

15/2024

HAMPTON BISHOP PARISH COUNCIL

Minutes of a Parish Council meeting held on Thursday 24th October 2024 at 19.00 in the Village Hall

Present:

Councillors: Jamie Rogers (In the Chair), Alistair McHarg, Julia Pearson & Brendyn Rossouw.

In attendance: Lynda Wilcox – Parish Clerk. 17 local residents.

1. **Apologies for absence** were received from the Chair, Steve Hunt.
2. **Declarations of interest & written requests for dispensation.**
 - 2.1 Alistair McHarg declared an interest in Agenda Item 11 due to ownership of land, and signed the Declarations Book accordingly.
3. **Co-option of two candidates to fill current vacancies.**

The item was postponed until the next meeting, due to two further expressions of interest in the two vacant positions. There were now 4 applicants for the two posts and the Clerk explained that each applicant would be invited to attend the next meeting and asked to say a few words about why they wished to become a parish councillor. Parish councillors would, then co-opt two successful applicants who would take their place at the meeting table, following completion of their statutory. Acceptance of Office forms. It was noted that the prospective candidates included those from areas not currently represented on the parish council – Bishop Fields and Copsewood Drive.
4. **Minutes of the previous meeting held on 25th July 2024.**

It was RESOLVED to adopt the minutes as a true record and they were signed by the Chair.
5. **Open Session**
 - 5.1 Ward Councillor – Graham Biggs was unable to attend the meeting, but the Clerk circulated his report to those present.
 - 5.2 Views of local residents on parish matters ... No matters were raised.
6. **Parish Land**
 - 6.1 Play Area... The Clerk gave an update on remedial work & dog fouling:
 - 6.1.1 Quotations were still awaited on repairs to equipment, as outlined in the annual safety inspection.
 - 6.1.2 The Clerk had fixed additional 'No Dogs' signs on fencing around the play area.

6.2 Grassed Area around Village Hall... Action on mole infestation.

It was RESOLVED to engage a local contractor to deal with the recent mole infestation, based on £20 per hour to set up traps plus £12 per mole caught.

7. **Planning** ... Members considered Planning Sheet.

7.1 Comments on planning applications:

Members RESOLVED to support the following applications:

- 7.1.1 Application P242492/K – Hampton House, Church Lane. T1,T2,T3,T4. Taxus baccata (yew) T5. Acer pseudoplatanus (Sycamore). These trees form a line along the boundary of Hampton House and overhang the various out-buildings belonging to Stone Barn. The owner of Stone Barn has requested that the overhanging limbs be reduced to minimise debris in the guttering and risk of damage to the buildings and to increase light to the greenhouse. The work requested is to reduce the overhanging branches back to suitable growth points removing a sufficient volume to minimise risk whilst retaining a natural appearance.
- 7.1.2 Application 242125 – Spinnaker, Rectory Road. Very large Silver Birch needs to be reduced in size by 60-70%. NB: Tree Wardens in support.
- 7.1.3 Application 242330 – Jays Nest, Rectory Road. Proposed crown lifting of Sycamore tree due to obscuring light into garden and greenhouse.

7.2 Withdrawn application noted: 241227 Mordiford Bridge. Application for approval of details reserved by conditions 3 attached to planning permissions 230283.

7.3 Split decision on application noted: P242174/XA2 Mordiford Bridge. Application for approval of details reserved by condition 4 (partial) attached to Listed Building Consent 240980.

7.4 Refusal of planning permission noted: Application 241421 The Lodge ... Proposed extension and alterations.

7.5 Comments made under Clerk's delegated powers ratified:

The Cider Mill & Annexe, Whitehall Road. Proposed use of the Cider Mill Cottage and The Annexe to be used as an open market dwelling, independent of Thatched Cottage, with no restrictions on its separate sale or use:

7.6 *Whilst the parish council supports the application in principle, consideration should be given to the following considerations:*

- 7.6.1 *Planning consent for Cider Mill Cottage and Annexe would have been granted by the local planning authority with the restricted use and occupation for a reason. Is it now reasonable to remove this condition in the circumstances as set out in the access and planning statement?*
- 7.6.2 *There is concern about the foul water drainage systems. Whilst it is claimed that the Thatched Cottage and Cider Mill Cottage/The Annexe are served by existing independent drainage arrangements, it is hoped that the local authority will satisfy themselves that the existing foul drainage provisions are sustainable and entirely independent and meet the requirements for independent dwellings. Hampton Bishop Parish Councils needs to be satisfied*

that any proposals for development and or material change do not have any negative impact on pre-existing interests. The site plan does not give any information or layouts for the existing drainage for either Thatched Cottage or the applicant's Cider Mill and Annexe. If these properties are to be separated and the drainage systems are truly individual, but one unit's drainage system lies within the curtilage of another property then the parish council urges the planning authority to confirm that all the correct legal documentation and easements are in place to protect the interests of both properties.

