

**TITLEY & DISTRICT GROUP PARISH COUNCIL
DRAFT MINUTES OF THE PARISH COUNCIL MEETING
HELD ON
TUESDAY 3rd SEPTEMBER 7.30 PM
AT STAUNTON ON ARROW VILLAGE HALL**

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

In Attendance: 8 local residents and Parish Clerk R Jones

31/24 Apologies Of Absence

There were no apologies of absence.

32/24 Declaration Of Interest And Written Requests For Dispensation For Items On The Agenda

The register of interest was available to sign.

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

33/24 Approval Of Minutes from the meeting held on 9th July 2024

The minutes were approved and signed by the Chairman

34/24 Receive Comments From

• **Ward Cllr Phillips**

Cllr Phillips discussed his monthly report, highlighting the following points:

- H-Art starts next week (7th – 15th September)
- The Government has increased the housing target, which means Herefordshire will be expected to increase its house building by 80% from a projected 773 houses per year to 1375 per year over the next 20 years. This will have an impact on the emerging new Core Strategy and NDP's.
- The new waste collection contract started yesterday, which was re-awarded to the existing contractors. There will be no change to collections.
- Highways –B4355 at Rodd Bridge will be closed between 9.30am to 3pm from 9th September until the end of September, for tree removal and bridge repairs.
- The A480 road through Lyonshall will be closed for 24 hours a day from 18th September until mid/end of October for external refurbishment works on the Royal George.
- The new Balfour Beatty Steward will start at the end of September.
- Mowley Lane – there is still parts of Mowley Lane which need resurfacing.

• **Parish Councillors**

- Cllr Edwards – asked Ward Cllr Phillips if he had arranged a meeting with the local large agri-farms and Police. Ward Cllr Phillips informed the meeting he had not made arrangements for a meeting, as the police had opted to visit individual large agri-farms instead.
- Cllr Sankey reported that a gate on his farm had been recently left open and 17 of his cattle had escaped into a neighbours field. He commented that gates had been left open before on his farm and he suspected it was walkers.

• **Local Residents**

- Cllr Edwards read out emails from several local residents who were unable to attend the meeting. The messages highlighted concerns about vehicles speeding through the village and raised the question of whether the speed limit should be reduced.

The following concerns/points were raised by local residents:

- The traffic going along the lane and down the hill by Lee Lodge go fast and also on occasions massive lorries can't get along the lane without taking out the verges. The verge opposite Lee Lodge are getting eroded away by vehicles, especially large tractors and trailers. This is affecting the ditch which drains the water off the fields and down the lane.
- Vehicles are speeding through the village.
- One resident commented that traffic, including tractors, slow down when she is riding her horse.
- A resident commented that due to visibility issues, coming out of his drive was dangerous, as push bikes come down past his house very fast and he cannot hear them.
- A resident suggested that warning signs could be put up either side the bend near Gig Bridge, to slow traffic down.
- A resident commented that it is mainly delivery vans, cyclists and some cars, which travel through the village fast.
- Residents in proximity to Gig Bridge keep their gates open to allow traffic to utilize them as passing areas. Should the gates be closed, the high speed of the vehicles could lead to an accident, as cars would have no other options for passage.
- It is not a safe environment to walk or for horse riding.

In response Ward Cllr Phillips commented that there are presently 177 roads on the list for speed limit reductions. He proposed implementing yellow signs to alert drivers to the possibility of pedestrians walking along the road, thereby encouraging slower traffic.

Cllr Edwards commented that there are currently no 'Staunton On Arrow Village' signs and suggested that signs stating '*Staunton on Arrow Village, Please Drive Slowly*' could be installed. One could be placed on the verge near Gig Bridge where the bollards have been placed. He also commented that the Parish Council own a speed indicator device, but it wouldn't work in the village, due to the road layout.

Cllr Edwards asked residents to report to the Parish Council any vehicles which regularly travel fast through the village, the Parish Council will then forward the details to the police.

Cllr Edwards agreed to look into the costs of installing the yellow warning signs.
Ward Cllr Phillips agreed to raise it with Simon Hobbs (Highway Safety Officer)

Mrs Burton confirmed that the one-way system through the village would be underway for the tractors, once harvesting starts.

