

North Bromyard Group Parish Council

MINUTES OF NORTH BROMYARD GROUP PARISH COUNCIL MEETING Held on Tuesday, 8th May 2018 in Upper Sapey Village Hall

Attendees: Cllrs: K Harris-KH; A Yarnold-AY; R Wilks-RW; R Coldicott-RC & H Richards-HR
Chairman J Wheeler-JW
Ward Councillor N Shaw – NS
Footpath Officer T Fisher-TF
Parish Clerk: A Gardner
Members of the public: 2

1. Election of Chairman

It was unanimously agreed that Jim Wheeler should be chairman as proposed by RC & seconded by AY

2. Election of Vice-Chairman

It was unanimously agreed that Rob Wilks should be vice chairman as proposed by JW & seconded by RC

3. Apologies: E Carpenter- EC and A Dennis - AD

4. Declarations of Interest

RW Item 9

5. Minutes of the Parish Council Meeting on 27th March at Saltmarshe & District Hall

On the proposal of RC & seconded by JW, it was unanimously agreed that the minutes are a true & accurate record

6. Matters Arising

- 6.1.1 Noted response re: Code of Conduct question about contracting R Wilks as lengthsmen
- 6.1.2 Updated on noise from motor cycle events in Upper Sapey, last event was on 18/19th April
- 6.1.3 Noted negative response from BB re: request for crash barrier on B4203
- 6.1.4 Noted amendment going through parliament saying Data Protection Officer no longer required for parish councils

7. Planning

7.1 Applications

- 7.1.1 P181210 – Wild Perry Farm, Tedstone Wafre, Bromyard. HR7 4PP
Proposed single storey extension
Applicant: Mr Gerald Whistance
Full Householder
Council Support this application
- 7.1.2 P180813 - Horners Mill Whitbourne Worcester Herefordshire WR6 5RY
Repair listed agricultural barns and partially convert them into living accommodation, to provide additional annexed accommodation ancillary to the existing house. Proposed new steps and reducing the height of wall next to main house.
Applicant: Mr & Mrs Fellows
Planning Permission
Council Support this application
- 7.1.3 P180814 - Horners Mill Whitbourne Worcester Herefordshire WR6 5RY
Repair listed agricultural barns and partially convert them into living accommodation, to provide additional annexed accommodation ancillary to the existing house. Proposed new steps and reducing the height of wall next to main house.
Applicant: Mr & Mrs Fellows
Listed building consent
Council Support this application

7.2 Pending – None

7.3 Decisions

- 7.3.1 P180449 – Oakhill House, the Manors of Shelsley, Clifton Upon Teme. WR6 6ED
Single storey extension. Council supported this application. **Granted with conditions**

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- 7.3.2 P181355/AM – The Stables, Upper Sapey, Worcestershire. WR6 6XR
Non-material amendment 093260/F (conversion of Outbuilding to live/work unit) - Alteration and addition of conservation roof lights to South East elevation. **Granted with conditions**
- 7.4 RC reported an extension to a holiday chalet at Inksmoor Court. NS agreed to inform the enforcement Officer accordingly

8. Finance

- 8.1.1 Signed Certificate of Exemption for annual accounts, as previously agreed
- 8.1.2 Approved of Annual Governance statement for the 2017/18 accounts
- 8.1.3 Approved of 2017/18 Annual Accounting Statement
- 8.1.4 Reviewed Annual Internal Auditors Report
- 8.1.5 Noted Bank Statements: Current a/c: £4048.85; Reserve a/c: £1334.93 as at 30.04.18
- 8.1.6 Approved payments as previously circulated
- 8.1.7 Agreed to review yearly finance report from Upper Sapey Village Hall at July meeting
- 8.1.8 Reviewed yearly finance report from Saltmarshe and District Hall

9 Lengthsman and P3 Scheme

- 9.1.1 Agreed to sign of the Balfour Beatty Parish Lengthsman and Parish Paths Partnership Scheme Contract for 2018/19.
- 9.1.2 Discussed viability of joining the BB enhanced lengthsman scheme and agreed not to pursue.
- 9.1.3 Agreed jobs for May, June & July – Inform clerk of all broken grit bins within the parishes, clear visibility splays and any other urgent jobs that may arise
- 9.1.4 TF read out schedule for P3 tasks for 2018/19

10 Highways

- 10.1.1 RW reported that the white lines by the Baiting House have not been renewed
- 10.1.2 RW reported that the broken manhole cover by the kennels in Tedstone Delamere had not been replaced
The clerk will re-report both these issues

11 Documentation Review

- 11.1.1 Noted existing Risk Management Policy
- 11.1.2 Approved adoption of Standing Orders, as previously distributed
- 11.1.3 Noted existing Code of Conduct
- 11.1.4 Noted existing Complaints Procedure
- 11.1.5 Approved Financial Regulations, as previously distributed

12 Ward Councillors Report

NS has looked at the crash map for the section of B4203 and there has been 3 minor incidents in the past 19 years.

Because he received a complaint from a parishioner today, he has also look at the crash map for Sapey common where there has been 1 minor incident in the past 19 years. However, because a speed check has not been done here for a number of years, NS will request one.

HCC recycles 41% of the 75,000 tonnes of rubbish collected last year. All black bags were burnt in the energy to waste plant at Hartlebury.

NS will look for a Herefordshire sign when next at Thorne Business Park.

13 Correspondence - None

14 Parish Matters and future agenda items - None

15 Date of next meeting

- 151.1 Noted date of next meeting as July 24th 2018 at Saltmarshe & District hall