

**TITLEY & DISTRICT GROUP PARISH COUNCIL
DRAFT MINUTES OF THE PARISH COUNCIL MEETING
HELD ON
TUESDAY 9th JULY 7.30 PM
AT TITLEY VILLAGE HALL**

Present: Cllrs R Edwards (Chairman), M Lloyd, C Janson, N Lloyd, R Sankey, J Mitchell, N Davies, S May
Ward Cllr R Phillips

In Attendance: Parish Clerk R Jones, PC E Turberfield, 3 Titley residents

17/24 Apologies Of Absence

There were no apologies of absence.

18/24 Declaration Of Interest And Written Requests For Dispensation For Items On The Agenda

The register of interest was available to sign.

Cllr Sankey signed and declared an interest in planning application 233578

Cllr S May signed and declared an interest in planning application 240728

Cllr N Davies signed and declared an interest in planning application 240752

19/24 Approval Of Minutes from the meeting held on 14th May 2024 and 9th April 2024

The minutes were approved and signed by the Chairman

20/24. Co-option Of Parish Councillor (Staunton On Arrow)

On the proposal of Cllr Edwards, the Parish Council Agreed to Co-opt Mr Stephen May to the Parish Council as a Councillor for Staunton On Arrow. Cllr May signed the Acceptance of Office form and joined the Parish Council. A Register Of Interest form was given to Cllr May to complete

21/24 Receive Comments From

• **Ward Cllr Phillips**

Cllr Phillips talked through his monthly report, with the following points noted:

- D-Day celebrations – locally parishes celebrated the 80th anniversary of D-Day landings. Next year the Government will be looking to celebrate victory in Europe Day (VE Day).
- HWFR – The Annual Report was discussed. (it was noted that the Arrow Ward is covered by stations at Kington, Eardisley, Kingsland and also Presteigne). A four-wheel drive vehicle has replaced a fire engine in Leominster and Bromyard, offering greater flexibility for deployment.
- Road Closures – it was noted that the A44 between Pembridge and Lyonshall will be closed for resurfacing from 19th July to 26th July and Shobdon Rock from 29th July to 2nd August.
- Parts of the Horseway Head road has been resurfaced (U91604), but there is still more to do. It was noted that a signpost is missing, Balfour Beatty has been asked to replace it.
- U91607 (Stansbatch road) parts of this road which was resurfaced, will be surface dressed in the near future.

• **Councillors**

Cllr Edwards made the following points:

- Part of the Horseway Head/Mowley Lane has been resurfaced.
- The gulley near Yew Tree Cottage (Stansbatch Road) has been finally cleaned out.

• **Bridleway – Stan Lane U91607**

Following a resident enquiring at the Parish AGM, if the Bridleway along Stan Lane could be cleared (from Pear Tree Cottage to 100 metres west of Stockley Cross), a discussion took place. It was noted that it is overgrown, with large trees growing across it and is an open stream for most of the year, with an electric pole which may have to be moved. Ward Cllr Phillips commented that Herefordshire Council had previously investigated clearing it, but it would cost too much.

It was agreed that bridleway and footpath money is better spent on PROWs. It was resolved to ask the Lengthsman to give a quote on clearing the bridleway.

- **Training For Councillors – HALC**

- The Chairman asked if the new Councillors would be interested in attending a course for Councillors at the HALC Offices. Cllr May and Mitchell agreed to attend. (Clerk to arrange)
- Cllr Janson commented that people are dropping their dog poo bags in the car park at Wapley Wood. It was noted that dog poo bins were expensive to maintain. It was agreed to contact the Forestry Commission about the dog poo problem and ask if they would put signs up. (Cllr Davies to forward telephone number to Clerk).
- **POLICE** - PC Turberfield reported that since the last meeting there were no incidents in the Parish.
- She updated the Councillors on the recent drug raid in Kington operated by West Merica Police, and that the Crown Prosecution Service decided not charge them with possessing drugs, only dangerous driving. It was agreed to write to the Police Commissioner regarding the CPS not proceeding with drugs charges.
- Cllrs enquired about Smart Water marking. It was noted that the Smart Water marking lasts for 100 years. It was agreed to discuss at the next meeting in September.

