

## Clerks report / addendum to agenda – July 2020 meeting

### Correspondence: Item 5

5.1 Sports Club request. A letter had been received and was circulated requesting a contribution for funds for flood damage. Quotes for proposed flood barriers and groundworks are being sought. **Propose await costings.**

5.2 Severn Trent update – Waste team have confirmed a CCTV survey has been carried out on the network following the repair and has been successful. No other defects found.

5.3 Chairmanship query. The Vice-Chair raised the matter that as the annual meeting had not taken place, should we be electing a Chairman at this meeting. I advised that the election of Chairman can only occur normally in May at the annual meeting and outside of this should the current Chair resign or die in office. As we had agreed earlier in the year not to hold an annual meeting (due to Covid19 and the special arrangements given to PC's not to hold an annual meeting should they not wish to), current arrangements to stay in place until next May. This was further agreed when it was announced that the audit arrangements had also been extended, apart from urgent business, there was no need to meet. This was agreed between the Chair and Vice-Chair. A further email was received from the wife of the Vice-Chair asking if an election could take place earlier due to a serious heart condition and requested advice from Halc. After consultation with the Chair, the Clerk sought advice and Halc confirmed that as the PC had already agreed the way forward, whilst we note the sentiment in the email, the changeover of Chair will take place in May 2021 as agreed.

### Finance report: Item 6a

Clerks salary – March £395.63, expenses £47.41, McAfee anti-virus renewal £64.99 – Total-£508.03. Paid

April £389.38 – Paid

May £398.05 – Paid

June £398.05 – Paid

**July £398.05, expenses April-July £60.64 – for approval**

HMRC Tax/NI contributions Jan-Feb 20 - £18.60. Employee deductions of £8.67 applied to April salary – Paid.

Zurich insurance renewal 2020-2021 - £329.45. Paid

Little Hereford electricity a/c - £71.48. Paid. Contract raised, signed and completed.

Orphans Press – website maintenance-£180. Paid.

Herefordshire Council election charges May 2019 - £177.74. Paid

Zoom – July meeting - £14.39. Paid

Internet banking – Clerk contacted TSB who advised that new payees can be set up via telephone banking for which Clerk is already authorised. **Proposal – to set up Clerk and Lengthsman for monthly payments wef July 2020**

Lengthsman finance – Item 7.1 February - £216. Paid

March - £216. Paid

April - £240. Paid

May - £240. Paid

**June - £240. For approval**

Projects update - our thanks go to Boris and his deputy Frank for continuing to keep the local highways and footpaths clear. He has carried out numerous tasks over the last 6 months, there have been quite a few footpath queries in both parishes which have either been sorted or are on the list to be sorted out. We would respectfully ask that any queries be directed to the Parish Council in the first instance to be passed on to Boris instead of circulating on social media to ensure they can be sorted out as quickly as possible. Boris continues to report blocked drains, culverts and gullies and liaises closely with Colin our Locality Steward as well as helping out with projects such as the drainage scheme, the memorial garden, putting up signs, reporting other issues that may arise and the flood group.

Drainage Scheme-Lynch Lane. Numerous site meetings with Boris, Colin, PC Chairman-M Painter and Cllr Hodges have taken place with the landowner who has agreed to the scheme, he also has to carry out some work to ensure the scheme is viable in the future. The scheme is to scan approx. 100-200m to check for cables outside Lynch Farm, dig out ditch and arrange for traffic management – approx. 2 days work. Deadline 30<sup>th</sup> June. Deadline missed.

Difficulty in obtaining quotes due to timescale and Covid19, also when advised that work is to be carried out on council verges, contractors are not keen to pursue due to liability issues. Quote for works only, not scanning or traffic management was £13K. Advised BB of this, they sympathised but offered no extra support. **The scheme has now reopened, propose that further quotes are obtained (max £20K) and application submitted.**

#### Highways – Item 7

SID deployments/installations have recommenced. Brimfield SID is due to be deployed in August – the SID position is to be reviewed in light of the number of vehicles on the previous report. We had also planned/precepted to look at installing a second SID along the Tenbury Road this financial year, **propose we fill in the form to start this process.**

Sign/road markings at Temple Corner – update sought on costs.

Land by memorial bench, Brimfield – Boris scanned the area with a friend who works for WPD and who lives in Brimfield. He advised there were cables, but would not commit to quote as he is not self-employed, he passed us his works team number, there is also an electrician in the village with a scanner who may be able to help. **Cllr Monk to progress and report to the meeting.**

A49/School Lane – additional unsuitable HGV sign – estimated costs of £800-£1000 if Balfour Beatty install – payable by the Parish Council. **Propose asking Highways England to consider**

Grass cuttings along Tenbury Rd verge. Laminated signs were placed asking people not to dump rubbish on the verge after Boris had spotted this was happening. Shortly afterwards the lady who lives opposite where the signs were placed emailed to ask why they were outside her property-she felt singled out, and advised that all her neighbours do in fact place their grass cuttings on the verge. She has stopped tipping her cuttings there now. I replied advising it was a general sign not relating to anyone. Suggestions? Perhaps a letter for each household highlighting that nothing is allowed to be dumped on the highway verge, and advising that BB will be informed if it continues?

