



ORLETON PARISH COUNCIL

MINUTES of the meeting of **ORLETON PARISH COUNCIL** held on Thursday 20th March 2025 at 6:00pm at the Village Hall

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

IN ATTENDANCE: 3 Members of the Public; Cllr Dan Hurcomb – Bircher Ward representative, Herefordshire Council; Amber Littleworth - Clerk.

1. TO RECEIVE APOLOGIES OF ABSENCE.

None.

2. TO CONSIDER ANY DECLARATIONS OF INTEREST AND WRITTEN REQUESTS FOR DISPENSATION ON AGENDA ITEMS.

Cllr Barry Rogers declared an interest with Item 11.2 (Village Hall Grant Application)

Cllr Brian Powell declared an interest with Item 11.3 (Festival Grant Application)

Having sought advice from HALC, it is not necessary for Cllr Lane's dispensation. His career and knowledge benefit the Council, very similar to the rest of the Council, and the issues Orleton faces unfortunately reach further than one property. This dispensation will be removed from future meetings hereafter.

3. To approve Minutes of the meeting held on 20th February 2025

Minutes of the previous meeting of the Council were considered. The Minutes were unanimously **APPROVED** as correct and accurate record. Minutes were duly **SIGNED** by the Chairman.

4. Open session (limited to 10 minutes)

None.

5. Clerk's report

- a) A Lengthsman Grant has been approved and £3,114.00 was received on 10th February 2025.
- b) A Drainage Grant has been approved and £1,580.0 was received on 3rd March 2025.
- c) A VAT refund claim has been submitted dating from 1st April 2024 to 31st January 2025.
- d) Clerk is working closely with PFO, Martin Bradford, to submit our PROW Grant which runs out in June.

6. Finance

6.1 To note the bank balance as at 28th February 2025

Bank balances at 28th February were REPORTED and NOTED as follows:

Unity Trust Current T1 -	£11,728.97
Unity Trust Instant Access -	£17,322.47

6.2 The following payments made were NOTED by the Parish Council:

- 6.2.1 Leo Pest Control (SI-103611) £85.20
- 6.2.2 Clerk salary as per the Contract of Employment – January
- 6.2.3 A Littleworth – reimbursement of Microsoft 365 subscription £84.99
- 6.2.4 O Barrett – back pay
- 6.2.5 Cllr Lane - reimbursement of Epson Printer ink £57.49
- 6.2.6 Clerk salary as per the Contract of Employment – February
- 6.2.7 Orleton Preschool Grant £500.00
- 6.2.8 Leo Pest Control (SI-103890) £85.20
- 6.2.9 Leo Pest Control (SI-104215) £85.20

6.3 The following payments received were NOTED by the Parish Council:

- 6.3.1 HCC Creditors – Lengthsman Grant £3,114.00
- 6.3.2 HCC Creditors – Drainage Grant £ 1,580.00

6.4 The following outstanding invoices for payment were CONSIDERED and APPROVED:

- 6.4.1 Yatton Farm Services Inv1033 £456.00
- 6.4.2 Yatton Farm Services Inv1031 £1,296.00
- 6.4.3 Yatton Farm Services Inv1030 £126.00
- 6.4.4 Yatton Farm Services Inv1032 £756.00
- 6.4.5 HALC InvH5067 Subscription 25/26 £966.38
- 6.4.6 HALC H2355 Clerk cover 20.02.25 £300.00
- 6.4.7 Eyelid Productions Inv3878 £100.00
- 6.4.8 Clerk salary as per Contract of Employment – March
- 6.4.9 Autela Payroll Services Inv15160 £84.29

7. Planning - To note the following planning applications determined by Herefordshire Council.

Following planning decisions were **NOTED**.

- 7.1 P250345/U – Oakleigh, Orleton, Ludlow, Herefordshire SY8 4HG

Certificate of Lawfulness (CLEUD)

Application for a certificate of lawfulness for use as a C3 dwellinghouse, not in compliance with agricultural occupancy conditions (Condition 3 of planning permission 0/13384 and Condition 2 of planning permission/approval 14331).

