



ORLETON PARISH COUNCIL

MINUTES of the meeting of Orleton Parish Council held on Thursday 18th July 2024 at 6:00pm at the Village Hall

PRESENT: Councillors – Colin Mitchell (in the Chair), Barry Rogers, David Lane, Ron Gittings, Mark Simmons, Veronica Bishop and Brian Powell.

IN ATTENDANCE: Amber Littleworth – Clerk, Cllr Dan Hurcomb – Bircher Ward representative (Herefordshire Council) and one member of the public.

MINUTES

1. To receive apologies of absence.

None received.

2. To consider any declarations of interest and written requests for dispensation on agenda items.

2.1 Cllr Lane declared an interest in item 9 of the agenda. His home is located in the area of the village in which flood resilience measures will be implemented should the scheme be delivered.

2.2 The Proper Officer informed the PC that a request for dispensation on all matters pertaining to Millbrook Way Bridge (Item 14) has been received from Cllr Lane, under S33 of the Localism Act and Orleton PC Standing Orders 13(d) & all. This request has been considered by the Proper Officer and the requested dispensation has been granted until 1st May 2027. The dispensation is to participate in discussions on items relating to flood resilience, but not to take part in voting. Details of the decision are contained in the *Declarations of Interests & Dispensations Register* of the Council and appended to these Minutes. – APPENDIX 1

3. To approve Minutes of the meeting held on 20th June 2024 and 28th June 2024.

Minutes dated 20th June 2024 have been amended using tracked changes and **APPROVED** as true and accurate record and **DULY** signed by the chairman.

Minutes dated 28th June 2024 were **APPROVED** as true and accurate record and **DULY** signed by the Chairman.

4. Open session (limited to 10 minutes)

To receive views of local residents on items set out in the agenda and other parish matters proposed for inclusion in future agendas.

A member of the public made Councillors aware of the need for the hedges between Millbrook Way and Ashley Walk to be cut back. The overgrown hedges are interfering with the pavement again causing pedestrians to walk on highway instead. It requires a high and hard cut this year. There are concerns of Ash Dieback in that area and it was **AGREED** the Council will instruct our Local Tree Officer to report on the three trees of concern in order to send the same across to Balfour Beatty.

Chair to instruct Tree Officer

5. Clerk's report.

To receive Clerk's update on recent matters and agree next steps where appropriate.

The Clerk REPORTED as follows:

- 5.1** An email has been received regarding a breach of tenancy agreement for a Housing Association property. This is ongoing between Chairman and Clerk and we will be able to provide a further update at the next Parish Council meeting.

6. Planning

- 6.1** P241087 – Brightall Cottage, Richards Castle, Ludlow, Herefordshire SY8 4EX
Proposed erection of 10 modules of ground-mounted solar PV arrays

The Parish Council considered the above planning application and **SUPPORT** the same. Clerk submitted comments on 19.07.2024 Case Reference 632024809.

- 6.2** P241533/K – Upper House, Orleton, Ludlow, Herefordshire SY8 4HN
Works to Trees in a Conservation Area
Yew Tree in middle of back garden – tighten and reduce crown – max 35% reduction
Determination Made – Works Can Proceed

The Parish Council **NOTED** the above planning application.

7. Finance.

- 7.1 To note the bank balance – 30th June 2024**

NOTED - £38,586.08

- 7.2 To note the following (but not limited to) payments received:**

Following receipts were **NOTED**

7.2.1 Public Works Loan (OVH Car Park) £1,096.07

7.2.2 Colwall Parish Council training reimbursement £470.00

- 7.3 To consider and approve the following (but not limited to) outstanding invoices for payment:**

Following invoices were **APPROVED** for payment by BACS:

7.3.1 Reimbursement to R Gittings for new Surgery Defibrillator key safe £17.99

7.3.2 Footpath Officer Claim Form for street sign refurbishment £29.98

7.3.3 Autela Payroll Services Ltd Inv No 14087 £101.15

- 7.4 To note following payments made:**

NONE TO NOTE

8. Council Printer

Recommendations from Cllr Gittings suggested a good quality office ink jet printer will suffice for this Council. Research shows HP Office Jet printers range from £99.99 to £209.99 plus ink costs with varying page options from 500 page count to 1250 pages.

Laser printers are more expensive with higher running costs for toner thereafter.

It was **AGREED** the Council will continue to explore options and **AUTHORISED** Chairman to make a decision up to £250.00.

9. Telephone Box Refurbishment

The Parish Council would like to formally thank Martin Bradford for the superb works carried out to the telephone box, it is now a true asset to the Parish.

It was **AGREED** Mrs C Mitchell will take responsibility as 'Book Monitor' and will endeavour to maintain the library and keep it clean and tidy. Mrs Mitchell will be the contact point for members of the public and will allow donations for new books. Updates will be given on the Parish Council website.

