

MINUTES of a meeting of Cradley Parish Council held on Tuesday 10<sup>th</sup> January 2017 in Storridge Village Hall commencing at 7.30pm following a meeting of the Planning Committee

Present - Cllrs. C. Lowder (CL - Chair)) K. Nason (KN) D. Scully (DS) G. Fielding (GF) B. Herriot (BH) C. Lambert (CL) A. Carver (AC) A. Scarsbrook (AS) G. Thomas (GT) F. Beard (FB) and A. Eldridge (AE). Also attending were several members of the public, County Cllr. P. Morgan and the Clerk.

Apologies for inability to attend the meeting had been received and were approved from Cllrs. W. Harries, S. Davies and T. Lloyd Jones.

Minutes - The Minutes of the meetings held on 8th November 2016 and the Extra Ordinary Planning meeting held on 15<sup>th</sup> December 2016 were taken as read, confirmed and signed by the Chairman subject to one slight amendment.

County Cllr. Report - Cllr Patricia Morgan advised Herefordshire Council were setting their Budget for 2017/18 taking into account the need to save £17.5m over the next three years following funding cuts from Central Government. Approval to increase Council tax had been agreed over a three year period and they were anxious to stick to the 2% increase over the three year period rather than opting for a higher increase over a two year period with no increase in the third year. With regard to the recent accidents on the A4103 she advised she had met with Simon Hobbs on site and it would almost certainly appear the spate of accidents were down to "driver error", but that some visibility factors should be taken into account. Cllr Morgan also advised drainage issues had been reported to her on Cowleigh Road and the Mirror Brook development on the A4103 junction at Stoney Cross and reported that Hereford Council/Balfour Beatty were looking to find the necessary funding for the work at Pound Bridge to be completed.

Cllr Morgan also agreed to look into the Planning application at The Leys to which the Parish Council had objected and despite attempts to arrange a meeting to discuss the matter with Fortis Housing Group, they had declined to take up the offer of a meeting with the Parish Council.

Planning - The Chairman advised the following planning applications had been discussed by the Planning Committee -

- No. 163913 - Stickles, Cradley WR13 5JE - ***proposed replacement of existing garage to provide ancillary living accommodation for dependant relative and new garaging*** - no objections but request that any use of this building in the future should remain ancillary to the main house.
- No. 163745 - Orchard House, Cradley WR13 5LQ - ***proposed garage conversion, alterations and detached single garage and porch to front of house*** - no objections.
- No. 163936 - flats at Queenswood, Cradley, WR13 5NF - ***alterations and extension to create two additional flats and enlargement of domestic curtilage by change of use. Erection of carport with room above*** - the Parish Council raised no objections to the house and two additional flats proposal. As regards the erection of the carport with room above - the Parish Council thought this building is far too big, in an AONB and conservation area and seemed to be an over sized development - and objected to the change of use of domestic curtilage.
- No. 162111 - Stone House, Bromyard Road, WR13 5JN - ***notice of appeal*** - the Parish Council reiterate their comments to the original planning application as follows "it was noted that this application had been refused on two or three previous occasions and the Parish Council again object to the proposal as it considered it to be too much development into the countryside and is outside the Parish boundary".

**Update on outstanding matters -**

- 1) **Defibrillator** - BH confirmed we now have access to the telephone box and can proceed - anticipated date for installation in February.
- 2) **Recording machine** - BH confirmed he had ascertained at the East Herefordshire meeting that only Ledbury and Bromyard carry out recording of meetings and that once Minutes are signed off, they clear them from the machine. Discussion followed and it was unanimously agreed that no further investigation into Cradley Parish Council either purchasing and using recording equipment would take place.

