

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 3rd July 2017 (SPC/TF/109)

Councillors Present

Cllr Ron Gow (Chairman)
Cllr Ann Burke (Vice Chairman)
Cllr Richard Andrews
Cllr Stan Gyford
Cllr Tina Hurley
Cllr Ian Nicholas

In attendance

Cllr Kema Guthrie – Ward Councillor
Mike Darley – Footpath Officer
Tony Ford – Parish Clerk

Members of the Public - 61

1. Apologies for Absence

Apologies for absence was received and accepted from Councillor Anna Toon

2. Receive approve and sign the Minutes of the Ordinary Meeting of the Parish Council (no SPC/TF/107) held on Monday 5th June 2017.

Having considered Cllr Toon Queries and the Clerks comments. The minutes were signed by the Chairman as a correct record of the meeting

3. Receive approve and sign the minutes of the Extraordinary Meeting of the Parish Council (no SPC/TF 108) held on Monday 26th June 2017

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

4. Disclosable Pecuniary Interest Dispersations

There were no written requests for dispensation.

5. Declarations of Interest

Declarations of interest by members in respect of items on the agenda were as follows

Councillor	Y e s	N o	Agenda Item		Disclosure DPI or NPI
Cllr Ron Gow		x			
Cllr Ann Burke		x			
Cllr Richard Andrews		x			
Cllr Stan Gyford		x			
Cllr Tina Hurley	x		9	Two Parcels of Open spaces –Resident of Willow Rise	Dis-closable Pecuniary Interest
Cllr Ian Nicholas	x		9	Two Parcels of Open spaces – Resident of MillWay	Dis-closable Pecuniary Interest

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6. Report from Clerk on actions from the last meeting

There were 17 actions requiring completion five were completed 12 were in progress, (Appendix 1 refers). (Noted)

7. Talk on Highways

The Parish Council was informed that Cllr Paul Rone (Cabinet Member For Transport & Roads) had a back injury and was unable to attend, under the circumstances the matter was deferred. It was also suggested that Jesse Norman could be invited

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

8.1 Ward Councillors Report

A brief verbal report (Appendix 2 refers) was received from the Cllr Guthrie (Ward Councillor). With regards to the Budget Consultation Cllr Gyford comment that Herefordshire Council needed to find ways of increasing its income and asked were people being asked to comment on the size of the cake or how the cake was to be cut.

8.2 Local Police Report

Due to the date of the meeting there was no report from the local police.

8.3 Questions from other members of the public

There were no questions from the public.

9. Two Parcels of Open Spaces

Cllr Tina Hurley and Cllr Ian Nicholas left the room for this agenda item

In introducing this item the Chairman made the following remarks-

The Parish Council has NO proposal to build a skate park on Millway.

The site in question has only recently been transferred from Herefordshire to the Parish. It comes with legal and planning restrictions-it is Open Space. It is clearly defined as such in the recently adopted and approved Neighbourhood Development Plan.

Even without these restrictions it is not a suitable site for many reasons including, noise.

The Parish Council would consider any proposals put forward, at the present time there were no proposals therefore the Parish Council could not consider anything.

Comments made:-

- Parishioner - Husband was a local, son born in the village they had rights to facilities.
- Parishioner – Comments that maps to go to Skate board suppliers indicated that there was the possibility of one. The Chairman stated that Cllr Toon was perusing an ambitious personal project.
- Parishioner – With the actual proposal not known being against or for a proposal unknown, feasible or not. The young lads were looking for facilities, interested in skate boarding, needs to move with the times, the boys need to carry out pursuits that they want.