- **Local Residents**

- **Footpath Officer – Mr Shaun Haydon**

Mr Haydon spoke to the Councillors about work that he had undertaken, especially clearing routes around the Titley loop and Mortimer trail. With the help of a Staunton resident, he walked some of the Staunton paths and found issues ie clearing paths and replacing stiles with kissing gates. It was noted that stiles will be replaced with kissing gates on popular footpaths. He informed the meeting that 4 kissing gates had been installed around Titley during October and November. Also 4 were planned to be installed late March, but due to the weather, the work was not undertaken. Alongside installing kissing gates, improvements to way marking was being undertaken.

Due to new PROW funding Mr Haydon had recently been surveying issues around the footpaths at Staunton and Titley. It was noted that due to the amount of work required on the Staunton routes, the form for this financial year was completed using Titley paths which included 6 kissing gates, postcrete and way marker materials. These would be installed on the Eywood Lane to Titley Junction footpaths.

The Chairman thanked Mr Haydon for his work and attending the meeting.

- **Balance Yard – Planning Application For Outline Planning For Houses – Planning No: 192515**

Cllr Edwards (Chairman) read out the email from Matt Tomkins (owners Agent), which had been submitted to the Planning Officer on 14th June and written after the meeting with the Parish Council on 9th April. It was noted that the email from Matt Tompkins and the Parish Council notes from this meeting are on Herefordshire Council's planning portal. Cllr Edwards commented that at Herefordshire Councils Planning Committee Meeting, the decision on this application was deferred, to allow both parties to meet and discuss amendments to plans ie design, building materials, layout, size of houses, ridge height etc. Once the Parish Council NDP was adopted in November, a meeting was arranged. The meeting took place at Titley Village Hall on the 9th April 2024, with Parish Councillors, the owner's son and agent, to discuss the plans, size of the dwellings, building materials (bricks), etc. Cllr Edwards commented that the agent claimed in his email to Herefordshire Council that decisions were made at the meeting, but they were not and no comprises on the owners side have been made in the current amendments submitted to Herefordshire Council. The Parish Council thought that the agent would come back with a proposal, but they didn't, they just submitted amended plans. One of the main concerns of the Parish Council was to have semi-detached smaller dwellings, as well as detached dwellings. It was noted that during the NDP consultation, the main opinion of the residents were to build smaller affordable homes for locals. This application is for large 4/5 bedroom detached dwellings, therefore does not comply with the NDP.

It was agreed that the Parish Council must make a robust response to the amended application, stating the lack of design, height and scale does not comply or absorb the NDP and the reason for deferral at Committee was to address these concerns, which has not happened. Local residents were advised they can also write and object to the amendments and raise their concerns over the lack of change to the design etc.

- **Balance Yard Re-consultation And Amendments (192515)– Comments From Local Resident**

A local resident commented that he found out about the above re-consultation and amendment, when he noticed yellow planning notices had been put up on the site by Herefordshire Council. The Planning Committee had deferred a decision on this application, to enable the applicant, agent and the Parish Council to meet and discuss concerns. He commented that the agent had not come back with any compromises or proposals and also commented in the agents email to Herefordshire Council that agreements had been reached at the meeting with the Parish Council, which was not true.

Ward Cllr Phillips agreed to speak to Planning Officer and request it goes back to the Planning Committee for a decision.

22/24 Planning Matters

22.1 The following planning matters were discussed and noted:

- **192515 – Balance Farm, Titley – Re-consultation – amended** application for approval of reserved matters following outline approval – (application no: 160581 – proposed site for the erection of 5 no four bedroom dwellings) – **Valid (Parish Council response attached to these Minutes)**
- **233578 – Land at Oatcroft Farm, north of Eywood Road, Titley, Kington, HR5 3RU** - Proposed construction of a 30MW Solar Farm for a temporary period of 40 years, including solar photovoltaic arrays, string inverters, transformer stations, a control building, a DNO substation compound, a DNO room, a spares container, a customer substation, perimeter and palisade fencing, internal and external access roads, swales (SuDS) and associated soft landscaping and biodiversity enhancements. – **Refused** (Cllr Sankey informed the meeting he had no update on this planning application.
- **233700 – Rodd Court, The Rodd, Presteigne** - Proposed development includes the provision of one temporary cabin with associated access, parking and landscaping for the purposes of tourist accommodation. **Valid**
- **240728 – Land Adj to The Old Vicarage, Staunton On Arrow**- Proposed demolition of redundant barns and the residential development of the site for 2 dwellings – **Valid**
- **240808 – Manor Farm, Staunton On Arrow** – proposed installation of a 135kW ground-mounted solar array – **Approved**
- **241257 – Highland, Stansbatch, Leominster** – application for the retention of an amenity lake – **Valid** (Parish Council response attached to these minutes)

22.2 Update On Meeting With Landowner And Agent Regarding Outline Planning For Houses – Application 192515 - Balance Yard, Titley

This was discussed under Minute 21/24.

