

**VOWCHURCH GROUP PARISH COUNCIL**  
**Michaelchurch Escley, Newton, St Margarets, Turnastone, Vowchurch**

**Minutes of the Vowchurch Group Parish Council meeting held on  
 Thursday 21<sup>st</sup> June 2018 at 7.30pm in Newton Church Room**

**PRESENT** – Mr P Mason (Chairman), Mr S Cole, Mr H Franklin and Mr K Hortin.

**IN ATTENDANCE** – Mrs L Cowles (Clerk), PCSO Fiona Witcher and one member of the public.

1. **ACCEPT APOLOGIES FOR ABSENCE** – Ms E May, Mr A Picton, Mr E Williams, Mr T Williams and Ward Councillor Peter Jinman.
2. **RECEIVE DECLARATIONS OF INTEREST & CONSIDER ANY WRITTEN APPLICATIONS FOR DISPENSATION** – Mr S Cole declared a non-disclosable interest in agenda item 7.5; the declaration book was signed accordingly. There were no written applications for dispensation.
3. **ADOPT MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL**– 17<sup>th</sup> May 2018 – The minutes were signed as a true and accurate record.
4. **OPEN DISCUSSION** – The member of the public present raised concerns regarding oversized vehicles using the Vowchurch Common road which are damaging private property, banks and verges. Parish Councillors were shown video footage of a recent incident at their property. In the past large vehicles have been left at the bottom of the lane. Companies know that larger vehicles should not be taken up to the common and many residents normally advise delivery companies to use smaller vehicles, although this is often ignored by drivers. With several properties in the process of being refurbished, can more robust action be taken to stop larger vehicles using the road and can there be more signage? They would also like to erect a post to protect their bank from further erosion. The road sign and bus stop sign on the B4348 and C1206 junction have also been damaged after an accident some time ago, can these be replaced?

Mr S Cole advised that there are road curbs that can be used to discourage lorries destroying banks and this may be an option to take up with Balfour Beatty. He also suggested contacting them before any posts were installed within one metre of the highway. Any prohibition of large lorries using the road would need the support of the majority of residents. It was agreed that the Parish Council would contact Herefordshire Council to see what action could be taken to discourage larger vehicles using the road and it was suggested that the resident also contact Ward Councillor Peter Jinman.

The Clerk advised that the damaged road sign had been reported to the Locality Steward and the bus stop sign would be the bus company's responsibility.

**5. REPORTS**

- 5.1 Local Police – PCSO Fiona Witcher had nothing to report other than to remind people to report any scrap metal dealers who cold call. There is currently a known scrap metal dealer in the area who doesn't hold a licence calling at domestic properties asking for scrap. Please make sure that all dealers hold a waste carriage licence and if they don't, report it.
- 5.2 Ward Councillor – Ward Councillor Peter Jinman was unable to attend the meeting.
- 5.3 Lengthsman report – Mr T Griffiths was unable to attend the meeting. There were no new road defects to report.
6. **CLERKS UPDATE** – The Clerk reminded Councillors about Herefordshire Council's Budget Consultation which will take place on 4<sup>th</sup> July 2018 and any responses to the PCC survey of Town and Parish Councils need to be submitted by 6<sup>th</sup> July 2018. A planning application at Graig Farm Barn, Middle Maescoed has been received (182118) for Prior notification of agricultural or forestry development. Herefordshire Council are not accepting any comments on the application. Further correspondence received from a local resident regarding footpath VO57/53 was noted. The amended Neighbourhood Plan statement had now been added to the website. Mr Chris Robinson has now completed the renovation work on

the parish noticeboards. He has asked that a couple of things are brought to the Parish Councils attention. The bench by the river at Vowchurch was in a state of partial collapse. He has made some basic repairs but it will need further attention in the long term. The glass on the large noticeboard at Michaelchurch is grubby on the inside but can't be cleaned as it is locked. Also, the area around the noticeboards and telephone exchange is very muddy and piled up with dead leaves and litter. It was agreed that Mr Hortin would enquire who the noticeboard belonged to.

## 7. CONSIDER PLANNING

### 7.1 CERTIFICATE OF LAWFULNESS

**Site:** Wilson's Place, Vowchurch, Herefordshire. HR2 ORL  
**Proposal:** The shepherds hut frame is built and ready to deliver to site. The operations to be carried out after delivery is the fitting of the tin work and timber followed by the furnishing of the inside. The hut is on wheels and can be moved around the site.

**Application No:** 180995 **Grid Ref:** 330953:233953

**Comments send to Herefordshire Council on 29<sup>th</sup> May 2018 were noted.**

### 7.2 PLANNING CONSULTATION

**Site:** New Barns Farmhouse, Michaelchurch Escley, Herefordshire. HR2 OJP  
**Description:** Construction of a 22m long x 10.25m wide portal building on the footprint of an existing open clamp. To provide a covered manure store to prevent effluent waste run off contaminating existing water courses.

