

Upton Bishop Parish Council

Minutes of the meeting of Upton Bishop Parish Council

Held Virtual Meeting

Tuesday 1st September 2020 at 7.00pm

Present: Councillors: Keith Cornwall (Chairman), Brian Spencer (Acting RFO), Paul Newman, Mike Robins, Cllr Alison Feist (Temporary Clerk), Hazel Strange, Stephen Strange and Chloe Rusby

In attendance: 4 members of the public, Ward Councillor Barry Durkin

1. Apologies: – None

2. Declaration of interests: - None

3. Adoption of Minutes of previous meetings:

Minutes from meeting 4th August 2020 were adopted with minor amendments. Documents will be signed at next meeting after lock down at the Millennium Hall. Clerk apologies for delay in minutes for extra meeting on 24th August due to recent unforeseen incident.

4. Public participation session:

4.1.1 Ward Councillor Barry Durkin presented his report. (attached).

4.1.2 Barry asked for comments re consultative documents issued for changing development process (these have already been issued to Parish Councillors)

4.1.3 Barry made specific mention re the issues in Hereford City Centre and new 20mph and bollards and will be in place for 18 months.

4.2 **Traffic Calming** – since last meeting, Barry Durkin is still trying to obtain answers from HC and Alison & Barry are working together trying to obtain resolution.

4.3 **Update of Drainage Grant** – Same as 5. Barry Durkin experiencing difficulties getting answers.

4.4 Peter Fray questioned a statement from last month's meeting regarding the reopening of the Larruperz Centre and believed was not correct. Chairman Cornwall reconfirmed as a Hall Committee member of the Larruperz Hall had been requested to check the Hall on two events being held in the Hall.

5. Planning

5.1 **P202021/F conversion of static caravan to an office/comfort station** - this was unanimously objected to for the following reasons: It was reported that the previous owner in 2010 fitted shower, toilet and a kitchen in the stable block; two previous applications had been rejected for a caravan/chalet; this caravan is sited without planning permission and Enforcement Officer had recently visited the site; many residents in area have horses and this could encourage similar applications; keeping horses does not qualify for accommodation on agricultural land; application states a business is not being run from the land, however, this is a charity; this is a normal residential caravan and not suitable for providing access to visitors which include disabled people; a hard core road has been put down without a planning applications; car parking for visitors has not been addressed, specifically accessibility for disabled people.

5.2 **P202394/F proposed stable block** - no objections and full support for the application.

5.3 **Leeward House** – following a HC Planning Committee meeting attended by Cllr Robins, Cllr Barry Durkin, resident D Bushell – the application had been passed; however, MP Bill Wiggins had asked that the application was referred to the Secretary of State. Concerns were raised about the content of the Planning Report submitted to Planning Committee and negative comments that were made.

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5.4 **Other 4 Planning Applications outstanding comments** - still awaiting outcome, Clerk was asked to chase again.

6. Finance:

- 6.1 The financial report already sent to Councillors was approved at meeting. No issues
- 6.2 The bank reconciliation for August 2020 was approved at the meeting – No issues. The documents will be signed by Cllr Hazel Strange at the first meeting after Lockdown ends.
- 6.3 No comments
- 6.4 It was resolved that Mike Robins would become the fourth signatory on the Parish Council, as if Cllr Spencer and Cllr Feist were away there would only be Chairman Cornwall to make any payments and a minimum of two are required for on line banking.
- 6.5 Bank Debit Card has been requested by Brian Spencer.
- 6.6 It was **resolved** to approve the proposed payments of £60.24 Autela; £12.50 for the clerk's expenses; £720 for CEC for NDP - Cllr Spencer pointed out that, in accordance with our Standing Orders and Financial Regulations, we did not have to go to tender for three quotes. The proposal was accepted 7 to 1. Also resolved to approve £1000 for Parish Profile for NDP; £2300 draft NDP; £2400 for call for site if needed – see 8.

7. **Lengthsman** - Chairman Cornwall report Lengthsman had returned to work following some personal issues

8. NDP update –

- 8.1 After much discussion, it was resolved 7 to 1 to approve the CEC for NDP Environmental study, The study is to be sent back to the PC for comment before inclusion as part of the NDP.
- 8.2 it was confirmed that Cllr Spencer had written to HC to enquire whether 5 caravans at Windy Hollow which are now residential and a number of other properties could be included in our housing quota, it was resolved by the Chairman's Vote (initial vote 4/4) for a Call for Sites to be raised if, following further approaches to HC by Cllr Spencer, the outstanding number of properties required to reach our quota remained at 9. (Post meeting note – HC confirmed that the caravans could not be allowed meaning 9 is still the outstanding number). Cllr Spencer to liaise with David Nicholson progressing the Parish Profile, the Call for Sites and the Draft Plan as required.

9. Footpaths – no comments

- 9.1 **Hedges** – increasing number of overgrown hedges, it was agreed that Clerk would work with Chairman Cornwall to write to residents requesting hedges to be cut.

10. New Clerk - awaiting details for Interview from HALC

11. Next meeting, Tuesday 6th October 2020 at 7pm

The Chairman closed the meeting at 21.40 pm.

SIGNED _____ DATE _____