

Minutes of Annual Parish and Annual Statutory Allensmore Parish Council Meetings held on 26th May 2016 from 7.30pm at Allensmore Village Hall

Part One Annual Parish Meeting

Present: Cllrs J Lawrence (re-elected Chairman), S Lawrence, S Williams, J Lawrence, D Cooke, C Watkinson and T Cramp (re - elected Vice Chair)

In attendance: Mrs A Wright (Clerk), Ward Councillor Jon Johnson, Samantha (Sam) Banks from the Herefordshire Council Planning Department and ten members of the public.

1. Annual Parish Meeting - Introduction and welcome by the Chairman

Open Session with parishioners and presentation on Neighbourhood Plan

The Chairman welcomed everyone to the meeting and there followed a presentation on Neighbourhood Planning by Sam Banks.

Sam outlined the principles of carrying out a Neighbourhood Development Plan. The areas of Allensmore, Winnal and Cobhall Common provided three "growth areas". The Core Strategy had identified a minimum growth forecast of 32 properties to 2031 for the parish.

The stages of producing a plan were identified as follows:

- Stage 1** Define area
- Stage 2** Prepare Plan
- Stage 3** Submission of final plan
- Stage 4** Independent Examination
- Stage 5** Referendum
- Stage 6** Adoption

The Parish has a choice as to whether to proceed with the production of a Neighbourhood Plan or to go with a Development Plan Document (DPD) produced by Herefordshire Council. This will be a high level plan and will not necessarily contain the detail, or community feedback, that a Neighbourhood Plan affords.

The presentation finished at 8.05pm and Sam then left the meeting. Thanks were recorded to Sam for presenting to the parish council and those present.

The Open Session continued and representation was made for a planning application at Traphouse Farm. Further details under Planning item No. 13.

There was an update at this point on the broad band situation. Cllr Cramp advised that Allpay had switched off their system to carry our maintenance but this would be switched back on before the final turn off of the service. Other options for broad band were still being explored including Not Spot and WiFi. Fastershire Plans with use of a satellite voucher had been rejected because areas were due to be updated this year. There was a brief resume of proposals for updates and it was noted that other areas, such as those living along sections of the A465, would also benefit. It was stated that 80% of the parish would be upgraded by the Fastershire program by the end of 2016, all of those excepting those living nearest to the box.

An initial proposal by BT had been for them to calculate the cost of upgrade, to assess the commercial viable price and then to ask the public to meet the difference in cost. A cost to the 46 properties affected of £30,000 had been suggested but BT were hoping to come down and present to residents with a view to looking at ways of bringing the cost down and at ways of raising funds. The next stage of Fastershire should be providing some solutions but it was not sure as to when this would be. A tender was likely in 2017 but the cost for the window of provision needed between times was the question. A decision would be taken but there were considerations for new comers, schemes and grants.

Someone asked the question as to why there was a need to pay £30,000 for super fast broadband when reasonable speeds were being obtained with "MiFi"? Each person would need to decide about their requirements regarding speed/cost etc. EE had delivered broad band where BT could not do so.

As the community system moves on, pressure will be kept on regarding where procurements will be. Ward Cllr Johnson explained the code system for discount to be obtained on satellite broad band. Thanks were recorded to Cllr Cramp for continued information and research into the situation.

Cllr Williams stated that he did not have specific reports, as in previous years, but that broadly, the Church was "still standing", the Young Farmers were still "going okay" and the Village Hall was making a "small profit".

2. Annual Report on behalf of the Parish Council

Cllr Jeremy Lawrence gave a resume of the years activities. The Parish Council had commented on eighteen planning applications, set a precept of £5000 and were seeking to build up some reserves to cover, amongst other things, possible unscheduled election costs. It was noted that Footpath P3 grant funding had been cut and that the

parish would now need to purchase any required hardware such as gates. The installation would be paid from the grant monies, as far as they extended. The Lengthsman costs would be grant funded with some matched funding. The Locality Steward and Ward Councillor had worked to push for as much work as possible to be done by Balfour Beatty also.

Part Two Annual Meeting of the Parish Council

3. Co-option of Councillor, Election of Chair and acceptance of office

There were no co-options.

The Chair received one nomination and Cllr. Jeremy Lawrence was proposed by Cllr S. Williams and seconded by Cllr. T. Cramp. Cllr. J. Lawrence accepted the Office of Chair and the appropriate declaration form was signed and witnessed.

4. Election of Vice Chair and acceptance of office

There was one nomination for Vice Chair. Cllr. T. Cramp was proposed by Cllr. Jeremy Lawrence and seconded by Cllr. S. Lawrence. Cllr T. Cramp accepted the role of Vice Chair and the appropriate declaration form was signed and witnessed.

5. Election of Parish Council Officers

The Planning Sub Committee was confirmed as comprising Cllrs Jeremy Lawrence, S Williams, S Lawrence and C Watkinson, however all members would be circulated if possible.

The Footpath Office was confirmed as Debbie Mumford

The Finance Working Group was confirmed as Cllrs T Cramp, Jeremy Lawrence, C. Watkinson and S. Lawrence.

The Internal Auditor was confirmed as Trefor Edwards.

6. Apologies for absence

There were apologies for absence received from the Footpath Officer, Debbie Mumford.

7. To note Declarations of Interest

There was one declaration of interest recorded. This was from Cllr Cramp in relation to Neighbourhood Planning matters as regards consultants Data Orchard.

