

# UPTON BISHOP PARISH COUNCIL

## Minutes of the Meeting of Upton Bishop Parish Council

Held at Millennium Hall

Tuesday 1 October 2019 at 7.00pm

Present:

Councillors: Keith Cornwall (Chairman), Alison Feist, Mike Robins, Chloe Rusby and Brian Spencer.

**In attendance:** Richard Abolins (Clerk), 10 members of the public

1. **Apologies** – Councillors Paul Newman, Hazel Strange and Stephen Strange
2. **Declaration of interests** – Cllrs Feist and Spencer declared an interest in planning application 193123 in item 6.4 because they were acquainted with the applicant.
3. **Minutes of previous meeting**  
It was **resolved** to adopt the minutes of the meeting held on 3 September 2019.
4. **Public participation session**
  - 4.1 Ward Councillor Barry Durkin sent his apologies but had sent his monthly report to the Clerk and this will be published on the website with the minutes of this meeting.
  - 4.2 Gavin Turner, Lead Resuscitation Officer with Wye Valley NHS Trust, gave a short presentation on the use of defibrillators in the community and took questions from the members of the public and councillors. There are different types of AED unit, but the one he uses is not reliant on mains power, has a battery life of 5 years or 100 shocks and can be used in all temperatures. The initial setup would cost between £1,200 and £1,500 but grants are available from British Heart Foundation. The number of devices needed depends on how quickly they can be reached within the parish – a six minute “grab time” is the target to be aimed for. The Council will consider their action at the next meeting.
  - 4.3 A resident asked if the Council could put pressure on Herefordshire Council to tackle speeding and road safety in the parish. Despite years of asking, nothing ever seems to be done. More will be discussed in item 8.2 under the Speedwatch heading.  
Cllr Feist had received a message from a resident that the pole in Pomona Grove was now fixed, but that the lights remained on at unsociable hours. The Clerk will write to Hereford Housing again.
5. **Finance**
  - 5.1 The Responsible Financial Officer thanked Cllr Spencer for his work on the accounts since the previous Clerk had left. Over the last month, they not been able to go over the numbers together, but the RFO had presented his draft accounts to the Council and assured the public that they would be posted to the website. In future, they would be published in advance.  
The RFO said that although not required until next February, he would start to look at a draft budget and precept in time for the next meeting. The precept had not changed for several years and it looked likely that an increase would be necessary next year. The budget would be considering basic expenditure, but it was an opportunity for parishioners to put forward proposals for other projects. The Chairman suggested that white lining would be the sort of thing to be included and Cllr Spencer pointed out that this had been agreed by the Council a while back.  
The bank reconciliation was approved and signed by the Chairman.  
The RFO asked the Council and it was **resolved** that the RFO should work with Cllr Spencer in preparing draft budgets for next year.
  - 5.2 It was **resolved** to approve the payments on Appendix 1
6. **Planning applications**
  - 6.1 192315 – Windy Hollow – update on two caravans  
The Ward Councillor had informed the Clerk that the caravans needed to be removed by 3 March 2020 before an enforcement notice would be issued
  - 6.2 192961 – Blue Sky Botanics – variation of planning permission 190979  
The Council wished to express their concern that the variation to the structure will increase the number of personnel working on the site and thus increase the traffic flow. It was **resolved** to object to the variation and ask that a proper assessment of traffic impact is made.
  - 6.3 193077 – Land off A449 Upton Bishop, upgrade of existing forestry track  
There was no objection.

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- 6.4 193123 – Heatherfield House, change of use of garage  
Cllrs Feist and Spencer withdrew their declarations of interest. They realised that ownership of the property had changed, and they did not have an acquaintance with the applicant.  
The Council has no objections to this application subject to
- The visibility splay should be reviewed because the existing one is poor and adding additional residents and vehicles will add to the problem
  - Speed limits should be reduced to enable safe exit from the site
  - Clarifying whether this change of use to a residential building will be including in their NDP quota.
- 6.5 193198 – Mulhampton Farm, biomass boiler  
There was no objection.

### 7. Neighbourhood Development Plan

- 7.1 The questionnaire was being distributed and would be collected or returned in three weeks. Thanks were expressed both to the Chimes distributors for delivering the questionnaires and to Andy Church and his team in reconciling the electoral roll and distribution lists and in co-ordinating the distribution.  
When the questionnaires are returned, the consultant will analyse the results.

### 8. Highways and footpaths

- 8.1 The Footpaths Officer had prepared a report on the condition of parish footpaths which has been circulated and published on the website. He will be attending a PFO briefing with Balfour Beatty on 23 October.
- 8.2 The Speedwatch group have arranged a meeting with the Community Speed Watch Co-ordinator for West Mercia Police to undertake a risk assessment around the parish. He has also said that he would train a group of volunteers which may encourage more people to take part if they didn't have to do the on-line training.  
The group were asked if they could take up speed limits with the Co-ordinator, but it was felt to be more appropriate if the Clerk contacted the Traffic Management Advisor, Ian Connolly.
- 8.3 Lynda Wilcox has not yet produced the notes relating to the lengthsman.
- 8.4 The Localities Steward has returned from holiday but is now off with long-term sickness. The Clerk will try and arrange a meeting with a deputy or other substitute. Cllr Feist reminded everyone that on-line reporting on the Herefordshire Council website could be an effective way of registering problems.

### 9. Public participation session

- 9.1 A resident asked if the Council could assist with a problem of a neighbour tipping building rubbish by his driveway thus causing problems with deliveries. It was suggested that this could be reported as fly-tipping. The Clerk was asked to contact the Ward Councillor to bring it to the attention of Environmental Health,

### 10. Items for next meeting agenda

- 10.1 Draft budget for 2020/21  
10.2 Allotment Association  
10.3 Defibrillator  
10.4 Update from the Ward Councillor on outstanding planning matters.

### 11. Next meeting

Tuesday 5 November 2019 at 7.00pm in the Millennium Hall.

The Chairman closed the meeting at 20:40

SIGNED R K Cornwall

DATE 5 November 2019