

Minutes of Allensmore Parish Council Meeting held on 25th July 2019 at 8.00pm at Allensmore Village Hall

Present: Cllrs J Evans, D Cooke, S Williams, S Lawrence, C Watkinson (Vice Chair) and T Cramp (Chair)

In attendance: Mrs A Wright (Clerk) and 7 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.

2. Apologies for Absence

There were apologies received from Cllr Jeremy Lawrence and Ward Cllr Christy Bolderson

3. Declarations of Interest

There were no declarations of interest.

4. Open Session

There were no matters raised.

The Open Session closed at 8.01 pm.

5. Brief Verbal Reports:

5.1 Local Policing Team: Bulletin Updates had been circulated.

5.2 Lengthsman Co-ordinator: it was advised that remedial works were proving effective at Millennium House. There was still work to do on the fall to the pond.

5.3 Ward Councillor: Ward Cllr Christy Bolderson had sent her apologies. She had sent a general report.

5.4 Locality Steward

The Locality Steward had kept members informed via bulletins.

5.5 Footpath Officer – The Footpath Officer Cllr Steve Williams advised that walks were going well and overgrown areas were being looked at when found. The new bridge installed and the new gate by the church had been well received.

6. To approve minutes of the Annual Parish and Annual Statutory Council Meetings held on 14th May 2019.

Resolved: - The Minutes of the Annual Parish and Annual Statutory Council Meetings, held on 14th May 2019, were approved by the Council and then signed by the Chairman

7. Clerk Update and Correspondence

The Clerk updated the Meeting regarding correspondence received. This included:

The approval was made for the Clerk to become a bank cheque signatory. The bank would not communicate with a non signatory. Also:

- Herefordshire Traveller Sites Development Plan Document
- Draft Minerals and Waste Local Plan consultation results
- Letter received from the Leader of the Council regarding the Southern Link Road and Western Bypass strategies. More information will be published in the near future.

8. Neighbourhood Plan – update

8.1) Update on progress and sites

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

Allensmore Neighbourhood Development Plan

Report for Parish Council 25th July 2019

Steering Group and meetings

Since the last Parish Council meeting, we have had one meeting of the Steering Group on 15th July 2019. No members of the public were present. The planned June meeting was cancelled due to being part way through the Regulation 14 consultation.

No changes to the Steering Group.

Finance

We are within the overall budget. There is a minor outstanding query with the latest invoice that we are endeavouring to resolve.

NDP Regulation 14 Consultation

Following the Parish Council's approval at the last meeting, the draft Neighbourhood Development Plan was submitted to Herefordshire Council and other "statutory

consultees" for formal public consultation under Regulation 14 of the Town and Country Planning, England, Neighbourhood Planning (General) Regulations 2012. The consultation period was from Monday 27th May 2019 to Friday 12th July 2019 – the period being 6 weeks and 5 days.

We had a total of 23 responses, 7 from the statutory consultees and 16 from the public.

Statutory Consultees:

1. Herefordshire Council

Key comments from the various Council departments include:

- *Neighbourhood planning: "overall the plan is well written and well researched It is clear that the plan takes a positive approach towards identifying settlement boundaries and allocation of housing in line with the Core Strategy".*
- *All our draft policies are deemed to be in conformity with the Core Strategy of Herefordshire Council.*
- *Draft Policy A7 (Draining Flooding and Sewage) was noted as being generic. In response, the Steering Group agreed to include the Environment Agency Surface and River Flood Risk Maps for our area. However, Welsh Water particularly welcomed this policy (see below).*
- *Air, land and water protection: It was noted that some of our recommended sites for development have had former uses and therefore "may have been exposed to contamination". The Steering Group agreed to add the following statement to policies A4 (Criteria for development) and A6 (conversion of former agricultural buildings): "Consideration should be given to the possibility of encountering contamination on sites as a result of former uses and specialist advice be sought should any be encountered".*

2. Kilpeck Parish Council

This neighbouring parish supports the Allensmore Regulation 14 Draft Plan, especially as site 14 abuts a settlement pocket within the boundary of Kilpeck parish. They also had favourable comments on the quality of the plan.

3. Welsh Water

State that they "are supportive of the aims, objectives and policies set out" in the draft plan. They are "particularly welcoming of Policy A7 [on drainage, flooding and sewage] including the specific criterion on the requirement for SuDS".

4. Environment Agency

They advised we should take note of the surface water flooding risk. The Steering Group had already agreed to include flood risk maps in the NDP in response to

Herefordshire Council's comments and felt that this action also covered the Environment Agency's comments. These maps have been referred to throughout the process so far.

5. *Historic England*

There were positive comments from this body about the commitment to support well designed, locally distinctive development that is sympathetic to the character of the area, including its rural landscape character, heritage assets and green spaces.

6. *Natural England*

No specific comments made by this body.

7. *Coal Authority*

No specific comments made by this body.

Public Responses:

The Steering Group discussed at length all 16 public responses. A large majority were extremely supportive which is very pleasing to report.