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- Cllr Ann Burke stated that the word Skate Board gave the wrong meaning, The Clerk reminded the Parish Council that Skate Board Park was mentioned at past meetings and minuted as such.
- Parishioner- Highlighted that as there was not going to be any building on the Millway open space, therefore the options were limited and asking for proposals, meant spending a lot of resources on proposals that might not be viable, there should be a clear indication of what was wanted by the Parish Council.
- Parishioner – If land is protected why are you getting quotes, there is a good one in Holmer and a play area at Aylestone Hill, the money should be spend on the poor
- Cllr Gyford- commented that the Parish Council did discuss the provision of a Skate Board Park.
- Parishioner- There was no concern until he read Cllr Toons comments ‘not necessarily so’
- Cllr Burke mentioned that the Village Plan highlighted a request for a Skate Park.
- Cllr Gyford highlighted that legally Millway was prohibited, with Orchard Close a child play area.
- Parishioner- lived in the village for some 30 years, and seen the youths skateboarding in the church grounds, having listened to comments felt there should be a feasibility study on Orchard Close. A lesson learnt regarding community respect and the need to liaise with interested parties.
- The Clerk informed the Parish Council that in view of the limited options available and to ensure that there was no blue sky thinking and to re-enforce that this was a Parish Council project that the Parish Council agree to the sitting of a half pipe on Orchard Close, with the current facilities there left as they are, and the Clerk and Cllr Gyford be authorised to move the project forward, and to meet with the boys and their parents.
- Parishioner- Asked that the boys present be asked if they were happy with the suggested approach.

The Boys having confirmed that they were happy with the approach being taken the Parish Council resolved that a half pipe be located at Orchard Close and the Clerk and Cllr Gyford were authorised to move the project forward and report back to the next meeting.

It should be noted that the Parish Council had received

- 14 letters/Emails with 6 specifically opposing a skate park in the village, with the remainder specificity not supporting a park on Millway.
- A petition with 54 signatories strongly objecting to the provision of a Skate Board Park and Bike Park on any of the open spaces in the village.
- There was frequent mention of the Skate Park on Holmer Road being near by.
- There was also a number of general verbal objections

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Action The Clerk and Cllr Gyford arrange a meeting with the parents and the youths to move the project forward.

10. **Planning Application –The Cresswells, Sutton St. Nicholas, Hereford HR1 3AX (164051) Proposed Replacement Porch.** Having considered the matter the Parish Council resolved to support the application.

Action Clerk to inform Herefordshire Council of the Parish Councils decision

11. **Planning Application Listed Building Consent – The Cresswells, Sutton St. Nicholas, Hereford HR1 3AX (164052)- Proposed Replacement Porch** Having considered the matter the Parish Council resolved to support the application.

Action – Clerk to inform Herefordshire Council of the Parish Councils decision.

12. **Rural Areas Site Allocation Development Plan Consultation**

In view of the technical nature of the questionnaire the Clerk had requested technical guidance. Dr. Nicholson has recommend how the questionnaire should be completed. The Parish Council wished to formalise its future dealings with Dr. Nicholson . Having considered the matter the Clerk was authorised to complete the questionnaire

Action – Clerk to complete questionnaire

Action – Cllr Gyford to liaise with Dr. Nicholson on the future dealings with the Parish Council.

13. **Footpath Officers Report**

The Footpath Officer informed the Parish Council that

- Ordis Lane bordering with Marden – Grass cutting on the Marden side had not been done, however now done by Cllr Andrews as part of his own cutting of adjacent field.
- Sutton walls – Outstanding work removal of fallen tree and widening of footpath.
- ST3 Balfour Beatty installing new bridge over the Culvert as this was the cheaper option. It was noted that the Culvert had now been fenced off.

All noted

14. **Code of Conduct**

Herefordshire Council has asked if the Parish Council would adopt the revised Code adopted by the principal authority. HALC is advising member Parish Councils not to adopt the new Code of Conduct and recommends that Parish Councils await the outcome of the national review of the Code., which is expected in early 2018 and then consider any amendments contained therein in readiness for the next four year yearly elections in 2019.(Information Corner 12th June 2017). Having considered the matter the Parish Council agreed to the recommendation from HALC.