**Items for consideration -**

- 1) **Appointment of PC representative for Facebook** - Following the resignation from the Parish Council of Samantha Roffe, **it was proposed** with everyone in favour, that Cllr Anne Scarsbrook would take over the responsibility for future Facebook entries and that she would endeavour to find someone else to support her in this role and report back at the next Meeting.
- 2) **Appointment of PC representative for highway issues** - The Chairman suggested that speeding complaints/resolutions and other highway issues should be included in the work of the Resilience Group, as he did not feel it was a role for either the Lengthsman or the Lengthsman Administrator as at present. The Chairman sought comments from around the table with both Cllrs FB & AC of the opinion it should remain as already exists. Cllr BH added he was not too sure about the Resilience Group taking over this responsibility and KN suggested that a second Councillor to work with Geoff Fielding would be the right course of action to take. Following on from this proposal the thoughts of Cllr Fielding were sought and he commented that when the Chairman had suggested taking this role off him, his immediate thoughts were to quit. He advised on his various meetings and working relations with numerous members of Hereford Council & Balfour Beatty and that whilst there was an immediate back-log of work, this was the result of the delayed appointment of a Lengthsman in the new financial year which was not the fault of the Parish Council. **On a proposal** by FB seconded by DS with seven Councillors in favour and two abstaining, it was agreed that the Parish Council **appoint Cllr G Fielding to be the Highways Officer for the Parish Council.**
- 3) **Appointment of a “buddy” for new Parish Councillors** - following her resignation as a Councillor, Samantha Roffe had forwarded a suggestion that new Councillors should have the benefit of a “buddy” to work with them on their appointment. This was discussed and agreed not to pursue.
- 4) **Donations to three Parochial Church Councils** - The Chairman advised the Churchyard Group had met and put forward the following proposals for donations towards the upkeep of the various Churchyards -
  - (i) Cradley Church donation should be £1,500.00.
  - (ii) Storridge Church donation should be £800.00.
  - (iii) Cradley Chapel donation should be £300.00.

It was confirmed these donations were in line with recommendations based on Quotations from Jim Harrington three years ago, and it was agreed that the Council get three separate Contractors to give us a Quotation for next year even if this incurred a charge to the Council for a Quotation, as the Contractors would not necessarily be appointed to carry out the work. **On a proposal** by KN seconded by FB and carried it was proposed the Parish Council make the above Donations for the year ending 31<sup>st</sup> March 2017 and cheques would be presented for signature at the Parish Council meeting on February 14<sup>th</sup>.

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- 5) **Flooding at Finchers Corner from Chockbury Lane** - Following a request from Richard Harris for this problem to be discussed, GF reported that the drains on the corner by the Dr's surgery have been cleared three times this year, the last occasion being 2/3 weeks ago and advised Councillors that it was only necessary to report the matter to the Locality Steward for the area and she would put in a request for them to be flushed out. It is however the responsibility of the land owners to prevent this run off and it was agreed the Parish Council write to the land owner advising him and requesting that some remedial work be carried out to prevent problems in the future. GF agreed to advise Richard Harris that work to the drains in that area had been carried out. Whilst discussing flooding problems it was agreed the Council write to the Planning Enforcement Officer at Herefordshire Council seeking his input into various flooding problems at Chockbury Lane and at Mirror Brook Holdings development at Stoney Cross (*see planning application No. 163253 - Minutes page 43 November 2016.*) where the Parish Council had pointed out that the catchment pond on the site had been removed by the development granted and further, that increasing the height at the top of the field with a bund would increase the run off area causing additional flooding problems. We were also to raise the problem with regard to the truck parked on the A4103 opposite Brook House Farm which was causing visibility problems. It was further agreed the Parish Council write to the land owner in Chockbury Lane advising him of his legal responsibilities regarding the run off of surface water from his land.

**Financial** - The Clerk advised the following Accounts were due for payment -

HMRC - PAYE for January 2017	£140.00.
Donation to Cradley Village Hall as agreed	£1,892.69.
Jeremy Phillips, Lengthsman for December`	£443.75.
SLCC - renewal of membership	£139.00.
Grant Thornton, external audit	£240.00.
HALC training for Cllr Scarsbrook	£120.00.

**On a proposal** by KN seconded by FB and carried, these Accounts were approved for payment and cheques signed accordingly.

**FB took the Chair** and sought approval for payment to Cradley Village Hall for hire fees for the Chairman's laptop and photocopying in the sum of £88.52. **On a proposal** by C Lambert seconded by AS and carried, this Account was also approved for payment; both KN and the Chairman abstained from voting regarding the payment of this particular Account.

During the Christmas break with no Council meeting in December 2016, it was confirmed that both the Lengthsman and County Building Supplies accounts had been paid to ensure that the valuable work of the Lengthsman continued during the month where bad weather could cause problems. This arrangement had been carried out in previous years - these Accounts amounted to £675.00. and £175.74 respectively, and confirmed that the latter had included payment for the sand for the sandbag distribution.

**Reports from various committee and working parties –**

- Footpaths, wildlife and environmental -Minutes of last meeting had been circulated - next meeting of group on 25<sup>th</sup> January 2017 with Minutes to follow at February meeting of the PC.

