

Aymestrey Parish Council

Minutes of Annual and Scheduled meetings, Wednesday 26 May 2021 in Aymestrey Parish Hall

Present Councillors David Duggan, Ian Goddard, Helen Hamilton, Dan Hurcomb, John Probert, Mike Snoswell, Eleanor Waldron.

In attendance The Footpaths Officer, Maggie Brown (Clerk).

1. **Election of the Chairman** Ian Goddard was duly re-elected Chairman of the parish council and signed his declaration of acceptance of office form.
2. **Election of the Vice Chairman** Helen Hamilton was duly re-elected Vice-Chairman of the parish council and signed her declaration of acceptance of office form.
3. **Apologies for absence.** Received from Ward Cllr Carole Gandy.
4. **Declarations of Interest.** Cllr Hurcomb declared an interest in item 18 as a member of the Parish Hall Committee. No written Dispensation requests received.
5. **RESOLVED to adopt the following documents:**
 - 5.1. Revised 2018 Herefordshire Code of Conduct
 - 5.2. Standing Orders (as amended in April 2021)
 - 5.3. Financial Regulations
 - 5.4. Risk Management Policy
 - 5.5. Online Banking Policy
 - 5.6. Asset Register, to include amendment to value of phone boxes.
 - 5.7. Publication Scheme
6. **Bank mandate confirmed.** Cllrs Goddard, Probert & Waldron are cheque signatories, Cllrs Goddard and Waldron are online banking signatories. Cllr Hurcomb agreed to become a signatory, Clerk to arrange.
7. **Confirmed dates of Parish Council meetings on the 4th Wednesday of the month as follows:**
23 June 2021; 28 July 2021; August – no scheduled meeting; 22 September 2021; 27 October 2021
24 November 2021; December – no scheduled meeting; 26 January 2022; 23 February 2022
23 March 2022; 27 April 2022; 25 May 2022 Annual Meeting of the Parish Council.
8. **Noted: Parish Council Vacancy** following the resignation of Cllr Banks. If an election is not requested by 10 June, applications for co-option, invited by 18 June, will be considered at the 23 June meeting.
9. **Open Discussion**
 - 9.1. Ward Cllr Carole Gandy's report was circulated to Cllrs prior to the meeting. No questions arising.
 - 9.2. No views of local residents on parish matters raised.
 - 9.3. Chairman's update:
 - 9.3.1. Reported to Balfour Beatty - road conditions just past Smokey Quarry (road given way, water running) and at Upper Lye near Sned Wood.
 - 9.3.2. Spoke to resident at Haven Farm about poor road condition.
 - 9.3.3. No advance on meeting with Cllr Harrington. Contact from Simon Hobbs about road safety in Aymestrey village and Bruce Evans re drainage/resurfacing of U roads expected.
 - 9.3.4. Attended HALC Chairs' meeting. Main discussion remote meetings and HALC/NALC desire to keep Zoom option.
 - 9.3.5. Speed Indicator Device figures from Yatton Court deployment. As before – speed averages are low 30s, occasionally 60+ and 70 in early hours. Traffic volumes seen to grow back to normal during the period, counting 2000 movements in one direction in one day, equating 4000 movements per day, 20,000 per working week. How much exhaust do 20,000 cars/trucks produce in a quarter of a mile?
 - 9.4. No reports received from Councillors.

10. Minutes RESOLVED that Minutes of the scheduled meeting held 28 April 2021 be signed as a true record.

11. Planning Application considered - to be determined by Herefordshire Council.

[P210981/FH](#) The Byre The Farm Aymestrey Leominster Herefordshire HR6 9ST Proposed single-storey, 2-bay, oak-framed garage.

RESOLVED

Aymestrey Parish Council OBJECTS to application P210981/FH for the following reasons.

The track, turning and parking areas leading to the proposed garage are on land which has been developed unlawfully. No application or retrospective application has been submitted for change of use from agricultural to ancillary residential use. This needs to be regularised before, or as part of, this application. Attached is the objection made in April 2018 by Aymestrey Parish Council to application P180507/FH referencing the unlawful nature of the development of the parking area and which has never been the subject of a planning application. The same consideration applies to the track leading to the parking area.

The area used for development does not form part of the curtilage of the converted barns which although not Listed are historic buildings and should be protected (NPPF 126 - 131 and 135). Historic England guidance that when permission is granted to convert old buildings it is desirable to constrain the size of the curtilage to retain the agricultural appearance of the buildings. See

<https://content.historicengland.org.uk/images-books/publications/adapting-traditional-farm-buildings/heag158-adapting-traditional-farm-buildings.pdf/>

There is no evidence of a drainage scheme or approval of surface materials. The hard surface will increase run off and add to flood risk.

The loss of habitat will have affected biodiversity causing a greater impact than is necessary.

The Parish Council queried the Site Plan, which appears to show an additional track to the West of the site suggesting a new track over open land is proposed.

The development would cause a loss of amenity to neighbours.

It was noted that gardens shown in the photographs are also unlawful development, no change of use application having been submitted.

