

PETERSTOW PARISH COUNCIL (PPC)
MINUTES OF AN ORDINARY MEETING OF THE PARISH COUNCIL HELD ON
WEDNESDAY 16th MARCH 2022 AT 7 PM IN ST PETER'S COMMUNITY HALL

Present: Cllrs Beggs, Brandt, Hunter (Chair), Lampert, Roe, and Underwood.

In attendance: Cllr Elissa Swinglehurst (Ward Councillor).
Paul Hayden (Clerk).

Public: NONE.

21/22 APOLOGIES

Apologies were received from Cllr Straker.

22/22 DECLARATIONS OF INTEREST & WRITTEN DISPENSATION REQUESTS

None declared or requested.

23/22 PUBLIC SESSION

23.1/22 Cllr Swinglehurst's ward councillor update circulated to members on the 17th February 2022. Herefordshire Council working hard to ensure they have everything they need to receive refugees from the Ukraine. There has been a good response and looking to receive refugees shortly. Parish residents looking to provide accommodation can register on the government website <https://homesforukraine.campaign.gov.uk/> and further information can be found on Herefordshire Council's <https://www.talkcommunitydirectory.org/ukraine> or via the Herefordshire Council dedicated website. No matters were raised.

24/22 MINUTES FROM THE ORDINARY MEETING OF THE PARISH COUNCIL HELD 5th JANUARY 2022

Members considered item 13/22 SPEED INDICATOR DEVICE (SID) GUIDELINES AND STATISTICS under which it had been recorded '*The Clerk queried whether the SIDs were compliant with current highways regulations. Members considered that both SIDs are*'.

RESOLVED: To adopt the wording '*The Clerk suggested that an application process for the 2 installed SDs and guidelines for their operation be considered. Highways had been consulted about both installations on private land. No comment had been received from Highways or the Police. Evidence shows they are effective and could be saving lives.* **RESOLVED:** To take no action and maintain the status quo'.

RESOLVED: Subject to the above change, the minutes were approved as an accurate record of the meeting.

25/22 PLANNING

25.1/22 Planning Consultation – 220356 – Stonecrop, Peterstow, HR9 6LF. Demolition of single storey outbuildings. **RESOLVED:** Clerk requested to respond that PPC have no objections to this planning consultation.

26/22 FINANCE

26.1/22 The reports from the Responsible Finance Officer (RFO) were considered and accepted.

26.2/22 The following payments were considered by members:

26.2.1/22 HALC affiliation and subscription fees £400.22 plus VAT.

26.2.2/22 Glasdon inv. S1833156 £230.51 plus VAT.

26.2.3/22 Terry Griffiths Contracts inv. TGC1810 £94.50 plus VAT.

26.2.4/22 Terry Griffiths Contracts inv. TGC1811 £186.00 plus VAT.

26.2.5/22 Terry Griffiths Contracts inv. TGC1741 £15.00 plus VAT.

26.2.6/22 Terry Griffiths Contracts inv. TGC1742 £392.00 plus VAT.

26.2.7/22 Terry Griffiths Contracts inv. TGC1755 £15.00 plus VAT.

26.2.8/22 Clerk's January, February and March 2022 salary £692.25.

26.2.9/22 Clerk's expenses £174.99.

26.2.10/22 ICO fee £35.00.

26.2.11/22 Symanix hosting charge inv. SYM1958827 £125 plus VAT.

RESOLVED: All payments were approved.

27/22 HALC CLERK RECRUITMENT

Members considered the recruitment of a replacement for the current parish clerk who has resigned. The PPC Chairman formally thanked the clerk for all his hard work and support.

RESOLVED: To engage HALC to recruit a replacement clerk and approved the £200 plus VAT fee.

28/22 HALC AUDIT SERVICE

Members considered a replacement for the internal auditor who has since become a parish councillor and therefore no longer able to do the internal audit.

RESOLVED: To engage HALC to complete the internal audit on the parish council account and approved the £200 plus VAT fee.

