



# *KENTCHURCH*

## *PARISH COUNCIL*

**Minutes of an Ordinary Meeting of**  
**Kentchurch Parish Council**  
**held at The Auction Rooms, Pontrilas**  
**on Wednesday 16<sup>th</sup> March 2016**

**No KPC/MW/061**

**Present**

Councillor Mr J L Pring Chairman  
Councillor Mr J Cole  
Councillor Mr T Edwards  
Councillor Mr B C Griffiths

Clerk Mr M Walker

**Also Present**

Ward Councillor Mr Graham Powell, Councillors Peter Overstall, Amanda Loudon from Ewyas Harold Group Parish Council and one further member of the public

**Meeting declared open by the Chairman at 7.30pm**

**1.0 Apologies**

Apologies were received and accepted from Councillor Mr (John) K J Chance Vice – Chairman and Lengthsman Mr Terry Griffiths  
Representative from the Local Policing Team not present  
Locality Steward Linzy Outtrim not present

**2.0 Ewyas Harold Group Parish Council Letter**

Parish Councillors Peter Overstall and Amanda Loudon from Ewyas Harold Group Parish Council gave an overview of the project for a Health and Wellbeing Centre “Kemble Centre” in Ewyas Harold, the former Roman Catholic Church.

A current feasibility study was being undertaken.

The Parish Council agreed that it would be better to be involved than not and contact should be maintained through the Clerk.

Financial aid required for 2017-2018

They had a questionnaire which the Parish Council gave their responses to.

**3.0 Declarations of Interest**

**3.1** To receive any declarations of interest in agenda items

A Declaration of Pecuniary Interest (DPI) Declaration of Interest was made by Councillor Mr T Edwards Item 9.0

**3.2** To consider any written applications for dispensation

No written declarations of interest made

**4.0 Minutes**

The Minutes of the Ordinary Parish Council Meeting No KPC/MW/060 held on Wednesday the 20<sup>th</sup> January 2016 were signed by the Chairman as a true record



## 5.0 Financial Report

### 5.1 **Bank Balances as per Statements**

Community Account	@ 1 <sup>st</sup> March 2016	£6,262.77
Business Saver Account	@ 1 <sup>st</sup> February 2016	£8,701.19

### 5.2 **Receipts**

Herefordshire Council Lengthsman 2 <sup>nd</sup> Quarter July August September		
Reference KPC/15/10/01 BACS		£625.00
Herefordshire Council Lengthsman 3 <sup>rd</sup> Quarter October November December		
Reference KPC/16/01/01 BACS		£1,024.00
Transparency Grant awarded but not yet received		£625.00

### 5.3 **Invoices for Payment**

Clerk's Salary February 2016 Gross		£242.32
Mileage		£15.48
Postage		£6.72
	TAX £48.60 NIC £0.00	
Herefordshire Association of Local Councils (HALC)		
Subscriptions 2016-2017 Invoice 7053		£321.31
Herefordshire Council Elections 7 <sup>th</sup> May 2015 Invoice 91112932		£41.00
Clerk's Salary March 2016 Gross		£242.32
Postage		£2.53
Stationery and Consumables		£66.54
	TAX £48.40 NIC £0.00	
HMR&C 4 <sup>th</sup> Quarter Payment January February March		£145.40
Terry Griffiths Contracts Lengthsman Work Invoice TGC 1513		£450.00
Terry Griffiths Contracts Lengthsman Work Invoice TGC 1514		£712.08
Terry Griffiths Contracts Lengthsman Work Invoice TGC 1515		£450.00

All payments were **Unanimously approved**

Precept confirmation for 2016/17 received from Herefordshire Council for £7,200.00  
1<sup>st</sup> instalment Friday 15<sup>th</sup> April 2016 and 2<sup>nd</sup> instalment Friday 16<sup>th</sup> September 2016

## 6.0 Reports

### 6.1 **Ward Councillor Mr. Graham Powell**

Ward Councillor Mr. Graham Powell gave a verbal report on the following:- March 2016

#### **“Burnt Out Buildings, 16-18 High Town**

Subject to conditions, the listed building premises will be purchased and a compulsory purchase order be approved if necessary

Herefordshire Council will purchase the site, given there is a sound business case or, if necessary issue a compulsory purchase order if by 31st July 2016:

- there is no evidence of a clear timetable for redevelopment of the site in place; or,
- where there is a redevelopment timetable in place, there is no evidence that it is being delivered within a reasonable timescale.

