

MINUTES of the Annual Meeting of Cradley Parish Council held on  
Tuesday, 13<sup>th</sup> May 2014 in Cradley Village Hall commencing at 7.45pm

Present – Cllrs. C. Lowder (CL) K. Nason (KN) A. Eldridge (AE) C. Lambert (CL) T.Lloyd-Jones (TLJ) W. Harries (WH) F. Beard (FB) T. Iwanczuk (TI) A. Symondson (TS) G. Fielding (GF) and the Clerk.

Election of Chairman – The Clerk requested nominations for the appointment of Chairman for the year 2014/15. On a proposal by AE seconded by WH and carried C. Lowder was re-elected as Chairman for the coming year (no other nominations were received). The Chairman signed the Declaration of Acceptance of Office in the presence of the Clerk.

Co-option of two new Councillors – Attending were Sara Herriot (SH) and Ann Carver (AC) who signed their Declarations of Acceptance of Office in the presence of the Clerk and then joined the meeting.

Apology – An apology for inability to attend the meeting was received and approved from S. Davies.

Minutes – The Minutes of the meeting held on 8<sup>th</sup> April 2014 were taken as read, confirmed and signed by the Chairman.

Declarations of Interest in items on the Agenda – KN declared a personal interest in the payment to him for web-hosting for the Parish Council.

Vice Chairman – On a proposal by CL seconded by GF and carried, Ken Nason was re-elected as Vice Chairman for the coming year. No other nominations were received.

Members of the various sub-Committees – See attached list - **May 2014/13A.**

Appointment of Internal Auditor – It was unanimously agreed to re-appoint Terry Robshaw as the Internal Auditor to the Parish Council.

### **Progress Reports –**

- (1) Rectory Lane – KN advised nothing to report other than he had been told the process was nearing completion. KN advised that his contact at Herefordshire Council, Chris Chillingworth was leaving and the responsibility for this item would be taken over by a new member. It was also reported that Balfour Beatty were sacking several members of staff although this had not been confirmed in writing to the Clerk.
- (2) Pound Bridge – The Chairman advised nothing further to report.
- (3) The Leys meeting – Clerk reported contact with Housing Officer for West Mercia Housing who had agreed to attend a meeting although he advised there were no real problems regarding Buryfields tenancies. Clerk had contacted Police with regard to requested meeting and it was hoped this would take place early summer.
- (4) Notice Boards – Thanks expressed to GF for the excellent work carried out to notice board at Chapel Lane. He kindly agreed to look at other boards in need of renovation starting with public board at Buryfields and then the PC one at Storridge Village Hall. It was agreed to pay GF for his out of pocket expenses in carrying out the repairs.
- (5) “Cradley” road sign on A4103 – This had been removed by persons unknown and BB advised they were unaware of how this had occurred. Pressure to be applied by Clerk for replacement of sign. With regard to parking at junction of A4103 at the 4 x 4 garage, Balfour Beatty insisted this was a problem for the Police, although it was known that the land had been purchased by Herefordshire Council from John Preson many years ago. Clerk to pursue, as parking of vehicles for sale continued.

May 2014/14

**Planning Report** – The Chairman reported on applications considered at Planning meeting held prior to full Council meeting as follows –

- (a) Coombe Farm, Cradley – proposed new dwelling – **objections raised.**
- (b) Hidelow House, Acton Beauchamp – removal of conditions – **no comment.**
- (c) Oakwood Barn, Batchcombe Lane – change of use of agricultural land to residential, canopy over back door, proposed garage with office/guest suite and proposed garden shed – **no objections in principle but Council unhappy that so much of the agricultural land was proposed to be designated as residential land.**
- (d) Greenfields, Bosbury Road – proposed new dwelling – **no objections in principle but it was felt the proposed property was too big for the plot in a neighbourhood of mainly 2 and 3 bedroom properties and concerns were expressed over limited access.**
- (e) Fernhill, Cradley – proposed oak framed garage building – **no objections in principle but concerns raised over the rooms upstairs and the size of the roof area.**
- (f) Acton Mill Farm – proposed extension to form annex ancillary to main dwelling to remain as a single planning unit – **the Parish Council declined to comment on this application.**

Various updates were reported on items previously approved, withdrawn or where an appeal had been lodged. The main approval was that the proposed change of ancillary accommodation at The Post Office/Shop to be converted into a single dwelling had been approved, despite the previous refusal of change of use for the shop premises of which this formed part.

