

MUCH BIRCH PARISH COUNCIL

Minutes of the Parish Council Meeting of Much Birch Parish Council held at Much Birch Community Hall on Thursday 7th September 2017

Present:

Cllr Alison Cook (Chair)
Cllr Steve Turner (Vice Chair)
Cllr David Baldwin
Cllr Roisin Burge
Cllr Andy Crum

In attendance:

Parish Clerk; Alison Wright, Lengthsman; Paul Wright, Ward Cllr; David Harlow, Locality Steward; Dave Atkinson and 5 members of the public

Open Session:-

The Chair welcomed everyone to the meeting. A local resident advised that, above the school, there were three blocked drains. These were past the school and going towards the convent. The Locality Steward commented about the budget constraints and reduction in routine maintenance. The contractor has responsibility for 2000 miles of road in the county. The discussion continued and it was agreed that the drains would be examined for evidence of blockage.

The meeting was advised that John Campion, the Police Commissioner, would be in attendance at a meeting on 20th September, at the Little Birch Village Hall, from 7.00pm to discuss any matters of concern/interest.

Miss Rigby advised of three forthcoming events:

The official opening of the refurbished Phone Kiosk, in Wormelow, would take place on Sunday 8th October 2017 at 3.00pm.

A new ambulance, provided through fund raising, would be presented at the Ross Market House on Friday 20th October 2017 at 11.30am.

A memorial service would take place, at the site of the war memorial on the Millennium Green, on Friday 10th November at 10.30am.

The Locality Steward was asked to look at the possibility of bollards to safeguard the phone kiosk from damage by traffic turning there.

The Open Session closed at 7.50pm.

1.0 Apologies for Absence

There were apologies received from Cllr Tim Jones.

2.0 Declarations of Interest

There were no declarations of interest recorded.

3.0 Minutes of previous meeting

3.1) The Minutes of the Parish Council Meeting held on the 6th July 2017 were signed as 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 detailed here (sic):

Much Birch Parish Council

“Ward member report, September 2017

“Tump Lane

You may have read recently that the Tump Lane speed limit will soon be reduced to 30mph, I will keep you informed as to when this might happen. Rural road safety is an ongoing issue as recent tragic events have shown

Customer Services hub

Herefordshire Council’s central customer services team moved from Franklin House to the newly-refurbished Blueschool House, and opened to customers on Monday 4 September 2017.

The joint customer services hub is hosting the central customer service team, Jobcentre Plus, Home Point and Housing Solutions. This enables customers to access a variety of services in one place, with digital access to service available between 9am-5pm Monday to Friday

Franklin will now be used as the university’s base now that this project has moved onto a more secure footing.

Heritage weekend

Herefordshire will be opening up its fabulous historic sites for Heritage Open Days, which run from Thursday September 7 to Sunday 10.

Herefordshire will be partaking in Heritage Open Days, England’s biggest heritage festival that celebrates our fantastic history, architecture and culture.

A highlight will be the Shire Hall in Hereford celebrating its 200th anniversary and opening up its doors to the public on September 9

Herefordshire Leader grants

Although we are leaving the EU there is still some European money allocated to rural areas such as ours. Please let any small business owners know about these grants as the money will simply be reabsorbed by EU if not spent.

Organisations including Parish councils can apply for grants – see

<http://businesssolutionscentres.co.uk/hereford/> for more details

The Herefordshire LEADER Programme provides grants (funded by the European Union and managed by DEFRA) to rural businesses in the county. These can be used for farm diversification, tourism, cultural and heritage activities, forestry and other rural services. Qualifying small and micro businesses, social enterprises, voluntary organisations, community groups and parish councils in rural Herefordshire can apply for grants of up to £35,000. Larger grants may be available for exceptional projects. You will need to self-finance 60 percent of the project costs and grants can only be used to cover capital costs and not training, skills development, printing, or running costs. You can read more information on previous LEADER projects in our VITAL Herefordshire LEADER booklet.

The programme provides grant funding to support:

- Micro and small enterprises, including farm diversification*
- Rural tourism*
- Increasing farm productivity*
- Increasing forestry provision*
- Provision of rural services*
- Cultural and heritage activities”*

Ward Cllr Harlow would check what was happening regarding signage for the Traffic Regulation Orders on Tump Lane (speed limit 30mph and weight restriction).

