

TARRINGTON PARISH COUNCIL

Parish Clerk: Mrs J Chester, Mapleside, Ashperton, Ledbury, Herefordshire, HR8 2RZ
Tel: 01531 670036 email: tarrington.pc@btinternet.com website: www.tarrington.org.uk

Minutes of the Parish Council meeting held on Monday 13th March 2017 at 7.30pm

Present

Councillors Paul Grey, Maggie Daron, Robert Hodges, John Tallis, Mike Tector and Celia Winter

In attendance

Backbury Ward Councillor Joh Hardwick
Janet Chester – Parish Clerk

Members of the Public: 12

Item	Minute	Action									
1.0	<p>To Receive Apologies for Absence and Note the Reason</p> <p>Councillors Janette Ward (holiday)</p>										
2.0	<p>To Receive and Record any Declarations of Interest and Written Requests for Dispensations -</p> <table border="1"> <thead> <tr> <th>Councillor Name</th> <th>Agenda Item</th> <th>Interest Declared</th> </tr> </thead> <tbody> <tr> <td>J Tallis</td> <td>9.4 Payment to LECH</td> <td>Member of LECH committee</td> </tr> <tr> <td>R Hodges</td> <td>9.4 Payment to LECH</td> <td>Member of LECH committee</td> </tr> </tbody> </table>	Councillor Name	Agenda Item	Interest Declared	J Tallis	9.4 Payment to LECH	Member of LECH committee	R Hodges	9.4 Payment to LECH	Member of LECH committee	
Councillor Name	Agenda Item	Interest Declared									
J Tallis	9.4 Payment to LECH	Member of LECH committee									
R Hodges	9.4 Payment to LECH	Member of LECH committee									
3.0	<p>To Consider Approval of Minutes of Parish Council meetings held 9th January and 8th February 2017</p> <p>The minutes of the previous meetings were agreed as a true and accurate record and were duly signed by the Chairman.</p>										
4.0	<p>To Receive Presentation of Planning Proposal for Land West of Garbrook from Collins Design and Build Ltd – for information only, this was not a consultation and councillors did not make any comment.</p> <p>Mr Russell Price gave a presentation of slides giving information of the proposed plans for housing development of this site. Public present asked if the new proposed layout would allow for better screening from the church, was there any affordable housing incorporated in the plans and how the Traffic Regulation Order may be affected. Mr Price advised that the draft plans were available to view on Collins website. The chairman thanked Mr Price and requested that the amended plans be sent through to the clerk.</p>	Clerk									
5.0	<p>To Receive a Brief Report from Backbury Ward Councillor John Hardwick</p> <p>Cllr Hardwick advised that Herefordshire Council had a meeting on 3rd March where the council tax was set (band D property in Tarrington = £1468.42). Herefordshire Council have been awarded £8m for the university project and £2.8m for a cyber security centre on the Enterprise Zone. The city link road is currently running to schedule. A motion proposing an Eastern bypass and bridge was defeated.</p> <p>Public concerns were raised over the increased housing in Herefordshire leading to more traffic and the appalling state of the county's roads resulting in gridlock in Hereford will drive out businesses. Cllr Hardwick will forward his report to the clerk for putting into the Tarrington Tatler.</p>	Cllr Hardwick									

6.0	<p>Public Participation Session</p> <p>The Chairman asked for any public comment and reminded those present that this was the public's opportunity to speak as for the remainder of the meeting they would be unable to make comment.</p>	
7.0	<p>Planning:</p> <p>7.1 To Consider any Planning Applications submitted to Herefordshire Council:</p> <p>170607 – Highfield, 4 Church View, Tarrington, HR1 4HE Proposed works to Willow (T1).</p> <p>PC Comment: The Parish Council have no objections to this planning application</p> <p>7.2 To Note Details of Decision Notices received from Herefordshire Council (as per planning record) www.herefordshire.gov.uk – Noted</p>	Clerk
8.0	<p>Tarrington Neighbourhood Development Plan</p> <p>8.1 To Discuss and Decide Future work on NDP</p> <p>Advice has been sought from a number of sources on how to progress the NDP. The advice received was that a working group had done the necessary groundwork and a new group is not needed. The parish council can now move the NDP through the formal stages to conclusion. This was thought to be the best way forward. RESOLVED</p> <p>8.2 To Consider NDP Grant Funding</p> <p>A quote had been received from the planning consultant, a budget will be put together for future costs and funding options will be sourced.</p>	All All
9.0	<p>Finance</p> <p>9.1 To Note and Agree Payroll Provider Service Charges for 2017/18</p> <p>Autela had confirmed their 2017/18 charges which were discussed, and being already budgeted for, agreed. RESOLVED</p> <p>9.2 To Discuss Internal Auditor for End of Year Accounts</p> <p>It was agreed to ask Mr Townsend to carry out the internal audit this year but to ask him for an alternative should he not wish to continue in future years. RESOLVED</p> <p>9.3 To Note Finance Report and Bank Balances</p> <p>Current Account balance as at 1st February 2017 £12282.75 and Reserve account balance as at 2nd February 2017 £10015.29. NOTED</p> <p>9.4 To Consider Payment of Outstanding Accounts:-</p> <p>000748: HALC – Annual Subscription - £435.82 000749: LECH – room hire Jan/Feb - £22.50 000750: J Chester – clerk Jan/Feb – as agreed 000751: HMRC - PAYE Jan/Feb - £7.00 Direct Debit – PWLB – loan repayment - £419.61 000752: R J Barrell – Jubilee Green Hedge Trimming - £60.00 000753: R Mills – lengthsman - £670.20</p>	Clerk