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- Recreation Group - GF had requested the PC now ensure that a suitable management programme is put in place for the upkeep of the “hump” in Chapel Lane playing field after he and the Lengthsman had worked for several hours over a weekend to bring it under control. It was agreed an urgent meeting of the Recreation Group was required with regard to the lack of hedge cutting on site, the condition of the football pitch, lack of netting as requested by Frank Hare offering some protection to his garden and the monthly routine inspections by Councillors to comply with Insurance regulations for the maintenance of the site and equipment.
- Churchyard Group - Minutes had been circulated regarding meeting on 6<sup>th</sup> December 2016 when the above donations were suggested for consideration.
- NDP - In the absence of Cllr. Lloyd-Jones, no report available.
- Small donations Group - One request received for donation towards oak tree at Crumpton Hill. Application handed to DS to enable him to look into the request.
- Resilience Group - BH advised meeting to be held to decide on new Chairman of the Group following the resignation of Samantha Roffe. It was confirmed the sandbag distribution had gone well and was appreciated by local residents.
- Lengthsman/P3 - The Administrator had circulated full reports of activities carried out in November and December 2016. Following a staffing issue at HQ of Balfour Beatty, Councillors were informed that our Lengthsman would not be able to arrange for use of materials on site, but Balfour Beatty had advised that ***“if the Parish Council would give up part of their grant, they would arrange for materials to be available for hire from them”***. GF sought permission for the Parish Council to open an Account with a plant hire firm to enable equipment such as “wacker plates” to be hired when carrying out pothole repairs. ***It should be clearly stated and understood that the staffing issue at HQ of Balfour Beatty was in no way related to our Lengthsman.***
- Policies & Procedures Group - The Clerk had circulated to all Councillors a revised document regarding co-option onto the Council in the event of a vacancy occurring and the Vice Chairman sought an amendment to the proposal dependent upon how many people are applying for the vacancy. The matter was discussed at length and it was unanimously agreed that this matter needed to be finalised and *on a proposal* by KN seconded by GF with eight members in favour and three against the following words were deleted from Item 4 (ii) ***“whilst it is not obligatory for the Council to co-opt any or all of the applicants, it must have sound reason not to co-opt, normally based on the eligibility requirement of electoral law - any such reasons should be formally recorded”***. ***It was then agreed this document form part of the Parish Council’s Standing Orders with effect from 10<sup>th</sup> January 2017.***

***Following this decision Cllr Bruce Herriot announced his resignation as Chairman of the Policies and Procedures Group and also resigned immediately as an active member of the Group.***

#### **Literature & Correspondence - Information sheet -**

- Clerks & Councils Direct magazine - January 2017.
- The Clerk magazine - January 2017.
- Letter - Welsh Water advising of road closure from 9<sup>th</sup>-29<sup>th</sup> January from B4220 adjacent to The Coach House until it reaches the A4103.
- Western Power Distribution summary report 2015/16.
- Local Council Review magazine - Winter 2016.
- Malvern Hills AONB JAC from meeting on 18<sup>th</sup> November 2016.
- Letter - British Red Cross regarding “support at home service in Herefordshire”.
- E-mail - HALC Information Corner (copied to all).

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- Letter - Worcestershire CC “Minerals local plan 3<sup>rd</sup> stage consultation including third call for sites.
- Letter of resignation from Samantha Roffe. *With regard to this letter it was agreed the Council write thanking her for her work during her time as a Parish Councillor and asking her if she wished to take the comments made in her letter any further.*
- Letter - BT regarding request for comments on removal of certain BT phone boxes sent to all and noting that our request for retention of Cradley one was recorded.
- Update from GF regarding work carried out in November sent via e-mail. December information sheet enclosed with Minutes/Agendas.
- Herefordshire Council - allowance for Parish or Town councillors.
- E-mail - Mike Hames regarding speeding on the Bosbury Road.
- E-mail - Richard Harris regarding flooding on B4220 from Chockbury Lane.
- Minutes - CPC graveyard group with suggested donations.
- Exhibition Poster from Rotherwas ROF project.
- Request for donation under Small Donations Group from Simon Penter.
- Western Power distribution launch new severe weather bulletins.

**Items for Newsletter** to include -

- Report from Cllr. Morgan including road safety at junction on A4103 is being looked into by Balfour Beatty and Herefordshire Council and that Herefordshire Council are setting their Budget for 2017.
- Parish Council “Facebook” has been taken over by Anne Scarsbrook who will endeavour to find someone to work with her in support.
- Flooding at corner by Dr’s surgery and PC to investigate the runoff from local fields.
- Lengthsman will take up issues not covered by grass contractor at Chapel Lane.

**Items for future Agendas** -

GF queried whether PC wished to purchase a dog bin for Rectory Lane as had been requested.  
Complaint by Michael Allfrey regarding lorry parked on A4103 (to be passed to Enforcement Officer)  
Simon Davies wished road safety on Bosbury Road to be discussed again.

There being no further business, the Chairman declared the meeting closed at 10pm.

14<sup>th</sup> February 2017

C. Lowder

Signed..... Dated.....  
Chairman