

MUCH BIRCH PARISH COUNCIL

Minutes of the Annual Parish Meeting for Much Birch and the Annual Statutory Parish Council Meeting of Much Birch Parish Council held at Much Birch Community Hall on Thursday 9th May 2019 from 7.30pm

Present:

Cllr Alison Cook (re-elected as Chair)
Cllr Steve Turner (re-elected as Vice Chair)
Cllr David Baldwin
Cllr Roisin Burge
Cllr Veronica Thomas (co-opted)

In attendance:

Parish Clerk; Alison Wright, Lengthsman; Paul Wright, Footpath Officer; Steve Owens and 5 members of the public

Open Session/Annual Parish Meeting:-

The Chair welcomed everyone to the meeting.

The issue of potholes and of broken up road surfacing at the top of Tump Lane was noted.

The Open Session/Annual Parish Meeting closed at 7.35pm.

1.0 Co-option of councillor and signing of forms

Two candidates were presented for co-option. They were Miss Rosemary Rigby MBE and Miss Veronica Thomas. Both candidates explained what they would bring to the role. A secret ballot of members took place and Miss Veronica Thomas was co-opted. Cllr Thomas signed her Acceptance of Office Form and would send in her Registrable Interest Form to the Elections Service.

2.0 To elect a Chairman and receive Acceptance of Office form(s)

Cllr Alison Cook was proposed as Chair by Cllr Turner and seconded by Cllr Burge. There were no further proposals. Cllr Cook was duly elected as Chair and she signed the Acceptance of Office of Chair Form. All Councillors signed their acceptance of office forms.

3.0 To elect a Vice Chairman

Cllr Stephen Turner was proposed as Vice Chair by Cllr Cook and seconded by Cllr Baldwin. There were no further proposals. Cllr Turner was duly elected as Vice Chair.

4.0 Apologies for Absence

There were apologies received from Cllr Andy Crum.

5.0 Declarations of Interest

There were no declarations of interest recorded.

6.0 Minutes of previous meeting

5.1) The Minutes of the Parish Council Meeting held on the 4th April 2019 were signed as a true and correct record of the Meeting.

7.0 Reports

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

The Bulletins with updates had been received and circulated.
A local update from PCSO Marsh had included the following advice:

“Be aware of Scams – It seems the scam referring to HMRC and an unpaid tax claim is making the rounds again – please advise members of the community that they should never give any personal details over the phone, nor card/bank details as they will be used fraudulently. The perpetrator’s will threaten the use of bailiffs or police and state that a warrant will be issued for their arrest – STAND YOUR GROUND – don’t be taken in by their convincing methods – HANG UP”

7.2) Ward Councillor There was a new Ward Cllr, Toni Fagan, for the Birch Ward. The Parish Council recorded good wishes to her in her new role.

7.3) Locality Steward James Howells the Locality Steward had sent his bulletins.

8.0 To appoint councillors to the following working groups:

• **Planning Working Group**

This would be all councillors

• **Finance Working Group**

This would consist of Cllrs Cook, Turner and Burge

• **Employment Working Group**

This would be convened as and when required

• **Self Help Winter Gritting Liaison**

This would consist of Cllr Crum - with others if required

9.0 Clerk’s Update on Action Items

The updates were noted. There had been an incidence of raw sewerage flowing at the bus-stop near to the Axe and Cleaver Public House. This had been reported to Environmental Health but was not in evidence at the time of their visit several days later. There was a suggestion for this to be placed on social media so that the public would be aware and if a repeat occurred a visit could be arranged as soon as the Parish Council had been notified.

10.0 Financial Report

10.1) The following bank balances were noted:

@ 13 th April 2019 HSBC Community Account	£9,603.75
@ 13 th April 2019 HSBC Community Projects Account	£11,083.04

10.2) The following payments were approved:

Payments to be made from main account

Mrs A Wright (May sal £260.72, mileage £16.65, parking £3.00, stamps £7.32)	£287.69
HM Revenue & Customs (tax)	£65.20
Longfield Services (Lengthsman & Footpath)	£120.00
Sub Total	£472.89

Payments to be made from Community account

Groundwork UK repay NDP grant balance)	£3229.60
Sub Total	£3229.60
Grand Total	£3702.49

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

10.3) To approve exemption form for accounting statements and appoint internal auditor for end of year accounts 2018 -2019

The Exemption Form was signed and the internal auditor was confirmed.