#### **Herefordshire Schools Investment Strategy**

The strategy, which was approved by Cabinet on 11<sup>th</sup> February represents an opportunity to take a proactive approach to improving schools in Herefordshire, maximising investment across schools and partners at a time when the alternative would not lead to fundamental improvement across schools in Herefordshire.



There are a mix of schools across the county, some of which are new and modern; while others are in a poor state and have developed rather haphazardly from when they were created in Victorian times. The challenges of some schools being in poor condition and not fit for purpose has been highlighted by the experience of Colwall CE Primary School. A costly reactive response was needed to address the issues that an agreed school capital investment strategy could have averted.

Council officers have been consulting widely on the approach to a schools capital investment strategy during the autumn term. There have been many meetings with clusters of schools and individual head teachers and governors, members of Herefordshire Council, the Diocese of Hereford, the Archdiocese of Cardiff, the education funding agency and the regional schools' commissioner. There is wide support for a clear strategy, as the council's previous approach to reorganisation in 2008 was shelved due to the strength of opposition. The revised approach for the development of the strategy has involved detailed engagement with schools and governors with the data and information about their schools and considerable discussion about the options and ideas for investment and change. All head teachers have been engaged in this process and have contributed. For some there will be little impact for others there are significant options and ideas.

There is a pressing need to invest in Herefordshire schools however, there remains a significant maintenance backlog. Funding for academies, for schools in locally coordinated, voluntary aided programme (LCVAP) capital scheme and local authority schools is insufficient for the maintenance work required. With poor and or untimely maintenance work, the likelihood of more expensive reactive emergency work increases. There are schools that need additional spaces and facilities and there is no capital allocation available to them. Schools have been using their devolved capital sums and additionally converting revenue to capital to undertake work. This conversion of revenue to capital may be seen as detracting from funding that could have been used to enhance children's learning; additionally, with pressures on school budgets increasing, the opportunity to make this conversion is likely to be very limited.

The principles underpinning the schools' capital investment strategy establish that capital improvement schemes need to draw on a variety of funding streams. The proportional contribution of funding for each will vary and will need to be considered in detail as the scheme is brought forward. The council retains responsibility for local authority maintained schools. Clarity of how any development fits into an overarching approach will assist in the decision making for either the council, a governing body, other service or government.

The school capital investment strategy seeks to address the varied demography and distributed population of Herefordshire by examining different locations and situations. The schools in the council's core strategy planning areas of Hereford city and the market towns of Ross-on-Wye, Kington, Ledbury, Leominster and Bromyard are considered along with the rural areas where there are the key secondary school areas of Wigmore, Weobley, Kingstone and Fairfield. The spread of the population attending primary schools, and preferences parents make, means that detailed consideration needs to be given to rural schools, many of which have less than 105 pupils on roll.

The overall strategic approach uses the data and information about the schools in the different locations and situations mentioned above and proposes an indicative level of funding that the council might invest in a scheme to improve the quality and efficiency of the provision. These figures reflect only the indicative net cost to the council of each scheme, as at this stage of development it is not possible to determine with precision what grants might be available, what land may need to be purchased, what assets could be realised or any other issues arising from detailed consultation.



## 2016/17 Budget, Post Council Approval –

Herefordshire Council has been allocated a one-off £4.4m central government grant for the next financial year (2016/17). The money will be added to general reserves, as agreed at the council meeting on 5 February 2016.

There are still £28m of savings that need to be delivered over the next four years, alongside the expectation that by 2019/20, council services will be almost completely funded from business rates and council tax.

