

MUCH BIRCH PARISH COUNCIL

Minutes of the Parish Council Meeting of Much Birch Parish Council held at Much Birch Community Hall on Thursday 6th April 2017

Present:

Cllr Alison Cook (Chair)
Cllr Steve Turner (Vice Chair)
Cllr Andy Crum
Cllr Roisin Burge
Cllr Tim Jones

In attendance:

Parish Clerk; Alison Wright, Ward Cllr; David Harlow, Lengthsman; Paul Wright and 2 members of the public

Open Session:-

The Chair welcomed everyone to the meeting. Miss Rosemary Rigby MBE raised a request for a Parish Council donation towards the refurbishment of the Wormelow Kiosk. Panes of glass were needed and sponsorship for numbers of panes was being sought. The Chair asked Miss Rigby to formally write to the Parish Council, via the Clerk, to make the request. This would then receive consideration.

Miss Rigby also raised the issue of the recent lime spreading on two fields in Tump Lane. The spreading had been carried out on a day when the wind had carried the lime on the air and effects had been noted. It was commented that spraying should not be undertaken if the wind speed was above 4 mph. Residual lime had been left on the roadway etc. The Clerk would advise the Environmental Health Department of Herefordshire Council of the concern.

The Open Session closed 7.40pm.

1.0 Apologies for Absence

There were apologies received from Cllr David Baldwin.

2.0 Declarations of Interest

There were no declarations of interest recorded.

3.0 Minutes of previous meeting

3.1) The Minutes of the Meeting held on the 9th March 2017 were signed as a true and correct record of the Meeting.

4.0 Reports

4.1) P.C.S.O. from West Mercia Police

The Bulletins with updates had been received and circulated. The area had been relatively quiet in terms of activity recently.

4.2) Ward Councillor Ward Cllr Harlow had sent his report as detailed here (sic):

Much Birch Parish Council

"Ward member report, April 2017

Surgery

When I stood for election I said that I would hold an annual surgery for members of the public who wanted to speak to me on a one to one basis (in addition to me being available for house visits etc). I'm pleased to announce that I've booked Much Birch village hall on Tuesday 9th May between 6-7.30pm. If anyone wishes to pop in for a chat over a cup of tea they're very welcome, no appointment necessary although you can of course book a time if you prefer.

david.harlow.Herefordshire.gov.uk

Planning

Planning Ref 163364 - Three Houses at Kingsthorpe – I have decided to request the re-direction of this planning application to planning committee; there is considerable public comment on the website and I think it warrants going before planning committee.

Great British spring clean

See email with latest information (included)

Hereford Area Plan

This week sees a major consultation about the future of Hereford including the bypass and South Wye transport improvements (green travel lanes etc)

If you would like to come and talk to staff and view the exhibition you can do so at The Courtyard Centre for the Arts on Tuesday 4, Wednesday 5 and Thursday 6 April 2017 between 11am and 7pm.

If you are unable to make any of the events the exhibition will be available to view, during normal opening hours, in the lobby at Hereford Library from Tuesday 11 April until Friday 19 May 2017.

Broadband

Complaints about Fastershire broadband have almost disappeared in Much Birch parish leading me to conclude that service levels are generally high. If there are issues please let me (David Harlow) know.

Ward Cllr Harlow reiterated his surgery availability on Tuesday 9th May from 6.00 to 7.30pm. He also updated the meeting regarding the Energy from Waste Project that was being carried out in conjunction with the county of Worcestershire under a joint venture arrangement. The Ward Cllr would forward his update bulletin to the Clerk who would send it to the Web Master for inclusion on the Parish web site.

4.3) Locality Steward Dave Atkinson the Locality Steward had sent his bulletins. He was not present at the meeting.

5.0 Clerk's Update on Action Items

The updates were noted and included the invoicing of the Council for reimbursement of the Lengthsman Grant.

6.0 Financial Report

6.1) The following bank balances were noted:

@ 13 th March 2017 HSBC Community Account	£11,035.80
@ 13 th March 2017 HSBC Community Projects Account	£12,941.75

6.2) The following payments were approved:

Mrs A Wright (salary £299.13, mileage £16.65, home office £50.00)	£365.78
HALC Training Planning with Community	£120.00
Total	£485.78

Resolved: that the payments were passed for payment: (proposed by Cllr Crum and seconded by Cllr Jones) Unanimous.

