

WHITCHURCH AND GANAREW GROUP PARISH COUNCIL

Minutes of the meeting held on 12 September 2017 at Whitchurch Memorial Hall

PRESENT R Smith (Chairman) G Litson D Williams S Morris M Woodward S McInerney T Watson S Cole J Smith-Milne

ATTENDING K Shilton (Clerk) Ward Councillor P Newman

1. IN MEMORY OF PAST COUNCIL MEMBER GERALD LEACH

The meeting held a one minute silence to respect the recent death of past Council member Gerald Leach.

2. OPEN DISCUSSION FOR THE PUBLIC Not required

3. APOLOGIES None required

4. DECLARATIONS OF INTEREST None submitted

5. MINUTES OF THE LAST MEETING HELD ON 11 JULY 2017

These were agreed and confirmed and signed by the Chairman.

6. ACTION POINTS FROM THE MINUTES

The action points are related to specific agenda items.

7. REPORT FROM WARD COUNCILLOR

The meeting confirmed that the Ferris Wheel at the Leisure Park was being taken down. P Newman reported on the following matters.

New waste energy plant status

Blue School House now open following refurbishment

Herefordshire Council small holdings disposal programme

£5 million grant received from Central Government for road resurfacing works in the County

Recent Cabinet member changes and responsibilities

8. PLANNING MATTERS AND APPLICATIONS

8.1 Appeal decision 170069 Land at Doward Farm

The meeting expressed concern regarding this appeal decision and the factors relating to the decision outcome.

The Clerk was requested to write to Herefordshire Council planning to determine what next steps they intend to take.

8.2 172557 – 3 Old Court Bank proposed 2 storey extension

Council members had submitted no objections to this application.

8.3 172670 Land at Doward Hotel proposed construction of 3 houses

The meeting gave no objections. The meeting was minded of concerns from nearby residents regarding possible increased water run off and concerns that the present sewage drainage was adequate.

8.4 172922 The Rosary Symonds Yat proposed replacement garage – part retrospective.

The meeting gave no objections.

9. REPORTS RECEIVED

Chairman. No specific additional points to report.

Finance working group. A meeting will be held October 2017 to review the initial estimated budget proposals for financial year 2018/2019 and reporting to members at the November 2017 Parish Council meeting.

Lengthsman and grass cutting working group. The Chairman and Clerk had recently held a review meeting with the lengthsman including Footpath matters. Grass cutting will continue until end October 2017 when the winter maintenance schedule will be initiated.

Footpaths Officers. T Watson had submitted his report to the Chairman / Footpaths Officer on matters regarding his area of the Parish.

A footpath clearance programme has been started for the Autumn period. This will be followed by further sign post / marker post work to the remaining public footpaths.

Reported blocked Rights of Way have been passed to Balfour Beatty who are taking action with the land owners.

Replacement stiles have been installed at Lewstone Mill and Tuck Mill.

The meeting agreed the proposal from S Morris that a notice reading NO FISHING OVERNIGHT should be installed by the Church footpath.

Website and publicity. G Litson reported that the Neighbourhood Plan website will be updated with the latest Draft Report in preparation for the next public consultation end November 2017.

Good Neighbour Scheme. S Morris and M Woodward reported the growing popularity of the meetings. Two residents have offered to help with transport for less mobile residents (following the required DBS checks).

Other matters. Concerns were reported of possible blockage areas of the stream through Whitchurch. The Chairman and Clerk will investigate and action as required.

10. FINANCE MATTERS

The Clerk reported on the status of the bank account.

Good Neighbour Scheme. £150.00 has been deposited with the Parish Council for safe keeping until required for Scheme activities. This gives a total of £600.00 reserved for the Scheme.

Invoices have been submitted and grants received for the lengthsman scheme £570.00 and footpaths £945.00.

