

# MUCH BIRCH PARISH COUNCIL

## Minutes of the Parish Council Meeting of Much Birch Parish Council held at Much Birch Community Hall on Thursday 7<sup>th</sup> July 2016

### Present:

Cllr. Alison Cook (Chair)  
Cllr. Steve Turner (Vice-Chair)  
Cllr. Roisin Burge

### In attendance:

Parish Clerk: Alison Wright, Ward Cllr David Harlow and 4 members of the public

### Open Session:-

It was commented that someone had been hedge cutting in Tump Lane and placing the trimmings on the other side of the road. Cllr Cook would deal with the matter. Miss Rigby reported that the commemorative tokens for the Queen's 90<sup>th</sup> birthday had been well received.

There was a question regarding the Wormelow shop. This was now being marketed and one bungalow at the rear was occupied. There had been someone lined up to run the shop but it was believed that this had fallen through.

The Open Session closed at 7.40pm.

### 1.0 Apologies for Absence

There were apologies received from Cllr Andy Crum and Cllr Tim Jones

### 2.0 Declarations of Interest

There were no declarations made other than Cllr Burge in regard to a donation request for the Birches Newsletter.

### 3.0 Minutes of previous meetings and matters arising

3.1) The Minutes of the Meeting held on the 2<sup>nd</sup> June 2016 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.

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

### "Ward member report, July 2016

#### TRO update

*I recently attended a BBLP update at which they talked about the possibility of giving more power to Parish councils with regard to 'sponsoring' TROs to speed them up. See below, more detail to follow as & when released.*

#### The Tump Lane petition

*I have spoken with Cllr Wilcox (Chairman of the council) who received the petition & with Cllr Paul Rone (to whom it was passed), I believe that Cllr Rone's department have the petition on file and will use it to prioritise the TRO's from around the county.*

#### Bus services

*The council will be undertaking a further public consultation this summer on the county's bus services. Details will shortly appear on the council's website.*

*The background is that 39% of the 3.1 million journeys undertaken last year were subsidised at a cost of £1.3M. On top of this there is the cost of reimbursing private bus operators the 'free fares' for the*

concessionary travel offered by bus passes for the elderly and disabled; this is a further £1.4M. In the context of disappearing central government grants these figures are material.

The routes in this area most likely to come under pressure are 412/413 Garway – King’s Thorn – Hereford. Services are likely to come under pressure if they are not better supported.

#### **City of culture bid**

A group of Herefordians led by the Courtyard’s Roger Morgan are putting together a bid for Hereford to become the UK’s city of culture in 2021. Unlike many of the other bids, our bid will effectively be a ‘county of culture’ bid and will be organised and submitted entirely by a group of enthusiasts passionate about Herefordshire.

According to the group: ‘Herefordshire has a significant net outflow of young adults who leave the county each year. Research shows that young people leave the county for education and alternative employment opportunities due to the relatively low paid and low skilled jobs available locally, but also because of a perceived lack of wider social and cultural activities.....Bidding for the City of Culture will play a major part in the overall positioning of the county as a place to live, work, play, study and visit. The City of Culture would provide Herefordshire with a strong and influential brand which would support local enterprise and inward investment.’

If anyone wishes to volunteer for the bid team then please contact Roger at the Courtyard, Hereford.

**4.3) Locality Steward** Dave Atkinson was not present. Bulletins had been circulated. Cllr Turner had been engaged in an exchange with the Locality Steward regarding the mechanical cleansing of the road from Minster to Wrigglebrook. Some of the spoil had been tipped onto the verge in part of the road and the remainder down by the well. There would be an issue with the deposit when it was time to mow the verges. It was not known who had made the deposit. The landowner was going to remove it.

#### **5.0 Clerk’s Update on Action Items**

The updates were noted and included keeping a watching brief on the reply from Charlotte Berry, at Herefordshire Housing, regarding the play area. Electoral Services had been chased up regarding the councillor vacancy.