Feedback on Parish Meeting – Despite extremely poor attendance at the meeting the talk by Roman Iwanczuk had been of great interest. Clerk to check whether it is possible for this meeting in future to take place before an Ordinary Meeting of the Parish Council, although it was known that Cradley were not the only Parish Council to experience poor attendance at Parish meetings.

#### **Financial Matters –**

Monthly bills- The Clerk reported the following Accounts had been received for payment –

• HMRC PAYE	£150.00.
• Innmentor, web hosting	£55.00.
• Storridge Village Hall, hire fees	£70.00.
• Marion Griffiths payroll 2013/14	£55.00.
• Signature Gardens grass cutting	£168.00.
• Ken Nason, repayment for grass seed and wild flowers at Chapel Lane	£108.00.

Resolved – On a proposal by FB seconded by TLJ and carried, these Accounts were approved for payment and cheques signed accordingly.

Audited Accounts to 31<sup>st</sup> March 2014 – The Clerk had circulated copies of the audited Accounts and on a proposal by GF seconded by AE and carried, these were approved as drawn and signed off by the Chairman.

Annual Return to 31<sup>st</sup> March 2014 – The Clerk had circulated copy of the Annual Return and on a proposal by AE seconded by FB and carried, this was approved as drawn and signed off by the Chairman together with a copy of the Parish Council Asset Register and Risk Assessment.

Financial Reporting – It was agreed the six monthly audits should continue as before at the end of September and March every year.

Cheque Signatories – It was agreed an additional cheque signatory was required following the resignation of Ed Moseley and TI agreed to check whether they held an Account at HSBC before adding her name to the approved list of cheque signatures for the Parish Council.

May 2014/15

Register of Interest Forms – The Clerk requested details of any changes in Councillors Register of Interest Forms and urged everyone to advise her of any changes which would need to be notified to Herefordshire Electoral Services.

Correspondence received –

- Letters and e-mails concerning planning application at Coombe Lane.
- E-mails concerning grass cutting and Clerk advised on article she had seen in the Hereford Times which indicated grass and verge cutting would be drastically reduced this financial year – in the light of this it was agreed to monitor the situation until early Autumn.
- Wicksteed confirmation of “unaccompanied inspection and risk assessment” on both play areas.
- E-mail from Julian Greenway, Housing Officer that he would be prepared to meet with the Parish Council, Festival Housing and the Police regarding letting problems at The Leys.
- Anonymous letter regarding late issue of consultation Questionnaire for Cradley NDP. ***It was agreed the PC are not prepared to make any response to anonymous mail.***
- Letter – Malvern Hills AONB thanking parish council for their donation.
- Letter – Herefordshire Council advising “no purchase order – no pay” system.
- Letter – Herefordshire Council enquiring whether the PC has any intention to introduce an allowance scheme for Councillors from their own budget for travel and subsistence expenses.
- Summary from bus consultation responses.
- HALC – East Herefordshire Area Committee agenda for 20<sup>th</sup> May at Munsley WI Hall.

Items for Newsletter to include list of Councillors on various Committees & Working Parties, welcome two new members but seeking representatives on the PC from Storridge area, report on Parish Meeting and Accounts/Annual Return approved to year ending 31<sup>st</sup> March 2014.

Literature including Malvern Hills AONB Management Plan for 2014/19; Malvern Hills AONB “State of the Malvern Hills AONB 2014”, Clerks & Councils Direct magazine for May 2014; The Clerk magazine and Wicksteed Playscape fitness legacy zone brochure.