### Council Tax

The “average across the county:

#### Band D Charge (£) – change 15/16 to 16/17

	2015/16 Charge (£)	Increase (%)	Increase (£)	2016/16 Charge (£)
<b>Herefordshire Council</b>	1,275.10	3.9	49.73	1,324.83
<b>West Mercia Police Authority</b>	185.90	2.0	3.72	189.62
<b>H&amp;W Fire &amp; Rescue Authority</b>	76.50	2.0	1.53	78.03
<b>Average Parish Precept</b>	46.46	12.7	5.90*	52.36
<b>Total</b>	1,583.96	3.8	60.88	1,644.84

\* £4.32 attributable to CTR Grant Removal  
£1.58 attributable to increase in parish precept

Kentchurch –

Council Tax Increases 2016/17 by Band D									
		2015/16 Band D Charge £	Council, Police and Fire Precepts		% increase	£ increase	2016/17 Band D Charge £		
Herefordshire Council		1,275.10	Herefordshire Council		3.9%	49.73	1,324.83		
West Mercia Police Authority		185.90	West Mercia Police Authority		2.0%	3.72	189.62		
Hereford & Worcester Fire and Rescue Authority		76.50	Hrfd & Worcs Fire & Rescue Authority		2.0%	1.53	78.03		
		1,537.50			3.6%	54.98	1,592.48		

  

Parish and Town Council	Council Tax Payable 2015/16		Precept Increases 2016/17				% Council Tax Increases 2016/17			
	2015/16 Precept	Total Band D Charge	Increase/ (Decrease) in Parish budget	Increase due to removal of CTR grant	Total Parish Charge	Total Band D Charge 2016/17	Parish budget increase	Increase due to removal of CTR grant	Total Parish increase	Total Increase
	£	£	£	£	£	£	%	%	%	%
Kentchurch Parish Council	66.14	1,603.64	1.15	6.29	73.57	1,666.05	1.7%	9.5%	11.2%	3.9%



## **Balfour Beatty Service Depots**

The five Balfour Beatty service depots (Bromyard, Hereford, Leominster, Pontrilas & Ross-On-Wye) have a current backlog of repairs in the region of £300k plus fees. Whilst this investment would be necessary to keep all sites open there is no business case to support the expenditure.

The cost of these repairs would need to be addressed without any realisation of capital receipts or efficiency savings from the service. Consolidating the service onto two sites (Hereford & Leominster) will deliver on-going annual savings of £70k through a reduction in running costs e.g. rent, rates, utility bills general maintenance etc. and deliver a capital amount through the sale of the redundant sites.

### **Syrian Refugees and Asylum Seekers**

Herefordshire Council is working with the Home Office to play its part in a practical and responsible manner for the resettlement of Syrian refugees and other asylum seekers.

The council has indicated to the Home Office that as part of phase two of its vulnerable persons' relocation scheme for Syrian nationals, it will be in a position to support up to 20 Syrian families from late summer 2016.

The refugees will be those currently residing in camps in countries neighbouring Syria and priority will be given to women and children at risk, people in severe need of medical care and survivors of torture and violence.

The council will be commissioning a refugee support service to welcome and help them settle into Herefordshire communities. The refugees will also have access to a range of services, including health, social care, education and housing, and the council continues to work with local partner organisations and community and faith representatives to ensure key services are in place.

The Home Office is also asking local councils to take asylum seekers, whose legal status and rights to services differ significantly from those of refugees. The council is liaising with the Home Office as to how it can respond to this request, which could see a number of asylum seekers being placed in the county.

In addition, the council recognises the pressure councils elsewhere in the country are facing, in terms of supporting unaccompanied asylum seeking children and is trying to help where possible. Herefordshire Council is already supporting a small number of unaccompanied asylum seeking children within the county and has indicated to the Home Office that it will be able to support up to a further six children from the end of March."

## **6.2 Police Report**

No Police present see Item 10.0

## **6.3 Lengthsman Report**

Lengthsman Terry Griffiths

Terry reports sent to Councillors March 2016

Reference TGC1513

Specific Task Work C1239 Parkgate Bridge area. Stabilise road edging against bridge parapet.

