

10/2022

HAMPTON BISHOP PARISH COUNCIL
Minutes of the Annual Meeting of the Parish Council held on
Wednesday 18th May 2022 at 19.00 in the Village Hall

Present

Councillors: Steve Hunt (Chair), Sophia Gabrielle, Jamie Rogers, Val Watson & James White.

In attendance

Parish Clerk: Lynda Wilcox, Ward Councillor: John Hardwick and 13 members of the public.

1. Election of Chair and Vice Chair

- 1.1 The Chair invited nominations for Chair and, on a proposal by Jamie Rogers, seconded by Val Watson, Steve Hunt was unanimously re-elected as Chair.
 - 1.1.1 Steve Hunt signed his declaration of acceptance of office and called for nominations for Vice Chair.
- 1.2 On a proposal by the Chairman, seconded by James White, Jamie Rogers was unanimously re-elected as Vice Chair.

2. Apologies for absence were received from Susan Marr and Julia Pearson.

3. To receive declarations of interest & written requests for dispensation.

- 3.1 As a Villagers' Association Committee member, Sophia Gabrielle declared an interest in agenda item 13
- 3.2 Chair of the Villagers' Association, Val Watson declared an interest in agenda item 13.

4. Minutes of the previous meeting held on 23rd March 2022.

It was unanimously RESOLVED to adopt the minutes of the previous meeting and they were signed by the Chair.

5. Flooding/Drainage/Ditch Issues

The Chair gave an update and members considered action on the following items:

- 5.1 Parish Land ... Due to a backlog of work, it was likely to take a while for the Land Registry to finalise the first registration of parish land.
- 5.2 Mordiford Bridge ... A meeting had been held with the Environment Agency (EA) concerning repairs to the bridge. The Chair had suggested that repointing the brickwork was likely to be helpful for future flooding situations. It was noted that the works might not now be undertaken during the current financial year.

- 5.3 Flood Alleviation ... A report by consultant Chris Nugent on possible flood alleviation measures would hopefully be ready for discussion at the July meeting of the parish council.
Subject to the findings of the consultant's report, the EA would be prepared to provide a new flap to replace the one removed in an attempt to alleviate flooding in the past.
- 5.4 Wye Stank ... It was hoped that the EA would soon be taking down the fencing which had been erected to protect the newly seeded area of the stank but had been cut by walkers. There had been talk of further EA work, but relevant landowners were reluctant for this to happen because the ground appeared to have settled down now.
Lugg & Wye Stanks ... It was noted that future re-seeding by the EA was likely on both stanks.
- 5.5 The damaged footbridge on the Wye Valley Walk to the rear of Badgers Crossing had been reported as a health and safety hazard to Herefordshire Council (HC), who had recently taken rights of way back from their contractor, Balfour Beatty (BB).
An HC officer had informed the Chair that the footbridge and the current path were both in the wrong place, even though the bridge had been there for 30 years. The officer's manager would be telephoning the Chair next week to discuss the matter.
- 5.6 Common Land ... The Chair had removed the previously reported young Willow tree growing out from the structure of the old stone bridge.
- 5.7 A fallen tree in the River Lugg would be reported to the EA for removal, so as to avoid future problems further downstream.
- 5.8 Jamie Rogers was liaising with the householder concerning the imminent culvert works across a driveway in the vicinity of Daggy Powell's Lane.

6. Open Session: Ward Councillor John Hardwick's verbal report included:

- 6.1 As from 1st April 2022, public rights of way and traffic regulation orders were being dealt with by Herefordshire Council rather than their contractor, Balfour Beatty.
- 6.2 The Chair would attend a site meeting with Councillor Hardwick concerning the route of the Wye Valley Walk leading to the damaged wooden footbridge.
- 6.3 Fund raising had commenced to bring the Herefordshire Hoard (found in Leominster) back to the county, to be put on display in the Hereford Museum.
- 6.4 The Hereford Library was to be moved to a new site in Maylord Orchards.
- 6.5 In response to a query from a member of the public, John Hardwick confirmed that he and the current administration preferred the eastern route for a proposed river crossing.