23/24 Finance

23.1 To receive Clerk's report and approve finances (ex VAT)

- **Clerk's Financial statement to**
The Clerk informed Councillors the current account balance as at 30th June 2024 was £21,235.22
The expenditure and budget sheet were **approved**.
- **The following payments (Ex VAT) were AGREED:**
- Clerk's salary as agreed by the Parish Council (May/June) chq 101115
- HMRC - £218 – chq 101116
- Eyelid Productions – Annual website support - £100
(This payment was deferred until a decision on the new website had been agreed)
- Hire of Titley Village Hall (9 meetings) - £108 – chq 101117

24/24 New Parish Council Website

Cllr May briefed the Parish Council on Tenders received for the new Parish Council website. (It was noted that Tender details had been previously circulated to Councillors). Three companies were invited to Tender, Gittings Studio Ltd, Parish Council Websites and Alpha Design. Alpha Design were unable to submit a Tender, due to their workload. The current website provider Eyelid Productions were not originally asked to quote, but had indicated that they could upgrade the current website.

The Councillors discussed the following :

- Gittings Studio Ltd : the cost would be £4,800 including VAT, plus extra costs for website hosting, support and uploading Herefordshire Council planning applications for the Parish. (It was agreed that the costs were too high)
- Parish Council Websites: the cost would be £898.80 including VAT, plus an annual hosting and support fee of £314.64 including VAT and a fee of approximately £18 per month for automatic uploading of planning applications. This provider was favoured as they built Pembridge Parish Council's website, which is an attractive website.
- Eyelid Productions: the cost would be £650 to build a new site and £100 per year for technical support.

A discussion took place and it was agreed to instruct Parish Council Websites to build a new website. Clerk to advise the companies of the decision.

It was acknowledged that new photographs are needed for the new website and Councillors were asked to take pictures and forward them to the Clerk via email.

Following completion of the new website, training will be organised for the Clerk, Councillors Edwards and May.

25/24 Tittley Group Parish Environmental Working Group – Update

Cllr Janson informed Councillors that the working group will have a meeting as soon as the new website is up and running, as they would like to have publicity on the website. They are also considering holding a coffee morning later in the year, to talk about the thermal imaging camera and create an interest in the community. He also spoke about not putting waste food in the household bins and would try to get people to do things via the new website, to get ideas into the community to save money and the planet. It was noted that the working group will have a stand at Tittley Fete.

26/24 Lengthsman

It was agreed for Clerk to investigate whether he manages potholes and the associated costs.

27/24 Parish Issues

27.1 Public Rights of Way Funding Form 2024-25

It was noted that the PROW funding form had been completed and submitted by the Tittley Footpath Officer (Shaun Haydon). A copy of this form had been previously circulated around Councillors.

27.2 Incident With School Bus - Shawl Corner – Update

There was no further update regarding installing new signage

27.3 U91607 - Flooding Issues Along Stansbatach Road

It was noted that the gully near Yew Tree Cottage has been cleaned out.

27.4 Resurfacing Of Mowley Lane (Horseway Head) U91604

It was noted that parts of Mowley Lane have been partially resurfaced, but there were still other parts of the road that were in a bad state of repair. It was agreed further resurfacing is required.

Clerk to put on Agenda for next meeting

27.4 We Don't Buy Any Crime – Smart Water

It was agreed to defer to the next meeting.

27.5 Bridleway From Stan Lane U91607

This was discussed under minute 21/24 Councillors

28/24 Correspondence

There was none.

29/24 New Laptop For Clerk

The Clerk had reported that her laptop which was purchased in 2016 was very slow.

It was agreed to defer to the next meeting.

30/24 Date And Place Of Next Meeting

Parish Council Meeting - Tuesday 3rd September 2024, 7.30pm at Staunton on Arrow Village Hall

Meeting closed 9.40 pm

SIGNED (Chairman) **DATE**