Gig Bridge – Installation Of Wooden Posts On Verge

The Chairman read out an email from a resident who owns the field where the wooden posts are installed on the verge. The resident explained that over the years the increase in the number and weight of vehicles using the lane has resulted in the entrance to her field becoming more like a passing place, with the verges on both sides being cut up and eroded year on year and this combined with Gig Bridge cutting down their hedge has seen an increase in vehicles meeting at speed on the bend and diving into the field entrance at Gig Bridge drive. This has resulted in a few near misses. The resident explained that her thoughts were to rebuild the verge, plant a couple of hedging plants and once established, remove the post nearest the track. It was noted that she lets the land out to campers and informs them to come out of the gateway and turn left and go up by the village hall to turn around and not to turn right

Ward Cllr Phillips had previously circulated maps to Councillors, showing that the land where the posts are installed is highway land and therefore the resident should not have installed them. Cllr Edwards suggested that reflector posts could be put up and also a yellow warning sign. It was agreed for Cllr Edwards to ask the resident to remove the posts as the land does not belong to her, but to Highways. The map confirming the legal ownership will also be sent to her.

Cllr May commented that driving 20mph through the village is advisable, as the presence of tractors or fast-moving vehicles could result in accidents. He inquired if the speed limit could be reduced.

Cllr Edwards remarked that reducing the speed limit is quite difficult to achieve. Approximately 10 years ago, the Parish Council endeavoured to lower the speed limit in Titley. Requests are placed on a waiting list that the council manages, but more urgent matters are often prioritised. Furthermore, the Police do not possess adequate resources to implement enforcement.

Cllr Edwards urged residents to report any accidents to the Police, as such reports will be recorded as evidence.

Bridleway – Stan Lane

Cllr Edwards read out an email from a resident living at Lee Lodge regarding the bridleway at Stan Lane. It was noted that if allowed, she would organise a working party to clear the bridleway.

A resident attending the meeting raised the question of whether a working party could be formed to clear the bridleway. Additionally, she pointed out an issue concerning the bridleway, noting that a resident had integrated a section of the lane into their garden.

Ward Cllr Phillips stated that the path is a designated right of way, and there exists a legal requirement to maintain its accessibility. However initiating inquiries regarding its clearance with the Highways Department could lead to a safety inspection, which may necessitate the removal of the pylon situated along the bridleway. The financial responsibility for such work would fall upon the local authority.

Cllr Edwards remarked that the lengthsman has been asked to provide a quotation for clearing the bridleway. He also highlighted that a minimum width of 3 metres is required to ensure a safe passage along a bridleway.

Cllr Edwards agreed to speak to the local resident from Horseway Head about clearing the Bridleway.

The clearing of the Bridleway was not resolved at this meeting.

35/24 Planning Matters

35.1 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 (The objection is recorded under minute 35.2)**
- **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 – **Approved**
- **241257 – Highland, Stansbatch, Leominster** – application for the retention of an amenity lake – **Approved**
- **241897 – Ashley Farm, Stansbatch, Leominster, HR6 9LN** – proposed replacement of a number of windows and a French door – **Valid** (the Parish Council have no objections to this application)

35.2 Planning Application – 192515 – Balance Yard, Titley – Consultation

Update On Response to Planning Application Amendments Submitted To Herefordshire Council On 31st July 2024

The Chairman read the following objection from the Parish Council:

The following response was submitted to Herefordshire Council, in response to the agent's email regarding planning application 192515- Balance Farm, Titley – Amendments to address the historic Buildings Officer's comments.

The meeting held between the Parish Council, agent and applicant was at the recommendation of Hereford Planning Committee following their decision to defer any decision. This meeting could have been arranged by either the applicant, agent or indeed the Parish Council but as our NDP had just been adopted we decided to initiate a meeting. It would therefore, be expected that the Parish Council run the meeting but does not mean that the applicant/agent should not have sought to address the reasons for deferment and the non-conformance with both Hereford Councils Core Strategy and the NDP. The applicant and agent (and Architect) were given ample opportunity at the meeting to do this and in subsequent correspondence continue to disregard any 'reassessment of the scale', including both 'ridge height' and 'suburban nature design'.

The Parish Councils role at the meeting was primarily to highlight the recently adopted NDP and for the applicant and agent to consider how to address any non-conformity. It is disappointing to see that no reference is made to the NDP in either of the agent's subsequent letters and that the applicant chooses not to consider smaller units either in number of bedrooms or overall size. It is not the Parish Council's role to prescribe the design, materials, size or layout but again to ask for conformity to policies within our NDP (which we have referenced in our previous submission).

With regard to the amendments made following the HBO comments, they do not address the scale of the houses and merely saying that it is appropriate to the setting does not consider local housing need nor the size of the adjacent barn conversions and housing.

The Parish Council therefore considers that our previous submission remains valid and that we continue to oppose this application.

Ward Cllr Phillips confirmed that this application will go back to Planning Committee for a decision, as it was deferred for discussion between the Parish Council and Applicants Agent on the size, height, materials for the dwellings. The date for the meeting to be confirmed.

Cllr Edwards confirmed that the Parish Council cannot support this application due to the scale, size, height and design of the proposed dwelling.

