

Llangarron Parish Council

Minutes of the Parish Council/NDP Meeting held on
Thursday 5th February 2020 at 7.30pm in the Garron Centre

Present: Councillors: Sylvia Matthews (Chairman), Paul Bailey, Barbara Fisher, John Joseph, Simon Wainwright, Nigel Moore, John Norman, Nick Saunders, Liz Dingsdale and Paul Lodge.

Also present were the Parish Clerk Mark Hearne & 15 members of the public

1. To receive apologies for absence

Councillor Neil Wheeler.

2. To receive declarations of interest & written requests for dispensation – Councillor Paul Bailey declared a non-DPI interest in agenda item 4.2 and Councillor John Joseph declared a non-DPI interest in agenda item 4.1.

3. To consider the minutes of the previous NDP/PC meetings held on 4th November 2019 and 21st November 2019. Councillor Sylvia Matthews explained that consideration of the minutes of the 4th November had been deferred from the previous meeting due to the late receipt from the acting clerk from HALC. Councillors agreed the following amendments to the minutes as proposed by Councillor Liz Dingsdale:

- 5.1.4 – Beginning with the second sentence amend the paragraph to read “There was some confusion about the inclusion of two houses. Both houses replaced properties that were outside the Herefordshire 1992 boundary map. Olde Shop Cottage was included. There were sites:
 - Bay Tree
 - Royal Arms
 - Nursery...Brown field site.The access road to Church Lane is very narrow and cannot be widened.
- 5.3.1 – Replace “Llangarron” with “Llangrove”

Councillor Simon Wainwright suggested, and it was agreed that “as proposed” should be added to the final sentence of 5.1.2.

With these amendments it was RESOLVED to adopt the minutes of the 4th November 2019 and 21st November 2019 as a true record. The minutes were signed by the Chairman.

4. Planning. To consider the applications to be determined by Herefordshire Council.

4.1 – Planning Consultation – 200149 – Telephone Exchange, Llangarron, Ross-On-Wye, Herefordshire. BT plan to install high speed Broadband to the local area that this telephone exchange serves, additional ventilation is required at the above premises. Proposal to remove a glass panel from a window on the south east elevation and fix an aluminium louvre. An existing louvre will be removed, on the north east elevation, and replaced by an aluminium cowl. Councillors noted that the previous

inclusion of 5G no longer forms part of the proposals and on this basis were content to offer support to the planning application. It was, therefore, RESOLVED that the clerk notify the LPA accordingly.

4.2 – Planning Consultation – 200184 – Upper Trewarne Cottage, Llangrove, Ross-on-Wye, Herefordshire HR9 6EP. Proposed two storey extension. Prior to the discussion on the planning application Councillor Paul Bailey left the room. The consensus offered by Councillors was that the proposals would bring benefit to the property and on this basis were content to support the application. It was RESOLVED that the clerk notify the LPA accordingly.

5. Neighbourhood Development Plan – To consider the following:

5.1 – Progress report on the final NDP draft and associated timelines. Councillor Matthews provided an overview on the current status of the NDP. Once Kirkwells have finalised the draft NDP Plan it will be submitted to Herefordshire Council for an environment assessment. This will be followed by formal ratification of the Parish Council to facilitate the public consultation at Regulation 14. Kirkwells are currently in the processing of updating their support package which will include a quotation for all remaining work required to realise the NDP. Councillor Matthews also asked for photographs of important views to be included in the draft NDP plan and such material should be forwarded to the clerk by Monday 10th February 2020.

PARISH COUNCILLORS

Councillors welcomed the recent progress on the draft NDP plan and noted the improved communication with Kirkwells.

LOCAL RESIDENTS

In response to a question from a resident Councillor Matthews confirmed that the Parish Council is not intending to submit any additional sites in the NDP plan a commitment fully understood by Kirkwells adding that the Regulation 14 consultation would allow residents to express a different view.

