

## **ORCOP PARISH COUNCIL Minutes of a Parish Council Meeting held on Wednesday 15<sup>th</sup> January 2020 at 19.30 hrs in Orcop Village Hall**

**Councillors Present** ... Ben Thomas (Chairman), Jane Rigler, Peter Garratt and Barry Shaw. Also, in attendance were Ward Councillor Toni Fagan, Mark Hearne (Parish Clerk) and six residents.

**1. Apologies for absence** – Councillor Margaret Serle.

**2. Declarations of interest & written dispensation requests** - There were none.

**3. Minutes of the previous meeting – 20<sup>th</sup> November 2019.**

It was RESOLVED to adopt the minutes as a true record of meeting held and they were signed by the Chairman.

### **4. Public Forum**

4.1 Verbal report from Ward Councillor Toni Fagan included the following issues:

4.1.1 – Richard Ball has been appointed Director Economy and Place.

4.1.2 – Herefordshire Council is considering how best to support the new University.

4.1.3 – The Marches Local Enterprise Partnership invited new project applications which will be considered in January 2020.

4.1.4 – A joint venture between Herefordshire Council and the University of Wolverhampton to build a Cyber Security facility which is due to open in the summer of 2020.

4.1.5 – Hereford Council have made grants available to residents and business affected by the recent flooding.

4.1.6 – The River Lugg catchment phosphate moratorium was considered at a meeting in December 2019 and will be next considered on 29 January 2020.

4.1.7 – The Planning Committee has refused permission for the development of the Viaduct site in Ledbury.

4.2 Views of local residents on parish matters included:

4.2.1 - A resident raised the issue of flooding in the area and there was a general discussion on how the community could come together to tackle the issue at a local level. Councillor Barry Shaw drew attention to Community Commissioning under the aegis of Balfour Beatty and considered that this might be worth exploring as means of support to any future local enterprise.

4.2.2 – There was brief discussion on the need to replace the bench at the bus stop; the Chairman agreed to pursue this. **(Post meeting note – The Chairman confirmed that the way is clear to install the new bench).**

4.2.3 – It was noted that the installation of a safety rail at Copywell should be considered.

4.2.3 – The continuing problem of a “bad odour” at Copywell was raised and there was discussion on possible actions that could help eradicate the smell in a natural way. It was RESOLVED that Councillor Shaw would liaise with interested residents to form a working group to consider the options. Councillor Jane Rigler reported that there is £150 available to support any future work. Ward Councillor Fagan also agreed to raise the issue with the Environmental team at Herefordshire Council.

5. **NDP** – In the absence of Councillor Margaret Serle the meeting was updated on the NDP by Councillor Peter Garratt. The Steering Group completed the Questionnaire in December. The Questionnaire has been printed and was posted to every household in Orcop during the first week of January. Residents have been asked to return the completed questionnaires by 27<sup>th</sup> January 2020. Advance notices of the Questionnaire were put on various noticeboards with Reminder notices encouraging residents to complete the forms. If more copies are needed for separate members of the household (over age 16), they can be requested from Mark Hearne, Parish Clerk, or downloaded from the Orcop Parish website. All households have been urged to complete the questionnaires so that we have representative views on many topics important to Orcop for the next 10 years. The Steering Group will then collate the replies on a spreadsheet and our NDP Planning Consultant will analyse the results (anonymous, no individual will be identified). A public NDP meeting and Presentation will be organised in due course so that everyone can be informed of the views of the residents and find out about next steps. In addition, the Steering Group will discuss the designated building settlement areas with Hereford Council NDP department and aim to get approval in principle for building away from Orcop Hill, where many of the sites have been submitted by landowners. Councillor Garratt commented on the excellent work that Councillor Serle has undertaken on the NDP.

6. **Planning** – Comments on applications to be determined by Herefordshire Council.

6.1 – Planning Consultation – 194225 – Bramble Cottage, Orcop, Hereford, HR2 8EP. Alteration of external openings, replacement of a boundary fence with a stone wall and the addition of a glazed canopy at the rear of the building. The Parish Council unanimously supported the application and it was RESOLVED that the clerk notify the LPA accordingly.

## 7. Finance

7.1 – The bank balance as at 31<sup>st</sup> December 2019 was £29,566.64

7.2 - It was RESOLVED to pay the following invoices in line with budget:

7.2.1 Clerk’s December 2019 & January 2020 salary in line with their employment contract.

7.2.2 Stationery - £23.67

7.2.3 NDP Postage - £122.00

7.2.4 Travel - £11.70

7.2.5 NDP Printing - £540.02

- 7.2.6 NDP Stationery - £31.92
- 7.2.7 PAYE (Dec 2019) - £120.60
- 7.2.8 PAYE (Jan 2020) - £90.80
- 7.2.9 DC Gardening Services - £600.00
- 7.2.10 Autela Payroll Services - £47.08
- 7.2.11 DJN Planning - £465.30
- 7.2.11 Eyelid Productions - £100.00

7.3 – Request for a donation from Dore Community Transport – Councillors spoke very highly of the excellent service provided by Dore Community Transport and considered that a donation of £500 would be appropriate especially as they had not provided any financial support in the previous 2 years.

**8. Lengthsman** - It was mentioned that there are issues on Saddlebow Road where ditches are blocked with hedge cuttings. The Chairman agreed to bring this to the attention of the Lengthsman.

**9. Footpaths** - The Footpaths Officer (FPO) reported that due to the absence of the contractor due to injury there had been little activity recently. Arrangements have been made for the Footpaths Officer to meet the contractor on the 20<sup>th</sup> January 2020 to agree a schedule of works for the next 8 weeks. It is expected that this work will demand most of the footpaths budget for 2019/20. The Footpaths Officer also reported his intentions to speak to farmers to avoid the encroachment of crops onto PROW in the parish which has been a problem in the past.

**10. Highway Issues** – Following discussion it was RESOLVED that the clerk report the following issues to Balfour Beatty:

- Sun Farm, Garway Hill where there is an accumulation of soil and gravel.
- Moat Farm – potholes
- Wilkes Row – potholes
- Little Hill - potholes

**11. The War Memorial** – Councillor Garratt reported that Maerva Conservation Limited have yet to undertake the specification for the remedial work on the war memorial. The clerk added that planning permission had not yet been granted for the remedial work.

**12. Adoption of Grievance & Disciplinary and Community Engagement Policy**– It was RESOLVED that both policies be adopted and published on the website.

**13. Neighbourhood Watch Scheme** – Councillor Serle commented that a specific question will be included in the NDP questionnaire the answer to which will determine whether there is any interest in establishing a Neighbourhood Watch Scheme in the village.

**14. Clerk Correspondence** – No correspondence has been received.

**15. Date of the next meeting and matters for discussion** - The next Parish Council meeting agreed the following schedule of meetings during the remainder of 2020.

- 18 March
- 20 May

- 22 July
- 23 Sept
- 18 Nov

**16. Information items** – none were submitted.

The meeting closed at 20:50 hrs

SIGNED ..... DATE .....

DRAFT