

THORNBURY GROUP PARISH COUNCIL

Minutes of the Ordinary Council Meeting held on Monday 24th July 2023 at 7:00pm, at Edwyn Ralph Village Hall

Members Present: A Ede, K Edwards, J Farrant and H Lewis.

In Attendance: J Eva (Parish Clerk) and Ward Cllr. B Baker.

Members of the Public: 2

1. To receive, consider and approve apologies for absence

Apologies for absence were received from Cllrs. D Manning and A Pitt.

In the absence of Cllr. Manning, Cllr. Ede, Vice Chairman, presided over the meeting.

2. To consider any written requests for dispensations

None.

3. To receive declarations of interest and written requests for dispensation

None.

4. To receive and approve the minutes of the previous meetings.

4.1 Monday 15th May 2023

4.2 Tuesday 27th June 2023

It was RESOLVED to approve the minutes of both meetings.

5. Public participation

5.1 Ward Cllr. Bruce Baker provided a verbal report as follows.

- After the Local Council Elections in May, all Ward Councillors have undertaken several training courses and each member has had a one-on-one meeting with the Chief Executive Officer, Mr Paul Walker.
- Work is ongoing to improve Children's Services across the County. Herefordshire Council is working with Leeds City Council, who are the leading service provider in England.
- Cllr. Baker has been in contact with a resident in ER regarding the maintenance of a highway verge outside his property (*further discussion under item 13*).

5.2 Questions from residents on parish matters.

A resident commented that several footpaths around ER are overgrown and sometimes difficult to use. The resident was advised to report the location of each overgrown footpath directly to Herefordshire Council, via the [online portal](#)

6. Planning – to consider commenting on local applications for determination by HC.

6.1 P231742/F Greystones, Wood Lane, Edwyn Ralph, Bromyard, HR7 4LY
Change of use (retrospective) of a detached green oak timber framed ancillary building to provide a self-contained one bedroomed holiday accommodation unit and the conversion and change of use of an existing detached timber framed 3-bay garages to provide a second self-contained 1 bedroomed holiday accommodation unit.

Members considered this application.

It was RESOLVED to object to the application on the grounds of unsuitable access on a bridal way and danger of commercialising a quiet residential area.

1. Vehicular access to the holiday let(s) is via a bridal way. Residents living in this road already struggle to maintain the road surface. The addition of further traffic on this lane to and from the holiday lets would put extra pressure on the surface and exacerbate wear and tear, as maintained by residents.

Herefordshire Core Strategy Policy MT1 (5) Traffic management, highway safety and promoting active travel states; protect existing local and long-distance footways, cycleways, and bridleways unless an alternative route of at least equal utility value can be used and facilitate improvements to existing or provide new connections to these routes, especially where such schemes have been identified in the Local Transport Plan and/or Infrastructure Delivery Plan.

2. Danger of commercialising the area - permission for such development may set a precedent and encourage other landowners nearby to start a similar business on a lane which is unsuited to increased vehicular traffic.

Edwyn Ralph – Adopted Neighbourhood Plan Policy ER 3

All development proposals will be expected to respect, reinforce, and promote the special qualities, historic character, and local distinctiveness of the area in order to help maintain its cultural identity and strong sense of place.

Development proposals should sustain and, where appropriate, enhance local character and those designated and non-designated aspects of the historic and natural environment together with their settings which are recognised as being of special historic, archaeological, architectural, landscape or biodiversity value in accordance with the following principles:

1. Within and on the edge of the settlement of Edwyn Ralph, development proposals should be sensitively designed to:
 - i. Respect and protect the setting of the settlement within the wider landscape as defined in the Neighbourhood Plan Characterisation Study.
 - ii. Be compatible with the prevailing density of that part of the settlement adjacent to the site.
 - iii. Be well related to existing frontages and not result in inappropriate 'back land' development.
 - iv. Be consistent with the height, size and massing of buildings and plot width.
 - v. Use materials, architectural detailing and building form that respects the surrounding land and buildings.
 - vi. Minimise street furniture and ensure that any necessary is appropriate to the character of the village.