#### **6.0 Financial Report**

##### **6.1) The following bank balances were noted:**

@ 13 <sup>th</sup> May 2016 HSBC Community Account	£11,606.46
@ 13 <sup>th</sup> May 2016 HSBC Community Projects Account	£13,408.00

##### **6.2) The following payments were approved:**

Clerks salary (July incl tax refund)	£410.90
Clerks salary (August)	£229.12
Expenses (mileage £31.05, postage £2.06)	£33.11
The Post Office (Tax)	£4.20

**Resolved:** that the payments were passed for payment: (prop. Cllr Turner and sec. Cllr Burge)

##### **6.3) To consider a donation to the Much Birch PCC in lieu of internal audit fee**

A donation of £50.00, to the Much Birch Parochial Church Council, was proposed by Cllr Cook and seconded by Cllr Turner. Approved

##### **6.4) To consider a donation towards the churchyard upkeep**

A donation of £100.00, towards the upkeep of the churchyard, was proposed by Cllr Turner and seconded by Cllr Burge. Approved

##### **6.5) To consider a donation towards the Village Memorial Clock maintenance**

A donation of £168.00, towards the maintenance of the memorial clock, was proposed by Cllr Turner and seconded by Cllr Burge. Approved

##### **6.6) To approve revised Financial Regulations 2016 Version**

The Financial Regulations 2016 Version was approved. Proposed by Cllr Cook and seconded by Cllr Burge.

**6.7) To approve Complaints Policy**

The Complaints Policy was approved. Proposed by Cllr Cook and seconded by Cllr Turner.

**6.8) To approve Transparency Policy**

The Transparency Policy was approved. Proposed by Cllr Turner and seconded by Cllr Burge.

**7.0 School Parking and Village issues update**

**7.1) To receive related correspondence and any updates.**

No further update

**7.2) To consider options regarding the Wormelow Phone Kiosk**

The BT contact had been e mailed by Cllr Turner. The Adopt a Kiosk Team had advised that following the adoption for £1.00 the kiosk would become the property of the Parish Council. Any movement of the kiosk would be subject to planning agreement for change of use. It was not recommended to move the kiosk as they weigh around 770 kilograms. BT would continue to pay for the electricity supply to the kiosk but reserved the right to disconnect this at any time. The lights will be in working order at the date of transfer. Maintenance costs would be in the region of £800.00 per annum (based on average cost). A free paint kit would be supplied. The question was asked that if it is taken on, what purpose would it be used for? If taken on it would have to be for a reason, for example as a book swap. A decision would be considered following further research and planning costs may be a deciding factor. It would be on the Agenda for the September meeting.

**8.0 Planning Matters**

**8.1) To consider any planning applications as circulated.**

There had been no further applications received for consideration.

**9.0 Parish Roads and Footpaths**

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

No further notifications other than previously advised.

**9.2) To put forward work for the Lengthsman**

Paul Wright was confirmed in the appointment as the new Lengthsman. There had been no involvement in the recruitment, by the Clerk, as he is her husband. Richard Mills Farm Services may be called in to deal with any heavier operations as required. A parish walk for the new lengthsman would be arranged.

**9.3) To receive Report from Footpath Officer**

The Footpath Officer was not present. Cllr Turner reported that two new gates had been fitted by Mr Dyer, the previous lengthsman. A new stile may be required, Cllr Turner would advise.

**10.0 Neighbourhood Plan- update**

A successful event evening with Herefordshire Association of Local Councils (HALC) had been held, at the Community Hall, from 7.00pm. 23 people had attended excluding parish councillors. An interesting presentation had been given by Lynda Wilcox from HALC. A list of people had given their contact details. This was now taken as a mandate to proceed with the instigation of a Neighbourhood Plan for the parish of Much Birch. The Clerk would now register the intention with the Herefordshire Council to start the consultation on the parish area to be considered for the plan.

Cllr Burge would take the lead as designated parish council officer on the plan. A meeting would be arranged to form a steering group. A separate area on the web would be designated for the Neighbourhood Plan. Consultants would need to be considered.

**11.0 Correspondence**

**11.1) Items were noted as per the information and correspondence sheet and included**

information concerning a budget consultation evening to be held at the Shire Hall, Hereford on the 28<sup>th</sup> July from 6.30pm to give people a chance to participate in budget talks. A question was asked regarding the current Finance Director who was on leave and who was taking care of the budget. Cllr Harlow advised that there was a Team covering the responsibility.

**12.0 Parishes' Newsletter and Much Birch Website**

**12.1)** Clerk to send approved documents to the Web Master for inclusion on the website. No Birches Newsletter in the month of August.

**13.0 Matters to be raised on the Agenda for the next meeting**

All the usual items, plus the Wormelow phone kiosk, Neighbourhood Plan, councillor vacancy.

**14.0 Confirmation of the date of the next Meeting**

The next Ordinary Meeting was confirmed as Thursday 8<sup>th</sup> September 2016 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

**15.0 Clerk's Annual Review**

The Parish Council reviewed the Clerk's performance and an incremental progression to the next incremental scale point, from 1<sup>st</sup> June 2016, was approved.

***The meeting closed at 8.40pm***

Signed:

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Chairman

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Date