15. **Financial Report**

15.1 Confirmation of Balances £24,909.27 (Appendix 3 refers)

15.2 Receipts - None

15.3 Invoices for payments

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Re f	Payee	Amount £	VAT	
1	Cole and Co	72.00	12.00	19/06/17 (Invoice no.1882) Internal Audit
2	R. A. Ford	372.12	n/a	03/07/17 Clerks Gross salary
3	DJN Planning Ltd	325.00	n/a	17/06/17 (Invoice SSN20) Preparation of response to Rural Areas Allocations Development Plan Document - Consultation

Resolved to authorise for payment and cheques signed.

16. Bus Shelter at the Village Hall

The Parish Council was informed that the Clerk was waiting for a reply so there was no update.

17. Community Garden Fence

At the last meeting the Clerk was asked to get quotations based upon the original specification, the clerk requested that authority be given to also get quotations for metal fencing similar to that on the school entrance.

Action Clerk to get quotations

18. Litter Bins

The Clerk informed the Parish Council that a request had been passed to the Balfour Beatty Commercial Team and that Balfour Beatty has also asked if the current bins could be repaired, use could then be made of money from the Lengthsman Scheme The Parish Council was also informed that the last time this matter was considered Balfour Beatty wanted to charge the Parish Council £550 per bin. The Parish Council also considered the option of installing adapted incinerator bins.

Action – The Footpaths Officer to get quotation for the installation of adapted incinerator bins. at both sites.

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

- 19.1 – Balfour Beatty – Weobley, Sutton Walls, Queenswood Briefing 23/06/17 (Noted)
- 19.2 – Balfour Beatty – Weobley, Sutton Walls, Queenswood Briefing 16/06/17 (Noted)
- 19.3 – Balfour Beatty – Weobley, Sutton Walls, Queenswood Briefing 02/06/17 (Noted)
- 19.4 – Herefordshire Council – Rural Areas Sites Allocation DPD.(Noted)
- 19.5 – Herefordshire Council 18/19 Budget Briefing for Parish Councils. (Noted)

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

- Vehicular access to the side of the Village Hall
- Litter Bins
- Bus Shelter
- Sutton Playing Field – Half Pipe

21. Confirmation of the date, time and venue of the next meeting, Parish Council Monday 7th August 2017 at 7.15pm in Room 2 at the Village Hall

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Appendix 1

Status of Actions from last meeting

Meeting Ref	Date of Meeting	Agenda Item	Reference	Action	Action Owner	Action Taken	Status
07/01	03/05/16	16	Purchase of additional Litter Pickers	Clerk to purchase four litter pickers	Clerk		Work in progress
07/02	03/05/16	17	Purchase of bark for the playing Fields	Clerk to liaise with Cllr Gyford	Clerk	Bark put down, however a bag short, additional bag purchased	Completed
07/03	05/12/16	10	Village Hall Kitchen Heaters	Chairman to inform the committee of the Parish Councils decision.	Cllr Gow		Work In Progress
07/04	05/12/16	13	Three Mile Post	The Footpath Officer to re-site the post	Mike Darley		Work In progress
07/05	06/03/17	17	Footpath MR42	Footpath Officer to monitor			Work in progress
07/06	06/03/17	17	Footpath MR42	Clerk to liaise with Balfour Beatty			Work in progress
07/07	06/03/17	19	Donation	Clerk to raise a cheque once a formal request is received			Work In progress
07/08	03/04/17	7.3.2	Questions from other members of the public.	Clerk to liaise with the Lengthsman to ensure that all gutters within the village are sprayed and cleared of weeds	Clerk	Email sent to Lengthsman	Work In progress
07/09	05/06/17	7.1	Ward Councillor Report	Cllr Guthrie to invite Balfour Beatty representative to the next or a future meeting	Cllr Guthrie		Work In Progress
07/10	05/06/17	7.3	Question from the public	Clerk to order four bags of play bark and the footpaths Officer to meet with Clerk to	Clerk		Work In progress

