

18/2022

**UPTON BISHOP PARISH COUNCIL**  
**Minutes of an Ordinary Parish Council Meeting held on**  
**Tuesday 1<sup>st</sup> November at 19.00 at Millennium Hall, Upton Bishop**

**Present**

Councillors: Mark Rusby (in the Chair), Mark Shuttlewood, Michael Wallace and Andrew Parr.

**In attendance**

Clerk Helen Tinson – on behalf of HALC (Herefordshire Association of Local Councils); Ward Cllr Barry Durkin; 12 members of the public.

**1. Consideration to access HALC Clerk Cover for the meeting:**

It was unanimously RESOLVED to access HALC's CiLCA qualified Clerk/RFO Cover for the meeting.

**2. Apologies for absence:** Apologies were received and accepted from Cllrs Paul Newman, Claire Newman and Guy Cooper. Absent no apologies Cllr Mike Tyers.

**3. Declarations of interest & written dispensation requests:** Cllr Michael Wallace declared a non-pecuniary interest in agenda item 7.2.1.

**4. Minutes of the Ordinary Meeting held on 6<sup>th</sup> September 2022:**

Members considered the minutes. It was unanimously RESOLVED to approve the minutes of the Ordinary Meeting on the 6<sup>th</sup> September 2022 as a true and proper record of the meeting. The minutes were signed by the Chair.

**5. Public Participation:**

**5.1 Ward Councillor Report** – Ward Cllr Barry Durkin provided a report covering the following items. The full report is available on the Parish Council website:

<https://uptonbishop.gov.uk/agendas>.

- 5.1.1** Avian Flu – back and requiring usual criteria for penning birds;
- 5.1.2** Children's Services – rated inadequate on last Ofsted inspection. Eleanor Brasil appointed and due to report to government and Herefordshire Council on 12th December;
- 5.1.3** National changes to telecoms moving to digital from 2025;
- 5.1.4** Gritters have been preparing for winter;
- 5.1.5** List of local 'Warm Spaces' available on the Herefordshire Council website;

- 5.1.6** Financial support available via the Talk Community Team for those with money worries or debt problems, information available on the Herefordshire Council website; and link to Energy Support fact sheet available;
- 5.1.7** Various consultations are available for residents to have their say on the

19/2022

Herefordshire Council website: Local Plan 2021-2041 Rural Settlement Hierarchy; the future of Hereford City; the future of the Town Hall; and Hereford Station Transport Hub; plus other NDP documents that may be of interest;

- 5.1.8** Neighbourhood Matters – police newsletter with information on current scams and local activities;

Cllr Durkin informed the meeting that he has carried out a survey of the Ward with the Locality Steward and will send a report to the Chairman. He concluded by congratulating Upton Bishop PC and Steering Group on completing the Neighbourhood Development Plan.

The Chairman noted a ‘Winter Afternoon Warmer’ warm space provision is being planned in Upton Bishop on 4<sup>th</sup> January between 4pm and 6pm at the Millennium Hall.

## **5.2 Public Session –**

- 5.2.1** A member of the public reported traffic concerns along the A449. He has been in contact with the Ward Councillor and local Policing Team and a mobile police speed assessment has been carried out. Concerns raised included: signage inadequate - wrong type and obscured by hedges; white lining worn; general lack of awareness that speeding is a problem in this area. A petition has been put together detailing various suggestions which was left with the Chairman. It was agreed that the resident would email the information to the Chairman and an agenda item would be added to the next Parish Council meeting for further discussion.

This raised a query concerning Speed Indicator Devices (SIDs). Ward Cllr Durkin confirmed that applications need to be made via the PC and suggested liaising with other local councils in the area who have recently installed SIDs in their parish.

- 5.2.2** A member of the public expressed concerns over speeding on C1286 and asked about the process to extend the 30mph speed limit. It was agreed that the resident would email his concerns to the Chairman and an

agenda item would be added to the next Parish Council meeting for further discussion. Ward Cllr Durkin briefly explained the process of Traffic Regulation Orders (TROs).

With the permission of the meeting, and at the request of the Ward Councillor, the Chairman varied the order of the agenda.

## **6. Planning:**

### **6.1 223088: Land north of Gayton Farm, Chicory Crops, Upton Bishop, HR9 7TS.**

Proposed hedgerow removal required to facilitate construction of rainfall harvesting irrigation reservoir. It was unanimously RESOLVED to submit a general comment noting no objections.

20/2022

**6.2 Hilltop Containers:** Concerns raised about a possible breach in planning regulations have been reported to Herefordshire Council Planning Enforcement Officer, currently awaiting response.

**6.3 Windy Hollow Mobile Homes:** Concerns raised about a possible breach in planning regulations have been reported to Herefordshire Council Planning Enforcement Officer. It has been confirmed that the new mobile homes are replacement homes and there has been no expansion or breach of planning conditions.

Ward Councillor Durkin left the meeting.

The Chairman returned to the order of the agenda.