	N.B. PWLB payment less than previous because one part of the loan had matured in September. RESOLVED	All
10.0	<p>Highways/Footpaths:</p> <p>10.1 To Note Report(s) from Balfour Beatty Locality Steward</p> <p>Noted</p> <p>10.2 To Discuss any new Highways / P3 footpath issues and any works for the lengthsman</p> <p>The lengthsman had sent through a list of defects he had spotted whilst carrying out his current list of work. It was agreed to authorise him to complete these jobs. RESOLVED</p> <p>10.3 To Agree purchase of “Rights of Way – Restoring the Record” book</p> <p>The footpath officer has requested that the parish council consider purchasing the above book. It was AGREED to purchase the book when it is next available at a maximum cost of £30.00.</p>	<p>Clerk</p> <p>JW / clerk</p>
11.0	<p>Information Section / Correspondence / Discussion</p> <p>11.1 To Discuss Annual Parish Meeting</p> <p>The clerk has received confirmation from Karen Usher that she is happy to speak at the Annual Parish meeting about the new university in Hereford and the “Dorstone Fromt Room” village hub project. This will be held in the main hall on Monday 15th May.</p> <p>11.2 To Note and Discuss Councillor Vacancy</p> <p>A vacancy has arisen on the parish council due to Cllr Anne Bush’s resignation. Herefordshire Council have been advised and usual procedures have been undertaken. If an election is requested the parish council will be advised by 17th March.</p> <p>11.3 To Consider Motion Sensor Light for Church View Carpark</p> <p>Deferred to May.</p> <p>11.4 To Discuss Bus Shelter</p> <p>Cllr Grey will organise the demolishing of the old bus stop. RESOLVED</p> <p>11.5 To Discuss Website</p> <p>The clerk will investigate the procedure and funding for a new exclusive parish council website which would have links to the village website. She will also enquire how many hits the existing village website receives. RESOLVED</p> <p>11.6 To Review Section 106 wish list</p> <p>The clerk was asked to circulate the current wish list to councillors for prioritising at the May meeting. The clerk had received an email enquiring about siting a bench at Durlow Common layby for users of the bus service. The locality steward has advised that they would not object to this proposal.</p> <p>11.7 To Review Information and Outstanding Actions</p> <p>Noted reviewed and updated.</p>	<p>All</p> <p>All</p> <p>RH</p> <p>PG</p> <p>Clerk</p> <p>All</p>

<p>12.0</p>	<p>Governance/Training/Meetings</p> <p>12.1 To Receive Reports from any meetings attended</p> <p>None</p> <p>12.2 To Note any meetings and training dates</p> <p>HALC Eastern Area meeting Thursday 23rd March at Tarrington The clerk has booked onto the HALC“Audit Answers” course On 21st March</p>	
<p>13.0</p>	<p>To Raise Items for Next Parish Council Meeting (AGM)</p> <ul style="list-style-type: none"> • NDP update • To Prioritise Section 106 wish list 	
<p>14.0</p>	<p>To Confirm Date of Next Scheduled Meeting</p> <p>Monday 8th May 2017, 7.30pm at Lady Emily Community Hall (Annual General Meeting of the Parish Council)</p> <p>The Chairman declared the meeting closed at 21.50pm</p> <p>Signed..... Dated..... Chairman</p>	

