ALMELEY PARISH COUNCIL
Minutes of the meeting of the Parish Council
Held on Wednesday 13th July 2022
at Almeley Village Hall at 7.00pm

Present: Councillors: Michael Handley (Chair), Andy Cross, Rose Proctor, Jon Argent, and John Crippin

In attendance: Emma Thomas – Clerk
Ward Councillor Graham Jones

Public: 6

1. **To receive apologies for absence**
It was NOTED that Cllr Martin Skyrme would be late.

2. **To receive declarations of interest and written requests for dispensation**
None

3. **To approve the minutes of the Annual Parish Meeting held on 11th May 2022 and consider any issues therein**
The minutes were considered – there were no issues therein for discussion

4. **To approve the minutes of the previous meetings – 11th May and 29th June 2022**
The minutes were APPROVED and duly signed by the Chair.

Cllr Martin Skyrme joined the meeting

5. **Open session**
   5.1 To receive a report on Herefordshire Council matters from Ward Cllr Graham Jones
   The report included the following items:
   - Children and Young Persons Scrutiny has an OFSTED inspection taking place.
   - There will be a Full Council meeting on the 29th July
   - Cllr Jones has raised complaints re road closures with Balfour Beatty.

   It was REQUESTED that Cllr Jones contact Stonewater Housing regarding issues at Westview.

   5.2 To receive views of local residents on parish matters
   The following items were RAISED:
   - Can a sign be put up to clarify where properties are in Westview?
   - Can street lighting be put into Westview?

6. **Finance**
   6.1 To note the July bank balance and finance report and sign both. – Appendix 1
   The clerk REPORTED that there had been minimal transactions so far to date. Reserves were at a good level now.
   The report was SIGNED as evidence of budget monitoring and bank reconciliation
   6.2 To consider the following invoices for payment
   6.2.1 Clerk's July salary
   6.2.2 Clerk's July expenses £60.61 previously circulated
   6.2.3 Eyelid Productions £100
   The above invoices were APPROVED for payment by BACS
   6.3 To consider paying for new defibrillator pads
   It was RESOLVED to pay for the new defibrillator pads at a cost of £74.94

7. Planning

7.1 To note applications determined by Herefordshire Council

The following table was NOTED:

Date - minute	Application	Details	Parish Council Decision	Hereford Council Decision
11.05.22	220892	**Marysmere, Woonton, Hereford,HR3 6QS** Proposed single storey garden/dining room extension.	No comment	Approved with conditions
11.05.22	221200	**Wennetune House, Woonton, Hereford, HR3 6QN** Proposed conversion of an existing outbuilding into annex for additional accommodation ancillary to Wennetune House. Accommodation over 2 floors with open plan ground floor living accommodation and kitchen area, with ground floor wet room. First floor bedroom and toilet.	Support	Approved with conditions
11.05.22	220838	**Land Adjacent to Hopleys Green Road, Woonton,** Application for variation condition 2 and removal of condition 6 following grant of planning permission 202554 (Proposed 3 no. detached cottages with garages).	Object	Approved with conditions

7.2 To consider the following planning applications for determination by Herefordshire Council

7.2.1 221838 - The Old Vicarage, Almeley, Hereford, HR3 6LF

Installation of ground mounted solar PV panels comprising 24 PV modules on a gravel bed.
It was RESOLVED to support this application on the condition that there is no further removal of trees and foliage screening the site from the highway.

7.2.2 222159 - Dev 1 Land at Woonton Farm, Woonton, Herefordshire, HR3 6QL

Proposed variation of condition 7 of planning permission 203683 (Proposed erection of 5 dwellings and associated garaging and parking) - to change the surface on the landscape scheme from gravel to pavers.
It was RESOLVED to send the following comment to the Planning Officer.

Planning Application 222159 - Proposed change to Condition 7 on surface finish to paved areas at development of five houses at Woonton Farm, Woonton.

Border Oak, the Applicant's Agent has applied to substitute the gravel paved areas with hard paved surfaces. The application in effect proposes to substitute impervious surfaces instead of porous gravel.

Relevant NDP Policies are as follows:-

ALM11 (e) - HOUSING DEVELOPMENTS AT WOONTON - Provision should be made for storm water drainage on sites not leading to flooding of other properties or the highway.

ALM17 - PROTECTION FROM FLOOD RISK - No development will be permitted that will result in increased flood risk to properties elsewhere or which cause or increase surface/storm water flooding. Where flood risk is identified a full and detailed flood risk assessment is required, including consideration of climate change.

PARAGRAPH 9.5 makes particular reference to potential flooding in Woonton due to storm water run-off from developments.