## **7. Neighbourhood Development Plan (NDP):**

**7.1** The final referendum to ask if 'the residents of Upton Bishop parish want Herefordshire Council to use the Neighbourhood Plan for Upton Bishop to help it decide planning applications in the neighbourhood area' took place on 13<sup>th</sup> October 2022, recording 142 votes in favour and 12 against. The referendum results have been accepted by Herefordshire Council concluding the process. The NDP is available on the website: <https://uptonbishop.gov.uk/neighbourhood-development-plan/>.

**7.2** The Chairman thanked everyone involved with the process and in particular the Steering Group for their hard work over the last four years. With the process now complete, the Chairman raised a motion under Standing Order 4, Committees and Sub-Committees, Point d xii, to dissolve the NDP Steering Group.

It was noted that no requests from the Steering Group not to dissolve the group had been received and that a new committee could be set up in the future if needed. It was proposed, seconded and unanimously RESOLVED to approve the motion and dissolve the Steering Group with immediate effect.

## **8. Finance:**

**8.1 Bank Account Update:** The Chairman gave an update on the current position reporting progress with the new bank account. It is anticipated that the account will be active within the next ten days. All outstanding invoices will be settled with the utmost urgency. It was reported that the bank balance is currently £37,943.60 (£21,153.04 Treasurer's Account and £16,790.56 Reserve Account).

**8.2 Payments:** It was RESOLVED to approve the following payments:

**8.2.1** Millennium Hall Hire, Jul/Aug/Sept, £60.00 - Cllr Michael Wallace abstained from 8.2.1 in accordance with his declaration of interest.

**8.2.2** Lengthsman, Sept, £288.00 (as budget)

21/2022

## **9. Highways:**

### **9.1 Bus Route:**

The Chairman introduced two representatives from the Buses4U campaign group and informed the meeting that Ross Town Council have agreed to support the reinstatement of the Ross-Newent-Ledbury bus route with a grant of £26,000, £3 per residential elector. The campaign group will be approaching all Parish Councils along the route for a contribution of £2 per residential elector. This equates to £994 from Upton Bishop PC. It was confirmed that a number of queries have been clarified: this will be a one-off payment in the 2023/2024 financial year; the bus route will be self-sustaining after set up marketed for residents and for sustainable travel; the aim is for a 2-hourly service (including early morning and early evening times) with a direct link to Ledbury Train Station.

Members praised the initiative and those involved, and confirmed they were not aware of any local objections. The Chairman raised a motion that the Parish Council pledges £994 towards the start-up costs of the Ross-Newent-Ledbury bus service, contingent on the service running and a satisfactory outcome to the Parish Council current legal dispute. It was proposed, seconded and unanimously RESOLVED to approve the motion.

## **10. Employment Tribunal:**

- 10.1** Members were informed that the preliminary hearing will be held by telephone on 5<sup>th</sup> December 2022 at 10.00hrs.
- 10.2** Members were informed that the Parish Council has secured legal support as resolved at the meeting of full council on 27<sup>th</sup> July 2022 (minute reference 7.4). The Chairman raised a motion that where a Parish Council representation is required, the PC will be represented by Cllrs Mark Rusby, Michael Wallace, Andrew Parr and Mark Shuttlewood at the Employment Tribunal and any subsequent hearings, meetings or court cases. This may be as a group or as individuals depending on the requirement. Should any of the named councillors not be available then a councillor will be nominated by the Chairman as required. It was unanimously RESOLVED to approve the motion.

### **11. Footpaths:**

The Parish Footpaths Officer (PFO) reported general tidying of footpaths ready for the winter; and a stile has been repaired at Phocle Green. Cllr Parr attended a PROW meeting at the Town Hall along with approximately 74 other PFOs, where it was reported that processes are being put in place to help PFOs carry out their role.

### **12. Website:**

The Chairman reported the following items of interest on the website:

- 12.1** September and October events: Market to your Door; the Halloween disco; the Ukes uv Azzard; Harvest Festival;
- 12.2** Regular reminders about the village defibrillator; phone box library; and the need to pick up after your dog and take your litter home.

22/2022

- 12.3** Events coming up include Stir up Sunday (November 20<sup>th</sup>) and the Christmas Fayre (December 3<sup>rd</sup>)

### **13. Agenda Items for the next meeting:**

- 13.1** HALC cover
- 13.2** Review of traffic concerns along A449
- 13.3** Review of request to reduce speed limit along C1286
- 13.4** Banking update, including review of grant request of £400 for The Chimes

### **14. Chairman's Closing Remarks:**

Cllr Rusby concluded the meeting once again thanking everyone who has worked on and contributed to the NDP; and reporting a meeting with the Lengthsman noting:

- Sep – estate review, drains at Phocle Green, bus shelters (Invoice mentioned above)
- Oct – no work

- Nov – drains across the whole parish

**15. Date of next meeting:** Tuesday 7<sup>th</sup> February 2023.

The meeting closed at 8.25pm.

SIGNED .....

A handwritten signature in black ink, appearing to be 'MR' followed by a stylized name.

DATE .....

7 Feb 23