

**Minutes of the meeting of Burghill Parish Council held on 11th March 2009
at 7.30pm in the Simpson Hall**

Chair: Mary Reynolds

Present: D Price, B Green, E O'Grady, D Bishop, A Powell, M Howells
R Lloyd, R Davies, C Lloyd, A Stokes, I Watkins, S Lunn

In attendance: County Cllr Sally Robertson, CSO Wall, Clerk Melanie Preedy, 3 parishioners

1. **Apologies:** Pat Groves, Glen Davies
2. **Declarations of Interest:** Councillors were reminded to sign the book if appropriate.
3. **Report from PC Epton/D Wall**

PC Epton was unable to make the meeting. CSO Wall highlighted two incidents of concern within the Parish: trailers stolen from farms during the night and forced entry into a shed where agricultural equipment was stolen. M Reynolds raised a query regarding inappropriate activity on Badnage Lane. CSO Wall agreed to keep an eye out in the area. Cllrs. were reminded to note registration numbers of suspicious vehicles. Sally Robertson informed the Council that she had reported the matter to Herefordshire Council and the Environment Agency as it is of relevance to them. **It was resolved to place an item in the Parish Magazine reminding parishioners to be mindful of suspicious activity especially involving agricultural theft and highlighting 'Smartwater' as an identification product.**

CSO Wall left the meeting at 7.35pm.

4. **Minutes of previous meeting** – 14/1/2009, accepted as a true record and signed by the Chairman.
5. **CAPS Website** – the Chairman introduced Roger Withnell from Upper Bridge Enterprises to discuss why the Parish Council should reconsider its decision to cancel the website. Several valid points were highlighted by Roger Withnell, however it was still felt that due to the very successful Parish Magazine, few people would need to rely on the website for information. The domain name Burghill.org.uk is registered to Burghill Parish Council who are the legal owners for a cost of £5 per annum, which is due for renewal in September. R Withnell also informed the Council that after the website is closed users looking for the website will be confronted with 'Page not found'. A suggestion was made to have a link redirecting users to the webpage on the CAPS website. R Withnell said he would be happy to do this for £25. **Resolved:** renew domain name Burghill.org.uk but not to renew website with Upper Bridge Enterprises. Pay for link redirecting users to new webpage.

The following item was brought forward by the Chairman

10. Commons

a) a letter from Peter Crilley, Herefordshire Council legal department, was read by all Cllrs. and copies given to the Downes family. There was a lengthy discussion regarding the use of the field and permission to use the access lane.

Resolved: Downes family would seek permission from the Parish Council when wishing to cross the Common to access the field for leisure purposes only.

The letter from Herefordshire Council also explained that the primary responsibility for maintaining the access lane lies with the users. The Parish Council have a secondary responsibility and should take the lead in arranging for the potholes to be filled. The Parish Council took this lead in September and wrote to the relevant residents.

Resolved: Clerk to send letter explaining that the responsibility for maintaining the lane lies with the users and thanking those who had filled in the potholes.

Two requests for bonfires on the Common were made to the Chairman

Resolved: Permission was given for these bonfires.

b) R Davies informed the Council that the memorial plaque and piece of oak had now been acquired, but a hole needs to be dug for the wood to stand.

Resolved: R Davies and M Howells to organise digging.

c) **Resolved:** R Davies to organise the Commons inspection by the Commons working group.

6. Highways

a) The following defects were reported to the clerk:

- Pothole at bottom of hill past St. Marys Park
- Pothole near entrance to Court End on Tillington road
- Footpath from St. Marys Park to Holmer Road is overgrown, with vegetation growing through the pavement
- Dip outside Whitmore House causes house to be splashed in wet weather
- Culverts on road through Portway are still blocked, which seems to be a persistent problem.

Sally Robertson mentioned that in Holmer they had had a meeting with Micheal Hainge and produced an action plan detailing persistent Highway problems in the area. This appeared to have worked and could be tried for this parish.

Resolved: Clerk to send report to Steve Thompson, Highways. A Stokes to email Sally Robertson with list of persistent problems in the parish. Sally Robertson will organise a meeting with relevant members of Herefordshire Council.

b) **Resolved:** letter regarding Rural Footpath request was read out. Nothing can be done at the present.

D Bishop mentioned that the sandbags had been placed in biodegradable sacks causing them to disintegrate.

Resolved: Clerk to write letter of complaint to Herefordshire Council

Sally Robertson gave an update on the speed restriction at St. Marys Park which is progressing and at Portway, where negotiations with landowners are taking place.

7. Footpaths

a) **Resolved:** Parish Council to apply for P3 Scheme for one year. R and C Lloyd to assist B Green in walking Badnage Wood.

Following items brought forward by the Chairman

11. Copse

Sally Robertson informed the Council that a meeting of the Copse Leisure Trust would be held shortly, where the rent review would be discussed. Funds are

accumulating and the Trust is currently sourcing quotes for the Pavillion. Parish Council representative still needs to be found.

Resolved: Parish Council to act as guarantor for Copse Leisure Trust should it fold.

13. Litter Pick

Sally Robertson gave an update on meeting with D Price and Joanna Helme. Discussion over when pick should take place, before or after cut and who should co-ordinate pick.

Resolved: Clerk to send letter requesting that Joanna Helme be the co-ordinator.

Sally Robertson left the meeting at 8.50pm.

8. Finance.

a) The following payments were approved:

Payee	Particulars	Amount
HALC	Courses for councillors and clerk	£120
Simpson Hall	Hire of hall – Parish Council meeting 12 th November	£21
M. Preedy	Expenses, holiday pay and office rent	£113.93
M. Preedy	Scanner	£97.86

b) The following payments were ratified:

NPower electricity for the Copse £72.70

Memorial plaque £30.11

Welsh Water £87.07

9. Planning

a) Application gone to Planning Group

b) **Resolved:** Planning sheet noted

c) **Resolved:** Update on Greenwaste Site given. Letter sent to Secretary of State asking for application to be called-in was given to Cllrs.

d) **Resolved:** Planning Group 1 (Antoinette Powell) appointed

e) **Resolved:** Planning policy adopted

f) **Resolved:** R Lloyd to draw up list of schemes/projects, from the Parish Plan, that could benefit from Section 106 money should it become available.

12. Standing Orders

a) **Resolved:** Standing Orders adopted. Copies to be given to each Cllr.

b) **Resolved:** Public participation slot to be added to future agendas, with a total time limit of 10 minutes.

14. Annual Meeting

a) **Resolved:** Hold Annual Parish meeting and Annual Parish Council meeting on same evening.

15. Correspondence

- a) **Resolved:** Information sheet noted
- b) **Resolved:** Sustainable Communities Act, no suggestions
- c) **Resolved:** offer desk to school on loan
- d) **Resolved:** Ensure request for volunteer to report local activities to Hereford Times is placed in Parish Magazine report.

16. Date of next meeting: Wednesday 13th May 2009. Annual Parish meeting to start at 7.00pm, followed by Annual Parish Council meeting.

Signed:

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Chairman

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Date