

Minutes of a meeting of Cradley Parish Council held on  
Tuesday 2<sup>nd</sup> September 2014 in Cradley Village Hall commencing at 7.30pm

Present – Cllrs. C. Lowder (in the Chair) K. Nason (KN) T. Iwanczuk (TI) A. Carver (AC) S. Herriot (SH) T.Lloyd-Jones (TLJ) F. Beard (FB) C. Lambert (CL) K. Welford (KW) D. Pye (DP) and the Clerk.

Apologies for inability to attend the meeting had been received and were approved from G. Fielding, A.Symondson, W. Harries and A. Eldridge.

Declarations of Interest – the Chairman and KN declared a personal interest in Cradley Village Hall.

Introductions – for the benefit of new members on the Council, introductions were made.

Minutes – The Minutes of the meeting held on 12<sup>th</sup> August 2014 were taken as read, confirmed and signed by the Chairman.

**Update reports –**

- a) Rectory Lane – KN advised that he had arranged a meeting later in the week with the Ledbury Locality Steward and would report back next meeting.
- b) NDP – TLJ reported on meeting with Paul Esrich, MHDC AONB representative who had kindly put the Council in touch with the Landscape Officer dealing with Colwall NDP. Quotations for Cradley draft plan had been received and it was hoped agreement could be reached to enable a claim for funding of £7,000. to be submitted before the closing date at the end of September. Carly Tinkler's claim was for £7,900. (unfortunately she was not registered for VAT) and another Quotation had been received from SLR for £3,600. plus expenses. The Quotation from P. Esrich from the AONB had been for £1,440 plus VAT to draft the document after reviewing the existing documents. These Quotations were discussed at length and **on a proposal** by KN seconded by TLJ it was agreed to apply for a grant based on the Quotations from Carly Tinkler and Paul Esrich once TLJ had obtained assurance that we would not be bound to these two contractors and if these costs are over and above the grant, confirmation that the Council would not jeopardise their claim.
- c) HoV – TI reported on meeting which had taken place with Phil Thomas and his Architect and produced outline plans on various fields to provide shop, cafe and facilities plus affordable housing at the entrance to the field at Kingsbridge. It was hoped a meeting with the Plunkett Foundation would take place shortly and Community First who help with planning and arrangements. The picnic had been quite well attended. The Parish Council were asked to consider immediately taking over the field kindly donated by Mrs. Morgan which although free of charge did involve buying out the Lessee for a sum of £12,750. unless an alternative field could be found which was considered suitable for their needs. The Chairman questioned all Councillors individually regarding the proposal and whilst the majority were in favour, some concerns were raised regarding future maintenance of the field and the funding needed to obtain vacant possession which it was unanimously agreed could not be obtained out of Council funds. Another cause for concern was raised regarding the offer from a Developer the site adjacent to Timbers as well as the field across the brook, which, if taken up, could mean that the parish would be gifted shop/cafe building, a footbridge and a network of paths, but only at the possible expense of housing overdevelopment on the two fields themselves

**Resolved** – On a proposal by KN seconded by CL and carried, it was agreed the Council would take steps to take ownership of Morgan’s field as soon as possible on behalf of the Village. **TLJ voted against the proposal.**

- d) **Drainage at Chapel Lane** – it was hoped this would be discussed with the Ledbury Locality Officer when the meeting takes place at Rectory Lane.