7. Parish Land/Property

- 7.1 Members received a report from the Working Group site meeting and RESOLVED to take the following action, in line with the Working Group's recommendations:

7.1.1 Parish Orchard ...

- a) The grass would be mown by Mr Barrell within the next couple of weeks, in readiness for the Fete on 18th June. A two-metre sward would be left around neighbouring properties and arrangements would be made for a second cut later in the year, following the principle of twice-yearly grass cuts.
Jamie Rogers had previously agreed to remove a pile of brush from the orchard to enable Mr Barrell to cut the grass.
- b) Quotes would be sought for a five-year maintenance plan for the trees. Val Watson offered to seek one of the quotes and the Clerk would obtain two more.
- c) James White would assist with a five-year general plan for the orchard which might involve bird and bat boxes, sowing of wild seed mix etc.

7.1.2 Fencing between the Parish Orchard and Village Hall grassed area:

- d) The Clerk would accept a quote from M H Law for 75 metres of post and three rail fencing using round timber @ £20 per metre.

Fencing to the rear of the play area:

- e) The Chair had liaised with the adjacent landowner of the fence behind the play area, who was minded to engage Mr Law to replace his 62 metres of fencing at the same time.
- f) The parish contractor would be asked to clear the undergrowth from the parish council's fence line prior to work commencing.

7.2 Feedback and considered action re siting of adult health & fitness equipment:

- 7.2.1 Sophia Gabrielle reported on a parish social media survey which she was conducting which showed initial support for the proposal. However, due to difficulties with accessing some of the later responses from the survey platform, it was RESOLVED that she would attend the Village Fete on 18th June and seek the views of parishioners, as well as issuing laminated details of the proposal.
- 7.2.2 Further discussion would take place at the July meeting when quotes would be available and possible grants.
- 7.2.3 Views had also been sought via Village Scene and would be requested via WhatsApp.
- 7.2.4 It was noted that Credenhill PC had recently installed such equipment.

7.3 Maintenance of parish bus shelters ... It was RESOLVED that the Clerk would ask the parish contractor to assess and undertake the repair/refurbishment of the two bus shelters.

- 7.3.1 It was further RESOLVED that the parish contractor be requested to clean the road signs around the parish.

7.4 Annual play area inspection ... It was RESOLVED that the annual inspection be undertaken by a qualified inspector (Lyn Williams) for £63.40.

- 7.5 Request for parking in the orchard for the Fete on Saturday 18th June ... It was RESOLVED to permit overflow parking in the usual cordoned off area of the Parish Orchard

8. Adoption of new LGA Code of Conduct

- 8.1 The Clerk reported that NALC recommended all parish councils adopt the new LGA Code which Government had requested, to enable all principal authorities and parish councils to sign up to the same Code of Conduct.
- 8.2 It was RESOLVED that the Clerk would circulate the current Code (adopted in 2015) and the new proposed Code, in readiness for adoption of the latter at the July meeting.

9. Working Groups/ Parishioner Volunteer Roles

It was RESOLVED to adopt the following membership of current and new Working Groups:

- 9.1 Planning ... Steve Hunt, Susan Marr, James White + Clerk.
- 9.2 Finance ... Sophia Gabrielle, Steve Hunt, Julia Pearson + Clerk.
- 9.3 Orchard ... Sophia Gabrielle, Steve Hunt, Val Watson, James White + Clerk.
- 9.4 Commons ... Steve Hunt, Jamie Rogers, Val Watson + Clerk & Tree Warden.
- 9.5 Village Hall Lease ... Steve Hunt, Susan Marr, James White + Clerk.
- 9.6 Parish Contractor Liaison ... Steve Hunt.
- 9.7 SID Management ... Sophia Gabrielle.
- PARISHIONER VOLUNTEER ROLES*
- 9.8 *Footpaths Officer ... Simon Labbett.*
- 9.9 *Tree Warden ... Val Caton*
- 9.10 *Play Area Inspections ... Dawn Fisher*

10. Action to curb dogs roaming loose & causing concern to residents

- 10.1 The Clerk had received complaints about dogs roaming loose in Rectory Road and causing health and safety concerns to local walkers and dog owners. It was RESOLVED that the Clerk would look into the matter and be authorised to take appropriate steps to alleviate the problem.