6.3) To consider revised Code of Conduct March 2017

This would be moved to a later agenda.

7.0 School Parking and Village issues update

7.1) To receive related correspondence

The Traffic Regulation Orders were in progress for Tump Lane. These were being regularised.

7.2) To discuss Herefordshire Road Safety Partnership and local speeding initiatives

The Parish Council would request Community Speed Watch for the following locations:

C1263 - Road through Kingsthorpe

C1264 - Tump Lane

U71609 - Barrack Hill
U71603 - Little Birch Road

The Clerk would communicate the list of locations to the Speed Watch Team.

8.0 Planning Matters

8.1) To consider any planning applications as circulated.

There was one new application up for consideration:

APPLICATION NO & SITE ADDRESS: 170895 – Land at the Old Post Office, Wormelow, Herefordshire HR2 8EJ

DESCRIPTION: Site for 2 no 3 bedroom semi-detached properties with all matters reserved

APPLICANT(S): Mrs Kathryn Dixon

GRID REF: OS 349299, 230034

APPLICATION TYPE: Outline

The Parish Council considered the application 170895 and resolved to support the application. The Clerk would communicate this to the Planning Authority.

In regard to Planning Application: 163364 - Three Houses at Kingsthorpe, the Ward Cllr had asked for determination by the Planning Committee for this application. The Chair of Much Birch Parish Council would speak at the planning meeting.

9.0 Parish Roads and Footpaths

9.1) To note any defects to be reported to Balfour Beatty

Potholes reported on Wrigglebrook Lane off the U71606.

There was a request for “brown” information signs for Little Birch Church. Cllr Turner to check if the Parish Church would fund these.

Sign for the Little Birch turning at the Barrack Hill Junction with Little Birch Road was broken.

9.2) To put forward work for the Lengthsman

The Lengthsman would be carrying out routine seasonal works. Any additional tasks would be notified.

9.3) To receive Report from Footpath Officer

MB26 path – finger post at junction with Aconbury Close, MB20, Finger post to be checked by Cllr Jones.

Dog fouling was still proving to be an issue. Tump Lane was highlighted. The Clerk would include a message regarding dog fouling in the Newsletter précis.

9.4) Update on silt on road (if available)

This was present in the area of Ticklewithy Pitch and near to Cress Cottage. Details would be confirmed and the Environment Agency advised.

10.0 Neighbourhood Plan- update

Cllr Burge had submitted the following minutes as matters of public record:

Record of Much Birch Neighbourhood Development Plan Steering Group Meeting 2 March 2017

Present. Dave Goldsmith (Chairman), Chris Grover (Finance/budget), Shirley Coates, Trisha Egerton, Steve Turner (PC) Roisin Burge (PC) Lesley Gare, Rosemary Rigby.

1. Apologies

2. Background information to items 2 and 3

At the February 2017 meeting of the steering group the Chairman reported that he had written to invite proposals of interest to seven companies (selected from a list provided by Herefordshire Council). The following response had been received:

2 declined

2 no response to date

3 information returned and circulated to members of the steering group.

Follow up. Following an evaluation of the three submissions received, two companies were invited to make presentation to the March meeting as recorded in agenda items 2 and 3

2. Presentation from Jeff Bishop representing Place Studio.

Following an interesting and comprehensive presentation Mr Bishop responded to questions (which had been agreed by committee members in advance of the meeting.) The Chairman thanked Mr Bishop for his presentation

3. 8.20 Presentation from Chris Gooding representing Data Orchard.

Note Bill Bloxham was unable to attend and sent apologies.

Following an interesting comprehensive presentation Mr Gooding responded to questions (which had been agreed by the committee members in advance of the meeting.) The Chairman thanked Mr Gooding for his presentation.

4. Declarations of interest.

There were no declarations of interest.

5. Discussion relating to the two presentations and selection of consultant.

Following comparison and evaluation of the two presentations it was agreed that a recommendation be made to the Much Birch Parish Council for the appointment of Data Orchard as the company to work with the steering group, Parish Council and community to ensure a successful outcome for the Much Birch NDP. The Chairman agreed to report the recommendation to the Parish Council at the March Meeting and to seek clarification on the procedure taking this forward and seeking funding support for same.