- 7.2 P250523/K – Church House Cottage, Orleton, Ludlow, Herefordshire SY8 4HN

Works to Trees in a Conservation Area

To reduce in height by approx. 20' to clear BT cable, 1 x Leylandii at front of property adjacent to roadside. Comments as follows:

Orleton Parish Council appointed our Tree Officer to make the following comments: - The Leyland Cypress tree in question is clearly interfering with the BT cable which is the reason given for the proposed works. These trees are most often used as hedges and windbreaks and can be cut back although they will not respond positively to hard pruning into old wood.-The proposal to reduce the height of the tree by 20 ft will ensure that potential future problems with the cable are removed.- The tree itself has no great amenity value however the proposed works will still leave a substantial portion of the tree which will look unsightly for some time. Whilst it may be possible to cut it back to form a screen / hedge, the severity of the proposed works may very well have a negative impact.- An alternative proposal would be the complete removal of the tree which would be better visually in what

is a prime location in the heart of the village. In summary there is no reason to object to the proposal but there may be an alternative plan of action which would better suit the location.

7.3 P250614/J – 26 Captains Meadow, Orleton, Ludlow, Herefordshire, SY8 4DW

Works to trees covered by TPO

T1 Sycamore - Crown reduce up to 30%. T2 Ash - Crown reduce up to 30%. T3 - Crown reduce up to 30%. T4 - Ash TPO - slight die back within crown and deadwood present - Crown reduce up to 30%

Comments as follows:

Orleton Parish Council appointed our Tree Officer who made the following comments:- I can see no reason to object to the proposed works on T1, T2 and T3. The trees will benefit from the crown reductions which will ensure they continue to be an important part of the landscape. The same comment applies to T4 the TPO ash. Whilst it is impossible to determine the overall health of the tree when it is dormant the majority of ash trees in the area are showing signs of ash dieback disease. The proposed works will ensure that the tree in question does not pose a significant risk to the public should the infection worsen.

7.4 P250717/PA7 – Land off Ashley Moor Lane, Ashley Moor, Orleton, Herefordshire SY8 4JJ

Application for prior notification of agricultural hard standing

7.5 P250638/K – 10 Ashley Walk, Orleton, Ludlow, Herefordshire, SY8 4HD

Works to Trees in a Conservation Area 2

Works to pollard 2 silver birch in front garden as they are within 5-7metres of the road which could pose a potential danger in very high winds. The work would involve about 10 metres to pollard and about 15 metres off the top works branch system. Also, to reduce the crown by about 3 metres and overall thinning of a crab apple tree as the top branches are straggling the boundary wall.

Comments by 19th March 2025 (forwarded to our Tree Officer for comment)

8. Highway Drainage System

Cllr David Lane met with James Fishlock ..., Head of Design (Balfour Beatty), Ed Bradford of Highway Authority (Herefordshire Council) and Steve Hodges of the Land Drainage Authority on 13th March 2025 to discuss the highway drainage scheme. The meeting was proceeded by some misunderstanding as a result of a draft report produced by Balfour Beatty which did not reflect Orleton's flood resilience strategy accurately. The misunderstanding was identified in a three-part-plan breaking down the natural parts management and water course management which was corrected during the meeting and discussions took place regarding the size of the culvert under the B4361. The culvert in question will be explored further with a view to enlarging it to allow a greater volume of water to flow to Millbrook Way Bridge. The aim is to increase the size of the culvert to stop the water flowing over the B4361 without increasing flooding in the village. Final design works are now continuing for the Maidenhead area. County Councillor Dan Hurcombe confirmed the timescales for the delivery of the design works (8 weeks) and for the culvert 14 weeks. Steve Hodges will be looking at the condition of the brook to see if additional measures are possible to retain floodwater above the B4361. Dan Hurcomb confirmed that there is funding of £1.2 million in highway drainage funding for the county.

Orleton Parish Councillors took a moment to thank Cllr David Lane and County Councillor for their hard work and intervention.

9. Parish Meeting 2025

Cllr David Lane CONFIRMED Mr Graham Shaw has accepted an invitation to speak at the meeting. Refreshments were considered and 3 volunteers would be needed to assist. RECONFIRMATION – the Annual Parish Meeting will take place on 1st May 2025 at 7pm.

10. Review of Community Resilience Plan

Cllr Jones circulated the first draft by email. It was AGREED that names of Councillors and nominated contact people are required to complete this version. It was AGREED that this document must be circulated on an annual basis with handy up to date contact sheets for parishioners.

