

TARRINGTON ANNUAL PARISH MEETING

Parish Clerk: Janet Chester
Mapleside, Ashperton, Ledbury, HR8 2RZ
Tel: 01531 670036
e-mail: tarrington.pc@btinternet.com
website: www.tarringtonpc.org.uk

Minutes of the Annual Parish Meeting held on Tuesday 22nd May 2018 at 7.30pm at Lady Emily Community Hall

In the Chair - Councillor J Ward

Present: 15 parishioners

In attendance – Backbury Ward Councillor John Hardwick and Janet Chester – Parish Clerk

Cllr Ward welcomed everyone to the meeting.

- 1. Apologies for absence** - none
- 2. To approve the minutes of the Annual Parish Council meeting held on 15^h May 2017**

The minutes were agreed as a true and accurate record and were duly signed by the chairman.

3. Report from Backbury Ward Councillor John Hardwick

Ward Cllr Hardwick gave his annual report. In his Backbury Ward dropped kerbs have been installed in Fownhope to improve disabled access. Improvements to flood defenses have been made in Hampton Bishop. Ditches throughout the ward have been cleaned out to increase the capacity for holding surface water. Traffic Regulation Orders for lowering speed limits have been submitted by Hampton Bishop and Mordiford. Cllr Hardwick is vice-chairman of Herefordshire Council planning committee. The planning department have received over 5000 applications in the past year, of which around 4% go before the committee. Herefordshire Council's AGM takes place on 25th May where the leader will be elected and committee memberships decided. Cllr Hardwick also serves on the River Lugg Internal Drainage Board, the Wye Valley AONB.

4. Report from Police

The police were unable to attend.

5. Annual report from Chairman of Tarrington Parish Council, Janette Ward

"I was elected as Chairman at a meeting of the Parish Council on 10th July 2017, following the resignation of Chairman Paul Grey and Vice Chairman John Tallis. The loss of Paul Grey and John Tallis as Chairmen and Parish Councillors was deeply felt by all on the Parish Council. They had served on the Council for many years and devoted hours of voluntary work to the Parish, for which I would like to thank them. They continue to work for the Parish by taking care of the Speed Indicator Device which they transport to and from Fownhope bi-monthly. This voluntary work generates funds for the Parish Council. They also help by carrying out surveys of roads and ditches and reporting defects to the Clerk.

I would also like to thank Robert Hodges, Vice Chairman, who has served on the Parish Council for many years as Chairman and as a Parish Councillor. Robert has devoted many hours of voluntary work to the Parish over the years. Maggie Daron has given many hours work in recent years, especially for the NDP. She has worked to prepare paperwork for the Traffic Regulation Order assessment with the help of Mike Tector, Linzy Outtrim and Robert Hodges. This has now been submitted to Herefordshire Council. It is hoped that the TRO assessment will result in speed reduction through Garbrook. I would like to thank Trevor Kerr for his work to initiate the talk for residents and the installation of the defibrillator in the old phone box. I would also like to thank Councillors who have joined us, Linzy Outtrim, Ian Howard and Richard Fowler for their work, support and commitment.

I would like to thank our Ward Councillor John Hardwick who attends almost all of our meetings and offers us help, support and guidance on many occasions. Thank you very much John. Our Clerk, Janet Chester, is extremely knowledgeable and hardworking and is a great asset to the Parish Council. Thank you Janet.

Everyone I have mentioned has joined the Parish Council because they want to serve the community. They have asked themselves what they have come here to give. The job of a councillor is voluntary and often the work requires an immense investment of time although results can take an awfully long time to come about. However,