Dog bins. Last November we precepted £500 for dog bins. **Proposal - this would purchase 1 bin - £139+VAT, £38pm to empty x6 visits – total cost £367. To be placed in Brimfield parish near to Roebuck or near Wyson Chapel?**

#### Planning – Item 8

Applications received:

182607 Land north of Corner House, Temple Lane, Little Hereford. Appeal against refusal of planning permission for four dwellings. To consider response to planning inspectorate:

#### **Based on feedback received – proposed response for approval:**

The Parish Council strongly object to this appeal as it does not adhere to policy BLH5 3a of the Neighbourhood Development Plan – with regards to access, traffic and drainage, this will adversely affect people's enjoyment of their homes, gardens and the attractive rural aspect in the vicinity.

Light pollution on surrounding properties is also a concern together with additional light from vehicle headlights at night.

This development will exacerbate river and surface water flooding and impact on the already busy rural road used frequently by farm traffic, making it unsustainable. We consider the date the traffic report was undertaken does not reflect the true picture from farm and other traffic throughout the year, on a single track 60mph lane, with no footpaths or passing places and poor visibility. There has been an increase lately of school children walking down this road to catch the bus at the corner of the lane close to the junction with the A456. To place a new access at this point with further traffic is dangerous.

We have further concerns regarding surface water and foul drainage, with an attenuation pond proposed. Excess surface water will run off and be discharged into the opposite property into a culvert under the A456 and into the river. We understand permission is required by the riparian owner for this discharge. Further concerns regarding the loss of an established hedgerow and maintenance of the proposed pond and shared areas within the development are raised.

The proposal of cesspits for each of the properties is not a viable solution to foul water drainage either financially or environmentally, it would fall to the occupier to empty them regularly at substantial cost to themselves. This would also be of further detriment to highway safety due to the large vehicles required to empty the cesspits frequently. We are very concerned that should approval be given the applicant will apply to the Local Authority for a variation to the conditions and ask for septic tanks to be approved via delegated powers. This would be unacceptable as we believe the river phosphate levels in the area are higher than acceptable standards.

We also agree with point 2 of the decision notice regarding the Leominster and Stourport canal which feeds into the aqueduct on the old canal site in the parish. This has been identified as a non-designated heritage asset and is on a list of local built heritage assets within our neighbourhood plan and as such this application is also contrary to policy BLH7.

This appeal conflicts with our neighbourhood development plan for the reasons stated, we have achieved proportional growth to date and due to the ongoing concerns of local residents, this appeal should be refused being the unanimous decision of the Parish Council representing local opinions.

#### Determinations made:

194115 Woodstock House, Brimfield. Change of use from A1 to D1-retrospective-Ludlow Trailer Training. Refused – insufficient information submitted to demonstrate local highway safety

192728 The Beech, Haynall Lane. Proposed outside storage of motorhomes and caravans. Approved.

194049 Woofferton Grange Workshop, Wyson Lane, Brimfield. Change of use from storage to car restoration-retrospective. Approved.

#### Planning applications – using delegated powers:

200305 Wood Sutton, Leysters. Proposed detached replacement garage block. Neighbour consultation. No objections. Refused-inappropriate scale and design.

200116 Rectory Cottage, Brimfield. Proposed replacement of 4 windows. No objections. Approved.

200415 Adams Cottage, School Lane, Brimfield. Demolition of existing ground floor lean-to extension and conservatory, erection of 1.5 storey extensions to front and rear. No objections. Approved.

200464 Merrivale Farm, Brimfield. Proposed silage clamp. No objections. Approved.

193902 Millward Farm, Little Hereford. Enforcement appeal against unauthorised widening of vehicular access. Pending decision.

200635 Ryelands Farm, Brimfield. Conversion of redundant building to form an extension to an existing residential dwelling with the creation of a link and extension between the two buildings. No objections. Approved

200513 Woodyetts, Bleathwood. Demolition of an existing modern single storey extension and replacement with 1.5 storey extension providing disability level access shower, washing and toilet facilities on the first floor. Removal of existing modern stud partitions on the first floor. No objections.

201123 Brimfield Business Park, Wyson Lane, Brimfield. Proposed storage building. No objections. Approved.

201173 1 Park Villa, Bleathwood. Proposed ground floor extension. No objections. Approved.

194418 The Old Hopyard, Bleathwood – Amended application. Reduction to 45 from 60 lodges and associated works. Objection – based on the previous comments submitted.

Highways England – A49 safety issues. Robert Jaffier has ‘moved on’. Cllr Stone and Bowen to review with HCC and report back as to how to progress.