**Items for consideration –**

- 1) **Changes to existing planning meetings** – TI reported that Lynda Wilcox had said that whilst our planning meetings were lawful, they were not considered to be best practice and recommended that in future planning applications should be dealt with during a full parish council meetings with a suggested small working group carrying out site visits and then the whole of the parish council dealt with the application. The Chairman commented that the existing arrangement had commenced in the 1970s, that planning was one of the most important local government business and added that after our NDP is adopted, the Parish Council will have more powers. He recommended that the existing practice should be retained as this had served the parish council well for many years. However, he did suggest that perhaps the planning committee should be reduced to say six or seven members, plus himself and the Vice Chairman, and that this should be changed over after six months so that the remainder of all Councillors got the chance to gain planning experience plus the benefit of training with HALC. **This was not readily accepted.**  
**Resolved** – On a proposal by TI seconded by AC and carried it was agreed to incorporate planning within the full Council meetings as a trial run until the elections in May 2015.
- 2) **Issue of electronic Agendas and Minutes** – TI reported that she felt it was the most cost effective way to send out paperwork electronically. Although he did not have the benefit of a computer, **FB proposed** the arrangement should stay as already exists. This was seconded by CL, with six votes in favour, four against with three abstentions. **Although the proposal was carried “to continue with the arrangement which already exists”** further discussion on the issue did take place resulting in the new arrangement whereby the Clerk would now e-mail and post the Agendas/Minutes, ie doubling up the whole submission of the paperwork.
- 3) **Cluster Group** – AC requested any items Councillors wished to raise at the next cluster group meeting on the 17<sup>th</sup> September 2014 in Mathon Village Hall. Overgrown hedges were a cause for concern and CL thought the lack of white line marking at road junctions onto the A4104 was also a concern. The Clerk advised that she had that day enquired when the white line marking would be done at the Stoney Cross junction as she had asked for this work to be carried out six months ago and had been assured that the work would be done “when the weather improved”! Clerk to write to Mr. Jackson regarding the hedge in Chockbury Lane.
- 4) **Sites for Travellers** – The Chairman advised Herefordshire Council were seeking suitable sites for travellers and that a consultation would take place between 21<sup>st</sup> August and 2<sup>nd</sup> October, and although there were strong views about what the Parish Council thought about this, individuals can suggest sites they may think suitable.
- 5) **Adoption of Standing Orders** – All Councillors had been forwarded a copy of the NALC Standing Orders, and whilst it was appreciated that they contained certain items which at the current time were not applicable to this Parish Council, **they were adopted** as presented on a proposal by the Chair, seconded by FB and carried.

- 6) **Adoption of Financial Regulations** – All Councillors had been forwarded a copy of the NALC Financial Regulations, and again whilst it was appreciated that they contained certain items which at the current time were not applicable to this Parish Council, for example electronic banking, **they were adopted** as presented on a proposal by the Chair, seconded by KN and carried.

**Finance** – The Clerk advised that the following Accounts had been received for payment –

• Inland Revenue, PAYE	£150.00.
• Pricepoint Gardens, grass cut	£348.00.
• Pricepoint Gardens, grass cut	£384.00.
• Storridge Village hall, hire fees	£35.00.
• HALC training (TI and GF)	£144.00.
• Grant Thornton, audit fee	£240.00.
• Cradley Village Hall, hire fees	£36.00.
• Cradley Village Hall, copying, laminating & hire	£105.10.
• Clerk, repayment of expenses re S/O & F/Regs	£66.10.

**Resolution** – FB took the Chair and on a proposal from TLJ seconded by SH and carried these Accounts were approved for payment and cheques signed accordingly. **The Chairman and KN abstained from voting.**

**The Clerk advised the external Audit of the Accounts had satisfactorily been completed and copies of the Annual Return had been sent to all Councillors for their information together with a copy of the external auditor's comments on the Council tax support grant and accounting for fixed assets.**

**Reports from various sub-committees and working parties -**

**Planning** – The Planning Committee chairman advised that the following applications had been discussed at an earlier meeting of the planning committee –

