

CLIFFORD PARISH COUNCIL
Minutes of the meeting held 11th March 2021 at 7pm via Zoom.

In attendance: David Jones, (Chairman), Will Bullough (Vice Chair), Candia Compton, Billie Cooper, Margaret Davies, Matthew Lloyd, David Morgan, Fiona Goodwin.

Also in attendance: Emma Noble, Richard Mighall, Kesri Smolas, William Bloxsome, Mark Hope-Jones, Christine Bates

1. **To receive apologies for absence – Martin Preece, Jennie Hewitt (Ward Councillor)**
2. **To receive declarations of interest & written requests for dispensation – Candia Compton declared an interest in Item 6, Neighbourhood Development Plan and will therefore abstain from voting. Margaret Davies is on the Steering Group for the NDP so will abstain from voting.**
3. **To approve minutes of last meetings** (Extra Ordinary Meeting 18th February and ordinary meeting 14th January) – It was noted that the date was incorrect on the February minutes and that RM advised that the wording should be changed from Land registry to tribunal
- 4.
5. – this will be amended, otherwise the minutes were agreed to be a true reflection of the meeting and APPROVED.
- 6.
7. Open Session
 - 7.1 To receive a verbal report from the Ward Councillor – Jennie gave her apologies and the Ward Cllr report had been emailed.
 - 7.2 To receive report from Open Spaces Advisor - Clifford Common. On 27 February, a party of 10 from the Clifford Volunteer Group cleared the Common's overgrown pathways and installed 2 sets of steps in the pathways to allow for easier access. The party was organised by Simon Forrester and Will Bullough. Will has recently been appointed the Herefordshire Trust Wildlife Warden for the Common.
 - 7.3 To receive report from PROW/footpaths advisor - I have informed Josie Pearson, the landowners and contractors who quoted, about the turning down of the request to finance a culvert on the WVW. JN also confirmed the following works have been undertaken.
 - CL 34 (off Watery Lane) repositioned a fallen waymark post
 - CL 76 (below Westbrook Court) replaced rotten stile cross step and posts
 - CL 60 (Pen y Parc) replaced rotten stile cross step post
 - CL 42 A small culvert has been installed adjacent to a stile by the owners of the field after consultation about improving the crossing of the ditch.
 - 7.4 To receive views on parish matters from local residents. – The Chairman had received an email from a local resident regarding the condition of the road in Priory Wood. The resident had also contacted Ward Councillor Jennie Hewitt who had contacted Paul Norris, Locality Steward. Paul has referred it on to Asset Management as he feels the whole road needs re surfacing with possibly a 60mm binder overlay. The road has been repaired in places but the repairs do not last long due to the nature of the heavy vehicles using the road, e.g. tractors. It was agreed that the Parish Clerk will liaise with Cllr Hewitt on how to push this forward. The Parish Clerk informed those present that there is a page on Herefordshire Council's website for reporting road defects and advised that the more people that report it the more support it may have.

The Clerk will email the local resident to report the action taken.

ACTION: CLERK and WARD COUNCILLOR

8. **To consider the amended draft of the Neighbourhood Development Plan** – At the time of the meeting it was felt that the Parish Councillors needed more time to fully look at the document. CC proposed that the term 'green spaces' on they key be further expanded to explain that not all green spaces are open to the public, some are private land with no public right of way or access.

Thanks were given to the Steering Group for undertaking this project and their dedication to it. It was agreed that the Parish Council would take a detailed look at the revised draft and hold another meeting on 19th April to vote on taking it to the next stage of Regulation 15.

9. **To consider responsibilities for maintenance in regard to drainage and ditches within the parish** – Due to areas of Clifford experiencing flooding Balfour Beatty came to empty culverts and drains to help rainwater escape. Balfour Beatty did say they can do this for public highways but landowners have a responsibility when it is on their boundary and further information can be found on the Parish Council website. Parish Councillors were concerned that some of the culverts/drains would be tricky to clear due to the dangers of the road. The clerk will investigate further. The Parish Council has previously employed Martin Leighton to clear ditches and the clerk will contact Martin to see if he would consider this work. A budget was set for £500 for drain/ditch work for 21/22. ACTION: CLERK

10. **To consider and comment on the request from a local resident for a Community Led Team to manage The Brakken, Little Mountain** – Kesri has been in contact with Helen Beale to discuss a community team to manage the common, as this is currently the responsibility of Herefordshire Council. The residents of Little Mountain do have grazing rights and Kesri thinks this can be used to help keep the common in good order. It was discussed at length but at this stage it was felt that the Parish Council could not commit to joining the community party for Little Mountain and that they felt the best course of action would be for Kesri to liaise further with Helen Beale at this stage. Also discussed a community walk and Kesri will speak with Dorstone PC regarding PROW that need attention to make them passable. Kesri will also advertise the walk on the community Facebook page.

11. **Priory Wood Common** – Clerk to update in regard to Land Registry of the common and the parish council to consider if any further action needed – The clerk has emailed and telephoned the office in Built Wells for an update but as of yet has not received one. There has been no further communication in regard to the tribunal.

12. Planning –

To comment on planning under Clerks delegated powers. – no planning applications

13. Finance

- 13.1 To consider clerk salary. - ACTIONED
13.2 To consider invoice from HALC (HALC affiliation fees, subscription fees and NALC subscription fee – all for 12 months) for £477.01 – This was agreed by all present and ACTIONED
13.3 To consider bank reconciliation against payments made with budget – This was emailed to all Parish Councillors and NOTED

14. Correspondence

Please see CIS

11. Items for next agenda – NDP draft, Priory Common update
12. Date of next meeting April 19^h at 7pm

Signed.....Chairperson Date:.....