He advised that the Council had been awarded funding of £5 million to help with road maintenance. Questions were asked regarding audit of the spending and the Ward Cllr would try to find out figures for pounds per mile of cost for the refurbishments. “C” and “U” class roads would be receiving upkeep spend from Easter 2018.

4.3) Locality Steward Dave Atkinson the Locality Steward had sent his bulletins. He updated about the Challenge Fund monies for road improvements. A cost analysis had been undertaken

before the bid went in. National figures for surface dressing etc. would be interesting and the points raised were taken on board.

5.0 Clerk's Update on Action Items and Correspondence

The updates were noted and included:

Dear Parish/Town clerk

Please find attached a letter from the Herefordshire Clinical Commissioning Group regarding community health and GP practice services.

You can find the survey mentioned in the letter at:-

<https://www.herefordshireccg.nhs.uk/>

With Kind Regards

Anthony

Dear Parish/Town Clerk

I write to invite your councillors to a seminar on September 28th at 6.30pm in the Shirehall Hereford.

This "update" seminar is the first of the new season of seminars specifically for parish councillors.

The topics to be covered are:-

Neighbourhood Development Plans and the new Direct Planning Document

Code of Conduct for Parish Councillors and NDP Steering Groups

Safeguarding – parish responsibilities

I would be grateful if you circulate this invitation and let me know who would like to attend.

6.0 Financial Report

6.1) The following bank balances were noted:

@ 13 th August 2017 HSBC Community Account	£12,219.36
@ 13 th August 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 £301.52, mileage £16.65, tax refund £39.80)	£357.97
Longfield Service (Lengthsman)	£120.00
Information Commissioner (ICO)	£35.00
Village clock donation to Much Birch PCC	£168.00
Churchyard upkeep donation to Much Birch PCC	£100.00
Total	£780.97

Payments to be made from Community account

Supply of address for Much Birch Parish Council	£27.60
Data Orchard (NDP)	£1211.40
Sub Total	£1239.00
Grand Total	£2019.97

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

7.0 School Parking and Village issues update

7.1) To receive related correspondence

A consultation document had been received from Mr Brodie of ADL. Comments were invited on the remodelling of the parking restrictions outside the school and adjacent properties. The

Parish Council discussed the lines and Mr Padden, of Fairview, presented some amended drawings which the Parish Council considered. It was resolved that the Parish Council would support the recommendations made in the drawings and Mr Padden would send them to the Clerk on e mail so that they may be included, with a statement of support for the proposal to ADL, on behalf of the Much Birch Parish Council.

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

Ian Connolly of Community Speed Watch had advised that the matter was receiving attention.

7.3) Hollybush Lane entrance from A49 – update

The request for the consideration of moderation at the entrance had been sent to Balfour Beatty and the following response had been received from the Locality Steward: *“I have asked that a short section of Tre-eff kerbs are installed at this location, it has been forwarded to asset management for works when priority and funding permits”*

Ward Cllr Harlow left the meeting at 8.26pm.

8.0 Planning Matters

8.1) To consider any planning applications as circulated and update on related matters

There was one new application up for consideration:

APPLICATION NO & SITE ADDRESS: 173102 – Mushroom Farm, Much Birch, Hereford, HR2 8HY

DESCRIPTION: Variation of condition 1 of planning permission 160039

APPLICANT(S): Mr G Thorne

GRID REF: OS 351448, 229706

APPLICATION TYPE: Approval of Reserved Matters

The Parish Council considered the application 173102 and resolved that there were no comments on the proposal.

9.0 Parish Roads and Footpaths

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

Items as noted during the meeting and the hedges belonging to the Duchy which had been cut at the bottom but not at the top needed attention. The pathway on the A49 was overgrown.

9.2) To put forward work for the Lengthsman

The drains and gullies would be checked and cleared as required. Other seasonal works to be carried out.

9.3) To receive Report from Footpath Officer and consider a stile for Eden Lane

There would be no stile fitted at Eden Lane as not a permissive path. Footpath issues on MB19 and MD9A would be investigated.

9.4) To consider a letter sent by the CPRE Herefordshire

There was a discussion on the content of the letter from the CPRE concerning the A49 and proposals for widening it and habitats being lost as a consequence etc. The Parish Council commented that they did not feel that it was for the CPRE to ask the parishes to oppose the proposed changes as they lived with the consequences of the road as it is, currently, every day.

