

MUCH BIRCH PARISH COUNCIL

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

Present:

Cllr Alison Cook (Chair)
Cllr Steve Turner (Vice Chair)
Cllr David Baldwin
Cllr Roisin Burge
Cllr Tim Jones

In attendance:

Parish Clerk; Alison Wright, Lengthsman; Paul Wright and 2 members of the public

Open Session:-

The Chair welcomed everyone to the meeting. The Chair asked for it to be noted in the minutes that the Parish Council thanked the Clerk for attending to clerk the meeting having broken her leg only nine days previously. Miss Rosemary Rigby MBE gave an update on the phone kiosk at Wormelow. The refurbishment was underway and all of the materials to carry out the makeover had been obtained, including the new glass panels. The kiosk had been sandblasted and the undercoat applied.

The Traffic Regulation Order for speed limit reduction from 40mph to 30mph was in progress for Tump Lane.

The Open Session closed at 7.35pm.

1.0 Apologies for Absence

There were apologies received from Cllr Andy Crum and Ward Cllr David Harlow.

2.0 Declarations of Interest

There were no declarations of interest recorded.

3.0 Minutes of previous meeting

3.1) The Minutes of the Annual Parish Meeting and Annual Statutory Meeting held on the 4th May 2017 were signed as true and correct records of the Meetings.

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 detailed here (sic):

Much Birch Parish Council

"Ward member report, July 2017

Call for speed restrictions on Much Dewchurch road

A local resident (Jo Brierley) has been lobbying to get reduced speed limits on the Wormelow to Much Dewchurch road, as the PC will be aware such changes take many years of lobbying to gain traction but I am working with the neighbouring Councillor to get this up the agenda.

Shop

Many locals have contacted me over the last couple of years expressing a desire to have a local shop in Wormelow and we are very fortunate to have attracted this new shop. It is important that we all support the business where possible as retail in rural areas is a tough business and many other areas have not been as successful as us in getting a shop.

New road functionality on website

I've recently come across the following page showing real time traffic and roadworks – some of you may find this useful! <https://www.herefordshire.gov.uk/info/200196/roads/234/roadworks>

Children's services

In the last quarter of 16/17, 117 children were on protection plans which are a significant reduction due to ensuring that the thresholds for intervention are correctly applied.

We have 303 children who are looked after by Herefordshire Council, which is comparatively high. We have a strategy to address this through our delivery of the Children and Young People's Plan.

We have a very good adoption service and a record number of children were successfully adopted last year.

Herefordshire has also successfully increased the number of foster carers, in the face of a national trend where this number has reduced.

Hereford Transport Plan (Including Hereford By pass)

The consultation ended on 22 May and received almost 1,500 responses. The consultants are now in the process of analysing the results in detail and will provide a report by the end of June.

The exhibition at the library received a large number of visitors, with staff attending each Wednesday to provide more in depth answers raised by the public. In the meantime work on validating the data collection and analysis of the river crossing is currently ongoing.

The bypass will allow us to make the city centre a more sustainable travel area, i.e. footpaths, cycle routes, etc.

Hereford City link road A49 Edgar Street to Aylestone Hill

Work is progressing well with particular efforts night and day in Commercial road around the junction. This is a traffic sensitive location with a heavy student footfall hence the requirement for a lot of night work.

When the road opens to the public extra care on signage will be undertaken to avoid any confusion over the new layout especially over the Christmas shopping period. This project is financed by a government grant and will in the future take the pressure off Newmarket Street as well as opening up new building land for development along the route.

University

Janusz Kozinski has been formally announced as the founding president and chief executive officer of NMiTE. He has recently given talks at an engineering conference and at Hay Festival and is planning to hold a bigger event at next year's Hay Festival. He has a mailing list of 250 engineering businesses all of whom are being regularly updated.

The new Chairman and vice chairman of the Board are due to be announced soon and in addition to the support of HM Treasury contact is being made with business and charitable contacts.

CITY CENTRE UPDATE

Hereford business groups are working with the Council's economic development team to look at ways to fill the current empty units in the city centre.

The Hereford Business Awards will take place on Friday 29 September at the Three Counties Hotel.

There are 16 categories aimed at highlighting how good the businesses in Hereford are and highlighting some of the young up and coming individuals in the city also

A new art installation of umbrellas was put in place over 08 & 09 June. A similar project was run in Bath recently and raised the profile of the area significantly. British Land has paid for it to be installed in Hereford to raise interest in the area and the profile of the shopping centre. It will be in place until September."

4.3) Locality Steward Dave Atkinson the Locality Steward had sent his bulletins. He was not present at the meeting. The pot holes close to Cress Cottage had been filled.

