

THORNBURY GROUP PARISH COUNCIL

Minutes of the Ordinary Council Meeting held on Monday 27th November 2023 at 7:00pm, at Edwyn Ralph Village Hall

Members Present: A Ede, K Edwards, T Edwards, J Farrant, D Manning (Chairman),
A Pitt, and P Wildig.

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

Members of the Public: 1 (Edwyn Ralph)

1. To receive, consider and approve apologies for absence

All members present.

2. Written requests for Dispensations – to consider requests for dispensation.

None.

3. Declarations of Interest – for items on the agenda.

None.

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

It was RESOLVED to confirm as a correct record and sign the Minutes of the Parish Council meeting held on Monday 25th September 2023.

5. Public participation

5.1 Herefordshire Council (HC) Ward Councillor, Bruce Baker provided a verbal report, as follows.

- Reminder – the assistant Police and Crime Commissioner will hold a meeting with local parish council representatives to discuss any policing concerns on Friday 15th December, at 10:30am, in Puddleston Village Hall.
- Reinforced Autoclaved Aerated Concrete (RAAC) – schools Herefordshire are being inspected for RAAC.
- Phosphates & nitrates – schools with old septic tanks are to have new models installed to reduce impact of phosphates & nitrates on the river system.
- New central library in Hereford will be situated in Shire Hall once the refurbishment works have been completed.
- Defibrillators – grant funding available from Herefordshire Council.
- Marches Forward Partnership – Herefordshire Council has joined this joint working partnership with authorities from Monmouthshire, Powys, and Shropshire. The partnership will work to secure funding from Government and other partners for the benefit of residents in the Marches region. Work will focus on key areas such as transport infrastructure, economic development, housing, energy, climate change, green growth, tourism, digital connectivity, and skills.
- White Ribbon Campaign – Herefordshire Council is now an accredited organisation for this campaign which works to end violence against women and girls.

Cllr Farrant reported that directional signage for HGV drivers in Bromyard needs to be improved, as it is not clear that they should take the route through the industrial estate.

Cllr Baker will liaise with the Ward Councillor for that area and ask for the required improvements to be made.

5.2 To receive the views of local residents on parish matters.

A resident from Edwyn Ralph addressed the Council regarding the Edwyn Wild (EW) community asset project. He asked Councillors if they had any information about this

project, as he understands from recent social media posts that EW is to receive funding from the Co-op for activities on a section on land on the Bromyard approach to the village.

The Parish Council is not involved in this project and has not been approached by the EW group and therefore is unable to provide the resident with more information.

The resident raised the following questions regarding the project.

Q. EW social media posts state that the project activities do not require Planning Permission. Is this correct?

A. The Parish Council is not the Planning Authority; however, it is believed that in this situation the land in question falls under Class B as permitted development. Class B allows for the use of any land, in this case it is agricultural land, for any purpose for not more than 28-days in total in any calendar year, of which not more than 14-days in total.

Permanent structures are prohibited, and any temporary structures must be removed after the event, so the ground is restored to the original purpose.

6. Planning - consider the following application for determination by HC

6.1 P233352/F - Ralph Court, Edwyn Ralph, Bromyard, Herefordshire, HR7 4LU.
Small extension to approved public gardens to create a dinosaur garden (retrospective).

It was RESOLVED to OBJECT to this application for the following reasons.

1. Development falls outside the permitted development area.
2. Development encroaches onto the old setting of Edwyn Ralph - views towards St. Michael & All Angels Church and surrounding countryside.
3. Excessive noise from features within the development (dinosaur figures) is unbearable and impacts negatively on the surrounding environment.

Members noted that this is not the first retrospective application submitted by the applicant.

6.2 P233069/F - Land East of The Old Cross Farmhouse, Edwyn Ralph.

Proposed 2 no. self-contained glamping pods for guest use, service cabin with bike store, refuse and recycling facilities and parking/turning area. 3 parking bays proposed within site, one being an EV charging bay. Associated footpaths and landscaping. To be connected to an existing private drainage system.

It was RESOLVED to OBJECT to this application for the following reasons.

1. Safety concerns regarding the access/exit onto this site
2. Drainage concerns - capacity of existing private drainage system to cope with increased usage.

If this application was to be approved successful, then members request that the applicant is asked to amend the plans to implement natural screening around the parking bays to minimise the visual impact of vehicles parked in this very scenic part of the parish.

6.3 P232773/F - Oak Bungalow, Wood Lane, Edwyn Ralph, HR7 4LY.

Application for variation of condition 2 of planning permission 221045(Proposed demolition of existing dwelling and garage with proposed replacement dwelling and garage). To allow revised plan to the garage building which now incorporates roof mounted solar PV, the personnel door into the office and window front elevation have changed

position with each other. A storeroom has been created with a small window (side elevation) on the ground floor. A Storeroom has been created within the garage roof and an internal access stair has been formed. The external elevations have been amended, the composite cladding has been omitted and render added in its place.

It was RESOLVED to SUPPORT this application.

6.4 Planning Decisions

Members noted two recent decisions made by Herefordshire Council.