It was agreed that whilst access to and support from a consultancy was central to progress of the Much Birch NDP the key to success will be to ensure that each and every member of the community/household receives full and clear information about consultations/ meetings about the NDP and that this is checked upon and followed up by the steering group.

6. Approval of minutes/notes from last meeting.

The record of the February meeting was agreed as a true record and a copy will be forwarded to the Clerk to MB Parish Council

7. Matters arising from last meeting.

All Items covered in agenda.

8. Action Plan prior to next meeting.

The Chairman to attend the meeting of MB Parish Council to confirm recommendation for appointment of consultant and clarify the procedures/ admin process required to progress the appointment and application for grant funding. Application for grant funding to be discussed /progressed Chairman and Chris G (funding and finance).

9 Strategic Environmental Assessment.

The origin and status of this document were clarified and contents noted. The Chairman to seek further clarification about how this document will relate to NDP developments when he attends meeting of Much Birch PC.

10 Communications.

The Chairman reported that he was in discussions with Mr Terry Cook and they were in the process of developing a NDP Facebook facility. It was still at an early stage and was currently only accessible by the Chair of Parish Council and Terry (web master for PC information sharing) and himself. The Chairman confirmed that he would continue to take this forward.

It was recommended that NDP news is also circulated via Birches Newsletter and Parish magazine and the Chairman agreed to look into this.

11. AOB

It was agreed that when the appointment of the consultant and funding had been confirmed one of the first actions of the group would need to be an early meeting with the consultant to discuss a draft project plan.

12. Date of next meeting.

30 March 2017 7.30pm

Record of Much Birch Neighbourhood Development Plan Steering Group Meeting 30 March 2017

Present. Dave Goldsmith (Chairman), Chris Grover (Finance/budget), Coline Grover, Shirley Coates, Steven Holder, Steve Turner (PC) Roisin Burge (PC) , Rosemary Rigby. Chris Gooding (Data Orchard) Cllr Alison Cook (Chair, Much Birch Parish Council)

1. Apologies Trisha Egerton, Lesley Gare, Graham and Betty Philpott

2. Discussion regarding the plan going forward with Data Orchard.

The Chairman welcomed Chris Gooding (D.O) to the meeting and invited him to provide an introduction and overview of the way in which Data Orchard might work with the Steering group to achieve a successful outcome to the Much Birch Neighbourhood Development Plan.

(a)Chris circulated a copy of a document /diagram setting out shared roles and responsibilities, Parish Council, Consultant (Data Orchard) and Local Authority. It was agreed that the first two actions/ areas had been completed i.e.

(i). Designation and (ii) Setting up committee, draft project plan and completion of application for financial support (to cover first six months to Feb 2018). The Chairman thanked Chris Grover (Finance/budget) for his work on this.

(b) Public Launch event. (Item three on diagram)

Chris explained the purpose and process of the event which would provide an opportunity to explain to members of the community the process of NDP development, present facts and figures, and seek ideas/identify issues going forward. The distinction was made between the NDP Initial launch seeking interest/ volunteers to take forward the idea of an NDP for Much Birch and the 'Public launch' which will set out in more detail base line research about the locality and Much Birch community.

The aim of the 'Public Launch' will be to seek the views of representatives of a wider cross section of the community (than currently represented on the Steering group) and thus broaden and deepen understanding of areas/issues to be addressed to meet the changing needs of the Much Birch community from 2017 to 2031.

A range of methods will be used to seek the required information and the launch may also act as a recruitment vehicle for volunteers to assist with specific tasks e.g. delivery of questionnaires.

(c) Pre Launch Research needed. Data. The development of a Much Birch Community Profile (building a picture of the community) based on publicly accessible statistical information e.g. Population, Households, demographic data. Note this was provided for the 2004 Parish plan so comparisons should be possible.

Community Assets, e.g. Health, affordable, private, rented housing, Playing fields, village hall. Note need to identify any shortfall to inform vision and objectives for future plan.

Review of local plans. Note. An initial scoping Environmental assessment prepared by Herefordshire Council has been completed and is due to be published. The contents will need to be taken into consideration in the development of the NDP. Ideally a copy of this document should be made available for the 'Public Launch'

(d) Areas, Issues, Topics to be 'headlined' at the launch (and to form the baseline for development of vision and objectives on NDP)

Chris provided a further hand out setting out some of the issues covered by Neighbourhood plans. These will need further discussion in preparation for the 'Public Launch'. Infrastructure, Environment, Housing and Community facilities are but four from a list of fourteen.