A landowner enquired why they had received no direct feedback to comments they had posted on the Parish Council website. Councillor Matthews explained that all comments would be considered as part of the formal Regulation 14 consultation which is a statutory process as will the subsequent Regulation 16 consultation.

A resident asked about the prospect of further development in the field next to their property. Councillor Matthews stated that there could be no guarantees but as soon as the NDP is made effective it will afford some protection against future development adding that she hoped the public were supportive of the document.

The Parish Council was thanked by a resident for the work undertaken so far on the NDP.

5.2 – Consider arrangements and timetable for future consultations

Councillor Matthews outlined the key stages of the NDP process reporting that Kirkwells are aiming to complete the draft NDP by the end of February 2020. This will be followed by ratification of the draft NDP plan by the Parish Council in March 2020 and then submission to Herefordshire Council for the environmental assessment. Once Herefordshire Council complete the environmental assessment the Parish Council will initiate the Regulation 14 consultation which is expected to be of 6 weeks duration. Once the Regulation 14 consultation is complete Kirkwells will produce all documents supporting the NDP plan including the Basic Conditions Statement, Consultation Statement which will then be submitted to Herefordshire Council for the Regulation 16 consultation. Once complete, Herefordshire

Council will submit the draft NDP plan for formal examination which will then be followed by a referendum.

Councillor Matthews directed Councillors to statements covering:

- AECOM report – this statement will be further developed by Kirkwells before inclusion in the draft NDP plan.
- Agricultural Buildings and Poly Tunnels – this statement represents standard policy as recommended by Kirkwells. It was noted that the statement omits any reference to the risk of flooding
- Footpaths
- Llangrove Village Hall

Each of statement will be submitted to Kirkwells for inclusion in the draft NDP plan.

PARISH COUNCIL

Councillor Barbara Fisher acknowledged that, despite previous delays, the NDP process was clearly back on track. Councillor Paul Lodge asked that the payment schedule submitted previously by Kirkwells be updated to reflect the current position.

RESIDENTS

Councillor Matthews noted a concern expressed by a resident that dogs were unable to “get through” some of the footpaths. Councillor Matthews also assured a resident that the final AECOM report would be published on the Parish Council website. This prompted some discussion on future development/settlement boundaries with a resident suggesting that Kirkwells have not received the views of the public on these matters. Councillor Matthews explained that Kirkwells will act on decisions reached, through resolution, by the Parish Council.

5.3 – The current situation on NDP funding during 2019/20 and going forward

As a member of the Finance Working Group Councillor Nigel Moore provided the following update on the NDP financial position. The maximum amount of grant available to the Parish Council is £9000 and this ceiling was reached with the payment of £3500 from Locality in January 2019. During 2019/20 Kirkwells were paid £1788 (including VAT) leaving a balance of £1712 (including VAT) of which the ex VAT element should have been returned to Locality but this didn't happen as the Parish Council had not been made aware of this requirement. Kirkwells have been asked to update their fee proposal for all outstanding work required to take the NDP to referendum and any shortfall in the funding available from the Locality grant will be met from the Parish Council budget or grants from elsewhere. **Post meeting note – Groundworks have agreed that the Parish Council may retain the 2019/20 underspend to fund NDP work in 2020/21). An updated fee proposal has been provided from Kirkwells which shows that a further £3430 of consultancy costs will be required in 2020/21.**

PARISH COUNCIL

There was discussion on the implications of reaching the £9000 grant ceiling and it was agreed that any shortfall in the funds to cover all NDP activity during 2020/21 would be covered from within the reserves available to the Parish Council. Councillor Lodge asked that, once the revised costed fee proposal was received from Kirkwells, Councillors are given full visibility of the potential shortfall in NDP funding.

5. To consider the date of the next scheduled NDP/PC meeting – It was RESOLVED to defer the next meeting until March 2020 to allow Kirkwells time to produce the draft NDP plan. Councillor Matthews also commented that, as the Parish Council meeting of the 28th January 2020 ended prematurely the date of the next meeting had not been formally ratified. It was therefore RESOLVED that the Parish Council would next meet on the 25th February 2020.

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