- i. P232214/F Beecroft, Edwyn Ralph, Bromyard, HR7 4LY
Proposed replacement dwelling.
HC decision: Approved with Conditions TGPC Comment: Support
- ii. P232230/F Unit 1, Collington, HR7 4NB
Proposed change of use of the building to a mixed use comprising an aeroplane part manufacturer and a dwelling.
HC decision: Approved with Conditions

7. Parish Defibrillators (defibs)

7.1 Collington Defib

Members considered three quotations for the purchase of a defib cabinet, to house the new machine, on the wall outside St. Mary’s Church.

It was RESOLVED to purchase an AED Protect Outdoor Defib Cabinet (unlocked) at a cost of £440.00 +vat.

Members noted that the cost to add these items to Council’s insurance policy is unknown at the time of the meeting. It was agreed to permit the Clerk to add both items to the policy.

7.2 Edwyn Ralph Defib

Cllr K Edwards confirmed that the pads and battery are in date. She is carrying out regular checks of the defib and reporting the availability status directly to The Circuit, which is a national defib network that provides the ambulance service with vital information.

7.3 Thornbury Defib

Members assessed ring-fenced funds for the purchase of a new defib and cabinet for Thornbury. It is expected that following the purchase of the cabinet for Collington the ring-fenced funds remaining will be approximately £1,000, which would not be sufficient at this time.

It was RESOLVED to consider this item at the January budget setting meeting for 2024/25 and allocate additional funds if available.

7.4 Receipts – to issue receipts for latest donations to the defib appeal.

Members noted that there have been no new donations received, therefore receipts at this time were not necessary.

8. Finance Report

8.1 Invoices for payment

It was RESOLV	Reference	Payee	Amount £	VAT	Goods/Service
	12211	Autela	45.48	9.10	Q2 Payroll
		J. Eva	16.88	-	Postage stamps/register book
		J. Eva	-	-	Oct/Nov salary

ED to approve the above invoices for payment.

8.2 To note payments made between meetings.

It was RES	Reference	Payee	Amount £	VAT	Goods/Service
	11046	Noticeboard Comp.	270.00	54.00	Noticeboard for Collington
1484	HALC	370.26	74.05	2022/23	

OLVED to note the above payments made between meetings.

8.3 Receipts – *to note any income received.*

£1.05 bank interest was received on 31.10.2023 into the Reserves AC.

8.4 Confirmation of Balances

- Current a/c bank statement 19th September 2023 = £8,026.11 (*includes £1,495.00 of remaining ring-fenced funds of public donations for parish defibs*).
- Reserves a/c bank statement 29th September 2023 = £829.40.

8.5 Bank reconciliation

Members noted confirmation of Bank Reconciliation as at 27.11.2023.

- Current a/c = £7,765.43 (1 OS Chq. no.355)
- Reserves a/c = £829.40.

9. Budget Monitoring Report – as of 27.11.2023

Members noted the report which identified areas of expenditure against the budget. All areas of expenditure are within budget, expect for the VAT & Other categories, which are a result of unplanned expenditure in year i.e. ER defib and purchase of assets i.e. noticeboard and defib cabinet.

10. Financial Reserves Policy

Members received and considered the adoption of a reserves policy, as highlighted by the annual audit report in 2023. It was noted that the Council currently has a small amount of reserve funds available which do not meet the recommended amount, as per the policy.

It was RESOLVED to adopt the policy presented and that the Council would gradually build up a healthy reserve over the next few years to meet the requirement, as specified.

11. Prebudget Considerations

Members considered prebudget requirements for 2024/25 i.e. Precept requirement, future expenditure, and the Council's goals for the upcoming financial year.

Several projects, including the purchase of a defib for Thornbury, ongoing maintenance of existing defibs and build-up of reserves were identified for consideration at the budget meeting in January.

12. Risk Register

1. To review the risk register.

Members considered the risk register and whether any updates were required.

It was RESOLVED to lower the risk level for item 5.2 Clerk's salary from a medium risk to a low risk.

2. To consider cloud storage options for the Council's digital data and to approve the setup of a direct debit for this specific purpose.

It was **RESOLVED** for the Clerk to set up Cloud storage.

13. Public Space Protection Order (PSPO) – to consider a response to the PSPO.

It was **RESOLVED** that Cllr Ede would complete the online response and submit it on behalf of the Parish Council.

14. Items for Information

Members noted the following information which was previously circulated by the Clerk.

- HALC – Information Corner
- Elections Office – Legislation changes to absent voters' application.
- HC Street Works
- BBLP Public Realm Round-Up – October 2023
- PCC Town and Parish Council Survey Results
- Home Upgrade Grant
- Future works to Poswick Bridge, on Tedstone from Red Hill Farm Road to C1066.

15. Correspondence

None.

16. Items for the next Agenda

Budget/precept, and Thornbury defib.

17. Date, time, and venue of the next meeting

Monday 29th January 2024, at 7pm in the Village Hall, Edwyn Ralph.

With no further business the meeting closed at 8:55pm.

Signed Dated