

## Shobdon Parish Council Meeting 23<sup>rd</sup> April 2018

### Minutes of the meeting held on Monday 23<sup>rd</sup> April 2018 at 7.45pm in the village hall

Attendance: Mr W Stokes, Mr S Macdonald, Mr R Bowen, Mr J Miles, Mrs A Walker, Parish Clerk  
Ms E Lewis,

2 Parishioners were present

**Public Time:** The parishioners present wished to raise the noise on the roads, level of traffic coming through the village and speeding. It was clarified that Kingspan lorries have to come through the village as they can't go through Pembridge due to weight restrictions on the bridge. Safer Road Partnerships have visited the village, and after some initial enforcement action concluded that vehicle speed was not sufficiently high to warrant further action. Fixed penalty cameras will only be installed where there has been a fatality. It was emphasised that the Parish Council continue to work to try and alleviate the impact that traffic has on the village.

- 1 **Apologies for absence:** Apologies were received from Adrienne Boxhall and Roger Phillips.
2. **Minutes of the meetings held on 26<sup>th</sup> March 2018 and extraordinary meeting held on 16<sup>th</sup> April 2018:** The minutes of the ordinary meeting held on 26<sup>th</sup> March 2018 and the extraordinary meeting held on 16<sup>th</sup> April 2018 were **agreed** and signed.
3. **Declarations of interest and written requests for dispensation:** No declarations were made.
4. **Report by Ward Councillor Roger Phillips:** Councillor Phillips' monthly report had been circulated via email.
5. **Report by West Mercia representative:** It was **noted** that there had been a burglary in the village.
6. **Finance**
  - 6.1 **Financial statement:** The financial statement was **agreed**.
  - 6.2 **Cheques:** Cheques were signed as follows - Shobdon Village Hall £36.00, Hi Trees (Lengthsman) £552.00, Clerks April wages (includes 5 additional hours for data protection work) £428.71, Clerk – office allowance (Feb-April incl) £60.00.
  - 6.3 **Appointment of external auditor for 2017/18 accounts:** Both HALC and Gillian Vaughan had quoted £150 for the internal audit of the accounts and it was **agreed** to ask Gillian Vaughan to undertake the work.
  - 6.4 **Finance working group for end of year accounts:** It was **agreed** to have the working party in June after the end of year accounts had been prepared and audited; the date will be agreed at the May meeting.
7. **Planning:**
  - 7.1 **180928 Land to the rear of New Cottage – proposal to vary planning conditions:** Comments were **agreed** as follows: The Parish Council is responsible with BBLP for the upkeep of the PROW. The PC also has an ongoing strategy to link the various estates of the village with footpath/cycleways sufficient for the traffic wishing to use them. The application Design and Access statement stated that pedestrian access to the village would be via PROW SO15. There is an existing gateway onto footpath SO15, but the drawings show this being blocked by a new hedge and in addition show an "easement" through the garden of number 6 New Cottages. This easement was shown inside the red development boundary. The Parish Council would like to see evidence of: a) the proposed pedestrian access from the site onto footpath SO15, b) an upgrade to the footpath SO15 as part of the development to its connection with the pavement adjoining the B4362. This is currently a mud track and not of the standard expected to provide suitable access and connectivity between a 10 property housing estate and the village services. (Core Strategy Policy MT1 on promoting active travel refers). Herefordshire Council's Core Strategy policy SD4 states that new housing developments

should connect to the existing main wastewater infrastructure network in the first instance. The public sewer is located in close proximity to the development (there is a manhole outside 6 New Cottages) and rather than seeking to vary the conditions relating to foul drainage (to which proposal land drainage have already objected), the Parish Council believes Herefordshire council should be enforcing its strategy and ensuring the developers connect the new estate to the existing infrastructure.

**7.2 Update on any other planning issues:** There were no matters to report.

**8. Data Protection Act**

**8.1 Audit of information:** The audit was **agreed**.

**8.2 Data Protection Policy:** The policy was **agreed** and noted that the review date should be May 2019.

**8.3 Privacy Policy:** The Privacy Policy was **agreed**.

**9. Annual Parish Meeting:** It was **agreed** the Parish meeting would start at 7pm on 14<sup>th</sup> May and tea and cake would be provided.

**10. Information, Consultation and Response:**

**10.1 Aymestrey Neighbourhood development Plan Regulation 14 consultation:** It was **agreed** that the Parish Council had no comment to make on the plan.

**11. Updates and action**

**11.1 Playground working group:** The group had met with a representative from Sovereign to re-look at the plans and also the possibility of removing the existing piece of play equipment, replacing this with a new tower suitable for pre-school children and removing the internal fencing to open up this part of the play area. It was also suggested that existing path in the area be removed, and the ground levelled so that the plans are not constrained by the current layout. The revised plans will hopefully be received in time for the Parish Annual Meeting. The Clerk will be obtaining quotes for the additional fencing required for the new playground, and plans are being drawn up for the installation of a new path from the back of the playground down the side of the village car park and linking through the fence into the road behind Bar Meadow.

**11.2 Lengthsman and PROW:** The lengthsman expenditure for 2017/18 will be under budget, but under the BBLP system the Parish Council can still claim for 33% of expenditure. The contract for 2018/19 has not yet been received but it was **agreed** that the Chairman can sign this once received.

**11.3 Footpath Bridge:** The Chair and Clerk had met with Don Black from Blackburn and Roberts bridge builders to discuss the building of the footbridge. The bridge will need planning permission and land drainage permission. Mr Black will draw up a proposal and feasibility study for the bridge, based on the foundations being installed by volunteers to written instructions and a wooden kit bridge being supplied which will also be built by volunteers. The quote for this will be considered alongside the other suppliers quotes at a future meeting. The Clerk had met with the Parish council's solicitor, who is investigating the possibility of the agreement with the landowners for the bridge being based on them transferring the small parcels of land on which the bridge will be situated to the Parish council, rather than entering into a lease for the land. The Parish council **agreed** they were happy to proceed on this basis, subject to the agreement of the landowners.

**11.4 Cycle Path:** The land registry map for the land being purchased between the MUGA and the Birches had been received and noted that it did not include the small triangle of land at the north of the patch. It was **agreed** to proceed with the purchase of the land outlined at a cost of £3000 plus solicitor's costs and that the Chairman would sign the land registry title transfer when received. A valuation for the land at the Grove, owned by Stonewater, is still being awaited.

- 11.5 Neighbourhood Watch/Village Litter Pick:** A litter pick was held on the 22<sup>nd</sup> April, with 11 residents being involved. A new co-ordinator has stepped forward for the village Neighbourhood Watch, as well as a new representative for Moor Meadow. A meeting of the group will be organised in the next few months.
- 11.6 Casual Vacancy:** This item was postponed to the next meeting.
- 12. Items for the next agenda:** Due to one of the sites included in the draft NDP being withdrawn, the NDP will need to be revised, and an extraordinary meeting held to approve this prior to it being submitted for regulation 14 consultation. It was **agreed** to hold the meeting on Wednesday 2<sup>nd</sup> May at 7pm in the village hall.
- 13. Date of next meeting:** Wednesday 2<sup>nd</sup> May 2018 7pm – Extraordinary meeting  
Monday 14<sup>th</sup> May 2018 – Parish Annual Meeting, 7pm  
Monday 21<sup>st</sup> May 2018 – Annual Parish Council Meeting, 7.45pm