5.0 Clerk's Update on Action Items and Correspondence

The updates were noted and included Herefordshire Council budgetary consultation and changes to charging policy at hospital outreach service departments. Also correspondence had been received regarding the hedge at Aconbury Close. The ownership of the land had been researched and had not been able to be determined. The Clerk was asked to formally write to the resident, who had raised the query regarding the hedge height there, and advise that the

Parish Council were not able to cut the hedge but that if it were interfering with the telephone wires then Outreach may be able to help. The contact details for Outreach would be advised to the resident. The overgrowth of hedge, that had originally affected the road, had now been trimmed back.

An enquiry regarding the erection of a shed at Court Farm Chickens, that had not been advised via a planning consultation prior to works commencing, had been referred to Planning and subsequently, by them, to the Enforcement Officer who was looking into the situation. The owners had been asked to cease the works and there may be a retrospective application for planning to be considered. The construction was not a broiler shed. Cllr Cook would keep up to date on the situation. The Parish Council would consider the planning application when advised. A letter from the CPRE (Campaign to Protect Rural England) Herefordshire Branch would be on the September Agenda for consideration.

6.0 Financial Report

6.1) The following bank balances were noted:

@ 13 th June 2017 HSBC Community Account	£12,219.36
@ 13 th June 2017 HSBC Community Projects Account	£17,594.75

6.2) The following payments were approved:

Payments to be made from main account

Mrs A Wright (July salary £281.52, mileage £27.68, postage £2.32)	£311.52
The Post Office (Tax)	£20.00
Mrs A Wright (August salary £376.90)	£376.90
Came & Company (PC Insurance) interim payment made	£280.00
Hoople Ltd (maps for NDP) interim payment made	£55.20
Longfield Service (Lengthsman)	£120.00
Much Birch Community Hall Room hire (PC)	£28.00
Total	£1191.62

Payments to be made from Community account

PIP Printers (NDP posters and leaflets)	£93.49
PIP Printers (NDP flyers and maps)	£159.09
Much Birch Community Hall Room hire (NDP)	£76.00
Total	£328.58

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

7.0 School Parking and Village issues update

7.1) To receive related correspondence

No further updates. Check to be made on changes re the yellow lines.

7.2) To receive any update on Herefordshire Road Safety Partnership and local speeding initiatives

The Clerk would check out the situation as to where this was going with the Partnership Officer. The letter, highlighted by the Ward Cllr, from a local resident regarding reduction on speed from Wormelow to Much Dewchurch was noted. The Parish Council are in support of the proposal for the speed reduction. Clerk would advise the Much Dewchurch Clerk of this. It was noted that buses had been parking on the verge to wait for passengers near to the Thorn. The Locality Steward would be asked to look at the situation regarding the verges.

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: 171922 – Treberva Fruit Farm, Much Birch, Herefordshire

DESCRIPTION: Conversion of agricultural workshop to dwelling house

APPLICANT(S): Mr G Snell

GRID REF: OS 350716, 230245

APPLICATION TYPE: Planning Permission

The Parish Council considered the application 170895 and resolved that there were no objections to the proposal.

The Clerk would communicate this to the Planning Authority.

Plus notification of a licensing variation for premises licence for **Carrot and Wine Stores**, A466, Wormelow had been advised. The Parish Council had no comment to make on the variation document.

9.0 Parish Roads and Footpaths

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

Hedge past farm on left hand side of Tump Lane was out over the highway. The hedge at the junction of Wrigglebrook Lane with Ladywell Lane, opposite the deep culvert, was reported as overgrown also.

The hedge down Hollybush Lane was being monitored. No action at present.

9.2) To put forward work for the Lengthsman

Barrack Hill drainage issues were reported by the Lengthsman. The Clerk would obtain an information leaflet, from Balfour Beatty, regarding responsibilities for landowners in regard to ditch clearance and drainage. These would be distributed to houses, on the network of drains in Barrack Hill, with an explanatory letter asking for their co-operation in helping to keep the system free of blockages and draining well.

The ditch at the top of the Thorn (previously the “cone” site) overgrown.

9.3) To receive Report from Footpath Officer

Provision of a stile for the Eden Lane would be considered on the September Agenda.

MB26 stile fallen or missing at rear of bungalows at Strickstenning Farm.

Signage on the Little Birch Road (in hand with Locality Steward)

9.4) Update on silt on road (if available)

The Locality Steward was in liaison with the Environment Agency on this.

9.5) Hollybush Lane junction to A49 (north end)

Cllr Turner outlined issues at the end of Hollybush Lane in terms of the junction with the A49. Large vehicles accessing the farm were eroding the bank. Concrete barriers and cones to deter ingress had not been successful. Options may include straightening out the access. The Locality Steward had previously suggested kerbs. Cllr Turner asked for the Parish Council to formally ask the Locality Steward to look at the options regarding the concerns over access to the Lane. Cllr Turner would act as liaison.

