

## **Minutes of Allensmore Parish Council Meeting held on 20<sup>th</sup> November 2014 at 8.00pm at Allensmore Village Hall**

**Present:** Cllrs Jim Lawrence, Jeremy Lawrence (Chair), S Lawrence, S Williams, C Watkinson, D Cooke and T Cramp (Vice Chair)

**In attendance:** Mrs A Wright (Clerk), Ward Councillor Jim Knipe, P3 Footpath Contractor Paul Wright and 3 members of the public.

### **1. Introduction and welcome by the Chairman**

The Chair of the Parish Council, Cllr Jeremy Lawrence, welcomed everyone to the meeting.

### **2. Apologies for Absence**

There were apologies received from the Footpath Officer, Debbie Mumford

### **3. Declarations of Interest**

There were declarations of interest by Cllr Williams regarding the planning application for Traphouse Farm House.

### **4. Open Session**

Mr Richard Wall, resident of the parish, spoke of the works being undertaken at the Traphouse Farm House. Mr Wall showed photographs to the Parish Council of the building as it was originally, with deterioration and collapse evident following years of non-maintenance and showed how the building was being rebuilt and restored. The intention was to put the house back as it had been and with the same footprint being maintained. The house would be restored using authentic matches of materials where possible and works had been progressed. The development had now been subject to a visit from the Planning Authority and retrospective permission was being sought for the existing and forthcoming works. The Planners had reported nothing untoward and the report stating which walls had been taken down and replaced was held. Mr Wall was hopeful that the Parish Council would support the application, following his explanation and provision of photographic evidence. The Parish Council's comment, should there be any, would be discussed under the Planning Section of the Agenda.

The issue of the ditches by the bus shelter and resultant flooding of properties had led to an inspection. Issues had come to light as a result of this inspection. There were discharges into the water system and also discharges of sewerage into the ditch. The existing report was necessarily generalised and a more detailed report had been

requested. This would be undertaken in conjunction with the Balfour Beatty Locality Steward and should highlight specifically where the problems are. There will need to be resolution of the matters found and bio-tanks may be required for all households identified with drainage issues. The general remedial works had been promised to be resolved in this financial year as, if not spent by certain deadlines, the grant funding such as from the Bellwin Flooding Fund may be forfeit. Some of the issues with the ditch will be resolved by the cutting in of grips which will be carried out by the Lengthsman in the weeks following the meeting. It was noted that notice had been served on one landowner to clear out his ditch area.

## **5. Brief Verbal Reports:**

**5.1 Local Policing Team.** Not present although Bulletin Updates have been circulated.

**5.2 Footpath Officer** The Footpath Officer did not have any further update from September.

**5.3 Lengthsman Co-ordinator** Cllr Jeremy Lawrence reported that issues at Blackhall Lane had been reported to the Locality Steward, two cones were marking the patch requiring attention. The areas by Willoughby Cottage and Springfields had been earmarked for attention. The drainage pipe, at only 4" diameter, into the field was inadequate and the potential flow of water in this ditch is hindered by choke points in the form of inadequate drains under private gateways and driveways. The phone cables by Alma Cottage had been advised as dangerous. Issues had been identified on a Parish Walk with the Locality Steward and included also potholes at Poole Farm and up towards Inkerman where bollards were located. There were also blocked drains on the common by Poole Farm, the Winnal Common/Poole Farm end.

**5.4 Locality Steward** not present

## **6. To approve minutes of the Parish Council Meeting held on 25/09/14.**

**Resolved:** - The Minutes of the meeting, held on 25<sup>th</sup> September 2014, were approved by the Council and then signed by the Chairman

## **7. Clerk Update on Action Items**

The Clerk updated the meeting re the action items including items logged for Balfour Beatty and details as per the Information Sheet. The Neighbourhood Plan Application for Clehonger including the Allensmore side of Poplar Road had been submitted and joint Parish Council letters, from Allensmore and Clehonger, had been sent to the residents included in this.

## 8. To note correspondence

The Clerk advised re some of the correspondence received. A thank you letter had been received from Dore Community Transport and HALC had sent their Information Corner with details of forthcoming subscription amounts.

## 9. Finance

9.1 **Resolved:** The following list of payments were approved, prop by SW and sec CW:

Mrs A Wright (salary £305.29, mileage £14.40, ink £10.00, home office £50.00)	£379.69
Tax due on salary payment (Payable to The Post Office)	£76.40
Lengthsman (Mr T. Griffiths)	£374.40
<b>Total</b>	<b>£830.49</b>

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

9.3 **Resolved:** To agree precept demand amount for 2015/2016

The precept required for the forthcoming year was discussed. Given commitments to Clerk's salary payments and the supplementing of the Lengthsman's Grant, to achieve matched funding, and other responsibilities for insurance etc. the annual amount would need to be increased to £4500.00. It was likely that this figure would need to be communicated to the Herefordshire Council before their desired deadline date of 31.12.14. This amount would be communicated to the Council, unless any further items were notified in the interim, and would be formally approved at the meeting in January.