12. Financial Matters

12.1. Application from Aymestrey Parochial Church Council (PCC) for donation towards upkeep of churchyards in Aymestrey and Leinthall Earls.

Advice from Clerk regarding financial contributions to the Church was noted.

RESOLVED to award £575.00 for calendar year 2021, being 50% of last year's costs. Payment to be made before the June meeting.

12.2. Noted: payments between meetings: Direct Debit 20/04/21 £20.40, inc. VAT, PlusNet for broadband & David Lovelace £40.00 for Mapping of Commons in Aymestrey.

12.3. **RESOLVED** to note balances and approve payments. Lloyds Bank Balance at 19 May 2021 **£19,727.57**
Ringfenced funds: Traffic Calming Schemes £2,795.98; Parish Initiatives £936.00; Election Fund £910.78; IT replacement £100.00.

Reserve Fund £5,000.00; General Revenue Reserve £4,419.30. TOTAL ringfenced **£14,162.06**.

Un-ringfenced funds available: including 50% Precept received. **£5,565.51**.

Payments for approval. Figures include VAT if applicable.

Clerk, Payroll Months 1 and 2 £479.76

HMRC PAYE £119.80

Clerk's Expenses Apr/May** £63.51

D B Williams, Lengthsman, Ditch clearance and unblocking pipe £36.00.

Total Payments **£699.07**.

Un-ringed balance after May Payments: **£4,866.44**.

** Zoom subscription for 2 months £14.39; SLCC subscription £34.11; Printer Ink £15.01. VAT to be re-claimed £4.90

13. **Insurance** it was **RESOLVED** to accept quotation from Came & Co £ 386.39 for 2021/22, on a 12-month basis. Payment to be made before 1 June 2021.
14. **Good Neighbour Scheme** No calls were received in the last month. Advertisements have been placed on notice boards, the website, and in Aymestrey Matters.
15. **Consultation**
 - 15.1. Response to Herefordshire Council's Chief Executive, Paul Walker, on how he can improve a parish councillor's role. **RESOLVED** to submit the following:
 - (a) To deliver on road condition issues that are raised with Herefordshire Council / Balfour Beatty.
 - (b) To heed Parish Council responses to Herefordshire Council consultations and act on the results.
 - 15.2. Response to Herefordshire Council's Licensing Section, re Variation of premises licence for Mortimers Cross Inn. **RESOLVED** No response from the Parish Council will be submitted.
16. **Common Land in Aymestrey Parish** Letter to all Commoners drafted. List of addresses compiled by Cllr Hurcomb, for which he was thanked. Commons Association discussed with Chairman of Parish Council at Ewyas Harold, where Commons are held in Trust.
17. **Memorial Benches** No update. To be progressed.
18. **Notice Boards at Aymestrey Parish Hall**

Noted: The wooden board facing the road has been maintained by the Parish Council since the 1970s.

Reported: The Parish Hall wishes to remove the wooden board to see if visibility is improved. The Hall would either re-locate the board, possibly to the wall of the building, or flatten the structure and leave in current location. To be completed before the car park is re-surfaced later this year.

Noted: The glass fronted board facing the car park belongs to the Parish Council, and is for its use only.

Agreed The Parish Council has no objection to either board being moved.
19. **Footpaths**
 - 19.1. The Footpaths Officer reported – a replacement bar is needed for the small chainsaw. He will obtain quotes. **Agreed** He should proceed with the required repair and submit expenses to the Clerk. Improved weather conditions will allow work on steeper areas, e.g., Pokehouse Wood to the rear of Yatton Court, and the AY1. Work on replacement steps to be completed. Thanks were recorded to the Footpaths Officer for his continued contributions to the Parish.
 - 19.2. No additional works reported to be undertaken by the Footpaths Officer.
20. **Lengthsman**
 - 20.1. **Update on works** – job request from April meeting not yet completed. Clerk to ask Balfour Beatty for reflective verge markers for the site, on bend in front of Garden House on the millstream side, *after* job request completed. Details of works invoiced on SI-258, *ditch clearing and unblocking pipe*, to be confirmed. Reported: Lengthsman received a complaint that overgrown verges are causing difficulty for drivers. Noted: Residents are encouraged to report problems on the [Herefordshire Council website](#). Cllr Probert to discuss the above with the Lengthsman and report back.
 - 20.2. **Works to be undertaken by the Lengthsman / Balfour Beatty.**

Potholes at Yatton – will be reported online by Cllr Hurcomb.

Blocked drain at Yatton – to be investigated prior to reporting, by Cllr Goddard.

21. **Contents of Information Sheet** were noted.

22. **Date of the next meeting**, scheduled for Wednesday 23 June 2021 noted. Cllr Hamilton gave her apologies. An Extraordinary meeting for 16 June to consider Planning Consultation - 211444 - Sally Field, Bacon Lane.

Meeting closed 20:50

Original copy signed and on file.

Signed

Cllr Ian Goddard. Chairman, Aymestrey Parish Council.

DATE 23 June 2021