7. Finance

Ref	Payee	Amount £	VAT	Goods/Service
1	Autela (11564)	45.48	9.10	Payroll Q1
2	Clerk	-	-	July Salary

7.1 Invoices for payment

It was RESOLVED to approve the payments listed above.

7.2 Receipts

Members noted the following receipts for the period 6th April to 4th July 2023.

Ref	Payee	Amount £	Goods/Service
1	Herefordshire Council	2,750.00	Precept pt 1
2	ERVH	1,495.00	Public donations for defib
3	ERVH	100.00	Public donation for defib
4	ERVH	30.00	Public donation for defib
5	ERVH	50.00	Public donation for defib
6	ERVH	25.00	Public donation for defib
7	NatWest	2.22	Interest

7.3 Confirmation of Balances

Account Name	Statement date	Account total
Current Account	5 th July 2023	£6,472.93
Reserves Account	5 th July 2023	£824.31

8. Defibrillator Checks

8.1 Cllr. K Edwards confirmed that she is happy to continue with the weekly defibrillator checks, which she reports online via WEBNOS.

8.2 Emergency contact list – to consider the formation of an emergency contact list and community defibrillator training.

Members considered whether to include a contact list of local volunteers, inside the defibrillator cabinet, to assist people during an emergency situation.

Members agreed not to include an emergency contact list. Calls to these number could inadvertently lead to delays, if the person were unavailable, which would have an adverse impact when administering lifesaving support to a person in need. Councillors felt that it would be more beneficial to promote an emergency plan within the community for residents, should they ever need to use the defibrillator.

It was RESOLVED to promote an emergency plan and to provide a defibrillator training course for interested residents.

9. Highways / Footpaths / Greenspaces / Environment

9.1 To consider any local issues to report to Herefordshire Council.

Cllr. K Edwards reported that she was contacted by a resident regarding a blocked roadside drain on The Crest. The Clerk and Cllr. Edwards have both reported this issue directly to Herefordshire Council.

9.2 Footpaths Officer verbal report – no report available.

10. Lengthsman Scheme 23-24

Herefordshire Council has advised that following a review, grant funding has been obtained to empower Parish Councils to carry out Lengthsman works on the network.

Councils are eligible to receive a base sum cost of £140 per kilometre of C and U (not A and B roads) classification of roads across the parish. In addition, there is an opportunity to apply for match funding.

Members considered this information.

It was RESOLVED not to join the scheme for the remainder of the 2023/24 financial year. The parish council will consider the scheme for next year when setting the 2024/25 budget in November.

11. Herefordshire Minerals & Waste Local Plan Main Modifications Consultation

The Parish Council is notified that the Minerals and Waste Local Plan (MWLP) is currently being examined by Government-appointed Planning Inspectors.

Representations can be made on the Main Modifications and/or on the SA and HRA reports and not on other parts of the MWLP.

It was RESOLVED to note the information.

12. Items for the next Agenda

It was RESOLVED to add an item to consider the plans for community defibrillator training and future provision of the machines in Thornbury and Collington.

13. Items for Information

Members noted an email from a resident of Edwyn Ralph, in relation to the maintenance of a verge, outside his property, on the B4214.

The highways verge is owned by Herefordshire Council (HC), who are responsible for maintaining it. In certain circumstances, HC may issue cultivation licences to residents that wish to carry out maintenance activities, if the relevant insurance cover is in place.

The Parish Council's insurance policy does not cover volunteers for practical grounds maintenance work on its behalf. In circumstances where an insurance policy does cover volunteers, it is the Parish Council's duty to; conduct risk assessments for the maintenance activities, ensure the individual has the required safety equipment, and to carry out safety checks on the individual's personal mowing equipment.

It was RESOLVED that the Parish Council is unable to assist this resident, as the insurance policy does not provide the cover required for volunteer activities.

Ward Cllr. Baker confirmed that he has spoken to the resident previously about this matter. He will make contact with the resident, speak to HC's solicitor, and propose motion to Council in relation cultivation licences.

14. Date, time, and venue of the next meeting: Monday 25th September, at 7pm in Edwyn Ralph Village Hall.

With no further business the meeting closed at 8:26pm.

Signed Dated