

## Aymestrey Parish Council

Minutes Scheduled Meeting of the Parish Council  
 Wednesday 27 November 2019 at 7.30pm in Aymestrey Parish Hall

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## MINUTES

**Present:** Cllrs Ian Banks, David Duggan, Ian Goddard (Chairman), Helen Hamilton, Ken Holland, John Probert [19:52] and Eleanor Waldron.

**Absent:** Cllr Annaly Goodwin

**In attendance:** 2 members of the public, Ward Cllr Carole Gandy and Maggie Brown (Clerk).

1. **Apologies:** None received.

2. **Declarations of Interest:**

2.1. Declarations of interest received Cllrs Helen Hamilton and Ken Holland prior to item 14.

2.2. No requests for dispensations received.

3. **Open Discussion:**

3.1. Ward Cllr Carole Gandy's [report](#) circulated to Cllrs prior to the meeting. A number of properties flooded in Mortimer Ward. Suggest arranging meeting with Portfolio Holder for infrastructure, John Harrington, a senior representative from Balfour Beatty and representatives from parish councils in the Ward. Issues need to be understood and a plan put in place.

3.2. Residents present reported:

3.2.1. Mortimers Cross - Driveway prone to flooding had not done so in recent weeks.

3.2.2. Yatton - Barking dogs causing a nuisance. Noted: Resident may report to Environmental Health at Herefordshire Council.

3.3. **Reported by Chairman**

3.3.1. Phone calls received relating to flooding from Corner House to Lower Lye, in particular Lye Court & Lye Farm and below Woodhampton Farm drive. Grip at Woodhampton cleared by Cllr Duggan.

3.3.2. Grips damaged by fiberoptic works and/or heavy traffic/farm vehicles on verges.

3.3.3. Responsibility for ditches is that of the adjacent landowner. Further information on website, links - [page 1](#), [page 2](#).

3.3.4. Water flow on A4110 between Bath Cottage and the River Lugg explained with diagrammatic sketch. Co-ordinated action required due to number of owners involved.

3.3.5. Fencing erected at "The Furlong" south of the Parish Hall does not comply with approved drawing 1447/1F. Agreed: (a) to write to Mr Mark Tansley asking whether a planning application has been received for an amendment to the approved plans, and (b) to write a separate letter setting out environmental concerns.

3.4. **Reported by Councillors.** Cllr Helen Hamilton reported:

3.4.1. **Parish Council Summit on 6 November/Core Strategy (CS)**

3.4.1.1. Herefordshire Council (HC) required to review CS after 5 years. It needs to be updated in line with changes to the National Planning Policy Framework (NPPF).

3.4.1.2. Housing Land Supply (HLS) will be revisited with new standard method for calculation. May be opportunity to reduce HLS target which was overstated last time.

3.4.1.3. Building constraints in Rive Wye Special Area of Conservation (SAC) may enable HC to argue for lower figures.

3.4.1.4. As HC has failed to delivery many of its strategic sites, there is a risk it will opt to increase housing allocations in rural locations.

3.4.1.5. The Parish Council will be consulted on revised Core Strategy.

3.4.2. **Parish Council Summit on 6 November/Neighbourhood Development Plan (NDP)**

3.4.2.1. If HC cannot demonstrate a 5-year HLS, NDP housing policies are deemed out of date after 2 years, or less if HLS falls below 3 years and delivery falls below 45%.

3.4.2.2. The Parish Council must revise the NDP to keep it up to date. When CS is revised and adopted, it will have precedence over NDP. Need to revise NDP to address changes in CS that conflict with NDP, and any further changes

3.4.2.3. Three Review Options:			Consultation	Examination	Referendum
1	Light Touch	Non-material changes e.g. correcting errors, tweaking policy wording	No	No	No
2	Material	No change to strategy, but with additional detail. Start at Regulation 16.	No	Yes	No
3	Substantial	New site allocations or changes to settlement boundary and /or new policies. Start at Regulation 16.	Yes	Yes	Yes

HC advised it would “re-make” NDP based on light touch review. This may be the preferred option.

3.4.3. **Forestry Commission Meeting (FC)** with FC regional estates manager, Lorne Campbell, David Lovelace (DL) and FC community liaison officer, subject was reinstating historic woodlands.

