

12/2020

HAMPTON BISHOP PARISH COUNCIL

Minutes of a meeting of the Parish Council held on Thursday 24th September 2020 at 7.30 pm via ZOOM

Present

Councillors: Steve Hunt (Chairman), Mark Frankland, Susan Marr, Julia Pearson, Chris Plant, Jamie Rogers & Val Watson.

In attendance

Parish Clerk – Lynda Wilcox and eleven local residents.

- 1. Apologies for absence ...** There were none – all councillors present.
- 2. Declarations of interest & written requests for dispensation ...** None.
- 3. Minutes of the previous meeting ...** 23rd July 2020.
It was RESOLVED to adopt the minutes as a true record subject to the following addition to item 13.9, immediately after the word ‘premises’:
10.00-24.00 Monday to Thursday and 10.00-01.00 on Friday and Saturday.
- 4. Flooding/Drainage/Ditch Issues**
 - 4.1 Members received an update from the Chairman including discussions with the Environment Agency & considered appropriate action:
 - 4.1.1 It was noted that Balfour Beatty had left waste from the ditches on the verge because it would be too costly for them to take away. The adjoining landowner had been depositing the waste on his land, to prevent it falling back into the ditch.
 - 4.1.2 The Chairman had contacted Herefordshire Wildlife Trust to request that they take action concerning foliage growing out of Drovers Bridge, as well as repairing the rotten post on the access gate which was making it difficult for walkers and horse riders to open and close the gate.
 - 4.1.3 The Chairman had met with the Balfour Beatty Locality Manager at Mordiford Bridge to view the poor state of the wall. Historic England had been informed and would be undertaking repairs.
 - 4.1.4 The local farmer, had cleared out a reception pond by the junction to Church Lane, so as to allow water to flow from the roadside ditch into the pond, subject to a culvert being cleared in the vicinity of Llanfair Villas on the B4224..
 - 4.1.5 The Environment Agency (EA) had started a 6-8week programme of works to strengthen the banks of the Rivers Lugg and Wye.
 - 4.1.6 Following a mechanical survey and repairs, the two flaps sited at Mordiford Bridge and the Bunch of Carrots were believed to be in working order. CCTV cameras would be affixed to both flaps for monitoring purposes and the EA would be asked to give direct access to the Chairman for the local monitoring of both flaps. An alternative would be for the EA to permit the parish council to site their own cameras.
 - 4.1.7 The Chairman had taken part in a conference call with the EA when funding for a flood report on Hampton Bishop by consultants ARUP was discussed. A question and answer sheet arising from the call had been sent to councillors and to the Flood Mitigation Group.

- 4.1.8 Herefordshire Council had produced a map highlighting ditches which were their responsibility and the Chairman had asked ARUP to re-map village drainage ditches and identify ownership.
- 4.1.9 It was noted that a Rectory Road culvert in the vicinity of Ridgeway and Upper House had been cleared but the open ditch was unable to be cleared by a digger because of the presence of self-seeded trees. To lessen flooding risk, trees surrounding the pond on adjoining land required removal, so as to enable the deepening of the pond when the digger was on site to clear the ditch. It was suggested that permission for removing the trees in the ditch and around the pond, be included in an application by the Clerk to remove Willow Trees within the Parish Orchard.
- 4.2 Update and action from the Resilience Working Group ... Councillor Rogers:
 - 4.2.1 Design and siting of previously agreed flood markers ... A reduced width design had been produced and it was noted that some residents were not prepared to have the signs outside their properties. It was RESOLVED that the Chairman would meet with two members of the Flood Mitigation Group to discuss the way forward and report back to the parish council
 - 4.2.2 Feasibility of a privately funded pumping station at Mordiford ... In the light of comments from the EA about the exorbitant cost and inability of pumps other than the highly powerful pumps available to effectively deal with flood waters, it was RESOLVED to put the matter on hold for the time being.
- 4.3 Update & consideration of action on Village Hall's proposal to be an emergency rest centre ... It was noted that the Village Hall had not yet finalised its proposals but was seeking permission from the parish council for the storage of equipment in the parish shed. It was RESOLVED that Councillor Watson would meet with Councillor Frankland who was a keyholder for the shed, so as to ascertain what room was available in the shed which currently stored spare furniture for the Village Hall and ground maintenance equipment for the Church.
- 4.4 Update and clarification on status of Flood Mitigation Group, plus consideration of Zoom funding ...
 - 4.4.1 The Clerk clarified that the Resilience Working Group was set up by the parish council and is working in line with parish council protocols, i.e. they meet (sometimes on site) discuss a matter and then report back to council. Parish council working groups cannot make decisions or spend money and they always work through the parish council when dealing with outside organisations so that there is absolute clarity as to who the outside organisations are talking to – the parish council or a group of local residents. The parish council is responsible for its own working groups and that is why they come under the parish council's insurance. The Flood Mitigation Group was set up by local residents who organise their own meetings with Herefordshire Council, Balfour Beatty and the Environment Agency. As this group acts separately from the parish council, they cannot be considered a parish council working group, as the process for working groups is for members to report back to the parish council for decisions on action rather than taking action and informing the parish council after the event. Councillor Marr reported that the Flood Mitigation Group had met during the previous week and because of the misunderstanding as to their status with the parish council they had decided that they would fit better within the Villagers Association. A representative from the Villagers' Association commented that discussion was yet to be held with that body.