INFORMATION SHEET – MARCH 2017

PARISH CLERK UPDATE

- Road defects reported to Locality Steward
- Lengthsman given list of jobs to complete
- Lengthsman / P3 Grant Scheme Forms returned to Balfour Beatty
- NDP advice sought
- Fownhope PC invoiced for SID hire to Jan 2017
- 2015/16 VAT reclaimed

GENERAL CORRESPONDENCE RECEIVED

- Balfour Beatty – Weekly Locality briefings *
- Balfour Beatty – Parish Briefing Notes & Presentation *
- Herefordshire Council – Invitation to Travellers Site Drop-in Session 6th Feb *
- HALC – Information Corner January *
- HALC – Spring Training Diary *
- Herefordshire Council – Waste Charges Consultation *
- Herefordshire Council – letter re discharge of planning conditions *
- Herefordshire Rural Hub Newsletter *
- Neighbourhood Development Team – Newsletter 14 *

- Herefordshire Council – West Midlands Constituency Boundary 2018 Review *

* Circulated to Cllrs.

Outstanding Actions – These are the consolidated actions outstanding after the last meeting:

Meeting	Minute	Action	Status	Comments
July 2015		NDP Team	Ongoing	Details of NDP progress to be put onto website
July 2016	5	All	Complete	Investigate litter and overhanging hedges and road defects in parish and bring to next meeting
Sept 2016	10.2	clerk	Complete	Arrange for trimming and thinning of hedge at Church View
Nov 2016	7.1	JT	Complete	Explore options for NDP
Nov 2016	9.2	PG		Repair gatepost at Jubilee Green
Nov 2016	9.2	PG/JT/AB	Complete	Tour parish and report and road defects to clerk
Nov 2016	10.1	PG	Complete	Take photos of old bus stop and carry out survey and produce plan to discuss at January meeting
Nov 2016	10.3	PG	Complete	Reposition Durlow Common Notice Board
Nov 2016	10.4	Clerk		Add church car park matting to Section 106 wishlist
Dec 2016	7	AB	complete	Explore Defibrillator options and report to March meeting – no suitable location
Jan 2017	7	Clerk / All	Ongoing	Explore how to proceed NDP & grant options
Jan 2017	9.2	JW		Speak to HC & landowner re footbridge and gate on TR15
Jan 2017	9.2	PG/JT/AB	complete	Tour parish and report and road defects to clerk
Jan 2017	9.3	clerk	complete	Article to be put in Tatler asking for road accident reports
Jan 2017	10.2	clerk	Complete	Invite speakers to Annual Parish meeting
Jan 2017	10.3	RH		Investigate options for motion sensor light for Church View carpark
Jan 2017	10.5	Clerk		Explore possibility of a grant for exclusive PC website

PLANNING RECORD

DATE	APPLICATION NUMBER	DESCRIPTION	PC COMMENT	HFD COUNCIL DECISION
11.11.16	163429	Hill Farm, Tarrington, HR1 4HR Application for removal of condition 4 of planning permission (DCCE2005/0125/F) to allow Hill Farm to be sold as two separate units	The Parish Council have no objection to this application but would wish to see clear boundary defined and the land to remain agricultural	GRANTED 16.1.17
2.1.216	163891/L	Oak House, Tarrington, HR1 4JF Proposed change of windows	PC no objection to this application	GRANTED 6.2.17
20.12.16	P164028/PA7 (Prior Approval Application)	Aldersend Farm, Tarr. HR1 4ET Proposed steel framed agricultural building to cover an existing cattle handling area.	PC not asked for comments as this is a prior approval application	PRIOR APPROVAL REFUSED 21.12.16
2.2.17	P170097/AM	Church Hill, Tarrington, HR1 4EU Proposed non-material amendment to planning permission ref 161027 (Upgrade fabric of existing cottage, demolition of flat-roof extension and replacement with pitched two storey extension) – Amendment to first floor fenestration on north elevation. Removal of window facing west on ground floor dining area. Addition of air source heat pump on east elevation.	**NOTIFICATION ONLY – PARISH COUNCIL NOT ASKED TO COMMENT**	GRANTED 2.3.17

		Addition of lean-to plant room/pantry to east elevation		
27.2.17	P170651/PA7 (Prior Approval Application)	Hop Field – West of The Hop Kiln Grid Ref E363431 N240257 Tarrington Proposed agricultural storage building	PC not asked for comments as this is a prior approval application	PRIOR APPROVAL REFUSED 7.3.17

Reports from Meetings attended