10.0 Neighbourhood Plan- update re drop in event and meetings etc.

Grant monies had been received. The drop in session had been a success. Cllr Burge had submitted the following minutes as a matter of public record:

Record of Much Birch Neighbourhood Development Plan Steering Group Meeting **29 June 2017**

Present. Dave Goldsmith (Chairman), Shirley Coates, Trisha Egerton, Lesley Gare, Chris Grover, Roisin Burge (PC), Chris Gooding (Data Orchard)

1. Apologies Steve Turner, Steve Holder, Rosemary Rigby, Mel Whitehead

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

3. Approval of Minutes of meeting 1 June 2017.

These were agreed and approved as a true record.

4. Matters arising.

The Chairman read out a letter of thanks from Mrs Sylvia Jones who had organized refreshments for 'the launch' of NDP. Mrs Jones was pleased to report that the event raised £136.05 for church funds.

5. Launch event review.

There had been a good turnout for the NDP launch event with 81 adults plus children in attendance. The home location of visitors (plotted on a central map) recorded a good distribution /representation from across the parish.

The Chairman had recorded all comments from visitors onto a central record which will be circulated to the group and then published on the NDP Information section of the Much Birch Parish Council web site. Note. This section is in place to provide historical and up to date documentation about the development process of the Much Birch NDP. The Chairman advised that photographs of the launch events have been added to this record.

The steady flow of visitors to the launch provided a positive and informative exchange of information and views with appreciation noted on the 'final comments' chart.

6. NDP Questionnaires.

Chris Gooding provided information about the 'next steps of information gathering, testing and consultation processes' required to take the Much Birch NDP development process to the next stage.

The next steps should be to take the feedback provided by the 80 plus members who attended the Launch and a test it (using a questionnaire method) in the whole community to ascertain whether those who did not attend agree/disagree and to seek their comments and recommendations.

The design of the questionnaire is key to a positive response and the need to be clear about what information is required, the use to which it will be put, not to be too intrusive and an upper limit on questions was stressed.

It was agreed that the questionnaire should be designed to address the themes which had been used in the launch and which cover the main areas Neighbourhood Development planning. Data Orchard have a resource of NDP questionnaires which have been 'tried and tested' and Chris advised that this could be used to inform questions for each theme. A 'Young person's questionnaire pack' for 11 to 15 year olds was considered a 'good idea'.

Action : The Chairman to allocate to each member of the group one MB NDP theme area together with a complete list of the comments on post it and paper notes made on that theme area by the visitors to from the launch day on 13 June.

The comments should be incorporated into questions (focused on the theme) with questions enhanced and drafted through reference to the compendium of standard 'tried and tested questions received from Data Orchard.

Members of the group would be asked to return the completed draft questions to the Chairman by mid-July for onward transmission to Chris Gooding for review and recommendations for any changes needed and before next 'Special meeting' meeting to the group planned for 3 August.

Questionnaires. Logistics of printing, delivery and collection to each household in the parish. The detail of this will be discussed at the meetings of 3 and 31 August. At this stage in order to maintain momentum delivery is proposed for first week in September and collection 3rd or 4th week in September.

7. AOB

Communication strategy. The importance of all relevant information being made available to parishioners through a range of media was restated and confirmed. The Much Birch Parish Council web site (section NDP) will hold records and will be regularly updated by the Chairman. The Village newsletters will provide updates for those who do not regularly access the internet. Monthly reports are made to the Parish Council and a detailed 'record of engagement with the community' will be kept throughout the NDP process.

Contribution from Much Birch School. The Head teacher Mrs Davies will ensure that a contribution from the pupils will be made to the NDP consultation process.

Next meeting 3 August 2017 at Much Birch Community Hall 7.30pm

It was agreed that a thank you would be conveyed to Sylvia Jones and the team who provided a flow of refreshments for the “Drop in” session. Clerk to do this.

An enquiry regarding the Wormelow Kennels Site would be considered by the Neighbourhood Plan Steering Group and advice would be taken from the consultant, as appropriate. The Clerk would advise the enquirer that the Parish Council would not engage with the potential applicant ahead of an application being made for the site. Herefordshire Council Planning Authority has a mechanism for providing pre-planning advice.

The Neighbourhood Plan Questionnaires should be out, for completion, in the first week of September with a view to having them collected back in, for analysis, by the end of September.

11.0 Poultry sheds – odour concerns and building

The response regarding the building issue has been detailed under the Clerks Update - Item number 5.

The issue of odour was discussed and when this occurred in terms of the cycle of production. It was agreed that the Clerk would contact the relevant agency to enquire about the due process of inspection and when this had been carried out for the sheds located within the parish area.

12.0 Parishes’ Newsletter and Much Birch Website

12.1) To consider items suitable for inclusion in the newsletter and on the website. Clerk to send a précis to the Newsletter. This would be for the September edition.

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

All the usual items would be included plus donation requests for church clock and churchyard maintenance and the CPRE communication. Consideration would be given to the provision of a stile for the Eden Lane location.

14.0 Confirmation of the date of the next Meeting

The next Meeting would be held on Thursday 7th September 2017, from 7.30pm, in The Much Birch Community Hall. No meeting in August.

The meeting closed at 9.03pm

Signed:

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Chairman

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Date