

LUSTON GROUP PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF LUSTON GROUP PARISH COUNCIL HELD ONLINE AT 7.30PM ON WEDNESDAY 5 MAY 2021

Present: I Stevens (Chairman); C Pearson (Vice Chairman), A Brandish, R Bennett Jones, K Wood, J Oatley, G Poulton, and W Talbot Ponsonby.

In attendance: Ward Councillor S Bowen; and R Hewitt (Clerk). No members of the public were present.

1. Election of Chairman

DECISION: Cllr. I Stevens was duly elected as Chairman. Cllr. Stevens agreed the Chairman's acceptance of office.

2. Receive apologies for absence – E Coates.

3. Declarations of Interest

- 3.1 Disclosable Pecuniary. None.
- 3.2 Non-disclosable Pecuniary. None.
- 3.3 Non-Pecuniary. None.
- 3.4 Written requests for dispensation. None.

4. Election of Vice Chairman

DECISION: Cllr. C Pearson was duly elected Vice Chairman.

5. Approval of minutes from 1 March 2021

DECISION: The minutes of the meeting were agreed and signed.

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

Ward Cllr. Bowen reported on the significant concerns raised in a recent High Court judgement on Herefordshire Council's Children's Social Care Services. Support is to be provided by Essex County Council. Weather conditions will now support the deployment of the velocity patcher for pothole repairs. Seventy percent of funding will be focused on drainage projects in 2021-22. Better drainage should help maintain the road network. The cost of work completed at Fownhope has left a hole in the budget.

Welsh Water have been asked for an update. There has been some movement to help resolve the ongoing phosphates issue. Herefordshire Council's new chief executive started this week. The election for the Police and Crime Commissioner is tomorrow.

7. Flooding matters

The hydrology report remains outstanding. Balfour Beatty have stated they do not have the resources to undertake a CCTV survey of the culverted watercourse by the school. The school has commissioned work to maintain the brook. A slow flowing drain by the Fold, Luston has been reported for jetting. Balfour Beatty's draft programme for drainage work in 2021-22 includes projects by the school at Luston, and on Eye Lane at Ashton.

The flood gauge provided by the Natural Flood Management coordinator for the lengthsman to install by the bridge on the B4361 at Luston needs to be customised. There is a site meeting next week to agree what is required.

Cllr. Talbot Ponsonby reported that the Environment Agency have agreed to a river walk along the Lugg at Eyton to look at flood defences. They will also check the weirs but this will be done separately. The hydrologist report commissioned by parish council is expected to be helpful in the review of flood defences.

DECISION: Recommend that local farmers use a bowser in wet conditions to clean mud off tractors and agricultural equipment before accessing the public highway in order to minimise the run-off into the drains.

8. Clerk's Report and reports on meetings attended by parish councillors

The Clerk highlighted defect reports made to the highway authority, including drainage, fly tipping, PROW and road signage. The lengthsman and P3 footpaths contract has been returned to the highway authority. Confirmation of lengthsman liability insurance has been obtained. A data incident report has been received from the company providing DNS registry services and may mean that the clerk's contact details were accessible for a short period. **DECISION:** The recommendation not to take further action on the incident report was supported.

9. Matters raised by local residents

Members of the parish council asked about the scheduling of the topping off of the commons at Eyton and reported potholes in Westland View and Townsend Park. Trees on the public open space at the entrance to the Willows, Luston need to be cut back from the edge of the road. Fly tipping was reported at Eyton Common and Cheese Bridge.

10. Planning

10.1 210562 - Broad Farm, The Broad, HR6 0AN. Proposed erection of agricultural manure store.

COMMENT: The parish council supports the planning application subject to the proposed temporary flood barrier as set out in the planning statement (para. 4) being conditioned to eliminate "the chance of any pollutant entering flood water".

10.2 210358 - Land at Long Acre, Westland View, Luston, HR6 0EA. Erection of two new bungalows and demolition of redundant shop building and construction of new access.

COMMENT: The parish council supports the planning application provided the drainage plan proposed meets Neighbourhood Development Plan Policy LG5 - Flood Risk, Water Management and surface water, where "All sites which are negative or neutral in terms of surface water will include SuDS (Sustainable urban Drainage Systems) to mitigate the impact of new development".

10.3 211406 13 Westland View, Luston HR6 0EA. Propose to fell Horse Chestnut (T1), Conifer (G1) and Silver Birch (T2). **COMMENT:** The parish council supports the proposed tree work.

10.4 210875 Moreton Farmhouse, Moreton Eye, HR6 0DP. Retrospective ground source heat pump system, pump installed in house. **COMMENT:** The parish council supports the planning application.

10.5 Update on planning decisions/ enforcement by Herefordshire Council. Planning permission has been granted for 210125 South Lodge. Works to trees within a conservation area are allowed for: 210288 Bank Villa Gardens; 210287 Walnut Tree Cottage; 210558 Woodfield Cottage; 210477 Foxwhelp Barn; 211201 Oakley House; 211078 Kent Cottage; and 211077 Hampton House. Consent has been granted for works to trees covered by a Tree Preservation Order for 210764 Laburnum House.

