

LUSTON GROUP PARISH COUNCIL

MINUTES OF THE LUSTON GROUP PARISH COUNCIL MEETING HELD AT 7.30 PM ON MONDAY 5 FEBRUARY 2018 AT CAWLEY HALL, EYE, LUSTON

PRESENT: J COATES (VICE CHAIRMAN), A BRANDISH, P EDWARDS, A EGERTON, C PEARSON, R WOOLLEY AND G POULTON.

IN ATTENDANCE: WARD COUNCILLOR S BOWEN; R HEWITT (CLERK); AND THREE MEMBERS OF THE PUBLIC.

1. Acceptance of apologies for absence – K Wood, E Coates and I Stevens (Chairman).

2. Declarations of Interest

2.1 Disclosable Pecuniary. None.

2.2 Non-disclosable Pecuniary. None.

2.3 Non-Pecuniary. None.

2.4 Written requests for dispensation. None.

3. Approval of minutes from 8 January 2018

DECISION: #8.5 was amended to add: “Confirm with Welsh Water the reason for the fitting of the new filter”. With this amendment the minutes of the meeting were agreed and signed. Welsh Water will be contacted to ask why the filters have been fitted at the pumping station.

4. Clerk’s Report and reports on meetings attended by parish councillors

The Clerk’s report was noted.

5. Matters raised by local residents

A member of the public asked what happens to domestic recycled rubbish once it has been placed in the green wheelie bins. Ward Cllr. Bowen provided an overview, spoke about the waste to energy plant at Hartlebury, proposed writing an article on recycling for the Eye, and invited interested members of the public to visit the facilities.

Dog fouling at Moreton Eye was reported. The sign directing traffic to Eyton from Kingsland has been knocked down and needs to be replaced. There is an incident of fly tipping at Eyton Common. Cllr. Edwards asked that the post box is added to the details held by Historic England listing for the Old Forge, Ashton.

6. Ward Councillor S Bowen’s Brief Report (for information only)

Ward Cllr. Bowen provided a written report which was noted, and added the resurfacing work at Red Hill, Eye Lane is scheduled to be done on 23 February 2018. The proportion of expenditure required for social care was confirmed. The budget for roads is just £5.9 million, supplemented by grants from government. Herefordshire Council does inform government of the additional costs incurred in maintaining a large road network in a county with a low population. Planning charges are set to increase by 20 percent.

Questions are to be asked about the sale of the AB1 plate by the Police and Crime Commissioner at a meeting of the police and crime panel. The police precept is likely to increase by 4 percent, which is equivalent to £7.68 for a Band D property.

7. Planning

7.1 174807 – 6 Townsend Park Luston Leominster Herefordshire HR6 0DZ. Fell Silver Birch tree. **COMMENT:** The group parish council agreed to comment that the application is supported.

7.2 180168 – Eastholme, Luston, HR6 0AR. Felling and complete removal of two large Evergreen trees. **COMMENT:** The group parish council agreed to comment that the application is supported.

7.3 Proposal to request planning application 174097 Mile End, Broad Lane is referred to Herefordshire Council's planning committee. **DECISION:** A request was made to the ward councillor to refer the application to planning committee. Ward Cllr. Bowen kindly agreed to keep the matter under review and make a referral as appropriate.

7.4 Update on planning decisions/ enforcement by Herefordshire Council. Planning permission has been granted for 174359, 2 Westland View.

8. Highways and environmental matters

8.1 Maintenance of brook above Luston by riparian owners. The landowner above the school plans to clear the brook of obstructing trees before the start of the bird nesting season in March. The school is to clear their half of the brook over half term later in February.

DECISION: Review at next meeting.

8.2 Lengthsman and P3 footpaths. Ward Cllr. Bowen said a request by scrutiny to fund the lengthsman scheme in 2018-19 is to be reviewed by cabinet. **DECISION:** No action required. The lengthsman is to be used for urgent work only until the new financial year in 2018-19.