we have patience and continue to work to improve our environment and to represent parishioners. We have faced many challenges, not least the ongoing Neighbourhood Development Plan. At a meeting on 10th January 2018 the Parish Council received reports from our consultant David Nicholson and from Sam Banks, Planning Department, Herefordshire Council. We voted to continue working towards the NDP. Some of the things achieved by the Parish Council during the past year are: ongoing work for the Neighbourhood Development Plan; work to initiate the Traffic Regulation Order; setting up a Data Protection working group; monitoring and reporting the condition of highways, paths and ditches; scrutinising planning applications; monitoring finance and budgets; purchasing two benches, (one installed and the other to be installed); installing a new Notice board; installation of the defibrillator; monitoring all footpaths and working to keep them open; purchasing a new kissing gate and footbridge for the path at Oakeyfield, Durlow; maintaining the village green by grass and hedge cutting; maintaining, sharing and monitoring the Speed Indicator Device; upholding Highways Law with regard to our Highways and Highways verges; attending meetings with Balfour Beatty Officers, Herefordshire Council and training sessions and meetings with Hereford Association of Local Councils. Thank you all for your support.”

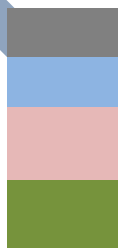
On behalf of the other councilors Cllr Daron expressed their thanks to Cllr Ward for her time, commitment and leadership as chairman.

6. To Note the Attendance Record of Parish Council Members

TARRINGTON PARISH COUNCIL – Parish Council Meetings Attendance Record for Parish Councillors & Ward Councillor 2017 - 2018

NAME	MONTH											TOTAL
	8 May	24 May	5 June	July	Sept	23 Oct	13 Nov	20 Nov	10 Jan	15 Jan	March	
M DARON	APOL	Y	Y	Y	Y	APOL	Y	Y	Y	Y	Y	9 of 11
R FOWLER						Y	Y	APOL	APOL	Y	APOL	3 of 6
P GREY	Y	Y	APOL	RESG								
R HODGES	Y	APOL	Y	Y	Y	Y	Y	Y	Y	Y	Y	10 of 11
I HOWARD						Y	Y	Y	Y	Y	Y	6 of 6
T KERR	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	11 of 11
L OUTTRIM					Y	N	Y	Y	Y	Y	Y	6 of 7
J TALLIS	APOL	APOL	Y	RESG								
M TECTOR	Y	APOL	Y	Y	Y	Y	Y	Y	N	Y	APOL	8 of 11
J WARD	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	11 of 11
C WINTER	RESG											
J CHESTER CLERK	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	11 of 11
J HARDWICK WARD COUNCILLOR	Y	N	N	Y	Y	Y	Y	Y	Y	Y	APOL	8 of 11

NO MEETING HELD =
NOT ELECTED COUNCILLOR =
ELECTED or CO-OPTION ON TO COUNCIL =
EXTRA-ORDINARY MEETING =



TARRINGTON PARISH COUNCIL

MEETINGS ATTENDED REPRESENTING PARISH COUNCIL

**TRAINING /
HALC**

OTHER

	TRAINING / HALC	OTHER
M DARON	HALC AGM	Herefordshire Council Minerals & Waste Presentation, Hfd Council Parish Briefing Event, HALC Eastern Area July & March meetings
R FOWLER		
R HODGES		
I HOWARD		
T KERR		
L OUTTRIM		Balfour Beatty Parish Briefing, Weeping Window Poppies
M TECTOR		
J WARD	Fun With Finance. In The Hot Seat	Neighbourhood Development 5th May, Herefordshire Council Budget Presentation, Hfd Council Parish Briefing Event, HALC Eastern Area March meeting
J CHESTER (CLERK)	Open Secret, Audit Answers, GDPR	HALC Eastern Area July and March Meetings, Balfour Beatty Parish Briefing,

7. Annual Financial Report of the Parish Council

The clerk read out the draft figures and advised that they had not been internally audited prior to the meeting because the auditor was on holiday.

Opening Balance 1st April 2017 - £23908.56. Receipts - £22341.25, Expenditure - £13890.10. Closing Balance 31st March 2018 £32359.71.

The increased balance is because election fees were budgeted for and although elections took place they were uncontested so did not incur costs. Reserves are being built up to pay towards a traffic regulation order, neighbourhood development plan costs and to replace the speed indicator device.

