

Minutes of
The Annual Meeting of Parish Councillors on
Thursday 13th June at 7.00pm in Clifford Community Centre

Present: David Jones, Margaret Davies, Candia Compton, Matthew Lloyd, Will Bullough, Simon Forrester, Billie Cooper

In attendance: Emma Noble- Parish Clerk, Jennie Hewitt, Pat Stirling (member of the public)

1. **To receive apologies for absence** - Apologies were received from Martin Preece, David Morgan, Richard Mighall, John Neville.
2. **To receive declarations of interest & written requests for dispensation** – no declarations were made and no written requests for dispensation were made.
3. **To approve minutes of last meeting of 9th May 2019**– the minutes were accepted and adopted by the Parish Council and signed by the Chair.
4. **Open Session**
 - 4.1 *To receive a verbal report from West Mercia Police.* – Fiona Witcher sent her apologies.
 - 4.2 *To receive a verbal report from the Ward Councillor.* – Jennie Hewitt updated those present on the following:
 - The split between the Independents and the True Independents.
 - Cabinet have started to look at contracts and any financial implications should these not continue.
 - The Student block for the University has been authorised.
 - Work on Skylon Park has commenced
 - There is a possibility that money from the Southern Link Road be diverted to greener transport and there is a meeting to explore this in the coming week.
 - Locally Jennie is looking at obtaining a Woodland Trust Planting Scheme grant.
 - Jennie suggested a meeting with all the Chairs and Clerks within her locality to talk about common concerns and expectations. The Clerk to liaise between JH and DJ for a suitable date and time.

- Graham Bell has been looking into the amount of HGV traffic driving through parish and how this can, perhaps, be diverted.
- 4.3 *To receive views on parish matters from local residents* – Pat Stirling had emailed DJ with regards to wildlife friendly verges in Clifford. The members had received a similar email from VOW (Verging on Wild). Pat Stirling talked to the Parish Council raising the following points:
- Plantlife fixed recommendations (1m fixed width cut along A and B roads early June followed by verge wide cut in September – minor roads would have full width cut once in late summer but where public safety concerns are it should be cut 1m fixed width in June and full width in late summer)
 - Public Safety is paramount
 - No extra costs incurred
 - Increasing biodiversity along the verges in Clifford.

Members of the PC acknowledged that increasing biodiversity would be an advantage. A concern was that some landowners would opt to cut back more than the recommended 1m and if so would there be any implications for them doing this?

It was agreed that the clerk will liaise with Pat Stirling, Linzy Outtrim of Balfour Beatty and a Parish Council member to propose a meeting to explore this further. Action: Parish Clerk

4.4 *To receive verbal report from the Council's open Spaces Adviser*

Priory Wood Common

The Land Registry has confirmed that the Council need take no action on the objection by a local resident to its claim for ownership of Orchard Common until it hears again from the Registry.

It was noted that heavy vehicles had driven over much of Orchard Common and flattened the vegetation.

Clifford Common

A small group of local residents met with a representative from the Hereford Wildlife Trust on 8 June to learn how to undertake and record a survey of wildlife on the Common. It was agreed that a survey would take place at periodic intervals until the end of the year. Recently erected bird boxes were inspected, and 5 thermal sheets were laid down to encourage reptiles – and notably grass snakes – to seek warmth and refuge under them.

4.5 To receive verbal report from the Council's Footpath Officer – no report submitted.

5. Finance

- 5.1 Payment of invoices – all agreed and paid
E Noble - Clerk Salary
Clerk expenses - £31.91
Refund of unused grant monies to Groundwork UK £2924.00
Autela Payroll Services invoice 2400 period April, May, June 19 - £39.23
David Bennett – footpaths officer – invoice 015 £159.50

5.2 To consider an internal auditor

The accounts are ready for an internal auditor but the person who has previously done this is not available this year. The clerk has spoken with HALC who can provide this service for £200. A local resident was suggested and the clerk will check to see if she has her details, if not she will get back in touch with the PC members to see if they have required contact information. **Action: Parish Clerk**

6. Planning

- 6.1 To comment on applications to be determined by Herefordshire Council:
P191598/FH - Full Householder 7th May 2019 Bridge Cottage Clifford Hereford Herefordshire HR3 5HU, Proposed two storey rear and side extension, decking area and creation of parking space with turning area. **No objections raised**
b) P192076 – Land South of Whitney on Wye Toll Bridge, Clifford, Herefordshire, HR3 6EL – Hedgerow appeal against a Hedgerow Replacement Notice – The Parish Council objected this appeal.
- 6.2 To note planning decisions by Herefordshire Council: - no planning decisions of any concern had been noted.
- 7 **Lengthsman Scheme update** – The Clerk had emailed confirmation from Julie Debbage, Locality Liaison Officer at Belfour Beatty members prior to the meeting that indeed funding for the lengthsman scheme has finished. Should the PC wish to fund this a maintenance plan was forwarded. It was felt by all present that a few areas of the parish do need tidying, in particular the seat by the well and that with all the rain we have had the drains will become blocked.

BC may have a contact who will undertake this work. The clerk will look into how many hours were worked between April – September last year. **Action: BC and Parish Clerk**

- 8 **Correspondence from Balfour Beatty on bridleways and footpaths** – The PC was in receipt of a large document titled 'Wildlife and Countryside Act 1981 Section 53, Application for A Definitive Map Modification Order to Add A Byway Open to all Traffic and to upgrade a footpath status to a byway status in the Parish of Clifford. All members were emailed this document prior to the meeting. It was unanimously agreed that the Parish Council supports both recommendations but has no further information to offer.
- 9 **Speed Indicator Devices Update** – The Clerk has been in touch with neighbouring Parish Councils (Brilley, Eardisley and Cusop). The Clerk at Cusop will enquire about the sharing of a SID at the next meeting and get back to us. Brilley have no plans for a SID. The Clerk will obtain a quote for purchasing one rather than renting. **Action: Parish Clerk**
- 10 **Correspondence and Halc updates** – There are no HALC updates to report. DJ had received a concern with lorries turning by the old golf club causing damage to a wall. The Parish Council believes that work has been done by the land owner to rectify this situation. If this is not the case we could ask for 'No Through Road' signs to be displayed. CC is happy to meet with Linzy or Paul Norris to do a drive of the parish to look at such concerns. The Clerk will pass on Linzy Outtrim's/Paul Norris's details to CC to arrange a meeting.
- 11 **Items for Next Meeting** – None raised
- 12 **Any Other Business** – None raised
- 13 **To note the date of the next scheduled meeting** - **July 11th 7pm 2019**

Meeting ended at 8.42pm