

# **Callow & Haywood Group Parish Council**

## **Minutes of The Callow and Haywood Parish Council Meeting Held on Tuesday 12<sup>th</sup> December 2023 at Callow Village Hall at 7pm**

**Present:** Chairman Cllr Sandy Sharp, Cllr Scott Crowley, Cllrs Jules Hardy, Cllr George Hardy & Cllr Steve Williams

**In Attendance:** Parish Clerk Kath Greenow, Ward Cllr Richard Thomas & two parishioners and a police officer from West Mercia Police

### **1. Apologies – None declared**

### **2. To receive declarations of interest on agenda items and any dispensation requests** None declared.

### **3. To approve & sign the minutes of the Parish Council meeting Tuesday 15<sup>th</sup> November 2023**

It was **RESOLVED:** to approve & sign the minutes of the Parish Council meeting Tuesday 15<sup>th</sup> November 2023

### **4. Public forum: Members of the public may raise subjects they wish to bring to the attention of the Parish Council**

The two parishioners present at the meeting raised issues with Ponthir Garage at the callow these related to lighting, deliveries & emptying of bins at unsociable hours, along with noise disturbance to residents in the immediate area near the garage. The parishioners informed the PC that they had tried to speak with the manager / owner of the garage about the issues, but not had any success in getting the matters addressed. Further discussion took place under agenda item 10.4

(This period will be restricted to 10 minutes. Please note that decisions cannot be made at this meeting on items not on the agenda)

#### **4.1 Ward Cllrs report**

The ward Cllr had meet with HFDC planning enforcement concerns at Newhouse farm. He advised that at present no enforcement action would be taken until the application for The Christmas Trees was determined. The ward Cllr asked that any planning issue in the parishes are sent to the Clerk for her to take forward the issues with the planning department.

#### **4.2 Local police report**

The police officer in attendance at the meeting reported that a small number of cannabis plants had been found at The Mushroom Farm, which have now been destroyed. A Christmas tree had been stolen from newhouse farm.

#### **4.2a To consider updating West Mercia Police Community Charter Contract with The Parish Council**

It was **RESOLVED:** to update West Mercia Police Community Charter Contract with The Parish Council. These being speeding issues, anti-social behaviour, traffic issues through C1226 Callow & Haywood

### **5. Working Groups**

#### **5.1 To receive and update concerning PC traffic working Group**

No further update.

## 6. Lengthsman

- 6.1 To consider lengthsman work required.

It was **RESOLVED**: that the lengthsman cleans out the ditches & attends to the grips along Grafton Lane during January.

## 7. Parish Footpaths

- 7.1 To receive a footpaths report from the footpaths officer .

Nothing to report

- 7.2 To consider Parish Footpaths maintenance work required in the parish.

No work required.

## 8. Highways & road issues

- 8.1 To consider road issues for reporting to Balfour Beatty

Cllrs reported that there were a number of pot holes along Grafton Lane that needed urgent attention by Balfour Beatty.

- 8.2 To consider response from Balfour Beatty relating to road safety issues on Dewsall Bend and consider revised quote.

The Clerk advised that the locality steward had contacted her to say “The old quote is invalid and a new quote is awaited.

## 9. Finance

- 9.1 To receive the finance report. & Bank reconciliation report upto 30/11/2023

It was **RESOLVED**: to note and accept the finance report & and approve the bank reconciliation report .The bank balance was noted as £16712.24 as at 30/11/2023

- 9.2 To receive a budget update report

It was **RESOLVED**: to accept and note the budget report

- 9.3 To consider draft budget for 2024/25 and set the precept for 2024/25

It was **RESOLVED**: to approve the budget for 2024/25 and set the precept for 2024/25 as £12400.00

- 9.4 To consider a request for a donation from Country Park Supporters towards the maintenance of Haywood Country Park

It was **RESOLVED**: to make a donation of £100.00 to Country Park Supporters towards the maintenance of Haywood Country Park.