- a) Application No. P1142384/F – land adjacent Dragonwych, Bosbury Road, WR13 5LT – variation of condition 2 of planning permission P130516/F to enable substitution of house types on Plots 6 and 7 – **the PC remain extremely unhappy that the additional plots on the site are not being included in the original application with regard to Sec 137 agreement. We are also unhappy with the design as we had hoped that the Developers would be a little more sympathetic to our Village Design Statement.**
- b) Application No. P140942/0 – land off Pixiefields – site for residential development of up to sixty houses – **We repeat all our existing objections which still stand. This does not allay any fears over the drainage on the site. Nothing in the application tells us precisely what the red line across the adjoining field indicates. If in fact this is an intention to run drainage from the site into the brook, we must urge you to seriously take into account the flooding impact on the properties downstream from the site where flooding has regularly taken place in the past.**
- c) Application No. P142217/L – Hawkhurst House, Cradley, WR13 5NF – proposed flue to utility room roof and secondary glazing – no objections raised.
- d) Application No. P142358/FH – Rose Cottage, Cradley, WR13 5NF – reconstruction of a section of existing stone boundary wall – no objections raised.
- e) Application No. 142475/F&L – Columbine Cottage, Storridge, WR13 5EY – replace and repair wall to front elevation and replace all windows – no objections raised.

**NDP** – See above under update reports.

**Environmental & Footpaths** – no report available.

**Churchyards Committee** – Chairman advised nothing to report.

**Recreation Area Committee** – KN advised additional Quotations were being obtained for the realignment of the football pitch at Chapel Lane which was proving to be quite a costly venture – update on all Quotations received and costings at the next meeting.

It had been suggested that a firework party for the community could take place on Morgan's field and the Chairman had contacted Lawrie Bleasdale to ascertain the cost of this and suggested the possibility of taking £500. out of Council funds with the remainder of the funds to be raised by ticket sales. In the past the firework party had been done by the Church on Roger Gill's land and then it had moved onto School land. Most Councillors were in favour of the idea but it was suggested contact should be made with the Church and the Tenants of Morgans field. The Chairman said this had already been done, and suggested that if Morgans field is not satisfactory, an approach might be made to the owners of the land where the Jubilee Display had taken place.

Resolved – On a proposal by AC seconded by CL and carried it was agreed to look into both the cost and availability of the land for this purpose and report back at the next meeting. **TLJ abstained from voting.**

**Editorial Group** – KN advised the Reporter should be out within the next few days.

**Correspondence** – the following correspondence had been received –

- Letter from Herefordshire Council regarding travellers sites.
- Letter from Ledbury Town Council supporting the Ledbury Cluster Group.
- Minutes of the last Cluster Group meeting on 11<sup>th</sup> June 2014.
- MHDC AONB Quotation regarding Cradley NDP.
- Quotation from Carly Tinkler regarding the NDP.
- Notification from Herefordshire Council regarding changes for electoral registration.
- E-mail from owner of Rose Cottage in reply to our letter concerning the untidy state of the boundary outside their property (planning permission in for meeting tonight).
- External Auditor's Certificate and opinion from Grant Thornton (copied to all with particular attention to depreciation rules).
- Report from Ledbury Locality Steward on work carried out by BB locally.
- HALC Information Corner with particular attention to changes for internal audit procedures for 2015/16.
- E-mail from John Sands enclosing copy e-mail from Ecclesiastical Commission confirming that the clock was added to the Parochial Church Council insurance in 2007.
- E-mail regarding grass cuttings which had been dumped outside a property in Cradley.

**Newsletter** items –

- Rectory Lane (and Chapel Lane drainage).
- Progress on NDP.
- HoV picnic and proposed fireworks.
- Cluster Group.
- Traveller's sites.
- Completion of Audit of Accounts for 2013/14.
- New system for planning up until May 2015.
- Adoption of Standing Orders and Financial Regulations.
- Football pitch and recreation area at Chapel Lane.

**Councillor's Reports** and items for future Agendas – AC asked if the list of Parish Councillors in the Parish magazine could be updated. KN reported he had obtained confirmation that the road at Buryfields is not the responsibility of the Housing Association as it was handed over to the Council and requested the Clerk pass on this information to Herefordshire Council in an attempt to get repair work carried out.

September 2014/32.

There being no further business, the Chairman declared the meeting closed at 10.10pm.

Next meeting to take place in **Storrige Village Hall** on Tuesday 14<sup>th</sup> October 2014 commencing at **7pm**.

C. Lowder

14<sup>th</sup> October 2014

Signed..... Dated.....

Chairman.