Carry out highway drainage maintenance to prevent flooding and standing water problems in this area which has been a major problem in the past.

Notes Stabilising work We will have to return and complete the tarmac work when we have received our next delivery of material

Reference TGC1514

Specific Task Work C1239 Parkside Carry out highway drainage maintenance to reduce the risk of flooding and the hazard of standing water on the road which has been a problem at this location in the past.



U74007 Llanithog Carry highway drainage maintenance to prevent surface water on the road missing the drainage grids and flooding property at this location. Carry out work to direct run off water in the open drainage system.

Reference TGC1515

Routine Maintenance Work. Clear grids and clean out road gullies. Jet connecting pipes. Clear road culvert headwalls. Jet culverts clear. Check inspection pits. Clear ditch headwalls. Clear grips and reform leads.

Clear minor obstructions from ditches and reform leads. Clean off road signs

Clear minor storm debris off roads. Strim and cut back overgrowth round grit bins and road signs. Strim verges on bends, junctions, splays, and areas regularly used by pedestrians where there is no footway provided.

Village upkeep work as required.

Roads covered on this visit:-

C1239 From parish boundary Garway to B4347. C1233. C1234

From B4347 to parish boundary Orcop. C1230

From C1234 to parish boundary Kilpeck

### **Report-March 2016**

Roads We have completed the routine maintenance visits for this budget year finding no major issues on the infrastructure we maintain.

Most of the defects found were dealt with as find and fix the remainder added to the scheduled task list for next year.

Pontrilas Village It has been difficult to establish a routine for the gutter sweeping programme as it seems BBLP have some sort of haphazard attendance procedure and even then only certain parts are swept on different occasions.

To avoid waste journeys we now tie up our visits with other local parishes.

Specific Task Work C1239 Parkgate Bridge area. The ditch work has been completed and all seems to be working well.

We were also able to extend the existing ditch to eliminate the spring water coming out the embankment and on to the road.

The work on the bridge surface has been partly done in the worst of the damaged areas.

We will have to return to complete during next year as the cost and amount of the tarmac to date was rather more than expected.

U74007 Llanithog Farm. We were able to carry out a long standing job on the ditches in that area which will reduce surface water problems on the hill and remove the danger of flooding at the property nearby.

U74007

Defect report Has there been any follow up from BBLP on the hole in the road created when they resurfaced a stream crossing adjacent to the pipe drain through the bridge wall.

Could you update on any remaining balance on lengthsman and P3 budgets in order for space to be made available on the schedule.

Terry Griffiths Parish Lengthsman Kentchurch Parish Council

1<sup>st</sup> April 2016 – 31<sup>st</sup> March 2017 Parish Lengthsman Scheme Grant Funding Application

Lengthsman £4,160.00 and P3 Scheme £390.00 applied

Expression of Interest submitted

Balfour Beatty Map showing Litter/Dog Bins given to all

Meeting to be arranged with Locality Steward Linzy Outtrim for a “Parish Tour”, Councillor Mr (John) K J Chance Vice – Chairman and Clerk Mr M Walker reference Highway

Issues/Defects



#### **6.4 Memorial Hall Delegate Report**

Councillor Mr. Trefor Edwards Delegate unable to attend recent meeting

#### **6.5 Joint Neighbourhood Plan**

Councillor Mr. John L. Pring Chairman updated the Parish Council on the current position.  
Neighbourhood Development Plan supports the school being moved  
Next stage is the Consultation 16, then the Referendum

#### **7.0 Public Question Time**

Designated maximum period of 10 minutes to accommodate members of the public who may wish to either raise or ask the Parish Council questions

Chairman Councillor Mr. John L. Pring read a letter from Sonya Cary CARE (Herefordshire) CIC who was unable to attend the meeting.

Update reference Unit 4 Pontrilas Business Park [Café@C.A.R.E.](mailto:Café@C.A.R.E.)