8. Report from Neighbourhood Development Plan

Following the meeting attended by residents in January, letters have been received from all four landowners of the four previously short listed sites stating that their sites are still available for development and Dr. Nicholson has completed a Housing Assessment Update. This assessment provided the Parish Council with an independent, professional assessment of the four short listed sites, originally assessed by Dr. Nicholson in 2015. An additional site to the rear of Police House was also included in the assessment. The H.S.A. Update concluded that a minimum of six properties are now needed to fulfil the requirements of the plan and that only two sites (the land between Garbrook and Little Tarrington Common and the site north of School Lane) are suited to fulfilling this requirement. At the Parish Council Meeting on 14th May a vote was taken and the Parish Council agreed to include both sites in the Draft N.D.P. When Dr. Nicholson has completed an updated Draft Plan, an extraordinary Parish Council Meeting will be held for the Draft N.D.P. to be agreed. The Draft Plan and community consultation papers will then be presented to Herefordshire Council, additional assessments will be carried out by Herefordshire Council and a statutory period of consultation with residents will follow.

Tarrington Neighbourhood Development Plan Draft Timeline

April and May 2018	<ol style="list-style-type: none"> 1. Dr. Nicholson to complete a Housing Assessment Update of the Short Listed Sites – action completed 2. Parish Council to discuss the contents and conclusions of the above H.S.A. at a Parish Council Meeting – action completed (P.C. Meeting – 14th May)
July and August 2018	<ol style="list-style-type: none"> 1. Dr. Nicholson to complete revised Draft Plan and to email the plan to all councillors for comment. 2. Draft Plan to be sent to Herefordshire Council to enable them to carry out Strategic Environmental Assessment and Habitat

	Regulation Assessment.
September and October 2018	<ol style="list-style-type: none"> 1. Completed Draft Plan to be presented by Dr. Nicholson and approved by the Parish Council at the Parish Council Meeting on 10th September. Dr. Nicholson will also give advice about the comments' forms and any additional paper work. 2. Reg 14 Community Consultation materials to be prepared by Dr. Nicholson. 3. Draft Plan and Comments Sheets to accompany Draft Plan to be printed - enough copies for all households. 4. Janet Chester to update website with relevant material (as advised by Dr. Nicholson). 5. Draft Plan and Comments Sheets to be distributed to all households in the parish by councillors and volunteers. 6. <u>Reg 14 – minimum six week community statutory consultation on Draft Plan to commence.</u> 7. Dr. Nicholson to receive comments from community and all agencies.
End of November and December 2018	<ol style="list-style-type: none"> 1. Dr. Nicholson to examine and assess comments from consultees and to adjust Draft Plan if necessary. 2. Dr. Nicholson to prepare final N.D.P., the Consultation Statement and the Basic Condition Statement. 3. Janet Chester to request the preparation of the final Policies Maps and final Strategic Environmental Assessment and Habitat Regulation Assessment from Herefordshire Council (ten working days). 4. Extraordinary Parish Council Meeting to take place with Dr. Nicholson for N.D.P. to be finally accepted by Parish Council. 5. Janet Chester to update website with additional material in preparation of examination stage (as advised by Dr. Nicholson). 6. <u>N.D.P. to be submitted to Herefordshire Council in accordance with Reg 15.</u> 7. Herefordshire Council to undertake the <u>Reg 16 consultation</u> and then progress the N.D.P. to <u>Independent Examination and Referendum.</u>

9. Provision of Allotments

The Parish Council have a duty to try and provide allotments should residents require them. An article will be placed in the Tatler asking if residents require allotments in the village. It was noted that there are spare allotments at Mordiford.

10. Open Forum

Residents were encouraged to subscribe to the new parish council website to receive news updates. Residents asked for confirmation that the NDP update and timeline would be put on the website. A new part locked notice board is to be made to display 12xA4 pages. This will be put up at Barrs Orchard and the notice board currently there will be moved to a different location. Residents were advised that they can report any road defects on Herefordshire Council's website "Report It" page. BT Open Reach have launched a Community Fibre Project to enable fibre broadband direct to households.

There being no further business, the Chairman declared the meeting closed at 8.10pm

Signed..... Dated.....