8. Brief Verbal Reports:

8.1 Ward Councillor The Ward Cllr updated the Meeting in regard to matters relating to Herefordshire Council. There had been some changes to cabinet positions following the Annual General Meeting and some alterations to committee structures on Overview

and Scrutiny. Members of the Executive and Cabinet would come together for the first time ever. Local Enterprise Partnership (LEP) Planning was being devolved and linking in with other counties.

The Southern Link Road Planning Application would be going before the Planning Committee on June 6th. This was said to be the “first leg of the Hereford By-pass, key to the delivery of the Core Strategy and to opening up development land.”

The first Neighbourhood Plan for Herefordshire had been adopted by full council on the 20th May (Weston under Penyard).

The Local Transport Plan (LTP) had been adopted for transport around Herefordshire.

8.2 Locality Steward Bulletins had been received and circulated

8.3 Footpath Officer There was an update from the contractor. AN7 (Southern end of the A465) 2 new cross steps fitted. AN5 – severe damage to metal kissing gate catch. Temporary repair carried out, will likely need replacing in due course. AN9 (by allotments) – metal kissing gate fitted.

8.4 Lengthsman Co-ordinator Cllr Lawrence commented that routine maintenance and improvements were continuing.

8.5 Local Policing Team Not present but bulletins received and circulated.

9. To approve minutes of the Meeting held on 24/03/16

Resolved: - The Minutes of the meeting, held on 24th March 2016, were approved by the Council and then signed by the Chairman

10. Clerk Update on Action Items

The Clerk updated the meeting re the action items including completion of the Year End accounts and Audit.

11. Update regarding broadband and options available

This item was covered under the Open Session.

12. Finance

12.1 Resolved: The following list of payments was approved prop by Cllr Williams and sec by Cllr Watkinson:

Mrs A Wright (salary £312.88, mileage £16.20)	£329.08
Tax due on salary payment (Payable to The Post Office)	£78.00
Terry Griffiths (Lengthsman)	£1710.00
Pateshall Hall (room hire)	£40.00
Information Commissioner (ICO)	£35.00
AON UK Limited (Insurance)	£305.32

Total £2497.40

12.2 **Resolved:** The bank balance was noted.

12.3 To confirm and adopt internal audit and end of year accounts

The Clerk had completed the end of year accounts and read out the statements on the Audit Form to Council for their acceptance. The End of Year papers were then signed by the Clerk and Chair. A big "Thank You" was recorded to Trefor Edwards for auditing the Parish accounts once again this year and to the Clerk for preparing them. The accounts were proposed by Cllr Cramp and seconded by Cllr Jim Lawrence.

12.4 To discuss and adopt the General Power of Competence (GPOC)

The adoption of the GPOC was discussed by the council and the adoption was resolved. Proposed by Cllr Cramp and seconded by Cllr Jim Lawrence.

13. Planning

The Parish Council had been advised that Planning permission had been granted in respect of:

SITE:	Torphin, Thruxton, Hereford, HR2 9AU
DESCRIPTION:	Proposed single storey extension.

The Parish Council had also been advised regarding the following application:

APPLICATION NO & SITE ADDRESS:	161481 - Traphouse Barn, Cobhall Common, Allensmore, Herefordshire HR2 9BP
DESCRIPTION:	Proposed change of use from agricultural building to dwelling house. Development includes removal of ancillary extensions and re-use of retained structures.
APPLICANT(S):	Mr Marcus Cottrell

GRID REF:	OS 345210, 235365
APPLICATION TYPE:	Prior Approval - Agricultural to residential

The applicant was present at the meeting and the application was discussed by the Parish Council. The comments to be conveyed to Planning were as follows:

There is a query as to whether there was any permission granted regarding the original structure? Previous comments regarding the site have included clauses regarding that there should be no further development of the site as it is a potential brown field one. There are also concerns regarding any additional vehicular movements, on the limited road network, resulting from any further conversion or development.

There was also notification of some additional information concerning planning application 160582 where full data for the traffic survey had been added and the speed statistics were notable.

SITE:	Courtlands, Allensmore, Hereford, HR2 9AB
DESCRIPTION:	Proposed poly tunnel and replacement building to provide two storey office and dry storage facilities. Alterations to access and car parking.

14. Drainage and related matters update

Cllr Jeremy Lawrence advised that some work was required and this would need to be carried out by the landowners concerned.

15. Village Matters

The Sandbag Scheme was under review and the Parish Council were trying to find out what was happening. The Clerk would continue to press for an answer as to what was happening in relation to the provision of sandbags by Balfour Beatty. There would be a further discussion on a decision to stop holding stocks due to rotting of unused bags and the resultant mess. A self help process would likely be the way forward.

16. Neighbourhood Plan – way forward

The way forward for the Neighbourhood Plan would need to be considered and a decision taken on whether or not to proceed. It would need to be noted that a

dedicated team would be essential and that local involvement in the plan would be crucial. It would be important to gauge interest. A note could go out via the mailing list and Cllr Cramp would draft a note for consideration.

The Clerk could give some background information regarding the experience of undertaking a plan with the Wyeside Group Parish.

17. Items for next Agenda

All usual items plus the Neighbourhood Plan

18. Date of next meeting

The next Ordinary Meeting of the Parish Council was confirmed as 28th July 2016, at the Allensmore Village Hall, 8.00pm. Apologies were received in advance from Ward Cllr Jon Johnson.

The Meeting closed at 9.25pm

Allensmore Parish Council Meeting

28th July 2016

Signedas a true record by Councillor Jeremy Lawrence (Chairman)

Dated: - 28th July 2016

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