Activity/Wellbeing Hub

A465 Road Issues

Pontrilas Waste Ground - behind Pontrilas Garage and adjacent houses, change of use from waste ground to "Pontrilas Park" Village Recreation Area

Clerk instructed to have the proposal as an Agenda item for the next full meeting of the Parish Council

#### **8.0 Joint A465 Road Crossing Project**

Ward Councillor Mr. Graham Powell had been liaising with Ewyas Harold Group Parish Council.

*"Update as per Graham's request 11<sup>th</sup> January 2016*

*The lining amendment works were passed across to BBLP to "target cost" and arrange ordering and installation with the lining contractor last week. Not sure of exact time scale but this will also be at the mercy of the weather. Hopefully this will be sometime before end of February however realistically, what I would say is that we expect this to be carried out before the end of the financial year (March 31<sup>st</sup>). Kind regards Simon **Simon Hobbs** Senior Accident Investigation Engineer  
Transportation Unit Herefordshire Council"*

During the next two weeks, overhanging trees/hedges/vegetation to be cut back and opened out for better visibility for drivers. White lining to be undertaken in the Spring. Then the plans can go ahead.

#### **9.0 Planning Application**

150811 Former BT Telephone Exchange, Land East of Court Farm, Pontrilas, Herefordshire HR2 0BX

Councillor Mr T Edwards left the meeting room

Revised/Amended plans submitted, now two Affordable Houses proposed

List of amendments required

The Parish Council unanimously supported the new revised/amended plans

**"Reference application No 150811 Former BT Telephone Exchange Pontrilas HR2 0BX Amended Kentchurch Parish Council at their meeting held on the 16<sup>th</sup> March 2016 considered the amendment to this application.**

**Resolved:- Unanimously to support this latest amendment."**

Councillor Mr T Edwards re-joined the meeting

#### **10.0 Information Sheet**

Sheet to include update on previous action points and a list of correspondence received (for information only)



## Planning Update

Site 150811 Former BT Telephone Exchange, Land East of Court Farm, Pontrilas Hereford

Description Proposed demolition of former BT telephone exchange and construction of ten dwellings to include two affordable alterations to the existing access and new footpath link

Application Type Planning Permission (Amended Plans)  
**Application still valid**

Site 153337 Cobbler's Grove Wood, Pontrilas, Hereford

Description Proposed engineering works to existing tracks for the purpose of extracting timber  
**Agricultural and Forestry Buildings and Operations  
Prior Approval is NOT Required 2<sup>nd</sup> December 2015**

Site 153336 New Wood, Kentchurch Deer Park, Kentchurch, Hereford

Description Proposed engineering works to existing tracks for the purpose of extracting timber  
**Agricultural and Forestry Buildings and Operations  
Prior Approval is NOT Required 2<sup>nd</sup> December 2015**

4<sup>th</sup> February 2016 Herefordshire Council Report a pothole  
CAS-557159-Q8Z5Q0

4<sup>th</sup> February 2016 Herefordshire Council Report a pothole  
CAS-557151-S3Z2V2

## Correspondence

29<sup>th</sup> February 2016 HM Queen Elizabeth 11 90<sup>th</sup> Birthday  
Commemorative Medal for Schools and Councils

February 2016 Herefordshire Association of Local Councils (HALC)  
Information Corner – 8<sup>th</sup> February 2016

22<sup>nd</sup> February 2016 Peterchurch Parish Council  
Is Hereford Council Fit for Purpose?

4<sup>th</sup> March 2016 Dear All Over the past week, I am pleased to report that the following works, amongst others, have been carried out in our locality:

Golden Valley North Pothole repairs on the C1195 and Long Lane, and Old Tay in Peterchurch Gully cleansing on the C1207 in Peterchurch and Dorstone. Sign repair at Dorstone

Golden Valley South Pothole repairs on Prill Road, School Road and C1221 in Ewyas Harold, on The Vineyard Road in Rowlestone, on Monnow Farm Road & Olchon Valley Rd in Longtown, C1209 in Bacton, Ty Cradoc Shawls Rd in Craswall, C1222 at Whitfield, C1221 and C1222 at Wormbridge, C1223 at Kerry's Gate, C1223 and C1212 at Abbeydore, and Walterstone Common Road.