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Meeting Ref	Date of Meeting	Agenda Item	Reference	Action	Action Owner	Action Taken	Status
				agree where to spread it			
07/11	05/06/17	7.7.2	Question from the public	Clerk to get costings from Balfour Beatty	Clerk	Request made to Balfour Beatty see agenda item 18	Work in progress.
07/12	05/06/17	8	Telecom Mast	The Clerk to put up posters indicating location of the proposed site and asking parishioners to contact Clarke Telecom	Clerk	A Planning application was received and considered by the Extraordinary meeting on 26 th June. Relevant notices put up As with any planning application comments to Herefordshire	Completed
7/13	05/06/17	10	Two parcels of Open Space	Clerk to send maps to Cllr Toon	Clerk		Completed
7/14	05/06/17	13	Bus shelter at Village Hall	Clerk to make a request to Sutton Academy School	Clerk	Request made waiting for a reply	Work in Progress
07/15	05/06/17	14	Community Garden Fence	Clerk to seek quotes	Clerk	See agenda Item 17	Work In progress
07/16	05/06/17	17	Electric Outage	Clerk to put report in Sutton News	Clerk		Completed
07/17	05/06/17	18	Public Spaces Protection Order Consultation Dog Control	Clerk to complete the online form	Clerk		Completed

Ward Councillors Report

Budget Consultation 2018/19 - Have your say

Herefordshire Council still needs to make £10.6 million in savings between now and 2019/20 - so it's more important than ever that you have your say as to which services are important to you.

This 2018/19 budget consultation is open until Saturday 30 September 2017 and is quick and easy to complete online. All feedback from individuals will stay anonymous and will help to inform the annual budget and Council Tax setting for 2018/19. [Complete the budget consultation questionnaire](#), [download a paper questionnaire](#) or email your questions and comments to haveyoursay@herefordshire.gov.uk"

Additional Balfour Beatty Briefing Session for Parish Councils

I would like to gain a consensus of dates from the Parish Councils in the Ward area, regarding a possible additional Balfour Beatty Briefing session. Please let me know of any possible dates & times that might be convenient for Councillors – so that I can then update Balfour Beatty accordingly. The venues put forward have been Balfour Beatty's Kingsland Depot or the Thorn Depot. Indeed, I have requested the Council Chamber, Shire Hall because it is of a more central location.

Re: Prior Approval Application 172050 – Telecommunications Mast at Hyscocks Farm, Off Ridgeway Road, Sutton St. Nicholas

I understand there is mounting concern about this matter – (so in response) I immediately sent on a Conditional Redirection Request to the Planning Department.

However - For Clarification I've been advised by the Planning Department that:

- 1) The Conditional Redirection Request I sent onto the Planning Department is not a possible option (as per advice from the Council's Solicitor) because Prior Approval is not a planning application. I've been advised that a mast of 15 m in height does not require a planning application.
- 2) The Planning Officer is only able to assess siting and design & see if it meets with the government criteria.
- 3) If the government criteria are met then the Planning Officer is obliged to issue a permission.

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4) The Planning Officer has to make a decision before the target determination date (if not & the government criteria is met then a deemed approval will be given) No extension of time is permitted.

5) The Planning Officer will consider all the comments made on the Council's website before making her decision (consultation end date 30th June 2017)

I spoke to the Officer today & she confirmed that she has not come to any view on this matter yet. However, anyone who wishes to comment and hasn't been able to via the website, can still write directly to the Officer or send her an email with their comments – preferably within the next week or so. To reiterate all comments will be taken into consideration. A decision is likely to be made a few days before the target determination date of 30th July 2017.

Watery Lane – Drainage Issue

Balfour Beatty have carried out Gully cleansing on the top of Watery Lane Sutton St Nicholas & now a Dig down has been logged by the drainage department.

Report by Cllr. Kema Guthrie 3rd July 2017

Appendix 3

Bank Reconciliation as at 3rd July 2017

		£
Opening 01/04/17	Opening 01/04/17	21,039.77
Income		10,570.50
		31,610.27
Less Payments		6,701.00
Balance		24,909.27
Bank Statement	14/06/17	26,130.37
Less Outstanding Cheques		
1013	72.00	
1014	325.00	
1015	50.98	
1016	297.72	
1017	74.40	
1016	401.00	1221.10
Balance		24,909.27