11. Finance ... Bank Balance noted as £92,953.10.

- 11.1 Receipt of the first half of the 2022/2023 precept was noted: £8,7500.00.
- 11.2 Quotes for annual insurance premium ... It was RESOLVED that the current insurer's (Gallagher) quote of £385.11 be accepted for the financial year 2022/2023.
- 11.3 Quotes for a new metal noticeboard plus installation at Bishop Fields would be available for the July meeting.

- 11.4 On-line banking with Unity Trust and appointment of four signatories ... It was RESOLVED that further information be sought to enable a decision to be made at the July meeting.
- 11.5 It was RESOLVED to make the following payments:
 - 11.5.1 Parish Contractor ... April: £260 and May: £260.
 - 11.5.2 River Lugg Internal Drainage Board ... annual fee of £13.77.
 - 11.5.3 Clerk's salary for April & May.

12. Planning

- 12.1 Planning permissions granted by Herefordshire Council:
 - 12.1.1 Application 214667: Hampton House, Church Lane, Hampton Bishop, HR1 4JZ. Change of use of Hampton House from a residential care home (C2) to a private residential dwelling (C3).
 - 12.1.2 Application P221155/AM: Orchard Bank, Hampton Bishop, HR1 4JY. Proposed non-material amendment to planning permission 210883 (Proposed single storey conservatory) – to replace the glass roof with a tiled roof, to be same height as the glass roof.
- 12.2 Withdrawn application

Application P220782/K. Proposed cutting down of dead Elm tree in the corner of the garden next to Rectory Road. Tree swaying a lot in storms.

Sophia Gabrielle and Val Watson left the meeting in accordance with their declarations of interest.

13. Village Hall:

- 13.1 New lease ... Report from Working Group and considered action:
 - 13.1.1 It was RESOLVED to endorse the Working Group's recommendation to explore the conditions of a new lease which would reduce the Village Hall's responsibility for maintaining the areas outside the hall building.
 - 13.1.2 It was noted that a further Working Group meeting would be held once further information had been obtained by the Villagers' Association and the Clerk, to clarify current responsibilities.
- 13.2 Jubilee plaque for donated seat to Village Hall:

It was RESOLVED that the parish council would pay £45 for a memorial plaque on the donated seat.

Sophia Gabrielle and Val Watson returned to the meeting.

14. Road safety:

- 14.1 Site meeting re Rectory Road junction with B4224 ... It was RESOLVED that the proposed meeting to be set up by the Clerk would also include the Whitehall Road and Church Lane junctions.

- 14.2 Siting of SID ... It was RESOLVED that Val Watson would approach the landowner adjacent to the second SID with an offer of the parish council arranging for the trees to be cut back so as to enable the SID to work effectively.
- 14.2.1 The Clerk was delegated to obtain quotes and authorise the works to be undertaken.
- 14.2.2 It was further RESOLVED that the Clerk would seek information on the Community Speed Watch scheme to enable discussion at the July meeting.

15. Future of BT telephone box in layby

The Clerk had reported the appalling condition of the telephone box to BT, and they had agreed to look into the matter.

16. Footpaths

- 16.1 It was noted that the landowner had offered to refund the PC for the cost (£161.00) of the self-closing gate recently installed by the parish contractor.
- 16.2 Members noted a report from the Footpaths Officer (FPO) and considered action:
 - 16.2.1 The Chair would be liaising with the EA concerning the temporary fenced diversion.
 - 16.2.2 The FPO's suggestion about the temporary use of an old concrete crossing adjacent to the damaged wooden footbridge would need to await further discussion between the Chair and HC concerning the legal route of the right and way.
 - 16.2.3 The Wildlife Trust's response to the Clerk's query about a missing fingerpost was still awaited.
 - 16.2.4 The Clerk was obtaining way-markers for the FPO and would query the footpath numbering.
- 16.3 Parish contractor ... It was RESOLVED to pay for the digging out of 2 gates & re-installing one (+ materials) for the sum of £424.82.

17. Date of next meeting – Wednesday 27th July.

The Chair closed the meeting at 20.45

SIGNED DATE