Stoney Street Gully cleansing on the B4348 at Vowchurch, and B4352 at Eaton Bishop, and B4349 at Clehonger

Pothole repairs on C1196 and Stone Street at Madley, Church Lane in Byford, Stone Street and C1196 in Eaton Bishop, C1097 at Bishopstone

**This week I have:** Continued with the enquiries from stakeholders

Carried out several NRSWA inspections. Attended a meeting with councillors

Carried out a parish tour in Peterchurch

**Next week I will be:** Meeting with several stakeholders

Continuing with enquiries, and NRSWA inspections

Continuing with an annual U road inspection, and a quarterly C links inspection

If you have any outstanding issues in your Parish that you would like me to attend a site visit, please let me know and we can arrange a mutually convenient time.

**Herefordshire Council website is the one-stop-shop for up to date information**

Maps and timetables for grass cutting and pot holes are now available on the Council's website.

[Grass Cutting](#) [Potholes](#) [Public Rights of Way](#) Best wishes Linzy





**11<sup>th</sup> March 2016** Dear All Over the past week, I am pleased to report that the following works, amongst others, have been carried out in our locality:

Golden Valley North PROW: 5 fingerposts replaced, and furniture delivered to a landowner and PFO. Pothole repairs on Pont Y Weston, Park Farm Road, The Castle, Cwm Farm Road and Pitt Road at Dorstone, Closure Place, Chapel Lane, C1207, Hinton Court, Old Tay, B4348 and Lewis Way in Peterchurch, Church Road and Church Lane in Cusop.

Culvert works on Pitt lane in Dorstone.

Golden Valley South PROW: delivery of furniture to P3 contractor

Grit bin refilled on the C1219 at Rowlestone,

Pothole repairs on the C1223 at Kerrys Gate, C1225 at Abbeydore, C1225 at Wormbridge, C1239 at Kentchurch, C1203 at Craswall, and Lower House Road in Rowlestone

Culverts cleansed and proved along the B4348 in Peterchurch, and on the C1205 at Longtown, and gully cleansing at Craswall.

Stoney Street PROW: repair of a handrail, fingerposts replaced, installation of a new kissing gate, and a pedestrian gate. Deliver of furniture to a landowner.

Pothole repairs on Stone Street in Madley, C1196 at Eaton Bishop, C1097 at Bishopstone, C1097 at Byford, Ruckhall Common Road,

Removal of mud/spoil from a footway on the A438 at Swainshill

Gully cleansing along the A438 at Byford

This week I have: Had meetings with several stakeholders & clerks

Continuing with enquiries, and NRSWA inspections

Provided emergency cover for a colleague in Ledbury

Attended a site meeting with the jetter crew to investigate a drainage issue in Craswall

I've raised 8 cat 1 emergency jobs; all of which were made safe within 24 hours

Next week I will be: Attending 2 parish council meetings in the evenings

Completing my statutory A/B and priority C/U road inspections

Attending several site visits with stakeholders Conducting a parish tour in Madley Best wishes Linzy

March 2016

**[Golden Valley Safer Neighbourhood Team \(SNT\) Briefing 24th February - 9th March 2016](#)**

Full Police Report see peach information sheet

#### **11.0 Matters Relayed to the Clerk for the Agenda of the Next Meeting**

Pontrilas "Waste Ground" proposals

#### **12.0 Date, Time and Venue of Next Ordinary Meeting**

The next meeting will be the Annual Parish Meeting followed immediately by the Annual Meeting of the Parish Council to be held on Wednesday 18<sup>th</sup> May 2016, meeting to commence at 7.40pm in The Auction Rooms Pontrilas

Meeting Declared Closed 9.00pm

Signed..........

Parish Council Chairman Councillor Mr. J. L. Pring

Dated this day the 18<sup>th</sup> May 2016