

Sutton St. Nicholas Parish Council

Minutes of the Ordinary Meeting of Sutton St. Nicholas Parish Council, held in Room 2, The Village Hall, Sutton St. Nicholas on Monday 7th December 2015 (SPC/TF/083)

Councillors Present

Cllr Ron Gow (Chairman)
Cllr Ann Burke (Vice chairman)
Cllr Stan Gyford
Cllr Tina Hurley
Cllr Ian Nicholas
Cllr Anna Toon

In attendance

Mike Darley (Footpath Officer)
Tony Ford (Clerk)

1. Apologies for Absence

Apologies for absence received and approved from Cllr Richard Andrews

2. Receive, approve and sign the Minutes of the Ordinary Meeting of the Parish Council (no SPC/TF/082) held on Monday 2nd November 2015.

The minutes were signed by the Chairman as a correct record of the meeting.

3. Declarations of Interest

Cllr Ian Nicholas declared a disclosable Pecuniary Interest in respect of item 13.3(6) on the agenda, and there were no written requests for new Disclosable Pecuniary Interest dispensations.

4. Report from Clerk on actions from the last meeting

There were 10 actions requiring completion, four were completed, and six were in progress. (Appendix 1 refers).

Action- Sutton Playing Field Inspection Report - Clerk to engage a contractor to complete jobs.

5. Questions/Issues on any matter, from members of the public present.

5.1 Ward Councillors Report

A brief verbal report was received from the Ward Councillor. (Appendix 2 refers)

5.2 Local Police Report

The Parish Council has received correspondence from the police stating that 'Our resources are now dynamically deployed to target individuals and areas as part of local operations, and we now operate under a borderless ethos within Safer Neighbourhood Teams. This has meant we can no longer attend meetings and other engagements on a routine basis'

Newsletter for November 2015 and December 2015 have been put on the Village website. (Noted)

5.3 Questions from other members of the public

No questions were tabled.

6. Planning

To consider and comment on planning application 153413 – Land at rear of Willow Rise, Sutton St. Nicholas – Propose to fell Norway Maple tree and reduce English Elm tree. Having considered the matter the Parish Council - Resolved to support the application and formally requests that a replacement tree be planted to replace the Norway Maple.

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Action- Clerk to inform Herefordshire Council

7. Sutton Walls

Having received a request from the History Group relating to the conservation and long term care of the Sutton Wall monument. The matter was deferred to a later meeting to enable a representative from the History group to let the Parish Council know what they needed.

Action Clerk to request a representative attend a future meeting

8. Delegations to Committees

The parish Council decided to defer the matter until the Annual Meeting of the Parish Council.

9. NALC update

Councillor Toon informed the Parish Council that

- Lobbing was being done to try and get a percentage of business rates allocated to parishes.
- HALC wish list to get Housing Support Grant powers
- Capping of fees paid by large councils
- Looking at affiliation fee payable to NALC
- Lengthsman Grant no changes in 2016/17, with a review for 2017/18

10. Neighbourhood Development Plan

The Parish Council was informed that the draft Consultation Neighbourhood Plan has been distributed to every household in the village, landowners, statutory and other consultees. The consultation period to run from 7th December to 29th January 2016. (Noted)

11. Lengthsmans Duties

The last time the Lengthsman Lengthsman Maintenance Schedule was reviewed was for 2013/14 as set out below

Job	Frequency	Approximate Duration of Job (each time)
Cutting back vegetation obscuring road signs	4 – 5 times a year or as needed	0.5 day
Trimming overhanging hedges , trees and branches over footways	2 – 3 times a year or as needed	1 day
Spraying weeds and gutters on kerbside and footways	3 – 4 times a year or as needed	1.5 days
Strimming verges, ditches. banks	4 – 6 times a year or as needed	1 day
Cleaning gulley's ,drains etc	as needed	0.5 to 1 day
Road sign cleaning/inspection	Once or as needed	0.5 to 1 day
Cutting back vegetation on blind junctions	As needed	0.5 to 1 day
Essential maintenance /repairs as required by Parish Council	As needed	1 day

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Action Clerk to liaise with the Lengthsman to ensure that the basic grant from Herefordshire Council is spent by the end of March 2015.

Action Clerk to produce a more detail schedule highlighting the months works are required to be completed in.

12. Litter Pick

The Clerk to liaise with Les with regards to a possible volunteer litter pick during February 2016.

