

10/2024

HAMPTON BISHOP PARISH COUNCIL

Minutes of a scheduled Parish Council Meeting held on Thursday 25th July 2024 at 19.00 in the Village Hall

Present

Councillors: Steve Hunt (Chair), Jamie Rogers (Vice Chair), Alistair McHarg & Brendyn Rossouw.

In attendance: Lynda Wilcox – Parish Clerk, Ward Councillor Graham Biggs & 19 local residents.

1. **Apologies for absence** were received from Julia Pearson.
2. **Declarations of interest & written requests for dispensation:** There were none.
3. **Declaration of a vacancy due to non-attendance by James White.**
A vacancy for a parish councillor was declared and the Clerk would post the relevant notices.
4. **Minutes of previous meeting held on 23rd May 2024.**
It was RESOLVED to adopt the minutes

5. Open Session

- 5.1 A brief verbal report from Ward Councillor Graham Biggs, included:
 - 5.1.1 The current administration of Herefordshire Council favoured a western route for a bypass.
 - 5.1.2 A successful Summit Meeting for parish councils had been held on 9th July and a second one would be held in September.
 - 5.1.3 A drainage fund was to be launched later in the month.
 - 5.1.4 A £5m road resurfacing programme was starting later in the month.
 - 5.1.5 Works on Mordiford Bridge would be undertaken for four weeks from 30th July.
The Chair was concerned that the proposed works were not being undertaken on the side of the bridge which was most at risk from the force of downstream heavy water (alongside Lugg stank) but on the other side where the risk factor was far less. The Ward Councillor offered to look into this.
- 5.2 Views of local residents on parish matters, included:
 - 5.2.1 Speed of vehicles throughout the parish. The Clerk commented that the PC was a member of the B4224 Group which comprised PC members from the length of the

B4224. One of the group's aims was to reduce speed, via installation of SIDs (Speed Indicator Device) along the length of the B4224 which might then encourage Sat Nav equipment to direct traffic onto the faster A49 route.

- 5.2.2 Dog mess within the fenced area of the children's play area – the Clerk would produce new notices concerning dog fouling for display on the perimeter fencing.

6. Parish Land

6.1 Play Area:

- 6.1.1 Annual inspection report and required work ... It was RESOLVED that the Clerk be delegated to seek a suitably qualified contractor to remedy all items raised in the annual report.
- 6.1.2 Payment of annual inspection invoice (Fran White) - £62.50. It was RESOLVED to pay the invoice.

6.2 Orchard:

- 6.2.1 *Request for overflow parking.* There had been a possibility of additional car parking being required following a church service during August, but it was now no longer necessary. It was noted that the use of the orchard for additional car parking was not ideal and should be on rare occasions, such as for the annual fete. The Chair commented that the orchard grass had been cut to enable car parking during the 2024 fete and there had been concern from some residents that wildflowers had been cut down. It was noted that wildflowers could be safeguarded within the 2-metre strip of land alongside the fencing boundaries. *Update on 5-year Management Plan* ... It was noted that the Orchard's five-year management plan had not been closely followed in recent months. Jamie Rogers and Brendyn Rossouw volunteered to serve on the Parish Land Working Group and pursue the aims of the management plan.

- 6.3 Entrance to Village Hall ... Members considered a report on the safety of the Cherry tree which was of concern to a neighbouring resident. The report stated that there were no obvious signs of decay or inherent weakness, and it was therefore RESOLVED not to take any action.

7. Bishop Fields

7.1 Holywell Gutter Lane ... Update on improvement works action:

- 7.1.1 Herefordshire Council had informed the Clerk that initial works would be undertaken on the Lane using public rights of way funds, rather than the allocated Section 106 monies remaining from the Bishop Fields development. It had further been suggested that should the current planning application for development east

of the A438 be approved, the remaining Section 106 monies could be used for other projects because the planning application included a full upgrade of Holywell Gutter Lane.

It was RESOLVED that the Clerk should urge Herefordshire Council not to re-allocate the Section 106 remaining funds because the proposed development East of the A438 might not be decided for months and, even if it were to go ahead, building works/lane improvements, could take years to happen.

7.2 Dead Oak tree on Holywell Gutter Lane ... Update and considered action:

- 7.2.1 The Clerk had informed Herefordshire Council that a very large dead Oak tree on Holywell Gutter Lane – a right of way for which they were the responsible body - posed a significant risk to neighbouring houses and residents, as well as pedestrians on the Lane. Information on action proposed by Herefordshire Council was still awaited.

7.3 Anti-social parking ... possible contribution to cost of signage.

- 7.3.1 There was detailed discussion concerning a request from a resident of Bishop Fields that the parish council contribute towards the cost of signage aimed at deterring school traffic from parking in an unsafe way on the unadopted roads of Bishop Fields.
- Whilst parish councillors understood the concern of residents, because the roads were private, it was RESOLVED that, in the first instance, the residents should ask their management company to fund the cost of the signs. Furthermore, the parish council would require costings prior to considering any contribution.