8.3 Highways – Matters to bring to the attention of Balfour Beatty. **DECISION:** Report poor condition of road between Kingsland and Eyton. Extensive patching and/ or resurfacing is required.

8.4 Meeting with Balfour Beatty to request chicanes on the B4361 at Luston. The traffic working group reported that a combination of insufficient traffic and lack of a suitable site effectively means chicanes are not going to be possible. **DECISION:** No action required.

8.5 Village gates and associated works at Luston. The traffic working group has requested a breakdown of costs from Balfour Beatty so that the installation of village gates and associated work might be staged over several years. **DECISION:** To postpone a decision for one year, and to plan for installation over several years from 2019-20. Report the worn dragon's teeth markings to the south of Luston to Balfour Beatty.

9. Finance

9.1 Payments for consideration:

D C Gardening Services, lengthsman – £450.00

Herefordshire Council, 490 bus service donation – £375.00

The Clerk (salary, January 2018 – £478.81

DECISION: Payments were approved and cheques signed. Data on the use of the 490 bus service is to be requested.

9.2 Review direct debit payments:

Airband, broadband service February 2018 – £60.00

DECISION: The agreed direct debit payment was noted.

9.3 Annual Maintenance Plan for Lengthsman and P3 footpaths, 2018-19. The annual maintenance plan was proposed by members of the finance and management working groups.

DECISION: The proposed annual maintenance plan was agreed without amendment. The lengthsman budget will be £2,920.00. In 2018-19, the lengthsman will no longer deal with minor pot holes on the side roads, and defects will need to be reported to Balfour Beatty. The budget for footpaths will be £2,626.00 of which £606.00 is provided by the group parish council. There is no lengthsman grant in 2018-19.

9.4 Consider request for a donation to Community Eye. **DECISION:** It was agreed to donate £150.00 to Community Eye in 2017-18, in line with the budget set for this financial year, and to invite the Eye to request a donation earlier in the next financial year which starts in April.

10. Neighbourhood Development Plan

The Luston Group Neighbourhood Development Plan has been adopted formally by Herefordshire Council. **DECISION:** Request a meeting with the neighbourhood planning team leader, Herefordshire Council to understand the review process. Luston Group Parish Council will be represented by councillors who are members of the steering group.

11. Pollarding of trees on public land at the entrance to The Willows, Luston

The trees on the land maintained by Herefordshire Council at the Willows have been reported and a request made for them to be pollarded. **DECISION:** Follow up the report to register concern that the tree roots may damage pavements, and branches from the trees have the potential to damage nearby properties and their driveways. Also, ask for the trees on the C1040 to be maintained where Herefordshire Council is the riparian owner.

12. River Lugg Internal Drainage Board: consultation on revised byelaws

DECISION: The consultation was noted.

13. General Data Protection Regulations

The meeting noted the General Data Protection Regulations will be introduced in May 2018. A review of IT used by the Clerk highlighted the following points:

- Information is required re: the server hosting the website (lustonparishes.gov.uk);
- Windows 10 Pro allows the contents of the parish laptop to be encrypted, if required;
- Software subscription to MS Office will provide up to date business class email, Skype conferencing and office software; and
- Antivirus subscription should be reviewed.

DECISION: It was agreed that the management working group will look at the matter once further advice and training has been obtained. The Clerk will attend a course by Herefordshire Council on 16 March 2018. The Information Commissioner's Office is expected to provide guidance for smaller organisations shortly.

14. Order of regular agenda items

The management working group recommended the order of regular items on the agenda should be as set out in the agenda for the meeting this evening. Guest speakers will be placed at #4. **DECISION:** The recommendation was accepted and agreed.

15. Matters for consideration at the next meeting (no discussion) – Historic England listing for the Old Forge, Ashton, Office 365/ Skype subscription, support contract for SIDs, SID socket agreement and defibrillator installation.

18. Date of Next Full Council Meeting

DECISION: The next meeting will be at 7.30pm on Monday 5 March 2018 at Cawley Hall, Eye.

There being no further business, the meeting closed at 9.28 pm.

Signed as a true record_____

Date_____