Action Clerk to contact Les Smith

13. Financial Report

13.1 Confirmation of Balances - £32,198.89. (Statement 13/11/15 £40,890.19 less outstanding cheques £8691.30)

13.2 Receipts £1122.00 (Repayment of Lengthsman and P3 footpaths monies)

13.3 Invoices for payments

Ref	Payee	Amount £	Detail
1	DJN Planning Ltd	1188.00	29/11/15-Technical and associated work - Neighbourhood Development Plan (Inc. VAT)
2	R.A. Ford	33.00	30/11/15 Cartridges – Neighbourhood Plan document Printing
3	R. A. Ford	284.39	6/12/15 Community Litter Bin plus fittings
4	R. A Ford	308.98	05/12/15 Clerks Salary
5	Tarmac Trading Ltd	5,921.71	03/12/15- Work to entrance to Sutton Playing Field
6	Ian Nicholas	59.62	03/12/15-Neighbourhood Plan - Printing landowners letter, postage and printing cartridges
7	Print Plus	588.80	30/11/15- Neighbourhood Plan Booklet and associated Printing

Having declared a disclosable Pecuniary Interest in the agenda item Cllr Nicholas did not vote on the matter.

Resolved to approve for payment and cheques to be signed, except for item 5 due to a request for a credit, with the Clerk delegated to get the payment made and cheque signed for payment not to exceed £5,921.71.

Action Clerk to request a credit and in addition Tarmac asked to grass the verge

14. Budget 2016/17

It was agreed that the Finance Committee would consider the matter and forward its recommendation to the Parish Council.

15. Gratton Waste Site Lower Vern Marden

Following a reply from the Environment Agency Cllr Guthrie has written to Bill Wiggins to raise her concern regarding the Gratton Waste site and the extension of the operation period. The Parish Council considered the matter and resolved to support Cllr Guthrie's action, and agreed to write to the local MP and The Environmental Agency.

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Action- Clerk to write to Local MP and the Environmental Agency.

16. Correspondence (Not covered by a separate agenda item and for information only).

- 16.1 – Balfour Beatty** – Weobley/Hereford Rural Briefing- 6/11/15 (Noted)
- 16.2 – HALC** – Notice of Southern Area meeting 23/11/15 (Noted)
- 16.3 – Balfour Beatty** – Annual Plan Consultation Exhibition 1/12/15 (Noted)
- 16.4 – Herefordshire Council** – Invite to Fastershire Business event and networking Lunch. (Noted)
- 16.5 – Hereford Civic Society-** Invite to December event-Coningsby Hospital Museum. (Noted)
- 16.6 – The Diocese of Hereford** – Parish Nursing workshop (Noted)
- 16.7 – Balfour Beatty** - Weobley/Hereford Rural Briefing- 20/11/15 (Noted)
- 16.8 – Balfour Beatty** - Weobley/Hereford Rural Briefing- 26/11/15 (Noted)

17. Matters relayed to the Clerk for the Agenda of the next meeting

- Defibrillator
- Community Technology Grant
- Budget and Precept 2016/17
- Footpaths

18. Clerks Salary

The Parish Council resolved to go into private session, the public and the Clerk left the room.

19. Confirmation of the date, time and venue of the next meeting

Monday 4th January 2016 at 7.15pm Room 2 at the Village Hall.

Appendix 1

Status of Actions from last meeting

Meeting Ref	Date of Meeting	Agenda Item	Reference	Action	Action Owner	Action Taken	Status
12/01	28/05/15	11	Freedom of Information	Clerk to monitor requests received and report back to the next Annual Meeting of the Parish Council	Clerk		Work in progress
12/02	01/06/15	8	Dog Poo Bins	Have signs installed reminding dog owners to take their dog waste home	Clerk	Contacted Herefordshire Council. Keith Eyles to ring back.	Work In progress
12/03	01/06/15	18	Sutton Playing Field Inspection Report	Cllr Gyford to inform the Clerk of the recommendations he is able to carry out	Cllr Gyford		Work in progress

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Meeting Ref	Date of Meeting	Agenda Item	Reference	Action	Action Owner	Action Taken	Status
12/04	01/06/15	18	Sutton Playing Field Inspection Report	Clerk to engage a contractor to complete the rest of the jobs	Clerk		Work in progress
12/05	07/09/15	15	Bins and Dog Waste Bins	Clerk to order bins.	Clerk		Closed
12/06	07/09/15	15	Bins and Dog Waste Bins	Councillor Gyford to install bins.	Clerk		Work In progress
12/07	07/09/15	24	Sutton Playing Field Entrance	Clerk to inform Lafarage Tarmac	Clerk		Completed
12/08	02/11/15	3	Co-opted Member	Clerk to inform Tina Hurley	Clerk		Completed
12/09	02/11/15	8	Bins and Dog Waste Bins	Clerk to purchase one bin to be located by the footpath at Ordis Court.	Clerk		Completed
12/10	02/11/15	17	Defibrillator	Gyford to draft governance arrangements	Cllr Gyford		Work in progress

Appendix 2

Ward Councillor's Update Report

Highways Matters

Update on Franklands Corner in Marden Parish. I held a site meeting on 3rd December 2015 with Balfour Beatty, residents and Parish Councillors. The site meeting was held because of the serious concerns regarding the speed of traffic on this section for road and due to a recent accident. Requested a traffic regulation order to lower the speed limit at Franklands Corner accordingly.