**Application No.** 181716 **Grid Ref:** 330953:233953

**NO OBJECTIONS**

### 7.3 PLANNING CONSULTATION

**Site:** The Grove Farm, Michaelchurch Escley, Herefordshire. HR2 OPT  
**Description:** Construction of a portal framed building to provide a covered manure store to prevent effluent waste run off contamination existing water course.

**Application No:** 181717 **Grid Ref:** 331077:235029

**NO OBJECTIONS**

### 7.4 PLANNING CONSULTATION

**Site:** Poston Court, Vowchurch, Herefordshire. HR2 ORJ  
**Description:** Proposed alterations to building 1 to demolish substandard elements and provide additional accommodation and amenity space.

**Application No:** 181529 **Grid Ref:** 336036:238007

**NO OBJECTIONS. The Parish Council strongly support the work being done to renovate and modernise the buildings around Poston House.**

### 7.5 PLANNING CONSULTATION

**Site:** Ty Caradog Farm, Longtown, Herefordshire. HR2 OJN  
**Description:** Proposed Sheep Handling Building

**Application No:** 181850 **Grid Ref:** 332388:232606

**NO OBJECTIONS**

### 7.6 PLANNING CONSULTATION

**Site:** Long Meadow, Vowchurch Common Road, Vowchurch, Herefordshire. HR2 ORL  
**Description:** Proposed single storey front extension and one rear rooflight window.

**Application No:** 181897 **Grid Ref:** 336614:236956

**It was agreed for Mr P Mason to draft a response to be circulated to Parish Councillors for approval before submission to the planning department.**

### 7.7 PLANNING CONSULTATION

**Site:** Three Yew Trees, Newton St Margarets, Herefordshire. HR2 OQG  
**Description:** Proposed demolition of corrugated iron barn and erection of new barn with

overhang on one side to cover log storage area.

**Application No:** 181810 **Grid Ref:** 333579:234111

**NO OBJECTIONS**

**7.8 PLANNING PERMISSION GRANTED**

**Site:** Cae Garw, Newton St Margarets, Herefordshire. HR2 0QS

**Description:** Variation of a conditions 2 and 3 (S112825/F) amendments to wall facing and single storey rear extension.

**Application No:** 181253 **Grid Ref:** 333843:232064

**7.9 PLANNING PERMISSION GRANTED**

**Site:** Chapel Cottage, Newton St Margarets, Herefordshire. HR2 0QN

**Description:** Proposed single storey extension to provide ancillary accommodation.

**Application No.** 173682 **Grid Ref:** 334452:233254

**8. FINANCE**

**8.1** Confirmation of bank balance - £16316.37 Statement Sheet No. 121 issued 17<sup>th</sup> May 2018.

**8.2** Receipts – £5607.50 – first precept payment.

**8.3** Payment to Mrs Linda Cowles for May 2018 Clerk's hours – **Payment agreed.**

**8.4** Payment to The Village Carpenter (Chris Robinson) of £801.97 for repair/replacement of 4 parish noticeboards – **Payment agreed.**

**8.5** Payment to Mr T Griffiths, invoice no. TGC0409 for May 2018 (1) roads account of £364.00 plus VAT – **Payment agreed.**

**8.6** Payment to GV Webdesign, invoice no. VC 2/18 of £410.00 for new Wordpress website design, set up and website pages – **Payment agreed.**

**8.7** Payment to HMRC of £175.00 for PAYE April – June 2018 – **Payment agreed.**

**8.8** Consider and approve Annual Governance Statement 2017/18 – The annual governance statement was approved and signed by the Chairman and Clerk.

**8.9** Consider and approve Accounting Statements 2017/18 – The accounting statement was approved and signed by the Chairman and RFO.

**9. RECEIVE & CONSIDER CORRESPONDENCE RECEIVED FROM LOCAL RESIDENT** – Discussed at agenda item 4 and action agreed.

**10. GDPR** – Consider and agree adoption of following policies: -

**10.1** Privacy Policy – **Adoption agreed.**

**10.2** General Privacy Notice – **Adoption agreed.**

**10.3** Privacy Notice for Staff, Councillors and Role Holders – **Adoption agreed.**

**10.4** Personal Data Management & Audit Policy – **Adoption agreed.**

**10.5** Subject Access Policy – **Adoption agreed.**

**10.6** Subject Access Request – **Adoption agreed.**

**11. CODE OF CONDUCT** – It was agreed to adopt Herefordshire Council's amended Code of Conduct.

**12. JULY NEWSLETTER** – Data Protection policies available on website, Parish Councillor vacancies, Noticeboard refurbishment.

**13. NOTE THE CORRESPONDENCE SHEET** – The correspondence sheet was noted.

**14. RAISE MATTERS FOR THE NEXT ORDINARY PARISH COUNCIL MEETING** – Thursday 19<sup>TH</sup> July 2018 at 7.30pm in Vowchurch & Turnastone Memorial Hall – Turnastone Court, Standing Orders.

The Chairman declared the meeting closed at 2030.

Signed.....

Dated.....