

## **Minutes of Orcop Parish Council Meeting**

**Wednesday 21<sup>st</sup> March 2018 held in Orcop Village Hall 7.30pm**

**Present:** Cllr B Davies Cllr Ian Garlick & Cllr Jane Rigler

In attendance Kath Greenow Parish Clerk,  
& 8 parishioners

### **1. Apologies for absence**

Cllr Richard Watkins, Cllr Dave Jones & Chairman Cllr Ben Thomas  
Ward Cllr D Harlow

### **2. To receive declarations of interest and consider dispensation requests on agenda items**

None declared

### **3. To agree and sign the minutes of The Parish Council meeting 17/01/2018**

It was **RESOLVED:** to approve and sign the minutes of The Parish Council meeting 17/01/2018

#### **3.1 To agree and sign the Extra Ordinary minutes of The Parish Council meeting 21/02/2018**

It was **RESOLVED:** to approve and sign the Extra Ordinary minutes of The Parish Council meeting  
21/02/2018

### **4. Open Session**

4.1 To receive views of residents on parish matters (10minutes)

A parishioner asked about the possibility of having a defibrillator located in the parish.

The Chairman brought forward agenda item 8.2

8.2 To consider commenting on planning application: Planning Re consultation 173385 Land at Newcastle Farm Orcop Hereford

Description: proposed residential development of 3 dwellings

Discussion took place concerning the re consultation of the planning application, and parishioners present aired their concerns, consisting of the drainage system, transport and road safety on such a small, narrow unclassified road along with access of the site from the South.

It was **RESOLVED** that: the application was **UNSUPPORTED** and the following comments made. The proposed development is unsustainable, will have a detrimental impact upon the character, environment, drainage, local roads, and highway safety of the area. We would reiterate again that the application is not compliant with the following core strategy policies.DS1, LD1, LD4, RA2, RA3,SS1,SS4,SS6,SD3&SD4

The Parish Council concur with comments and objections submitted by residents. They reflect the considerable and valid concerns and objections relating to drainage and the proposed

cesspools/pits of the development and the comments from the residents must be taken into account when considering the application

#### 4.2 Ward Cllr report

The ward Cllr had sent his report which was noted

### 5. Lengthsman

5.1 To consider work to be carried out by the lengthsman

It was **RESOLVED:** that a maintenance day is carried out in the parish during April. Burnett farm ditch needs attention, Silt accumulation along Wilkes row needs attending to by B/B. Clerk to make request that this is attended to.

5.2 To consider completing Annual Plan form Balfour Beatty for Lengthsman and Parish Paths Partnership 2018/19

It was **RESOLVED:** to complete Annual Plan form Balfour Beatty for Lengthsman and Parish Paths Partnership 2018/19

### 6. Footpaths

6.1 To receive an update on footpaths works carried out and any further work

A report was received from the footpaths officer.

Work required on the following footpaths OC8 Uppermoars – Garrendale

Footpath issues along OC10 stretch from C1236- Farhouse – East end of OC10 Footpaths officer will liaise with B/B Locality steward

Ongoing footpaths work is being carried out as per instruction by the PC.

### 7. Highways issues

7.1 To consider highways issues to be reported to Balfour Beatty

Lyston Lane – break up of the road surface on the edge of the carriageway. -Ward Cllr was asked to take up and lobby for road improvements in the parish.

### 8. Planning

8.1 To note planning applications approved/ refused by Herefordshire Council since last meeting

### 9. Neighbourhood Plan

9.1 To consider information received from AECOM concerning NDP technical support.

The information from AECOM concerning NDP technical support and the request for a study relating to (Orcop Hill as a settlement) is suitable or not for new housing development was noted as that they(AECOM) had decided that they are unable to work on this. No further advice was given from the organisation on the matter.

9.2 To consider next steps concerning NDP

It was **RESOLVED:** that a meeting take place during April if possible to discuss the NDP next steps and the way forward for the Parish Council concerning the NDP. The Clerk was asked to contact Kirkwells planning Consultants & Herefordshire Council NDP officer to ask if they can attend.

9.3 To consider a date for next NDP meeting

See minutes 9.2

## **10. Finance**

10.1 Bank Balance noted as £26851.45

10. It was **RESOLVED**: to pay for payment

A4 Office Products Ltd £41.83+VAT

DC Gardening Services invoice 331/1718 £420.00+VAT

HALC Subscription 2018/19 £335.15 +VAT

HMRC PAYE due £61.20

10.3 To appoint HALC as internal auditor for 2017/18

It was **RESOLVED**: to appoint HALC as the internal auditor for 2017/18

## **11. Clerks resignation**

11.1 To note Clerks letter of resignation.

The Clerk resignation was noted.

11.2 To consider advertising of Clerks vacancy and recruitment process.

It was **RESOLVED**: to appoint HALC to advertise the Clerks vacancy and to take up HALC recruitment service & Clerk cover until a new clerk is appointed

The Parish Council **RESOLVED**: that they required an experienced, qualified Parish Clerk.

## **12. Correspondence**

All correspondence received has been sent to Cllrs in their agenda packs or emailed as appropriate

12.1 To note HALC Information Corner & GDPR compliance required the council

It was **RESOLVED**: that J Rigler attends HALC training evening 11/04/2018 on GDPR

The Clerk advised on changes to the GDPR, which would need to be addressed by the Parish Council, and that the policies required would be sent to Cllrs for consideration at the Annual Parish Council Meeting in May.

## **13. Matters raised for consideration for placing on the next meeting's agenda (no discussion)**

Defibrillator.

GDPR- Compliance

## **14. Date of next Scheduled Parish Council Meeting**

**Annual Parish Meeting - Wednesday 16<sup>th</sup> May 2018 7pm followed by The Annual Parish Council Meeting at 7.30pm at Orcop Village Hall**

## **Signed**

*B Thomas* Chairman

Orcop Parish Council

Date 30/05/2018