- 7.6.3 *It is noted on the site plan that there is a broken red line delineating the parking area to serve The Old Thatch Cottage as distinct from the Cider Barn and The Annexe. It is respectfully suggested that, if the planning authority is minded to approve the application, it should require the applicant to delineate this red line through the use of appropriate paving materials in order to prevent any future neighbour dispute and disruption to either parties quiet enjoyment. There is no detail in the design of access statement to clarify the "shared areas".*

8. Finance

- 8.1 Bank balance noted as £104,090.20
- 8.2 Receipt of second half of precept noted as £10,500.00.
- 8.3 Payments ... It was RESOLVED to make the following payments:
- 8.3.1 Kirkwells planning support for Lugg flats planning application ... £3,000.00.
- 8.3.2 Eyelid Productions – Annual website support ... £100.00.
- 8.3.3 Clerk's salary for September & October 2024.
- 8.3.4 Website hosting and domain name July 2024 to June 2025 ... £225 + VAT.
- 8.3.5 HMRC for period 6.10.24-5.11.24 ... £78.40.
- 8.4 Payments made by Clerk under delegated powers, were ratified:
- 8.4.1 Parish Contractor August/September & October invoices @ £268.00 each month.
- 8.4.2 Clerk's August salary.
- 8.4.3 HMRC for period 6.9.24-5.10.24 ... £78.60.

9. Neighbourhood Development Plan (NDP)

- 9.1 Accessing Government grant of £10k for review of NDP... The Clerk commented that the parish NDP would require an update due to imminent changes in county and possible national planning policies. It was RESOLVED to access a government grant of up to £10 to commence the NDP review.
- 9.2 It was RESOLVED to appoint Kirkwells as planning consultants for the NDP review, subject to a satisfactory quotation.
- 9.3 Councillors Alistair McHarg and Jamie Rogers volunteered to be on the NDP Working Group, meetings of which would be open to all residents.

10. Village Hall (VH) ... Feedback and considered action on VH grant application.

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It was noted that grant funding had already been received by the VH, but should there be a shortfall for any reason, the Management Committee might make a funding request to the parish council.

11. Footpaths

- 11.1 Diversion Order on HB1 was noted.
- 11.2 Open Spaces request to consider footpath defect.
- 11.3 It was noted that Herefordshire Council was liaising with the Open Spaces Society direct and there was no need for the parish council to become involved.

12. Drainage/Flooding

- 12.1 Ditch Clearance by RJ Barrel
It was RESOLVED to approve ditch clearance up to the sum of £400.
- 12.2 Feedback & considered action on Working Group meeting 29.8.24.
 - 12.2.1 Projects under Herefordshire Council's Lengthsman Scheme ... If the parish council joined the Lengthsman Scheme, they would need to submit a detailed annual programme of work to Herefordshire Council for approval, in order to receive up to £360. As the parish had already budgeted £5.5k for parish maintenance and £3k for flood alleviation for the financial year 2024/25, it was felt that membership of the Lengthsman Scheme should not be pursued.
 - 12.2.2 Drainage grant applications could only be made by parish councils within the Lengthsman Scheme and there was limited funding to be divided between the whole county, on a first come first served basis. It was therefore agreed not to pursue the matter.

13. West Mercia Police ... Three policing priorities for next 3 months:

It was RESOLVED that the three priorities would continue to be:

- 13.1 Anti-social behaviour, particularly in Daggy Powell's Lane.
- 13.2 Thefts from sheds.
- 13.3 Speeding through the village.

14. Correspondence: An offer of two-way communication with 2 local Care Homes was noted.

15. Date of next scheduled meeting ... Thursday 21st November 2024.

The Chair closed the meeting at 20.00

SIGNED DATE