Councillors Reports and future Agenda Items – TLJ gave brief update on the present situation of the NDP and advised of meeting on 27<sup>th</sup> May and procedure agreed for future Co-option onto the Parish Council to fill the two remaining vacancies.

There being no further business the Chairman declared the meeting closed at 9.25pm and reminded Councillors of the change of date for the meeting in June.

C. Lowder

3<sup>rd</sup> June 2014.

Signed..... Dated.....

Chairman.

MINUTES of a meeting of Cradley Parish Council planning committee held on Tuesday 13<sup>th</sup> May 2014 in Cradley Village Hall commencing at 7pm.

Present – Cllrs. K. Nason, W. Harries, C.Lowder (in the Chair), A. Eldridge, F. Beard, C. Lambert . Cllr T.Lloyd-Jones joined the meeting at approx 7.15pm.

Also in attendance were the Clerk and several members of the public.

The Minutes of the meeting held on 8<sup>th</sup> April 2014 were taken as read, confirmed and signed by the Chairman.

Declarations of Interest in items on the Agenda – none declared.

The following applications had been received for consideration –

**Application P140859 – Coombe Farm, Coombe Lane, Cradley** – proposed new dwelling –

Following consultation with the public in attendance, most of whom were against the proposal, it was agreed the Parish Council would respond as follows

***“The Parish Council unanimously objected to the proposal and has the following constraints and issues***

- ***Precedent of development in the open countryside.***
- ***Potentially visible from the AONB – especially the driveway.***
- ***Visible from rights of way and local roads.***
- ***Construction related impacts, specifically access from the A4103.***
- ***Overlooked and overlooking nearby properties.***

***It is questionable that this is an exemplar development to allow exemption against the NPPF Para 55. It is proposed as Passiv House which means that it performs at optimum energy efficiency – the technical details of this need questioning and are only explained in outline in the report. It should also be noted that Passiv House is only energy related and does not cover the other sustainability considerations that are encompassed in the Code for Sustainable Homes, to which this scheme does not aspire. In terms of appearance and design the objective is to optimise how it sits in the landscape which is acknowledged, but the resulting building is an unappealing block structure which is not consistent in appearance with other properties in the locale. Despite the unusual length of the application, the Parish Council do not feel that certain information was as accurate as it should have been”.***

**Application P140718/F – Oakwood Barn, Batchcombe Lane** – change of use of agricultural land to residential; canopy over back door, proposed garage with office/guest suite and proposed garden shed – ***the Parish Council have no objections in principle but are unhappy that so much of the agricultural land is to be designated as residential land.***

**Application P140840/F – Hidelow House, Acton Beauchamp, WR6 5AH** – removal of condition 4 and 5 of planning permission DCN2005/3838/F (erection of two wheelchair accessible semi detached holiday cottages for the disabled) to enable the dwelling to be sold separately from Hidelow House as a residential dwelling – ***no comment.***

**Application No. P140782/F – Greenfields Bosbury Road, WR13 5LT** – proposed new dwelling – ***In principle we have no objections but we believe the size of the house is over development in a neighbourhood of predominantly two and three bedroom properties and is too big for the plot. We also feel access to the site is very limited.***

***Application No. P14066/FH – Fernhill, Cradley, WR13 5LN – proposed oak framed garage building – we have no objections in principle but we are concerned about the rooms upstairs and the size of the roof area.***

***Application No. P140854/FH – Acton Mill Farm, Suckley, WR56 5ET – proposed extension to form annexe ancillary to main dwelling to remain as a single planning unit – the Parish Council decided not to reply to this application.***

***The Chairman advised on the decisions reached on previous applications and in particular that the proposed “ change of use from ancillary building to single dwelling house including associated works “ at Cradley Post Office and Stores” had been approved.***

***There being no further items for consideration the Chairman declared the meeting closed.***

***T. Lloyd-Jones***

***3<sup>rd</sup> June 2014.***

***Signed..... Dated.....***

***Chairman***