7.4 Youth facility ... Update and considered action:

The Clerk would report back to the September meeting on the outcome of discussions with Hereford City Council on the possible use of the natural facility of the uneven wooded area on the borders of the maintained area of the local quarry, for use by young mountain bikers etc.

8. Planning

8.1 Update & considered action on the proposed development of Lugg Meadows.

- 8.1.1 It was noted that no further information would be available until the beginning of September, when a decision by Herefordshire Council was likely.

8.2 Consideration of comments on application to be determined by Herefordshire Council:

- 8.2.1 Application 241421: The Lodge, Hampton Bishop. Proposed extension and alterations.

Parish Councillors were concerned about the size of the proposed extension and the visual impact on the local area. Comments were required by the following week and more information/additional time would be requested via the Ward Councillor. If no additional time was granted, it was RESOLVED that the Clerk would respond by the deadline, under delegated powers.

It was further RESOLVED that, in future, the Clerk would send all planning applications direct to councillors as soon as they arrived.

It was noted that councillors and local residents were able to visit Herefordshire Council's website and sign up to receive direct notification of all planning applications within the parish.

9. Finance

9.1 The Bank balance was noted as £98,053.49.

9.2 It was RESOLVED to make the following payments:

9.2.1 Elan City ... Replacement part for faulty SID: £497.15.

9.2.2 John Finch Computers – Microsoft 365 annual licence ... £58.80 + £11.76 VAT.

9.2.3 Clerk's salary June & July.

9.2.4 Autela Payroll Services – Invoice 14041 (1.4-31.7.24) ... £75.80 + £15.16 VAT.

9.2.5 HMRC June ... £78.40 & July ... £78.40.

9.2.6 Parish Contractor – July.

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

9.3.1 RJ & JR Barrell – 6 x grass cuts around Village Hall ... £600 + £120 VAT.

9.3.2 Parish Contractor ... £268.00 for June – Invoice 53.

9.3.3 Cutting back hedge & erecting fencing at Village Hall (M. H. Law) ... £948.

9.3.4 Fencing materials (L. Evans) for fencing works ... £760.00 + £152 VAT.

10. Lengthsman Scheme

10.1 Annual Maintenance Plan ... It was RESOLVED that the Clerk be given delegated powers to meet with parish councillors on the Drainage/Flooding Working Group to determine work to be submitted under Herefordshire Council's Lengthsman Scheme for 2024/25.

10.2 It was further RESOLVED that, in line with the work identified above, the parish council would enter into a contract with Herefordshire Council for the 2024/2025 Lengthsman Scheme.

11. Mordiford Bridge

11.1 Update and considered action: This had been discussed in Item 5.1 above.

- 11.2 The Clerk reported that the neighbouring parish council had taken photos of a recent accident on the bridge which they believed may have been avoided if vegetation on the eastern side of the bridge had been cut back. It was noted that the overgrown piece of land between the river and the bridge was believed to be no-mans' land' and had previously been maintained by the Environment Agency.

12. Portrait of King ... Consideration of location.

- 12.1 It was noted that the Hall Committee would be prepared to display a smaller portrait of the King in the main hall.

13. Village Hall

- 13.1 Consideration to take on a project (subject to grant aid) for a new entrance door & 3 x fire doors in the main hall.
It was RESOLVED that the parish council would take on the above project, subject to grant monies from the Lottery being paid direct into the parish council's bank account.

14. West Mercia Police ... Consideration of annual survey for 2024.

It was RESOLVED to delegate the completion of the survey to the Parish Clerk.

15. Appointment of officers:

- 15.1 Tree Warden ... Susan Marr and Margaret Waddington volunteered to undertake the role of Parish Tree Warden and they were duly appointed.
15.2 Footpaths Officer ... Following the stepping down of the two current Footpaths Officers: Dawn Fisher and Margaret Waddington, it was RESOLVED to advertise the role locally. The Chair thanked the outgoing officers.
15.2.1 The 'Walkers are Welcome' volunteer report on the Wye Valley Walk, was welcomed and the Clerk would thank the organisation.

16. Membership on PC Working Groups:

- 16.1 Planning ... Steve Hunt and Alistair McHarg,
16.2 Finance ... Steve Hunt and Julia Pearson.
16.3 Parish Land (including Orchard) ... Jamie Rogers and Brendyn Rossouw
16.4 Drainage/Flooding ... Jamie Rogers, Steve Hunt and Alistair McHarg.
16.4.1 It was noted that a meeting with the Flood Alleviation Group had been postponed.

17. Date of next scheduled meeting ... Thursday 26th September 2024.