Several commented on the draft settlement boundaries, suggesting amendments to extend the boundaries to include land owned by the respondents. These were discussed at length at the Steering Group meeting on July 15th and there was a unanimous decision not to enlarge any of the settlement boundaries. There are several reasons for this decision:

- *The draft settlement boundaries were originally drawn up in discussions with Kirkwells and Herefordshire Council consultants and are endorsed by Herefordshire Council in their Regulation 14 consultation response.*
- *We wish to retain the character of the settlements and reject any "double depth" development – policies that are fully supported by local residents in previous consultations*
- *One of the sites that were suggested for inclusion came forward during the call for sites process and was deemed to be unsuitable by the independent assessors AECOM, whose report was formally and unanimously accepted by the Steering Group.*
- *None of the other suggested areas came forward during the call for sites process.*
- *The draft NDP already delivers the minimum growth target with additional contingency.*
- *The draft settlement boundaries were overwhelmingly supported by local residents in previous consultations.*

- *There are considerable drainage challenges in some of the areas where respondents have suggested changes.*

All the returns have now been published on the Allensmore Parish Council website together with the Steering Group's responses.

Next Actions

The next stage is to prepare the submission to Herefordshire Council for them to carry out the Regulation 16 Consultation. We need to prepare three documents:

1. *Draft NDP: The small changes following the Regulation 14 consultation have been approved by the Steering Group and incorporated. The document will now be sent to Kirkwells for them to prepare the Regulation 16 version.*
2. *Consultation Statement: This document describes the process we have undertaken together with evidence amassed. Kirkwells have produced a first draft and we have provided more input for them to complete the preparation.*
3. *Conditions Statement: This document shows how our draft NDP meets all the conditions set out in the Town & Country Planning Act. First draft has been prepared by Kirkwells.*

We plan to ratify final versions of these three documents at our next Steering Group meeting on 19th August 2019 and submit them to the Parish Council for approval at their meeting on 19th September 2019. Once approved, the documents will be submitted to Herefordshire Council. At this point, the process is out of the hands of the Steering Group and Parish Council. Herefordshire Council will proceed as follows:

- *Regulation 16: a further 6 weeks consultation*
- *Invite applications from examiners on the national panel*
- *Appoint an examiner and submit Allensmore's plan for examination*
- *Make any changes the examiner requires*
- *Organise a referendum for residents of our designated area.*

Recent Planning Applications

It is disappointing to note that although the draft NDP has completed the Regulation 14 stage and we feel has full support of a large majority of residents, our policies played no part in a recent planning application decision when a site, deemed unsuitable in the AECOM report, was given outline planning approval. We were led to believe that a draft NDP at Regulation 14 stage did have some weight in Herefordshire Council decision making. This underlines the importance of completing the process and urging residents to adopt the NDP in the referendum: an adopted NDP will be much more difficult for Herefordshire Council to ignore.

Appendix 5: Non-planning matters arising from the NDP

Separate updates.

Nick Chapman, 25th July 2019

Approval of the Regulation 16 Consultation would be on the September 2019 Agenda.

9. Finance

(9.1) **Resolved:** The following list of payments were approved, prop by Cllr T Cramp and sec Cllr Steve Williams:

Mrs A Wright (salary £390.79, mileage £16.43)	£407.22
Tax due on salary payment (Payable to HMRC only)	£97.60
PIP Printing (NDP)	£202.00
T Griffiths (Lengthsman TGC 0769)	£450.00
Total	£1156.82

(9.2) **Resolved:** The bank balance was noted at £9490.47.

10. Planning

There had been no new applications advised for discussion at the meeting.

The Chair updated the meeting regarding the decision on the Murrayfield Planning Application which had received permission at the Planning Committee on 24th July 2019. Thanks were recorded to the Chair and to Ward Cllr Bolderson for their representations to the Committee.

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

The Lengthsman Co-ordinator and the Lengthsman were "on the case" regarding the situation at Hungerstone Pond.

12. Village Matters

There was a presentation by the Road Safety Group who had been evaluating the accident risk on the A465 and had been working in conjunction with Balfour Beatty to identify issues and possible solutions. The list of recommendations they had made, including provision of adequate and appropriate signage, was discussed. There was also reference made to traffic calming ideas. Ideas such as village gates and white lines plus possible consideration of speed limit reductions were highlighted. It was also noted that Speed Indicator Devices and working in conjunction with the Safer Roads Partnership were possible options. It was agreed that the report would be sent to the Chair and the first stage of requesting signs that were recommended would be put in place. A thank you was recorded by the Parish Council for all of the work that the Group had put into researching the road issues and seeking solutions. This would be ongoing and followed up at the next meeting.

There was also an update on footpath and cycleway for the A465, personal security and Neighbourhood Watch. The Environmental Group had been involved in litter picks and general environmental issues. The Church PCC was looking to make some changes within the church with the provision of a toilet and small kitchen plus restoration of the church porch.

The History Group had held one meeting at the end of June about the "big estate". A further meeting was to take place on 26th July at 7.00 pm in the Village Hall when the subject would be the Allensmore Village School. This would be an informal evening and the display would include a copy of the original plans.

13. Items for next Agenda

All the usual items would be on the Agenda and to include NDP Regulation 16 approval and follow up on roads issues.

14. Confirmation of date of next Meeting

The next Meetings (Annual Parish plus Annual Statutory) of the Parish Council would be held on Thursday 19th September 2019 at the Allensmore Village Hall, from 8.00pm.

The Meeting closed at 9.12 pm

Allensmore Parish Council Meeting

25th July 2019

Signedas a true record by Councillor (Chairman)

Dated: - 19th September 2019

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