10. AGAR Work

Our External Auditor have raised two queries regarding our Audit which our historical Clerk, Mrs Barrett, has kindly taken responsibility to answer. An invoice has been raised to cover this time to carry out the work which was **AGREED** and **SECONDED** to be paid.

11. Derelict House Church Lane

Ward Councillor Hurcomb updated the Council confirming Building Surveyors and the Revenue and Benefits Team will be present to assess the property and Ward Councillor Hurcomb will send correspondence to the Clerk via email to circulate to the rest of the Council.

It was also brought to the Council's attention that two further properties within the Parish have been recognised by the Housing Development Team for potential future family use.

12. Millbrook Way Bridge

It was **NOTED** by the Parish Council the Bridge is in desperate need of maintenance. A question was raised to Ward Councillor Hurcomb that if the Parish Council were to take it upon themselves to refurbish the bridge with volunteers, would Herefordshire have any objections? Ward Councillor Hurcomb confirmed he would enquire and get back to the Clerk with an update and confirm whether paint would be supplied.

13. Insurance for Footpath Volunteers

The grant of use of petrol machinery to maintain parish footpaths has been raised by our Footpath Officer. The Parish Council would need to consider this from a legal point of view and seek advice from our insurance provider. It was **AGREED** the Clerk will get in touch with our insurance provider to enquire of this possibility and ascertain the need of any required training/certification.

14. Millbrook Way Bridge

EXCLUSION OF MEMBERS OF THE PUBLIC

A resolution was passed, pursuant to 'Public Bodies (Admission to Meetings) Act, 1960, c. 67, s. 1(2)', to exclude the members of the public from the meeting for the duration of the following items, due to confidential nature of the business to be discussed.

15. Herefordshire Flood Group Meeting

Cllr Lane reported that he had attended a flood group meeting at which he had spoken with Steve Hodges and Jennifer Allen about the Community Signage scheme and the advantages this delivered to the community. Presentations were also delivered by a number of flood groups on NFM projects and fluvial flooding in Hereford.

16. Parish Summit Meeting

Cllr Lane reported that he had attended the Hereford Council Parish Summit on the 9th July. The major issues explored were:

- A request for more support from HC on regulatory issues

- Concerns over the failure of the planning team to respond to correspondence
- The need for named planning officers to be accountable at all stages of the planning process
- Concerns that the parish charter should be drafted as a collaborative joint exercise and not dictated from above
- Concerns about the website which was regarded as difficult to navigate
- Concerns that HC has set 70 deliverables in its plan for 2024-5 without prioritisation. Concerns were also expressed that this number of measures was unattainable and would bring the plan in to disrepute.

17. To receive updates and agree next steps, where appropriate:

17.1 Village Hall – to receive an update from Cllr Gittings.

- Heating system is now running with the new tank and boiler installed.
- The rubbish will be taken away as soon as possible.
- There is a hope to use the rubble which housed the old oil tank for the disabled ramp.
- A cage is required for the new oil tank and this is work in progress.

17.2 Orleton Recreation Association – to receive an update from Cllr Powell.

- Quotes for pavilion refurbishment came in slowly with only two received (both above budget).
- Chairman of ORA is searching for Grants to assist with the refurbishment.
- Questions were raised whether there is an alternative for the works should they exceed the financial budget and Cllr Powell confirmed they would prioritise the external works first.

17.3 Highways – to receive an update from Cllr Bishop.

- Nothing to report.

17.4 Land Drainage Group – to receive an update from Cllr Lane.

- A training session is scheduled for 23rd July 2024 for 3 new members of the Herefordshire Flood Wardens group. This will bring the full compliment up to 6 wardens.
- Cllr Lane reported that further work had been carried out by volunteers to cut back undergrowth around Millbrook Way bridge and de-silt the watercourse.

17.5 Footpaths – to receive an update from Cllr Gittings.

- Stiles and gates repair taking precedent at present.
- The application for the Grant has been applied for, and thanks were given to Cllr Gittings and Martin Bradford for the efforts made applying for the Grant.
- Work scheduled 27th July on Ashley Moor.
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18. To receive an update from HC Bircher Ward Member, Councillor D. Hurcomb (limited to 5 minutes).

Cllr Hurcomb delivered an update. – APPENDIX 2

19. Matters for discussion at the next meeting. (No discussion)

- Possible erection of a flagpole in the Village.
- Schedule of Regular Payments for 2024/2025 for approval.
- Millbrook Way Bridge update

20. Date of next meeting : 19th September 2024 at 6.00pm

There being no other business the Chairman closed the meeting at 8:05pm.

Signed – Chairman of the Council

Date