The Gables, Brimfield – state of property – Enforcement Officer has been pushing for direct action from Managers, Covid19 has pushed this back, his Team Leader-Mark Tansley has been contacted-awaiting feedback.

49 Church Rd, Brimfield – state of property. Owner is looking to sell the property, HCC to liaise with new owner to out the mess

#### Neighbourhood Planning:

Village facilities questionnaire – completed and sent.

28/2/20 - Meeting at Hereford to review NDP options going forward.

Clerk attended a meeting in March with Cllr Barber (who kindly stepped in as Cllr Sandall could not attend as planned), we spoke to one of the NDP team about reviewing our plan.

We cannot undertake a minor review of the plan to bring it up to two years old because the plan won't be a 'made' plan, it will only be a modification of an existing plan. It would not carry any extra weight - the main problem lies with the housing policy in the plan v. 5yr land housing supply not being up to date.

We need to do a substantial review as there would be changes to the settlement boundary (eg the 12 houses near the A49 bypass in Wyson are not in the existing settlement boundary, any housing added since the plan was adopted would have to be incorporated into the settlement boundary).

This would mean setting up a new steering group and requesting a call for sites for housing in both parishes in addition to other issues that have been picked up (see attached notes handed to us by the NDP team). A site survey for Little Hereford would be required to define small areas for housing rather than defining a settlement boundary. There would be an examination and referendum as before.

We have 75 houses committed, 29 have been built/planned, there are still 26 left to go - she suggested that allocations would need to be drawn up for these.

The Core Strategy issues and options first stage draft is due out in April 2021 - this is first indication of what we will be looking at from the Core Strategy. The whole review is expected to take 3-5 years.

The existing plan does still carry significant weight, but slightly less now since the new NPPF changes last year. There is no mileage in starting a review until April 2021 when we know what we are looking at. There is funding available again - £9k for a full review - to be spent by March 2022 - not sure if there will be any beyond that.

#### **Proposal for going forward:**

We will need to do a substantial review of the NDP to bring our plan up to date in light of the information above.

Looking at the HCC guidance on reviewing existing plans, the first step to any review is to monitor your plan and assess whether it is still providing the planning policy you intended it to when it was first produced.

It's crucial to understand which policies are 'working' when it comes to determining applications, are the policies being interpreted by the applicant, Development Management and Planning Committee how you expected them to be? Are there any interpretation issues with any of the wording and meaning? Are there any policies missing? Have your policies ever been tested at a planning appeal? Has this highlighted any issues with the interpretation of policy wording and the strategy? Have there been any issues with the clarity of the mapping of policies? Sometimes circumstances could change locally which means that your plan is not as responsive as it previously was.

There have been approx. 70 planning applications since March 2016. Suggest that we review all of these applications and summarise the responses and decisions made against the plan and its policies and report to the September meeting.

#### **Flood Group meeting update / request for funds – Item 9**

The meeting had been called to discuss helping Orleton to set up a flood group having seen the benefits of our scheme. The recent flooding was also discussed and the removal of silt under the road bridge.

We have since received a request for funding – see below.

1. **Project Title** - Brimfield Brook Clearance.

2. **Location** - The Old Road Bridge Brimfield (former A49)

3. **Project Description** - Removal of silt build up within the Brook from under the bridge and each side of it and other clearance work in the Brook.

4. **Planned Project Start and End Date** - Summer months when water level is at its lowest to be carried out in accordance with wild life and fishing recommendations. Duration - at least 3 to 4 days.

5. **Who will Benefit** - Completion of this project will improve the flow of water and reduce the possibility of properties upstream suffering another major flood as experienced in 2007 when flood water affected at least 17 properties in Wyson involving in excess of 40 members of the community.

In November/December 2019 and February 2020 frequent flooding was experienced with water entering dwellings and flood water entering the garages of eight Field View cottages, more serious internal damage avoided by the depth of one course of bricks.

6. **Cost** - Plant with driver £1,000.00 per day - duration at least 3 to 4 days - total requirement £4,000.00. No provision has been made for disposal charges as it is anticipated that Manor Farm and Brimfield Hall would agree to all silt removed being spread on local ground and tree cuttings burnt.

7. **Funding** - Available £1,640.00.

**We have not precepted for this and our current balance going forward to April next year is projected at £2720. I would suggest that we are not in a position to fund this project this financial year, but would suggest that they continue to seek grant funding/raise funds with a proposal to precept this project for next year?**

Flooding at Little Hereford – this was discussed at a previous Flood Group meeting and it was suggested to contact HCC to discuss measures to reduce flooding.

#### Website Accessibility Regulations – Item 10

Orphans Press to carry out developer and user amendments as agreed – cost £270+VAT. Additional annual costs for a content accessibility audit only review would be £120+VAT, as long as we do not overhaul the site – to be precepted on an annual basis.