

PETERSTOW PARISH COUNCIL

MINUTES OF AN ORDINARY MEETING HELD ON WEDNESDAY 7th MARCH, 2018 IN PETERSTOW VILLAGE HALL AT 7.00 p.m.

Present: Cllrs. Martin Lown, Roger Townend, Frances Nightingale, Steve George and Sarah Beggs and Paul Speed.

In attendance: Mrs Pat Newton (Clerk).
Cllr. Elissa Swinglehurst H.C.
2 members of the public.

03/18 1. APOLOGIES
Cllr. Rob Hunter

03/18 2. CO-OPTION
Cllr. Paul Speed signed the Declaration of Acceptance of Office of Councillor and the Code of Conduct.
Cllr. Lown welcomed Cllr. Speed to the Parish Council.

03/18 3. PUBLIC PARTICIPATION
A parishioner thanked Cllr. Lown for his efforts with the snow clearance etc.
Also, there are a lot of pot-holes, this is a problem all over the county, Balfour Beatty are working hard to repair as many as they can, but this will take time.

03/18 4. DECLARATION OF INTERESTS/DISPENSATION REQUESTS
None were declared or requested.

03/18 5. MINUTES OF THE LAST MEETING
5.1 It was agreed that the minutes of the meeting held on Wednesday 3rd January, 2018, be signed as a true record of the meeting.
5.2 It was agreed that the minutes of the Planning meeting held on Saturday 3rd February, 2018, be signed as a true record of the meeting.

03/18 6. MATTERS ARISING FROM THE MINUTES

6.1 Wellsbrook Lane effluent: A site visit had taken place with the Lengthsman and the Environment Agency. The water test gave a low reading, they seem more concerned with the stream pollution. It was agreed that they would visit properties in the area, and leave leaflets warning homeowners to ensure that the sewage systems serving their property was working properly, and also check if a licence had been issued to allow any outfall from a sewerage treatment installation in the area.

No concern was shown about the smell from the gully. The EA regard it as a low priority issue, and they are unlikely to visit again.

The Lengthsman suggested raising the level of the base of the gully and slope it so any material passes straight through therefore doing away with the sump. Cover and seal the grid, so it is a sealed chamber, as there is a road gully next to the offending one, so no drainage would be lost. After discussion it was **agreed** the **clerk** would ask the Lengthsman to go ahead with this work.

6.2 SID – change of colour to red/green: Cllr. Lown said that to upgrade would require an entirely new circuit board. Including everything the upgrade would cost about £2200. We will leave this for the time being.

6.3 Benches & grit bins costing: To purchase two more grit bins would cost around £220, and the benches over £1000. The clerk will put these items on the May agenda.

03/18 7. MATTERS FOR CONSIDERATION

7.1 Community Safety Day: This was cancelled owing to the snowy conditions, to be re-scheduled in the Autumn.

7.2 Data Protection officer – Update: Neither the clerk or a councillor can be the officer. HALC will be offering very competitive DPO services, cost yet to be advised. We will need to have a Data Protection Policy, a Privacy Policy, Privacy Notices and Data Subject Access Policy. The clerk is going to a training session at HALC in April, and then will have a meeting with Cllr. George to proceed with the necessary requirements.

03/18 8. **PLANNING**

Applications.

180221: Entrisse, New Road

High pollard of Willow situated next to garage and reduce by one third of the original size Walnut situated in the middle of the back lawn...No objection

180222: Yew Tree Inn

Cypress (T1) – remove to ground level due to proximity to buildings. The tree is growing into and damaging the exterior staircase of the building...No objection

180316: Land adjacent to Hightown Cottage

Construction of two detached dwellings, landscaping and associated works...

The Parish Council comments to this application can be viewed on the HC Planning website, also viewed on the Parish Council website, adjacent to the minutes.

Works to trees in a Conservation Area: Works Allowed

180221: Entrisse, New Road

As above

180222: Yew Tree Inn

As above

03/18 9. **REPORTS**

9.1 Herefordshire Council: The councillors had all received Cllr. Swinglehurst's latest reports.

03/18 10. **WEBSITE – UPDATE:** Running smoothly.

03/18 11. **NEIGHBOURHOOD DEVELOPMENT PLAN**

11.1 The minutes of the NDP meetings on 12th February & 5th March were **approved** by the Parish Council.

11.2 We are now through Reg 14, and had quite a lot of comments from members of the public. Data Orchard have suggested some amendments to the Draft Plan and the Working Group were happy to accept these and sent the Plan to the councillors for approval at their meeting on 7th March. If approved we can move on to Reg 15 & 16.

11.3 The Parish Council were happy to **APPROVE** the plan and gave agreement to proceed to Reg 15 submission to Herefordshire Council for approval, who will then start the Reg 16 process.

03/18 12. **COMMUNITY SPEED WATCH – Update**

Limited during the winter months, we will be carrying on, once the weather improves.

03/18 13. **FINANCES**

13.1 Bank Account Balances.

07.03.18 Current Account..... £3338.50

07.03.18 Deposit Account..... £4632.70

13.2 Receipts.... None

13.3 Payments...The Council RESOLVED to make the following payments:

Chairman's expenses ... £ 11.00

Groundworks..NDP... £ 33.77

Terry Griffiths...Roads... £198.00

Terry Griffiths...Dog bin... £ 43.64

Glasdon UK...Dog bin... £ 90.99

Data Pro Fee... £ 35.00

Clerk's salary... £450.00

Salt/grit spreader...

03/18 14. **CORRESPONDENCE/INFORMATION SHEET**

The Council noted the correspondence received and Clerk's information sheet.

03/18 15. **MATTERS RAISED BY MEMBERS/MATTERS FOR NEXT MEETING**

Contact Enforcement Officer re: Yew Tree Park parked vehicles.

Cllr. Nightingale tendered her resignation and this will be her last meeting. Cllr. Lown thanked her for her contribution to the Parish Council.

03/18 16. DATE OF NEXT MEETING

The next scheduled meeting is Wednesday 9th May, 2018 at 7.00p.m.
This is the Annual Parish meeting followed by the Annual Parish Council meeting.

There being no further business the Chairman closed the meeting at 8.01p.m.

Signed.....

Date.....