The application provides no detail or evidenced reason for the proposed change. The previously submitted design and access statement declared "The submitted/approved drainage ensures the proposed scheme would not cause increased pollution or increased surface water run-off". The applicant now declares that the previous storm water proposals for gravel surfaces will not work without any explanation as to why.

The substitution of hard paved areas for porous gravel is likely to lead to an increase in storm water run -off potentially affecting the highway and/or nearby properties. It would, therefore, be reasonable to require a detailed, evidenced study of the likely effects of the proposed change in order to enable an informed consideration of this application.

7.3 To consider the Parish Council response to the Place Shaping Consultation held by Herefordshire Council
The clerk REPORTED that if Option 3 of this consultation is chosen as the way forward for housing in Herefordshire, Almeley will likely have to find space for c.50 houses. It was strongly recommended that parishioners submit a response. It was NOTED that the Clerk has issued a statement to Herefordshire Council stating that the PC believed the scoring for Almeley is wrong. This has been NOTED by Herefordshire Council. It was RESOLVED that the clerk should resubmit this comment by way of a response from the Parish Council as well as individual Cllrs submitting their own comments.

Cllr Graham Jones left the meeting

8. To consider the costs of the consultation on obtaining ownership of commons from Herefordshire Council and next steps
The clerk REPORTED that she had submitted the Expression of Interest form to Herefordshire Council. It was RESOLVED that the consultation should begin as soon as possible for further discussion at the September meeting. It was RESOLVED that the clerk could spend up to £200 on consultation material. She will circulate the proposed document to Councillors for approval over the coming days. It was AGREED that a link to the Place Shaping Consultation should be included on this documentation if the timescales were right.

9. Parish Maintenance

9.1 To consider any lengthsman or footpaths jobs that need undertaking.
The following items were RAISED:
- Nettles need clearing from around the telephone box.

9.2 To receive a report from the Parish Footpaths Officer
It was REPORTED that a tree has fallen in the Batch on path AM10 and demolished the handrail adjacent to the stream. The path here is narrow and slippery so the public should exercise caution when walking this route. Thanks were given to the Footpaths Officer.

9.3 To consider repairing the noticeboards
It was NOTED that the broken board does not belong to the Parish Council.

10. Highways and Footpaths

10.1To consider any highways issue that needs reporting
The following items were REPORTED:
- The hedge running alongside Almeley House needs a severe cutback.

2 members of the public left the meeting

10.2 To consider landownership along AM2
It was REPORTED that the land owners live in Cheltenham – although the name and address is unknown. It was RESOLVED that the clerk would pass the issue of the impassable footpath to Balfour Beatty to clear. It was further resolved that a Land Registry search would be undertaken to find out the details of the owners.

10.3 To consider further sites around Almeley for investigation as to whether suitable for siting a SID
It was NOTED that the public land on the corner of Bells Orchard would be suitable for a SID. The clerk will contact the Locality Steward for comment.

11. To note the update from the Almeley Green Group
The following update was RECEIVED:

The Green Group was formally constituted as an unincorporated association at a meeting held on the 29th June 2022 with 7 trustees appointed.

The group hosted a stall of plants and produce at the village fete.

Current Projects:
1. Meer Common – a further work party in June re-established the access paths. We have kindly been donated 10 dormouse nest boxes which have now been installed at the common. A tree survey has been carried out and we will now plan a programme of work and seek funding for any external works.
2. Soft Recycling – continues to be well used and is emptied by members of the group 2or 3 times per week.

Various members of the group have raised other potential areas for the group to consider including: electric car charging points; flower-rich verges; tree-planting; household energy saving information and advice.

The Green Group requests an update from the Parish Council on its actions following the declaration of climate emergency at the March meeting and its intentions for associated policies and working group.
These were the actions agreed at the March meeting:
7.2 To consider joining the HGN with a view to launching the Great Collaboration portal within Almeley - £50 joining fee. It was RESOLVED to join this group. -This has been done
7.3 To consider developing an action plan for the community to reduce carbon emissions and increase biodiversity within the parish, using the Great Collaboration tool and working with the Green Group to do so. It was RESOLVED to defer this item until a later date. This item remains deferred.
7.4 To consider forming a "Green Working Party" and making "an update from this group a standing item on agendas. It was RESOLVED to defer the forming of a working party until a later date but to welcome the submission of an update by way of a written report before each meeting. It was AGREED to set up an informal meeting to discuss issues further. This will be set up following whole Council training.

The Group were thanked for their report.

Cllr Martin Skyrme left the meeting

12. **Correspondence –**
    - Response from Balfour Beatty re the drainage grant and final annual plan query raised

13. **To consider agenda items for next meeting – no discussion**
    None

14. **To note date of next scheduled meeting – 14th September 2022 at Almeley Village Hall.**
    Noted

The meeting closed at 20.30

Signed: _____ Dated: _____