5. Open Session

- 5.1 Ward Councillor John Hardwick was not able to be present to give a verbal report.
- 5.2 Views of local residents on parish matters:
 - 5.2.1 It was reported that ditches from Rectory Road to Whitehall Road were still overgrown, however a member of the Flood Mitigation Group reported that although there was vegetation

above the ditch, the ditch itself was clear. It was noted that ditches on the B4224 were the responsibility of Herefordshire Council.

- 5.2.2 It was reported that the Chairman of the Villagers Association had resigned but was continuing as one of the three current Trustees for the time being, whilst a recruitment campaign was launched to encourage more local residents to join.
- 5.2.3 It was noted that there had been a fire at Court Farm and, in response to the concerns of a resident about the safety of the anaerobic digester, the Chairman confirmed that such equipment would be subject to strenuous health and safety legislation.

- 6. **B4224 Strategy Group ...** Minutes of the August meeting had been circulated and noted. Members considered setting up a Community Speed Watch within the parish and it was RESOLVED that the Clerk would ascertain which areas of the B4224 within Hampton Bishop parish would be suitable for such a scheme.
- 7. **Milestone ...** Restoration expenses and future location of damaged milestone ... It was RESOLVED to thank the member of the Milestone Society who had kindly collected and restored the damaged milestone and to reimburse him for his expenses (£20) as well as contribute towards the 15 hours of work he had undertaken by sending him a cheque for £50.00.
- 8. **Play Area ...** Members considered the play area report and the Chairman confirmed that the gate had been fixed and work on the other low/medium risk matters (which had been on hold due to COVID restrictions) would be recommenced in the near future. It was RESOLVED to pay the Inspector's fee of £58.60.
- 9. **Telephone box at layby ...** Members considered a further BT consultation concerning the possible removal of the box and confirmed their earlier decision to oppose the removal (in line with Herefordshire Council) but to purchase the box for £1 if BT decided to remove their equipment.
- 10. **Finance ...** It was RESOLVED to make the following payments:
 - 10.1 HALC ... Website hosting May 2020-May 2021 £50 + VAT.
 - 10.2 Village Maintenance Contractor ... August £250 and September £250.
 - 10.3 Eyelid Productions – Annual website support £100.
 - 10.4 HMRC ... £153.20 and Clerk's salary for August and September.

The following payments made by clerk under delegated powers, were noted:

 - 10.5 Autela Payroll – first quarter... £53.34 + VAT.
 - 10.6 John Finch Computers ... installation of Office 365.
- 11. **Parish Orchard ...** It was RESOLVED to undertake the following maintenance works:
 - 11.1 Cutting back trees to line of fence between orchard and Village Hall green ... it was RESOLVED to seek quotes for the work.
 - 11.2 Repair/replace damaged posts at kissing gates ... It was RESOLVED to ask the Parish Contractor to undertake a repair at a cost of no more than £100.

- 11.3 Remove 3 willow trees in orchard alongside Rectory Road fence ... It was RESOLVED that the Clerk would prepare a planning application for permission to fell the trees which were in the Conservation Area. The Clerk would ascertain whether the felling of the self-seeded trees in the ditch (mentioned in 4.1.9 above) could be included in the application. The presence of a BT overhead line was noted.
- 11.4 Cutting back undergrowth across the whole orchard ... It was RESOLVED to obtain quotes for the work.

12. Footpaths ... On behalf of the Footpaths Officer, Councillor Frankland reported that there were no current issues apart from the problem gate on a bridleway, mentioned in 4.1.2 above.

13. Comments on planning applications ... It was RESOLVED to support the following two planning applications concerning trees which had been supported by the Parish Tree Officer:

- 13.1 Application 202931 ... Trees on Western side of B4224 adjacent to Meander View, Hampton Bishop. The trees are situated on the face of an Environment Agency maintained flood embankment. Mature trees with a large canopy can cause a 'sail-effect' and in the event of their toppling over, result in significant damage to the flood embankment. The proposal is to carry out a crown reduction on ten trees: 3x Sycamore (A), 5x Ash (B), 2 x Beech (C). Also, crown lift two trees by 2m above ground level: 1 x Ash (B), 1 x Horse Chestnut (D).
- 13.2 Application 202989 ... Willowcroft, Hampton Bishop. T1: Thorn (90% dead) – fell to ground level. T2: Silver Birch (80% dead) – sectionally dismantle down to ground level. T3: Purple Plum (70% dead) – sectionally dismantle down to ground level.

The following planning permission was noted:

- 13.3 Application P191522/F ... Whitehall Farm, Whitehall Road, Hampton Bishop. Retrospective change of use from agricultural to proposed B8 storage units comprising standard steel container units.

14. Items raised for next meeting (26th November)

- 14.1 Consideration was given to changing meetings from Thursday evenings in 2021, so as to accommodate another Village Hall User. As meetings were likely to be via Zoom for the foreseeable future, the matter was deferred to a later meeting.
- 14.2 Dealing with dog mess on footpaths (Councillor Plant).
- 14.3 Report from Finance Working Group on:
- 14.3.1 Precept proposals for 2021-2022.
 - 14.3.2 Investment of PCs reserves for Parish Plan projects.

SIGNED DATE