	Obtain advice from HALC re Village Hall Constitution
Jan 2017	10.4	clerk	Complete	Speak to cricket club re kissing gate to replace stile on AP32
March 2017	11.2	FH		Village Hall Constitution to be put onto website
March 2017	11.3	clerk	Complete	Ensure toys in village hall are covered by insurance
March 2017	11.5 & 11.6	all	Ongoing	Form working party to tidy up village phone box and village pump
May 2017	14.3	FH Clerk		Speak to the tenant re charity land path and hedge. Culvert under the A417 on the edge of Ashperton wood needs clearing again. Signs are to be erected by the moat advising that ALL dogs are to be kept on leads and all dog mess to be picked up especially because of the forest school. The clerk will also contact Pet Passion to advise them
	15.2	FH		Obtain quotes for village hall porch and toilet refurbishment
	15.3	clerk		Arrange further defibrillator / first aid training
	15.4	all		Arrange date for autumn for village tidy working party

### PLANNING RECORD

DATE	APPLICATION NUMBER	DESCRIPTION	PC COMMENT	HFD COUNCIL DECISION
16.2.17	170341	<b>Budding Cottage, Canon Frome, HR8 2TA</b> Proposed outdoor arena	PC unable to reach decision due to lack of detail on application – questions sent to Hfd Council case officer	GRANTED 5.4.17
28.2.17	170437	<b>Westward, Ashperton, HR8 2RY</b> Single Storey rear extension		GRANTED 10.4.17

17.3.17	<b>170441</b>	<b>Ashperton Primary Academy, HR8 2SE</b> Construction of an outdoor multi-use games area and link paths	PC support this application	GRANTED 27.4.17
Aug 2017	<b>172069</b>	<b>Ashperton Holiday Park, Ashperton, HR8 2SE</b> Proposed 3 no additional holiday let chalets. Also change of use of The Coach House annex from a holiday let chalet into an assistant holiday park managers/maintenance/groundsman's on-site accommodation.	PC express concerns that current use of chalets breaches previous conditions applied	

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