10.0 Neighbourhood Plan- update re meetings etc.

A further meeting had taken place and the notes are below:

***Record of Much Birch Neighbourhood Development Plan Steering Group Meeting
3 August 2017.***

Present. Dave Goldsmith (Chairman), Trisha Egerton, Chris Grover, Pauline Hastie, Maz Jooma, Geoff Nichol, Rosemary Rigby, Steve Utley, Steve Turner (PC) Roisin Burge (PC) , Chris Gooding (Data Orchard)

1. Apologies Shirley Coates, Lesley Gare, Steve Holder, Mel Whitehead

The Chairman welcomed Pauline Hastie, Maz Jooma, Geoff Nichol and Steve Utley to the meeting.

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

3. Approval of Minutes of meeting 29 June 2017.

These were agreed and approved as a true record.

4. Matters arising.

The Chairman confirmed the main purpose of the meeting was to review in detail the first draft of the Much Birch NDP questionnaire. Since the meeting of 29 June, the questionnaire had been organized into 8 themes matching those set out in the initial Community consultation public Launch event and incorporating initial comments received from those who attended. It had then been circulated for feedback and recommendations from Chris G (Data Orchard) and members of the steering group.

5. Questionnaire review.

A full and detailed discussion took place about each question (39 in all) set out in the 'first draft questionnaire. Amendments were agreed and noted for incorporation into draft 2. Action Chairman and Chris Gooding (Data Orchard).

6. AOB (1)

On the advice of Chris G (Data Orchard) the Steering group were asked to consider additional surveys which could provide evidence on key areas relating to the development of the Much Birch NDP (and could be included in a MB NDP Questionnaire pack.) Data Orchard had provided standardized versions of the survey sheets and so if it was agreed to adopt them then the detail would need to be customised

The surveys were:

(i)Future Housing Needs in the Much Birch Parish Minor adaptation needed

(ii)Business Questionnaire Modifications needed mainly on Introduction/layout

(iii)Land for Future Development. Changes to introduction (Call for sites) Addresses of Landlords who live outside the Parish to be located.

(iv) Settlement Boundaries. Full Information (detail) about this item was awaiting clarification and the suggestion of including this as a general question in the main questionnaire was agreed

7. AOB (2)

Additional matters raised/discussed and recommendations.

(a)Front sheet of Questionnaire. All agreed that the map on the front sheet of questionnaire was a useful and inspired choice. Further discussion about using (in addition) Parish logo /reduced picture of trees.

(b)On Line Access This will be in place with recommended safeguards.

(c) Accessible format. e.g large print Chris G has access to up to date information on 'best practice'.

(d)Contact details for those who have queries. Chairman

(e)Confidentiality boundaries to be clearly stated.

(f)Prize draw Arrangements for anonymity (data protection) of entries

(g)Arrangements for delivery and collection of Questionnaires. To be discussed at meeting 31 August 2017

(h)Communications Strategy. Notices to be drafted and sent to Parish News and Birches News for September publication

(i)Next steps Actions.

The Chairman to circulate revised and amended Questionnaire and draft surveys. A turnaround response will be needed in order to keep to the timeline as planned for printing and delivery.

8. Date of next meeting: 31 August 2017

The Questionnaires would be distributed to 423 households by a team of volunteers. These will be collected in sealed envelopes and the Questionnaires will then be analysed.

11.0 Poultry sheds – odour concerns update

A response to the enquiry regarding inspections and monitoring had been received from the Environment Agency. The relevant inspections and monitoring had been undertaken. It was noted that any repeat odour instances should be recorded in terms of logging date, time, conditions and the nature of the problem.

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. Précis would include seasonal firework and bonfire advice. Accounts for 2016 -2017 to go on the web site.

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

All the usual items would be included plus gritting self help scheme and finance meeting. Also update on Hollybush Lane entrance, gullies and drains situation near to the school and consideration of a wreath for the memorial service on the 10/11/17.

14.0 Confirmation of the date of the next Meeting

The next Meeting would be held on Thursday 5th October 2017, from 7.30pm, in The Much Birch Community Hall.

The meeting closed at 8.55pm

Signed:

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Chairman

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Date