3.4.3.1. Mortimer Forest Plan discussed. Concerns raised over mapping errors. FC ready to address them. FC has a duty to restore ancient woodland. May be done over a long period.

3.4.3.2. DL proposed an overall plan for **The Woodlands of Mortimer Country** to celebrate importance of the woodland.

- To improve biodiversity, heritage discovery, landscape improvement, well-being and health improvement, education, visitor promotion, ‘social forestry’ and wood/timber production.
- Feed into proposals to incorporate area into an *Area of Outstanding Natural Beauty*.
- Plan covers 15 FC managed woods, National Trust land at Croft, some privately owned woodlands. Similar projects in Forest of Dean, Savernake Forest amongst others.
- Bring together interested organisations, e.g. wildlife trusts, archaeologists and local people to draw up vision for forest as a whole.
- Identify, characterise and map different components of the woodlands. Big and costly project, but has many resources e.g. LIDAR (light detection and ranging), aerial photography, historic maps.
- Consider breaking down into components which separate organisations might take on and provide funding for.
- Provide better mapping and identify important geology in celebration of Rev. T T Lewis.
- Could create small scale tourist attraction with walking route, signboards etc.

4. **Minutes: RESOLVED:** Minutes of the meeting 23 October 2019 be signed as a true record.
5. **RESOLVED:** To exclude members of the public due to the confidential nature of the following item.  
20:22 The Clerk and members of the public left the room and returned at 20:34  
**RESOLVED:** Budget for clerk’s salary for 2020/21 set at £3,750. NB Budget only, not agreed salary.
6. **Financial Matters**
- 6.1. **RESOLVED:** to adopt updated Financial Regulations.
- 6.2. **RESOLVED:** Budget of £11,443 for 2020/21 approved. Clerk to put on website.
- 6.3. **RESOLVED:** to set the Precept for 2020/21 at £10,883, a 0.5% increase. Clerk to return Precept Request Form to Herefordshire Council before 31 December 2019.
- 6.4. **RESOLVED:** Cllr Eleanor Waldron to be bank signatory for Lloyds Bank account.
- 6.5. Noted: balances and **RESOLVED:** to approve payments

Balance at 20 November 2019	Lloyds Bank	£ 18,921.16	
<b>Ringfenced funds:</b>	For Traffic Calming Schemes	£ 5,857.43	
	Parish initiatives	£ 936.00	
	Election Fund	£ 500.00	
	Reserve Fund	£ 3,000.00	
	General Revenue Reserve	£ 1,604.30	
	<b>TOTAL ringfenced</b>	<b>£ 11,897.73</b>	
	<b>Un-ringfenced funds available:</b>	<b>£ 7,023.43</b>	
	<b>Online payments approved</b>	<b>Amount inc. VAT</b>	<b>VAT</b>
	D M Payroll Services Ltd Inv 543 for 2nd 6 months	£ 36.50	-
	D&B Williams - Lengthsman. Inv 183	£ 198.00	33.00
	Aymestrey Parish Hall - Hire of Hall for 2019	£ 250.00	
	Aymestrey Parish Hall - Donation to Fete 2019	300.00	-
	Clerk’s pay for 2 months - 1 October to 30 November	£ 536.60	
	Clerk’s expenses November - Mileage £6.75	£ 6.75	-
	Total Payments	<b>£ 1,327.85</b>	<b>£ 33.00</b>
	<b>Un-ringfenced balance after November Payments:</b>	<b>£ 6,482.18</b>	