The Chairman thanked Chris for his informative and helpful advice.

3. Declarations of Interest. There were no declarations of interest.

4. Approval of minutes/notes of last meeting.

The minutes of meeting 2 March, 2017 were agreed and confirmed.

5 Matters arising.

Communications strategy.

The importance of the development of an effective community wider communications strategy had been stressed and it was confirmed that

The Parish Council will hold copies of all NDP meetings and relevant documents on their web site in the NDP section

A Facebook page linked to the Parish Council web site will be taken forward by the Chairman.

The current e mail list will be extended at every appropriate opportunity.

The Birches Newsletter and Parish magazine will be used to circulate updated summary information about NDP developments.

Further consideration to be given to Focus groups (hard to reach individuals) groups and Expert Witnesses for Qualitative data

6. AOB. Action plan Meeting 20 April 2017

It was agreed that members of the group would prepare for the meeting on 20 April as follows.

a. Confirm date for Public Launch. Action. Chairman to check with Manager of MB Community Hall about dates available in June.

b. Data. (Parish) Review data available to date for possible use at Public Launch. E.g. Local Historical information, Parish plan 2004?

c. Confirm printing of a Flyer for Launch event and arrangements for leafleting all households.

d. Check outline arrangements for areas to be covered in designated areas of hall (with back up information) Housing, environment, transport etc. and possible a route/flow through.

e Check equipment needs f. Attractions for younger visitors. Most important of all.....Refreshments!

7. Date of next Meeting 20 April 2017. Much Birch Community Hall 7.30pm.

11.0 Poultry sheds – odour concerns

This item would be considered at the May 2017 Parish Council Meeting.

12.0 Correspondence

12.1) Items were noted as per the information and correspondence sheet and included:

Please find attached an invitation to your parish councillors from Councillor Philip Price, to attend a preview consultation event on the **Hereford Area Plan and Transport Package**.

With Kind Regards

Anthony

Anthony Bush

Dear Parish Councillor

HEREFORD AREA PLAN (HAP) & HEREFORD TRANSPORT PACKAGE (HTP)

I would like to invite you to a preview of the Hereford Area Plan (HAP) and the Hereford Transport Package (HTP) consultation exhibitions.


The HAP will set out the detailed proposals for the delivery of the city-specific policies set out in the Core Strategy, which sets out the overall vision, objectives and spatial strategy for the county. The HTP exhibitions provides information for the Hereford Bypass corridor to the west of the city, which includes a new river crossing and associated walking, cycling, bus and public space improvements.

We are holding a three day exhibition at the Courtyard Centre for the Arts and have included a preview event on Monday 3 April, between 11am-1pm which parish councillors are welcome to attend. The preview will give you an early opportunity to view the exhibition and talk to staff. The exhibition will be open to the public on Tuesday 4, Wednesday 5 and Thursday 6 April from 11am-7pm.

Please let the team know by return, if you wish to attend one, or both of the events herefordconsultation@balfourbeatty.com or 01432 261800.

I would welcome your attendance at any of the events, however if you are unable to attend the events but would like to view the exhibition panels, complete the consultation questionnaire or find out more information you can do so from Tuesday 4 April at www.herefordshire.gov.uk/HerefordConsultation

Yours sincerely



13.0 Parishes' Newsletter and Much Birch Website

13.1) Clerk to send a précis to the Newsletter. This would include information re dog fouling.

14.0 Matters to be raised on the Agenda for the next meeting

All the usual items would be included plus chicken broiler houses.

15.0 Confirmation of the date of the next Meeting

The next Meeting was confirmed being the Annual Parish and Annual Statutory Meetings on Thursday 4th May 2017 from 7.30pm in The Much Birch Community Hall.

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

16.0 To confirm National Joint Council Pay Award rate for Clerk from 1/04/17

The Clerk and members of the public left the room. The Parish Council discussed the NJC Pay Award and the pay award was resolved to be paid to the Clerk, from 1/04/17, in line with the NJC recommendations.

The meeting closed at 8.27pm

Signed:

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Chairman

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Date