36/24 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 31st August 2024 was £20,108.44

The expenditure and budget sheet were **approved**.

- **The following payments (Ex VAT) were AGREED:**
- Clerk's salary as agreed by the Parish Council (July/August) chq 101119
- Parish Council Websites – deposit of 35% of total website cost - £262.15 (VAT £52.43) chq 101118 (paid by Clerk's delegated power)
- Eyelid Productions – Annual website support - £100 (This payment was deferred, due to the new website)

37/24 New Parish Council Website

The Chairman informed the residents that the Parish Council is in the process of developing a new website, which will be more user-friendly, provide additional information and feature a more appealing design.

Cllr May reported that the Parish Council were pleased with the look and feel of the new website. The following observations were raised for the website developer:

- HGN weekly Review page: currently shown at bottom of Home Page under Latest News; Action - Latest News (showing HGN Weekly Review) to be given its own specific space on the top 'white' horizontal menu bar, and removed from bottom of Home page; input will be by Council Clerk only. **Note:** the existing 'Council News' button, at top left of blue Home page menu bar, is to remain and will be for all other general Council News matters.

- NDP: as on top 'white' menu bar, has a drop-down menu; Action – NDP Steering Group page to be removed, then no further need for drop-down menu.
- Parish History: as under The Parish drop-down menu on 'white' menu bar; Actions – Cllr May to write short history of Staunton on Arrow and Wapley Top asap; Cllr Davies kindly agreed to write a history paragraph on Knill; short history paragraphs on Rodd, Nash and Little Brampton to be written in due course.
- Village Halls: new Village Hall News button to be included on top 'white' menu bar, with drop-down menu showing two pages: Titley; and Staunton on Arrow; input by Council Clerk only.

The Clerk notified the Councillors that the new service providers are currently waiting for a release code from the current providers, which is necessary to enable the new website to be activated. Additionally, the Clerk informed Councillors that she will have a new email address once the new website is launched.

38/24 Titley Group Parish Environmental Working Group – Update

Cllr Janson informed Councillors that he had set up a stand at Titley Fete, although it attracted limited interest. He also shared a message on the WhatsApp group inviting residents to have their homes surveyed using the Thermal Imaging Camera owned by the Almeley Green Group, which received a substantial response. He reiterated the importance of uploading information from Hereford Green Network to the new website. Additionally he expressed his wish to include various ideas on the new website, based on the course he attended, to provide guidance to residents with matters relating to composting and food waste etc.

39/24 Lengthsman

A local resident enquired if the Lengthsman could clear Rough Acre Lane, as cyclists etc cannot use it. It was noted that it is a public right of way and part of the lane is overgrown.

Ward Cllr Phillips commented that, being a public right of way, it is the responsibility of Herefordshire Council to ensure it is maintained by cutting it twice annually. He advised residents to inform Herefordshire Council if the lane has not been trimmed.

40/24 Parish Issues

40.1 Public Rights of Way Funding Form 2024-25

The Chairman informed the meeting that the application for funding was successful and the Parish Council has been awarded £3,866.70 of funding, for completion of works by 31st March 2025. The Footpath Officer Shaun Haydon has been informed. The Chairman signed and dated the 'Agreement To Vary The Lengthsman Contract'

40.2 Local Drainage Fund

Herefordshire Council sent the Clerk information for the Parish Council to apply for the Local Drainage Fund, which was additional investment in the Lengthsman Scheme. This would include: ditching works, drainage asset survey, minor drainage schemes, gully clearing and cleansing. It was noted that the Submission date for the application form was 27th September 2024.

A discussion took place and the Chairman asked Councillors to inform the Clerk by 27th September if they feel there is drainage works for submission relating to the above form.

40.3 Bridleway, Stan Lane

This was discussed under minute 34/24 – Local Residents

40.4 Traffic Issues In Staunton On Arrow Including Speeding, Signage And Posts On Verge At Gig Bridge

This was discussed under minute 34/24 – local residents.

40.5 Incident With School Bus - Shawl Corner – Update

There was no further update regarding installing new signage

40.6 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 in a bad state of repair. It was agreed further resurfacing is required.

40.7 We Don't Buy Any Crime – Smart Water

. It was agreed to defer this to the next meeting.

41/24 Correspondence

There was none.

42/24 New Laptop For Clerk

. The Clerk had reported that her laptop which was purchased in 2016 was very slow.
It was agreed for the Clerk to purchase a laptop up to £500.

43/24 Date And Place Of Next Meeting

Parish Council Meeting - Tuesday 12th November 2024, 7.30pm at Titley Village Hall

Meeting closed 9.40 pm

SIGNED (Chairman) DATE