

Minutes of Allensmore Parish Council Meeting held on 23rd November 2017 at 8.00pm at Allensmore Village Hall

Present: Cllrs Jeremy Lawrence, Sally Lawrence, Jim Lawrence C. Watkinson and T Cramp (Chair)

In attendance: Mrs A Wright (Clerk), Locality Steward Dave Atkinson plus four members of the public.

1. Introduction and welcome by the Chairman

The Chair of the Parish Council, Cllr Tony Cramp, welcomed everyone to the meeting and thanked them for attending.

2. Apologies for Absence

There were apologies received from Cllr Derek Cooke, Cllr Steve Williams, Footpath Officer Gabriel Gillick and Ward Cllr Jon Johnson.

3. Declarations of Interest

There were no declarations of interest.

4. Open Session

No matters were raised.

5. Brief Verbal Reports:

5.1 Local Policing Team: Bulletin Updates had been circulated.

5.2 Lengthsman Co-ordinator: The Co-ordinator Cllr Jeremy Lawrence updated the meeting. More works could be carried out, if it were the wish of the parish council to do so. Around £1000 was available for works. Things were relatively stable at present as it had been dry. Critical points had been tackled. The School House ditch was blocked and not connected to the pipe under the road. This required reinstating. The resident would be contacted to see if they wished to contribute to the laying of a pipe at the location and this would then be laid at the same time as the ditch was cleared out.

5.3 Ward Councillor: Ward Cllr Jon Johnson had sent his apologies.

5.4 Locality Steward

The Locality Steward advised that routine work was not being carried out unless a safety issue. Critically very little proactive maintenance, only reactive maintenance was

being undertaken by Balfour Beatty. As the budget was reducing routine maintenance had been going down with it. Drain clearance would periodically be Balfour Beatty responsibility but ditches adjacent to land parcels are the landowner's responsibility to keep clear. Monthly inspections were being carried out. The "Pykeways" Junction from the A465 required marker display to give visibility. The road surface from Thruxton Church to Gooses Foot was broken and uneven. Also the tarmac on the road leading to Belmont Tesco was uneven.

5.5 Footpath Officer. The Footpath Officer had sent his apologies. He had sent an e mail identifying an anomaly with the route of one of the footpaths – AN7. There was a discussion about the content of the e mail and maps were being consulted with a view to reconciling the anomaly. There were formal processes required to seek to modify a right of way and costs attached. Negotiation with the current land owner would take place and evidence of use would be documented. There were four gates to be fitted around the parish, Moorfield Farm, Cobhall and Home Farm. The Chair had asked the Footpath Officer to ask for fitting quotes to be copied to the Clerk.

6. To approve minutes of the Parish Council Meeting held on 28th September 2017.

Resolved: - The Minutes of Parish Council Meeting, held on 28th September 2017, were approved by the Council and then signed by the Chairman

7. Clerk Update and Correspondence

The Clerk updated the Meeting regarding actions. The following correspondence was noted:

"Dear Parish/Town Clerk

At the recent Code of Conduct meetings for Parish and Town clerks the Monitoring Officer (Claire Ward) was asked a number of questions regarding dispensations and the process for awarding dispensations. In response to these questions I am now attaching the latest guidance on this topic on behalf of the Monitoring Officer.

*With Kind Regards
Anthony"*

"Dear Parish/Town Clerk

Earlier this year Herefordshire Council was awarded £509,000 for Community Led Housing schemes. On the 19th May 2017 we had an information event promoting the fund.

This email is an update to this event providing guidance on how your parish can access this funding.

I would be grateful if you could discuss the funding stream at your next parish council meeting and if your councillors feel that they could benefit from the funding please contact me to discuss further.

Kind regards

Tina

Tina Wood

Housing Development Officer

“Dear Parish/Town Clerk

Please find below an invitation for you and your councillors to join a meeting in Hereford Cathedral to discuss the opportunities that the upcoming installation of the Poppies Weeping window will bring to Herefordshire.