Clerk and Chair to complete the remainder of the document

11. GRANTS

11.1 Orleton Primary School (extra-curricular tuition) – A paper ballot vote was carried out and the grant application was APPROVED in the sum of £500.

Ward Councillor entered the meeting and was welcomed.

11.2 Village Hall Committee (improvements to the front aspect of the Village Hall)– Cllr Rogers declared an interest and left the room. A paper ballot vote was carried out and the grant application was APPROVED in the sum of £250. Cllr Rogers re-entered the room.

11.3 Festival Committee (ORA, HV and PCC – supporting the Village Fete) – Cllr Powell declared an interest and left the room. A paper ballot vote was carried out and the grant application was DECLINED.

12. SEVERN TRENT SEWER FLOODING

Sewer maps of Orleton were circulated to Councillors. A core issue is surface water entering the foul-only system and flooding the Kings Road. The Environment Agency confirmed they have had 6 reports in the last 12 months of foul discharges entering the water course. Severn Trent confirmed they will be fitting flow monitors to establish which part of the network is surging during rainfall. All present at the meeting in Hereford on the 12 March had agreed that any further development of Orleton would be impossible without improving capacity.

Cllr Hurcomb noted that sewage capacity was not considered as part of the planning process before Cllr Lane's intervention and that this investigation had therefore resulted in wider implications for the county.

13. TO RECEIVE UPDATES AND AGREE NEXT STEPS, WHERE APPROPRIATE:

- a. Village Hall – to receive an update from Cllr ~~Gittings~~ *ROGERS*

ROGERS Cllr ~~Gittings~~ sent his apologies for the AGM and has not received the Minutes. Once the Minutes are published they will be circulated for noting. Cllr ~~Gittings~~ confirmed that the accounts were audited and approved. *ROGERS*

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

Cllr Powell confirmed that £110,000.00 is pending for the building works. Difficulty with obtaining a builder but this is work in progress. Once the works have been completed, this should leave £20,000.00 for every day running costs. Members of ORA are hopeful for works to commence in June/July and the grand opening will be during the Village Fete. Congratulations were given to ORA for raising the money.

- c. Highways – to receive an update from Cllr Bishop.

Cllr Bishop confirmed Kings Road will be repaired this summer. The safety project will then be able to be implemented with the freshly laid tarmac. Cllr Bishop made Councillors aware that a 12-foot section of road in Green Lane was laid 15 years ago using experimental methods, and it has never needed any repair since. Cllr Bishop confirmed the school speed limit will be 30mph and 20mph when the lights flash.

- d. Land Drainage Group and Flood Wardens – to receive an update from Cllr Lane.

Cllr Lane met with the Chairman of Brimfield and Little Hereford who confirmed that Rebecca Baxter is taking over as their lead flood coordinator and will work closely with them. Land Drainage Volunteers cleared the culvert of Millbrook Way Bridge on 28th February 2025 shifting the silt and debris from the brook.

- e. Footpaths – to receive an update from Cllr Gittings.

Cllr Gittings reported that Martin and the team have been busy with 4 current jobs (changing a finger post, wooden stile plus a dog gate at Ashley Moor, replaced the same on Number 15 on the map, new galvanised gate on Number 19). 10 out of 22 jobs have been achieved so far with the grant expiring in June.

14. To receive an update form HC Bircher Ward Member, Councillor D. Hurcomb.

- a. Portway junction – no update.
- b. Comberton – no update. Reviewing all comments and applications.

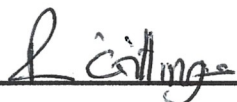
Draft guide for footpaths is being rewritten by Ward Councillor, Ed Bradford and HALC. The Parish Summit meeting has been confirmed for 8th May 2025, there are many areas of interest for the parish and were encouraged to attend. The B4361 towards Luston is being resurfaced in June. The next target is central B4361.

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

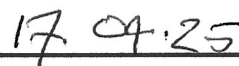
- Insurance renewal

16. Date of next meeting : 17th April 2025 at 6:00pm – CONFIRMED. Apologies in advance from Cllr Powell and Cllr Simmons for the April meeting.

There being no other business the Chairman closed the meeting at 7:45pm



Signed – Chairman



Date