

ORCOP PARISH COUNCIL Minutes of a Parish Council Meeting held on Wednesday 18th March 2020 at 19.30 hrs in Orcop Village Hall

Councillors Present ... Ben Thomas (Chairman), Jane Rigler, Peter Garratt, Ian Garlick, Barry Shaw and Margaret Serle. Also, in attendance was Mark Hearne (Parish Clerk).

1. Apologies for absence – None.

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

3. Minutes of the previous meeting – 15th January 2020.

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

4. Public Forum – Neither the Ward Councillor or members of the public were present.

5. NDP – Councillor Margaret Serle provided an update on the latest situation regarding the NDP. The Steering Group were appreciative of those households who completed a Questionnaire. To allow more Questionnaires to be returned it was agreed to allow an extended deadline. The responses are now with the Planning Consultant who will analyse the outputs and submit a report to the Steering Group in time for a meeting scheduled for April (subject to the situation regarding the Corona virus) to discuss the results and to plan next steps. Part of this work will include consideration of the additional residents' comments to make sure the Steering Group has a clear picture of parishioner's hopes and visions for the future of Orcop. Following on from the meeting in April 2020 a public presentation will be arranged probably in late summer which will be hosted by our Planning Consultant. This will provide a further opportunity of receiving additional input and questions to make sure the final NDP is truly representative.

Councillor Serle also highlighted the importance of Housing Delivery which will require considerable investigation and it should be noted that an additional site submission has been assessed and will be published on the Parish website. This was omitted from the AECOM Report.

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

6.1 – Planning Consultation – 194449– Bagwyllydiart Farm, Orcop, Herefordshire, HR2 8EX- Proposed single storey extension. Following discussion, Councillors agreed to raise no objections to the planning proposal, and it was RESOLVED that the clerk inform the LPA accordingly.

6.2 – Planning Consultation – 200337 – Georges Cottage, Orcop, Hereford, HR2 8SD – Proposed removal of a conservatory and construction of a single storey extension on the rear elevation.

Following discussion, Councillors agreed to raise no objections to the planning proposal, and it was RESOLVED that the clerk inform the LPA accordingly.

7. Finance

7.1 – The bank balance as at 31st 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 February 2020 & March 2020 salary in line with their employment contract.

7.2.2 NDP Stationery - £45.31

7.2.3 Travel - £23.40

7.2.4 Royal Mail (NDP) - £32.77

7.2.5 DJN Planning (NDP) - £685.30

7.2.6 HALC - £442.10

7.2.7 Autela Payroll Services - £48.24

7.2.8 PAYE (Feb 2020) - £90.80

7.2.9 PAYE (March 2020) - £90.80

7.2.10 Clerk's contractual expenses - £100.00

7.2.11 Dore Community Transport - £500.00

7.3 – Request for a donation from Orcop Parochial Church Council – Councillors acknowledged that grants/donations to maintaining land and buildings owned by the Church was contrary to existing legislation. It was RESOLVED, therefore, to offer a donation of £200 towards an event or group which provides benefit to the community.

8. Lengthsman - It was RESOLVED to continue to use DC Gardening Services as the Lengthsman during 2020/21. The Chairman agreed to contact the lengthsman to discuss future work in the village. It was further RESOLVED that the clerk would circulate details of the budget for the lengthsman for 2020/21.

9. Copywell – It was RESOLVED that the clerk ask the Locality Steward if there has been any progress in undertaking the necessary remedial work to the culvert leading into Copywell. Councillor Shaw reported that action can now proceed with replacing the bench at Copywell, but a cultivation licence will be required before any planters can be put in place. Councillor Rigler added that the OWL Good Neighbour Scheme will contribute £250 towards the upkeep of Copywell. Councillor Shaw raised the issue of the replacement effluent plant for Copywell Cottages and suggested that the work plan should be subject to the approval of the Parish Council especially if the proposals include arrangements for discharge into Copywell. Councillor Shaw added that it was his understanding that new discharge laws effective from the beginning of 2020 state that all effluent treatment, including discharge, should be undertaken within the curtilage of the property.

10. Footpaths – Although absent from the meeting the Footpaths Officer (FPO) submitted a written report of which the following are the key points:

10.1. Special survey on OC10 (West) was undertaken on 20 January 2020 which identified serious erosion to footpath. Balfour Beatty subsequently closed the footpath on 21 February 2020.

10.2 Special survey on 'right to roam' area of The Jockies undertaken on 25 February 2020 in order to assess possibility of an alternative route for walkers through The Woodland Trust site. Based on the outcome of the survey Balfour Beatty Highways Department were advised that a safe alternative route, using 'the right to roam' area of The Jockies was feasible and would allow connectivity to the parish footpath network. Balfour Beatty advised that until they had consulted with the Woodland Trust about the footpath to ascertain if a 'permanent diversion' can be arranged but until then the footpath will remain closed'.

10.3. A survey of the circular walk from Saddlebow Common to Lower Butts, via Stradway Wood and Little Stradway (OC15 and OC14) on 13 March 2020 had highlighted a need for a new stile and remedial work required on three others. Dave Jones will be invited to provide an estimate for these works.

11. Highway Issues – There was a brief discussion on the accumulation of mud from the site adjacent to The Trees but it was recognised that this was inevitable during the recent period of wet weather exacerbated by the presence of heavy traffic accessing the site.

12. Caravan situated at Green Lane Cottage - Following discussion it was RESOLVED that the clerk brings to the attention of the LPA the presence of a caravan situated at Green Lane Cottage in order to seek an assurance that it complies with planning regulations.

13. The War Memorial – Councillor Garrett reported that despite several hasteners it seems that Mareva have lost interest in undertaking a survey of the war memorial. It was RESOLVED that the clerk forward a quotation already provided by Elliot Ryder to Councillor Garratt.

14. Delegation to the Clerk – It was RESOLVED that the clerk is given delegated powers to organise payments against budgeted items and respond to planning applications until the Parish Council is able to meet again after the Covid-19 crisis.

15. Risk Management Plan- It was RESOLVED to approve the Risk Management Plan which will be uploaded to the website.

16. Clerk Correspondence – A resident has expressed concern over a new access of the lane on the C1235. It was RESOLVED that the clerk contact the LPA to establish if the access needed planning permission.

17. Covid 19 – Councillor Rigler reported that the OWL Good Neighbours scheme will respond to requests for support during the Covid 19 crisis and it was RESOLVED that their telephone number be posted on the Parish Council website.

Date of the next meeting and matters for discussion –In light of the Covid 19 crisis no further Parish Council meetings will take place until it is considered safe to do so.

The meeting closed at 20:45 hrs

SIGNED DATE