11.0 Planning Matters

11.1) To consider any applications as received:

APPLICATION NO & SITE ADDRESS: Planning Consultation - 191173 - Land south of Ladywell Lane, Kingsthorpe, Herefordshire

DESCRIPTION: Application for approval of reserved matters following outline approval 163364/0 (Site for 3 detached dwellings with garages and access).

GRID REF: OS 350044, 231861

APPLICATION TYPE: Approval of Reserved Matters

There was a discussion over the reserved matters for planning application 191173. It was agreed that a report of concerns and comments would be consolidated for sending to the Planning Department.

APPLICATION NO & SITE ADDRESS: Planning Consultation - 191053 - Land to the west of Laburnum House, Parish Lane, Little Birch, Herefordshire

DESCRIPTION: Site for single storey, three bedroom detached dwelling house.

GRID REF: OS 350378, 232035

APPLICATION TYPE: Outline

The Parish Council discussed the content of application 191053 and decided that the overall comment would be one of objection. Full details would be submitted to the planning department.

12.0 Parish Roads and Footpaths

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

Potholes at the top of Tump Lane and also on Paige's Pitch and by the bus stop between the school and the A49.

12.2) To put forward work for the Lengthsman

The lower part of Wrigglebrook Lane required attention to ditches and grips. Grit bins to be strimmed around.

12.3) To appoint Footpath Officer and to receive report

Steve Owens was reappointed as Footpath Officer. The reports he had sent through were commended. He advised that the paths were mostly okay just some issues with posts and signs. The Footpath MB24 by Gamber Cottages required checking.

12.4) To receive any update regarding lighting at the crossing on the A49

The Chair had chased up the Highways Engineers. She would raise through the MP's office if nothing was forthcoming.

12.5) Litter Pick (to arrange)

This would be on the June Agenda. The need for litter picking would be evaluated in regard to areas.

12.6) Kerb along the Millennium Green to protect the tree and verge (to discuss)

The suggestion was made for there to be a kerb installed to protect the Acacia Tree and the verge along the Millennium Green. This would be raised as a suggestion with Balfour Beatty.

12.7) Traffic Survey in Tump Lane - update

The survey had been carried out between 30 January and 6 February 2019. Findings indicated that there was incidence of speeding above the thresholds for enforcement but that numbers were low. The maximum speed recorded in the monitoring period for Tump Lane was 45 mph. The Enforcement Team will continue to attend, with the speed gun but not the van.

13.0 Neighbourhood Plan- update

Cllr Burge advised that the last proposed meeting date has clashed with the Election Day and so had been postponed. The Group were now focussing on policies. The statistics for building so far in the parish (in the Local Plan Term 2011 – 2031) had not been available from Herefordshire Council to date.

14.0 Correspondence

14.1) To note correspondence sheet. The content of the sheet was noted including:
Election correspondence
Travellers Sites Development Plan (DPD)
ROAD CLOSURES - APRIL/MAY 2019

15.0 Parishes’ Newsletter and Much Birch Website

15.1) To consider items suitable for inclusion in the newsletter and on the website. Clerk to send a précis to the Newsletter.
A message would go out, on social media, regarding the sewerage issue at the bus stop as discussed during the meeting. Wording would be agreed.

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

All the usual items would be included plus grit bins. Also to be included: End of Year Accounts (Audit etc.)

17.0 Confirmation of the date of the next Meeting

The next Ordinary Meeting of the Parish Council would be held on Thursday 6th June 2019, from 7.30pm, in The Much Birch Community Hall. This may be subject to alteration if the hall were to be required for polling a local election.

The meeting closed at 8.50 pm

Signed:

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Chairman

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Date