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Re: The Gratton Waste Site, Lower Vern, Marden – ref: concerns regarding the extended operation of this site. I have written to Bill Wiggin MP as follows:

FAO: Bill Wiggin MP

Dear Bill

Re: The Gratton Waste Site, Lower Vern, Marden

Copy of the Environment Agency response sent to Marden Parish Council

“You are correct in that the site owners/operator The Pipe Corporation Ltd have applied for and been issued with a variation to their Environmental Permit for this site which authorises the importation of inert waste materials to be used for the restoration of the land to agriculture. This variation does permit an increase in the volume of materials permitted, when compared with the original Permit, and as you have stated, it is likely that this will extend the operation period for this site. I understand that the permit variation was issued on 05 November 2015”

I write to you on behalf of all my constituents living within Sutton Walls Ward, especially those who live within the villages of Marden, Moreton on Lugg and Sutton St. Nicholas. It appears that the Environment Agency have issued a variation to the existing Environmental Permit which effectively will extend the operation of this site for potentially another 12 months or more. Marden Parish Council are particularly concerned about the impact of the continuation of these works, to infill a further possible 30,000 tonnes which equates to a 50% increase over the original agreed volume.

Serious Concerns:

- 1) Numerous heavy lorries travelling through Marden, Moreton on Lugg & Sutton St. Nicholas with possible negative consequences, damage to the narrow road network & the two listed bridges – Moreton Bridge & Laystone Bridge (Grade II star listed bridge)
- 2) No consultation took place with Marden Parish Council – “who consider that it is unacceptable that a variance to the site owner’s permit has been granted with no reference or consultation with the Parish Council”.
- 3) With No Community Engagement on this important decision – communities have been disenfranchised.

My constituents and your constituents are very unhappy about this current situation. I seek your help as our Member of Parliament and ask you to take this matter up with the Environment Agency directly. Why has there been no consultation? Can you help to change this situation for the future and ensure that communities will be consulted by the Environment Agency on such issues.

I look forward to hearing from you.

Kind Regards

Kema

Sutton St. Nicholas Parish Council

Check your home is fire safe!

Hereford & Worcester Fire and Rescue Service provide advice to everyone and for the more vulnerable such as the elderly, people living alone and those with reduced mobility the Service offers a free of charge fire safety check in the home.

To see if you qualify for a **FREE Home Fire Safety Check** contact the Community Risk team on **0800 032 1155** quoting reference **PN14**.

Note that those doing the Homes Fire Safety Checks will always make an appointment in advance of their visit, and will always carry identification which they will be very happy to show you.

New temporary library opening in Hereford Town Hall

The opening hours are Tuesday to Thursday 9.30am to 5pm; Friday 9.30am to 7pm, Saturday 10am to 4pm. On a Saturday, customers can ring a bell to be given access to the library.

For more information on library services please go to

www.herefordshire.gov.uk/libraries

Officer advice regarding the use of churches and community centres for free use of Computers is as follows:

“We have been running a Community Technology Grant as part of the Fastershire programme where any sort of community facility could apply for funding for capital equipment - quite a few parish councils and village halls were successful in being awarded funding. A key condition was that the equipment was made available for public use. That fund has gone quiet recently as we seem to have exhausted the interest, but please let me know if any local groups are interested and if you would like a list of grants awarded in a particular area. As you know north of the county Leominster (along with Bromyard and Kington) also have free to use PCs and now free wifi”

Local residents urged to take action to protect antibiotics

“Local residents, patients, and pet owners, are being urged to take action in a world-wide campaign to protect our antibiotics.

This year marks the first World Antibiotic Awareness Week (November 16 to 22), launched by Public Health England, which aims to raise awareness of the global threat of antibiotic resistance. People around the world are being encouraged to become an Antibiotic Guardian by making a simple pledge to only use antibiotics for the right reasons and in the right way.”

To make your pledge, visit www.antibioticguardian.com

Re: The Local Transport Plan consultation

Herefordshire Council is calling on residents of the county to help to set its transport and infrastructure spending priorities from 2016-2031. The LTP consultation will run for six weeks, ending on the 31 December 2015. The draft LTP4 and consultation questionnaire can be viewed online

www.herefordshire.gov.uk/LTP-consultation

BBLP (FUTURE ROAD PROGRAMME CONSULTATION/EXHIBITION) – I attended an exhibition on 1st December 2015 at the Shire Hall. It would be advisable for the Parish Council to consider future road priorities in order to provide Balfour Beatty with this local feedback accordingly.

I would like to wish everyone a very Happy Christmas!

Report by Cllr. Kema Guthrie (07/12/15)