With Kind Regards

Anthony”

8. Neighbourhood Plan – update

The Chair of the Neighbourhood Plan Steering Group, Nick Chapman, updated the Meeting as follows:

“Allensmore Neighbourhood Development Plan

Report for Parish Council 23rd November 2017

Steering Group and meetings

Since the last Parish Council meeting we have had two meetings of the Steering Group, on 16th October and 20th November.

Finance

The first invoice from our consultants Kirkwells has been paid out of the grant.

Housing Target

We asked Steph Kitto (Hereford Council liaison officer) for clarification of the housing target numbers for the designated area. Allensmore is in the Ross-on-Wye rural Housing Market Area (HMA). The Core Strategy sets out that this HMA has a 14% indicative housing growth target over the plan period up to 2031. This equates to 32 additional homes in Allensmore parish as a whole. As of October 2017, Steph confirmed to us by email that 5 of these have been completed and 15 committed and reiterated that **the housing growth target for the NDP is therefore to support at least 12 appropriate additional homes by 2031.**

Issues and Options Document

Following the September meeting, Steering Group members shared out the drafting of the Issues and Options document. Following a quick review of each section, it was all sent off to Kirkwells who put the pieces together into a first draft.

We had a big debate about whether to draw out and include settlement boundaries in the document. We all agreed with Kirkwell's advice that we should. The first proposal of the boundaries was drawn following a walk around the settlements: we decided that Steering Group members would not review the area in which they lived themselves.

At the last meeting on 20th November, we reviewed the draft document and the initial settlement boundary proposals. Some adjustments were made and the document is now being amended further.

Our current plan is to complete this document in December, ready for the first consultation with everyone in the area in January. This is a little later than originally planned due to both the amount of work involved and the decision to defer consultation until after Christmas.

Nick Chapman, 23rd November 2017"

9. Finance

(9.1) **Resolved:** The following list of payments were approved, prop by Cllr C Watkinson and sec Cllr Jeremy Lawrence:

Mrs A Wright (salary £371.86, mileage £7.88, stationery/ink £18.23)	£397.97
Tax due on salary payment (Payable to HMRC only)	£93.00
Total	£490.97

(9.2) **Resolved:** The bank balance was noted at £9040.91 as at meeting date.

(9.3) to approve budget and precept request for 2018 – 2019

The budget and precept for 2018 – 2019 were discussed and it was resolved that the precept request should be for £6000.00. The reserves and recommendations for the footpath and lengthsman budgets and the required spend for grant entitlement were noted. The precept was proposed by Cllr Jeremy Lawrence and seconded by Cllr C Watkinson. The motion was carried. The request form was completed and signed and would be submitted to the Herefordshire Council Finance Department.

10. Planning

No new planning applications had been received for comments.

The Broiler shed application for Bowling Green Farm had been passed. Allensmore Parish Council had spoken against the proposals. The risk of additional water and flooding for Goose Pool, Church Road and the orchard areas were highlighted. Expert opinion, as presented, had stated that this was not an issue. Ward Cllr Jon Johnson had

reiterated concerns over flooding at Goose Pool. The Planning Committee had voted in favour of the proposals. Works to alleviate flooding at Goose Pool would need to include Church Road at the same time.

11. To update regarding phone kiosk library

Shelving was being added and around 200 books were ready to go in.

12. Update on parish drainage, pipe work and flooding issues

There had been a change of ownership to half the field on Cobhall and improvements were being made to the drainage ditch. The Locality Steward left at this point 9.00pm.

13. Village Matters

The weather cock for the Church had been refurbished and should be back up by Christmas.

14. Items for next Agenda

All the usual items would be on the Agenda and to include NDP (Issues and Options Document) and request for support from Dore Community Transport.

15. Confirmation of date of next Meeting

The next Ordinary Meeting of the Parish Council would be held on Thursday 25th January 2018, at the Allensmore Village Hall, from 8.00pm.

The Meeting closed at 9.06pm

Allensmore Parish Council Meeting

23rd November 2017

Signedas a true record by Councillor (Chairman)

Dated: - 25th January 2018

For information about what's going on, local groups and businesses, the Church, some local history and the Parish Council, including minutes of past meetings and dates for future meetings, visit the Allensmore website. www.allensmore.org.uk