Payments

Lengthsman maintenance grass cutting and footpaths work for 3 months £7560.00

St. Dubricius churchyard maintenance contribution £550.00

St Swithins churchyard maintenance contribution £550.00

Clerk fee £525.00 Administration £70.68 Travel £42.66

Play Area Inspection £58.60

11. ROADS AND TRAFFIC MATTERS

The Chairman reviewed the recent meetings held with Balfour Beatty road and traffic management team and their proposals for 2 areas of the Parish where both residents and Council members have reported safety concerns.

The full detail of the proposals had been circulated to all Council members together with additional hard copy available at the meeting.

11.1 Whitchurch Main Street at the A40 exit.

The proposals were considered expensive. Members requested if the proposed measures could start nearer to the A40 exit.

G Litson highlighted that this area of the Main Street had been reported by residents in the Neighbourhood Plan question paper as a safety concern.

It was agreed the Clerk would review this matter again with Balfour Beatty for possible alternative measures and costs.

11.2 Cross roads at Crockers Ash. In general the meeting accepted the proposal submitted. The Clerk will obtain a final quotation for the work / management / involved.

11.3 The meeting reported that the white junction lines on the Crockers Ash road are badly worn. The Clerk will discuss the matter with Balfour Beatty.

12. NEIGHBOURHOOD PLAN UPDATE / MONTHLY REPORT

G Litson reviewed the latest developments towards the Draft Plan in preparation to achieve Regulation 14 and the next public consultation in November 2017.

Copy of this Draft Plan will be made available to all PC members and it is anticipated that end October 2017 a special meeting will be called for the Steering Group to present the main highlights of the proposed Plan to Council members and receive their comments.

13. LITTER IN THE PARISH – SUGGESTIONS FROM COUNCIL MEMBERS

The meeting considered that in general the control of litter had improved over the recent months most probably due to the increased installation and public use of litter and dog bins and the latest initiative of the increased frequency schedule of emptying these bins.

It was agreed that a further litter bin would be purchased and installed at the Church car park.

14. WHITCHURCH WEEKEND – INITIAL THOUGHTS AND STRATEGY

Following discussion the meeting resolved that this was not a matter for the Parish Council but a matter for possible consideration and actions for the local business leaders.

The Chairman will bring this potential event to their attention.

15. CHRISTMAS ACTIVITIES AND COORDINATION

The following actions were agreed.

N Power supply for Christmas tree – Clerk

Order and arrange delivery of the Christmas tree – Clerk

Installation of the tree and lighting – D Williams

Removal of the tree and storage of lights – D Williams

Presents and Christmas cards for Residential Homes – S Morris and M Woodward

Visit Residential Homes – S Morris M Woodward and Council members

Christmas party – Good Neighbor Scheme

Book Memorial Hall main room for 20 December 2017 – Clerk

Arrange catering and event programme – GNS working group

Approach supermarkets and local businesses – GNS working group

Attend the event and help on the day – GNS working group and PC members

16. PROPOSED COUNCIL MEETINGS EVERY 2 MONTHS

Following discussion where members were invited to offer their opinion on this proposal it was resolved that the Parish Council meetings would continue on a monthly basis with the exception of August and January when no meetings would take place unless there were urgent business matters to attend.

17. CORRESPONDENCE RECEIVED AND DISTRIBUTED

National Grid Information Forum 4 September 2017. The Clerk had attended this meeting and reported the planned programme which will start early 2018.

Play Area Inspection Report. This had been circulated to all members. The Clerk was concerned that some of the comments made although with a grading of very low risk were never the less possibly over cautious. The Clerk gave examples where previous inspections on the same subject matter had resulted in no adverse comments. It was agreed that the Clerk write to the inspector with these concerns and request more detail and explanation regarding the conclusions made.

18. ITEMS FOR THE NEXT AGENDA

No new items were reported.

NEXT MEETING TO BE HELD ON 10 OCTOBER 2017 AT 7PM AT WHITCHURCH MEMORIAL HALL

The meeting started at 7pm and ended at 8.35pm

Signed

Chairman

Date