11. Highways and environmental matters

11.1 Road name signs and village name signs – The highway authority will not support mixing road names and place names on the proposed signpost and finger posts at Lydiatt's crossroads and has asked for clarification on responsibility for maintenance of the sign and whether there is a suitable location where visibility will be clear, and the signpost can avoid damage from passing vehicles. The lengthsman is to advise on the road name signs off the A49 on Tunnel Lane and Eye Lane.

DECISION: The highway authority will be asked to reconsider using road name signs and place names on the same signpost.

11.2 Highways – Balfour Beatty’s draft programme of highway works 2021-22 and matters to bring to the attention of Balfour Beatty. **DECISION:** The draft programme of highway works was noted.

11.3 Lengthsman and P3 footpaths. Lengthsman reports on ditching and jetting works completed in March 2021 have been shared with the highway authority. The footpath officer is to organise the purchase and installation of new kissing gates. **DECISION:** Matters raised under #9 will be reported to the highway authority.

11.4 Offer from highway authority to delay the first cut of verges in the parishes to support biodiversity. **DECISION:** Declined on grounds of highway safety.

12. Finance

12.1 Consider risk assessment and insurance policy. The risk assessment was reviewed and agreed.

DECISION: The insurance policy recommended by brokers Came & Company was agreed.

12.2 Annual Return 2020-21. **DECISION:** Deferred to next meeting.

12.3 Payments to ratify:

D C Gardening Services, lengthsman/ P3 footpaths (March 2021) – £1,512.00

Clerk, wages March 2021

HMRC, PAYE for period to 5 April 2021 – £9.11

D C Gardening Services, ditching and drainage works (March 2021) – £14,002.20

DECISION: Payments were ratified.

12.4 Payments for consideration:

D C Gardening Services, lengthsman/ P3 footpaths (April 2021) – £122.62

Clerk, wages April 2021

Clerk, Office 365 subscription 2021-22 – £135.36

Came and Company (parish council insurance) – £374.41

DECISION: Payments were approved and will be made by cheque.

12.5 Review direct debit payments:

Airband, broadband service, May 2021 – £60.00

DECISION: The direct debit payment was noted. Request that the service is suspended until June 2021.

12.6 Parish council strimmer for use by footpaths officer. The meeting considered 3+ quotations for trimmers/ brush cutters. **DECISION:** It was agreed to purchase a Stihl FSA57 brushcutter/ strimmer with two batteries and charger (£250 +VAT).

12.7 Speed indicator devices (x2): i) Maintenance service contract for SIDs - review silver and gold options; and ii) Option to retrofit solar power. **DECISION:** A quotation from the manufacturer to retrofit the two SIDs with solar panels was agreed, subject to support from Richards Castle and Orleton Parish Councils. Support for the retrofit by all the parish councils will mean that the cost (£1,473.36 net) is split three ways. It was agreed not to take out a maintenance contract in 2021, to reduce the net cost of the retrofit.

13. Appointment of Representatives

13.1 HALC representative and NAM nomination. **DECISION:** Deferred.

13.2 Working group members:

Planning working group.

Website working group.

Finance working group.

Management working group.

Traffic working group.

DECISION: Deferred.

14. Review parish council policies and procedures

Standing Orders; Code of Conduct; Complaints procedure, Data Protection policy, Freedom of Information publication scheme, Financial Regulations, Equal opportunities policy, Grants and Donations policy, Planning policy and Communications policy.

DECISION: Deferred.

15. Lamp posts on Westland View

A letter from the housing association with reference to the lamp posts on Westland View was noted. According to the letter, the housing association is waiting on a quotation to upgrade the lamp posts, after which it is anticipated they will be adopted by the highway authority. **DECISION:** No further action to be taken for the time being.

16. Proposed litter pick

DECISION: Locations and risk schedule were agreed. Ward Cllr. Bowen kindly offered to provide litter pick kits from Balfour Beatty. The litter pick will be held following the lifting of Covid 19 regulations, currently expected to be after 21 June 2021.

17. Parish Council meetings at Cawley Hall

In the absence of new primary legislation, meetings in person will be required to conduct parish council business from 7 May 2021. **DECISION:** A risk schedule for in person meetings was agreed, including the requirement for social distancing and other measures. Meetings are expected to be held at Cawley Hall after 21 June 2021, but this will be dependent on government guidance and regulations in place at the time. The meeting scheduled for 7 June 2021 was cancelled.

18. Dogs and livestock

How to raise awareness of legal requirement to keep dogs under control to protect livestock and agree next steps. **DECISION:** Deferred.

19. Minerals and Waste Local Plan Consultation

Herefordshire Council pre-submission consultation on the 'soundness' of the plan and whether the correct legal processes have been followed. **DECISION:** Noted.

20. Matters for consideration at the next meeting (no discussion)

Deferred matters.

21. Date of Next Full Council Meeting.

DECISION: The next meeting will be at 7.30pm on Monday 5 July 2021 at Cawley Hall, Eye.

There being no further business, the meeting closed at 9.39 pm.

Signed as a true record _____

Date _____