29/22 PC SUPPORT FOR COMMUNITY EVENTS IN ST PETER'S COMMUNITY HALL

Members considered parish council support for events held in St Peter's Community Hall.

RESOLVED: The Council will financially support activities that encourage people to get out and about. Cllr Underwood will produce a notice for the parish council noticeboards and an article for the Peterstow Times advising that funding is available and how to access. Cllr Brandt will post on the parish council website.

30/22 NEIGHBOURHOOD DEVELOPMENT PLAN (NDP)

Cllr Beggs has submitted the reviewed NDP to Herefordshire Council for their advice as to whether any of the proposed changes are material or substantial; assuming the changes are not considered substantial the amended NDP will be presented to the parish council at their next meeting to be held in abeyance until needed.

RESOLVED: To disband the NDP steering group.

31/22 HEREFORDSHIRE LOCAL PLAN UPDATE

Cllr Beggs submitted a response on behalf of the parish council.

RESOLVED: Item completed.

31b/22 SPATIAL OPTIONS CONSULTATION

Cllr Hunter submitted a response on behalf of the parish council.

RESOLVED: Item completed

31c/22 ENVIRONMENTAL BUILDING STANDARDS CONSULTATION

Members considered this consultation. Cllr Hunter explained that this was incredibly technical and that few parishes had responded and some had said that they did not fully understand.

RESOLVED: Cllr Hunter to send a response stating that PPC would like to respond but the document is too technical for a parish council to respond to.

32/22 FLOOD PLAINS CONSULTATION

Cllr Brandt submitted a response on behalf of the parish council.

RESOLVED: Cllr Brandt to circulate response to members for information. Item completed.

33/22 FOOTPATHS REPORT

BW21 is not a bridleway but a footpath in Bridstow and Wilton Parish. Bridstow Parish Council (BPC) are keen that this remains a footpath and is not converted to a bridleway. Landowner is aware of the need to replace the broken gate. The parish footpaths officer is in conversation with the Bridstow parish footpaths office who is amenable to joint projects. Members considered and agreed a £100 quote for the parish Lengthsman to effect a repair on the gate and BPC will cover half the cost.

RESOLVED: Bridstow PC will organise the Lengthsman to complete the repair and PPC will contribute £50.

34/22 FOOTPATH ALONG A49

Members considered the recent hedgecutting on the A49 Bowers Lane to the Common footway which has left cutting debris on the footway which has reduced usability, particularly for wheelchair and other disabled users. This is a Highways issue.

RESOLVED: Cllr Underwood to report problem on the Highways fault reporting website.

35/22 SPEED INDICATOR DEVICE (SID) SWAP DATA

Members considered swapping the SIDs to enable the capture of speed data at the other end of the village. There is an issue with there not being enough sunlight currently to keep the SID battery charged.

RESOLVED: Cllr Hunter will swap devices late spring when there is more sunlight to keep the battery charged.

36/22 COMMUNITY SPEED WATCH

Volunteers need to complete a Police vetting form and undertake update-training before they can operate again.

RESOLVED: Cllr Beggs to arrange training during April.

37/22 SPEEDING & SID IN WINTER'S CROSS

Members considered installing a SID in Winter's Cross. The West Mercia Police Traffic Management Adviser has agreed to survey speed data in the area to determine if speed enforcement is required. Date TBC.

RESOLVED: Cllr Beggs to follow-up with the complainant to determine where problem is greatest and to identify the best place for a SID.

38/22 PEDESTRIAN CROSSING

Members considered the pedestrian crossing on the A49 which had been requested previously. Disabled access issues from residents at Yew Tree Park adds to the urgency.

RESOLVED: Cllrs Beggs and Hunter to follow-up with Highways England. Cllr Brandt will place a notice on the parish website asking for residents to contact PPC about the difficulties they experience crossing the busy A49.