## 10. Planning

Two applications have been received: Firstly:

<b>SITE:</b>	<b>Lyndale, Allensmore, Herefordshire, HR2 9BW</b>
<b>DESCRIPTION:</b>	<b>Proposed single storey rear extension to provide bedroom and wet room for dependent relative. Concrete interlocking tile roof. Facing and fascia boards. PVCu windows and doors. PVCu rainwater good and fascia boards. Proposed extension which extends beyond the rear wall of the dwelling house by 5.85 metres. The maximum height of the proposed extension is 3.23 metres and the height of the eaves of the proposed extension is 2.57 metres.</b>
<b>APPLICANTS</b>	<b>Mr &amp; Mrs E Thompson</b>
<b>APPLICATION NO:</b>	<b>P142931/HN</b>
<b>GRID REF:</b>	<b>OS 345419, 235477</b>

**APPLICATION TYPE:** Householder Notification

This application is for a prior approval determination for a Householder Notification and as such the new legislation does not require the Parish Council to respond to this communication.

And secondly:

**SITE:** The Old Traphouse Farm, Allensmore, Herefordshire, HR2 9BP

**DESCRIPTION:** Repairs and restoration of cottage and a proposed new pitched roof on the rear south-east elevation.

**APPLICANTS** Mr Richard Wall

**APPLICATION NO:** P142975/F

**GRID REF:** OS 345178, 235384

**APPLICATION TYPE:** Planning Permission

The Parish Council reviewed the application and considered the presentation made by Mr Wall. The Parish Council resolved to comment as follows:

"There are no objections, however we believe that permitted development rights should be excluded as part of the consent."

### **11. To discuss possibility of an election and May 2015 Meeting**

The likely costs pertaining to this were discussed under the precept amount discussion under the Finance section.

### **12. Ward Councillor's Report and Parish Councillors' Reports**

The Ward Councillor updated the meeting including details of the consent given for the South Wye Relief Road. This had been a contentious issue. This had not been decided by the full cabinet but had been voted on by a group of five cabinet members: Councillors Philip Price, Graham Powell, Paul Rone, Tony Johnson and Patricia Morgan. There were concerns on how the matter had been dealt with and there may be more information to follow on the outcomes of these concerns given the magnitude of the road development budget and the size of the undertaking.

### **13. Village Matters – including sandbag stocks**

It was confirmed that the new Rector was now in post and all was going well.

It was resolved that new sandbags should be requested to be delivered to, and held at, Cllr Sally Lawrence's property. The Clerk would request this, approximately 40 in number required.

#### **14. Consideration of findings regarding drainage and pipe systems**

This had been discussed under the Open Session and further details following more detailed studies were anticipated at a later date.

#### **15. To adopt Code of Conduct document**

It was resolved that the Code of Conduct Document be adopted by the full Council. Proposed by Cllr Jeremy Lawrence and seconded by Cllr T Cramp. Carried

#### **16. Items for next Agenda**

All usual items plus confirmation of precept, lengthsman, drainage issues and HALC subscription

#### **17. Setting of dates of future meetings**

The next Meeting will be held on Thursday 22<sup>nd</sup> January 2015, at the Allensmore Village Hall at 8.00pm.

Due to the confidential nature of the business of this agenda item, under the Public Bodies (Admission to Meetings) Act 1960 (3) it is proposed to put forward a motion to exclude members of the public during discussion of this agenda item

#### **18. To discuss the Clerk's Incremental Progression following successful attainment of the CiLCA Qualification (Certificate in Local Council Administration) on 20/10/14 and anniversary of employment on 1/12/14**

Everyone apart from the Councillors left the room for the discussion of the Clerk's salary. Upon return, the Clerk was advised of the award of an increment for passing the CiLCA Qualification from 20/10/14 plus an annual increment from 1/12/14. Proposed by Cllr Jeremy Lawrence and Seconded by Cllr Cramp.

The Meeting closed at 9.20pm

Allensmore Parish Council Meeting

20<sup>th</sup> November 2014

Signed .....as a true record by Councillor Jeremy Lawrence (Chairman)

Dated: - 22<sup>nd</sup> January 2015

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](http://www.allensmore.org.uk)