

# PENCOMBE GROUP PARISH COUNCIL

Minutes of the Pencombe Group Parish Council meeting held on 25<sup>th</sup> April 2017 at Pencombe & Little Cowarne Village Hall.

**01/17 Present:**

- a. Councillor Tony Brazier [TB] (Chairman)
- Councillor Tony French [TF] (Vice-Chairman)
- Councillor John Barrett [JB]
- Councillor Chris Hayes [CH]
- Councillor Anthony Legge [AL]
- Councillor Bruce Baker [BB]
- Rowena Hatfield [RH] (outgoing joint Parish Clerk)
- Karen Hodges [KH] (incoming joint Parish Clerk)

**02/17 Apologies for absence:**

- a. Apologies were received from Councillor Phil Hope.

**03/17 Declarations of interest & applications for dispensation:**

- a. There were none received.

**04/17 Minutes of the previous meeting:**

- a. The minutes of the last meeting were agreed and signed as being an accurate record of what took place.

**05/17 Matters arising:**

- a. (Re: 28/03/2017 6j) It was noted that Bill Wiggins is an MP and not a Councillor.
- b. (Re: 28/03/2017 5e) Although Parallel Lines have been awarded the grass cutting contract it had been noted at the Easter service at Pencombe church how untidy the grass had looked. This has now been cut but it should be noted for future that this must be completed prior to popular, important occasions.

**06/17 District Councillor's report:**

- a. BB reported that all potholes previously discussed have now been reported. It was noted that there are a number of new potholes, specifically on the C1117 between the new building in Pencombe and Pencombe Hall and the C1110 to Risbury. BB confirmed that any potholes must be reported to Hereford Council for them to be recorded and repaired. This can be done via telephone 01432 261800 or via the [website](#). Details of all pothole reports and progress can be found on the website.
- b. BB noted that Hereford Council is currently recruiting for a new Locality Steward. Linzy Outtrim should be the current contact.
- c. Balfour Beatty are holding some briefing sessions on the Annual Plan 2017/18 for Parish Councillors and Clerks and BB encouraged the group to attend.
- d. Following the call of the general election on 08/06/2017 it was noted that Bill Wiggins will be standing for re-election.
- e. Due to the general election it was noted that the 2018 Boundary Review is likely to be pushed back until 2023.
- f. The [Fastershire](#) project is progressing with a new contract being awarded to

Gigaclear. Things should be in place by end of 2018.

- g. The Hereford University project is also moving at pace with the recent award of £8m. It is anticipated that in 10 years there will be 5,000 students and 550 staff employed. The campus will be split across the city.
- h. Herefordshire has been placed in the top 25% for high performing schools in the GCSE result league. In 2010 they were in the worst 10% so this is a real achievement for the county.
- i. The Hereford transport plan is moving on with work progressing on the link road, Hereford bypass and transport hub. It was noted that many smaller projects are currently being undertaken which feed into the bigger plan.
- j. BB provided details on a new Ladies to Work cycle scheme and a discussion was held around the various travel schemes offered. BB asked us to promote these where possible, particularly the [Park and Share scheme](#) which operates from the Three Horseshoes in Little Cowarne.
- k. [Grass cutting schedules](#) are available on the website. It was noted that verges are only cut on request.
- l. A discussion was held regarding the road diversion signs currently in place on the C1110 Pencombe to Bromyard road, as they are not the most logical diversions. It was agreed that a notification sign in Bromyard near to the QE school would be helpful and BB agreed to take action to get this put in place.

**Action: BB**

- m. The road resurfacing programme is now underway across the county due to the better weather.
- n. It was confirmed that bus services across the county are not being reduced.
- o. The waste incinerator at Hartlebury, Worcestershire, which Hereford Council send waste to, has exceeded expectations. It was noted that visits to the incinerator can be arranged if required.
- p. Hereford is bidding for the [City/County of Culture in 2021](#). It has been reported that there will be no cost to making this bid but there will be economical benefit.
- q. It was noted that the Hereford Council farms have now been put on the market.

**07/17 Financial report:**

- a. (Re: 28/03/2017 7) It was noted that the balances remain the same however the precept has now been received of £5,000.

**08/17 Parish Clerk's report:**

- a. The transfer of Parish Clerk duties to KH was agreed by the meeting. RH is in the process of transferring relevant information and the formal procedures will be undertaken shortly.
- b. RH provided an update on the Neighbourhood Development Plan (NDP) following a meeting with a Council Rep. RH proposed that a presentation is given at the next meeting to increase understanding of the NDP and this was agreed. The following points were noted:

- An open day will need to be held for the public once the questions have been agreed to inform the NDP.
  - Funding is available.
  - It is recommended to look at other village NDPs.
  - Guidance is available on how many houses the parish is required to build by 2031, which needs to be incorporated.
  - An NDP will enable the parish to have a choice. If a parish does not have an NDP then Hereford Council will make all decisions.
- c. There is a Neighbourhood Planning Service Level Agreement which needs signing and returning.

**Action: TB & RH**

- d. Herefordshire Council is carrying out a code of conduct consultation to simplify the existing framework. Every council must promote and maintain high standards of conduct by members. As parish councils discharge this duty we can adopt this code. Changes are:
- The requirement to declare gifts and hospitality has been reduced from £25 to £10 and will now form part of the register of interests.
  - The inclusion of a new description of registerable interests known as schedule 2 interests.
  - Other declarable interests are simplified clarifying that if such an interest arises there is a requirement to leave the room and not participate.
- There were no objections to these proposed changes.
- e. Details were received from the 2018 Boundary Review and KH confirmed that there were no comments regarding the Pencombe group area. It was noted that the review is likely to be pushed back until 2023 (see 06/17e).
- f. An event is being held to review the Rural Site Allocation Development Plan Document on 22/05/2017. There is no availability to attend.
- g. There is a Community Housing Fund Information and Networking Event taking place on 19/05/2017. There is no availability to attend.
- h. The summary of works carried out locally by Balfour Beatty are:
- W/c 17/03/2017: gully cleansing on the C1110 at Pencombe.
  - W/c 24/03/2017: pothole repairs on C1117 at Little Cowarne and C1114 at Pencombe
- i. (Re: 06/17c) It was agreed that TB will attend the briefing event. KH will RSVP.

**Action: KH**

**09/17 Planning applications/decisions:**

- a. [171311](#) – Hennerwood, Pencombe: proposed single storey rear extension and internal alterations as Full Householder. There were no objections to this.
- b. [171312](#) - Hennerwood, Pencombe: proposed single storey rear extension and internal alterations as Listed Building Consent. There were no objections to this.

**10/17 Lengthsman scheme:**

- a. RH has received the 2017/18 Contract between Herefordshire Council and Parish Council. This has to be signed by the Chairman and returned to ensure the release of the Lengthsman scheme grant.

**Action: RH**

**11/17 Affordable housing:**

- a. There was no information available.
- b. It was agreed that this agenda item should be replaced by the Neighbourhood Development Plan, which would incorporate this.

**12/17 Any other business:**

- a. (Re: 28/03/2017 8a) Pencombe Primary School has received the tree inspection report and are pleased with the content and suggested action.
- b. The parish map has been framed and is ready to be hung. JB has organised the framing and has donated the cost for this. It was agreed that John Eastham would be asked to hang the map in the small committee room of Pencombe & Little Cowarne village hall.

**Action: TB**

**13/17 Date of next meeting:**

- a. The next meeting will be held on Tuesday 23<sup>rd</sup> May at 19:30.

Being no further business the meeting was closed at 21:15.

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_