39/22 HGV USE OF UNSUITABLE ROADS

Members considered the report submitted by Cllr Roe and agreed that better signage is required to stop HGVs using roads not designed for vehicles of their size and weight.

RESOLVED: Cllr Roe to discuss the problem with the BBLP Locality Steward.

40/22 WEBSITE STATISTICS AND SOCIAL MEDIA

Cllr Brandt updated members. Website visitor are as expected. There is an active Facebook group in the parish.

41/22 COMMON MEADOW REVIEW

Members considered Cllr Underwood's written report.

Some dead trees and tree pruning work identified in area known as 'scrubland' to the west of the Common. Quote of £390 received from tree specialist. Members approved this quote and for the work to go ahead.

RESOLVED: Cllr Underwood to arrange tree work.

Mountbatten House tree boundary and area of scrubland confirmed to be owned by Duchy.

RESOLVED: Cllr Underwood to check tree management plan on HC planning website.

Common management plan sent to Lengthsman for comments and agreement.

RESOLVED: Cllr Lampert to follow-up with Lengthsman.

42/22 BBLP VERGE CUTTING

Members considered BBLP offer to omit the spring verge cut to encourage greater biodiversity in the verge. Safety was considered to be of greater importance and 2 cuts were deemed to be insufficient.

RESOLVED: Clerk requested to write to BBLP requesting the 2 scheduled verge cuts for 2022.

43/22 LENGTHSMAN SCHEME RENEWAL

Members considered the BBLP Lengthsman scheme and determined to continue participation.
RESOLVED: Clerk requested to submit expression of interest and annual maintenance plan to BBLP.

44/22 LENGTHSMAN DRAINAGE GRANT

The parish lengthsman has been sent the information and asked for his recommendations.
RESOLVED: Cllr Lampert will follow-up with parish lengthsman and submit an application to BBLP.

45/22 LOCAL PARISH COMMUNITY HELP SCHEME

Members considered the conversations Cllr Hunter had held with Ross Community Development Trust who have put in place an arrangement with Bridstow. They would be happy for Peterstow to set up a hub under their scheme.

RESOLVED: Currently do not have the volunteers required to set-up and run a hub in Peterstow, but will continue to monitor and seek to join schemes if and when they become available.

46/22 HEREFORDSHIRE TRAIL IMPROVEMENT PROJECT

RESOLVED: Defer to next meeting when footpaths officer can comment.

47/22 LIGHT POLLUTION ON OLD LANE

Very bright lights installed by householder on Old Lane resulting in a number of complaints. Herefordshire Council Environmental Health advice sought.

RESOLVED: To be assessed over the Spring period.

48/22 NEW WASTE BIN BY BUS STOP & OTHER PPC OWNED WASTE BINS

New waste bin installed and the three other PPC owned bins have been secured to prevent them blowing over in high winds. All waste bins now have PPC logos on them.

RESOLVED: Item completed.

49/22 YEW TREE PARK COMPLAINT

Members considered a complaint received from a resident concerning the potential expansion of the site.

RESOLVED: Cllr Lampert to monitor.

50/22 MATTERS FOR THE NEXT SCHEDULED PC MEETING ON WEDNESDAY 4th MAY 2022 7PM IN ST PETER'S COMMUNITY HALL (ANNUAL MEETING OF PETERSTOW PARISH COUNCIL)

Election of chairman and vice-chairman.

Election of other officers.

Parish Clerk recruitment.

Parish account AGAR and internal auditor.

Parish support for community events in St Peter's Community Hall.

NDP review document Herefordshire Council response.

Footpaths report.
A49 footpath.
Community Speed Watch.
Speeding and SID in Winter's Cross.
Pedestrian crossing.
HGV use of unsuitable roads.
Website statistics and social media.
Common meadow review.
Herefordshire Trail improvement project.
Light pollution Old Lane.
Emptying dog waste bins.

There being no further business the Chairman closed the meeting at 9pm.

SIGNED.....

DATE.....

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