7. **Neighbourhood Development Plan:**
- 7.1. **RESOLVED:** 20 copies of NDP to be printed. Cllr Ian Banks to arrange. Noted: Cost included in previous invoice from One Stop Print Shop.
- 7.2. **RESOLVED:** Cllr Ken Holland to respond to questionnaire from Herefordshire Council NDP Team on behalf of Aymestrey Parish Council
8. **The Parish Plan:** Noted: 2019 update is on Community Website. Agreed: to bring individual proposals before Parish Council for action. Cllr Ian Banks to arrange.
9. **RESOLVED:** To adopt updated **General Data Protection Regulation** documents.
10. **Good Neighbour Scheme:** The first request for assistance had been received. Cllr Goddard provided report on insurance. **RESOLVED:** to organise insurance cover before January meeting. Payment may be made to a limit of £250.
11. **Aymestrey Matters:** Thanks were recorded to all 3 editors of Aymestrey Matters for the production of an excellent magazine over the last 12 years. **RESOLVED:** Chairman to write on behalf of the Parish Council, and buy a thank you gift to present to the editors. Cost to be reimbursed.
12. **Phone Box:** Agreed: The Parish Council is disappointed that the Parish Hall Committee has declined, at this point in time, to locate the phone box in the Parish Hall car park. **RESOLVED:** Chairman to speak to Chairman of Parish Hall.
13. Noted: **Invitation from Balfour Beatty** to Parish Briefing. **RESOLVED:** Cllrs David Duggan & Ian Goddard to attend at Kingsland Depot, Shirleath - 6<sup>th</sup> December at 2pm. Clerk to advise Balfour Beatty.
14. **Herefordshire Tree Week - [Walk in Aymestrey Parish](#):** **RESOLVED** to sponsor walk being led by Tree Warden, Ken Holland, on **Saturday 30th November** by paying for hire of Parish Hall up to £30 from the General Reserve Fund.
15. Noted: request for support from [powerforpeople.org.uk](http://powerforpeople.org.uk), campaigning for the [Local Electricity Bill](#) to become law. **RESOLVED:** No reply to be made. Bill falls as Parliament has been dissolved.
16. **Highways**
- 16.1. **Traffic Calming**
- 16.1.1. Report on Speed Indicator Devices (SIDS) from Cllr Goddard circulated prior to the meeting. Noted: Residents suggest that SID be placed by village gates. Cllr Duggan suggests locating before Corner House when driving North as drivers speed up after crossing the bridge.  
**RESOLVED:**
- (a) To contact Balfour Beatty and arrange assessment for SID at Mortimer's Cross.  
(b) To contact Balfour Beatty and arrange suitable post to be installed in existing base.  
(c) To purchase Unipart Dorman DF11 MCB. Quoted price £2,345 (July 2019)
- 16.2. **Drainage & Grit Bins**
- 16.2.1. Locations with drainage problems to be noted by Cllrs Ian Goddard and John Probert after meeting.
- 16.2.2. **Noted:** Care to be taken when siting grit bins **not** to allow salt to run into the watercourse as it is a pollutant. **RESOLVED:** To purchase grit/salt bin for corner in Yatton. Net cost from [gritbins.net](http://gritbins.net) £98.59 including delivery. Clerk to order and arrange payment, from General Reserves Fund.
- 16.3. **Lengthsman**
- 16.3.1. Reported: Lengthsman cleared grips at Woodhampton and Lye Court. Problem at Woodhampton due to lie of the land and camber of the road. Fibreoptic cable seen hanging in the ditch. **RESOLVED:** To ask the Lengthsman to:
- (a) Investigate drainage problem on lane by Ballsgate Common and rectify if possible, by creating channel in track to direct water into the ditch.

(b) Investigate drainage problem on Lower Yatton Lane to Yew Tree Cottage.  
Cllr John Probert to advise Lengthsman; Cllr Ian Goddard to speak to riparian owner at Lower Yatton.

#### 16.4. Footpaths

- 16.4.1. Report from the Footpaths Officer circulated. The Parish Council, and all who use the footpaths, are indebted to the Footpaths Officer for the maintenance of the paths. Thanks recorded for his volunteer work, and for installing a dog friendly stile behind Yatton Court in time for Aymestrey Walk. Noted: Members of the public or parish councillors may contact the Footpaths Officer direct. Telephone number on Parish Council website under "Contacts".  
Noted: Works on AY12/Haven Lane and AY10 have been completed or are in hand.
- 16.4.2. Noted: Volunteer may have been found to assist with spraying. Clerk to ask permission to pass on contact details.
- 16.4.3. No works reported to be undertaken by the Footpaths Officer.

17. Noted: contents of Information Sheet.

18. Noted: date of the next meeting, scheduled for Wednesday 22 January 2020.

Meeting closed at 21:50

Signed ...*Ian Goddard*.....  
Cllr Ian Goddard  
Chairman, Aymestrey Parish Council.

**DATE** 22 January 2020

Original copy signed and on file.