- 9.5 To note agreed pay increase for Clerk & back pay from April 2023 as per the local Government pay award for 2023

It was **RESOLVED**: to note agreed pay increase for Clerk & back pay from April 2023 as per the local Government pay award for 2023

- 9.6. To approve payment of Clerks salary December

It was **RESOLVED**: to approve payment of Clerks salary for December

- 9.7. HMRC PAYE due none due til Jan2024

- 9.8 To approve invoices for payment

It was **RESOLVED**: to pay the following invoices due

A4 Office products – ink cartridges £19.75 + vat

Herefordshire Council recharges for May election £463.59

## 10.Planning

10.1 To consider planning application due for comment Planning Consultation - 233366 - Land adjacent New House Farm Barn, Grafton Lane, Grafton, Hereford, HR2 8BL

Description: Proposed Change of Use of land for the display and sale of cut Christmas trees between 15th November and 24th December each year.

It was **RESOLVED**: Object to the application for the following reasons The application doesn't comply with the following : Callow & Haywood NDP Policy CH5 sections 1 -4 Policy CH5 :Managing new business development in former agricultural and other and based rural business buildings Herefordshire Council Cores Strategy policy MTI-- Traffic management, highway safety and promoting active travel Grafton Lane is a small narrow lane, which has limited passing places and is currently in a poor state of repair . The sale of Christmas trees on this site will contribute to an increase in volume of traffic along this Lane in both directions, which will not only contribute to further deterioration of the Lane road surface and verges it would also have a detrimental impact on those residents living along Grafton lane. If however the planning officer is minded to give approval under delegated powers or the application is sent to the planning committee for their consideration then The Parish Council request that the following conditions are applied as part of the planning permission. ( Previous Planning permission granted 182130 for the same site but for a different development there are the following conditions ) Condition 4 These premises shall be used as offices for no other purpose, This is to comply with SD1 of the Herefordshire Core Strategy & NPPF. Condition 7 The turning area and parking facilities are to be retained and kept available for those uses at all times , in the interest of safety and to conform to MT1 of the Herefordshire Core Strategy Condition 8 The hours during which working may take place shall be restricted to 0800 to 1800 Mondays to Fridays and 0800 to 1300 on Saturdays. There shall be no such working on Sundays, Bank or Public Holidays. To safeguard the amenities of the locality and to comply with Policy SD1 of the Herefordshire Local Plan – Core Strategy and the National Planning Policy Framework. The Parish Council also ask that a further condition is applied concerning the flood lighting on the site . Floodlighting is to be of low voltage and consist of down lighting to help minimise light pollution in a dark sky's rural environment.

10.2 To note The Planning inspectorates appeal decision regarding Appeal ref :

APP/W1850/W22/3312640 Land adjoining The Nest, Twyford Common Herefordshire HR28AD

10.3 To consider outstanding planning enforcement issues reported to HFDC planning and any new planning issue for bring to the attention of HFDC planning .

The planning enforcement officer Mark Tansley had responded to some of the PC's planning enforcement issues they have consistently raised and the Clerk would send the correspondence from Mark Tansley to Cllrs. Agenda item next meeting

10.4 To consider a complaint from a parishioner concerning The Toyota garage floodlights & unsociable out of hours deliveries , and emptying of bins

It was **RESOLVED**: that the clerk contacts planning enforcement and sends a detailed list of The complaint received by the PC and ask that these are investigated and that a reply is sent to the PC on any action to be taken .

10.5 To consider further planning applications due for comment. There were none

## 11. NDP – Review

11.1 To receive a report from the NDP working group.

Cllr Crowley advised that the group had started looked at a design codes. The next NDP

working Group meeting was scheduled for 4-01-2024

## **12. Callow Parish Hall**

12.1 To receive a report from Cllr Crowley concerning the viability of the Parish Hall and action in support of more Committee members and volunteers

Cllr Crowley advised that some members of the village hall committee had resigned recently and therefore new members were needed to ensure the hall could remain open and activities can take place .

## **13 Correspondence**

13.1 To note correspondence since last PC Meeting

All correspondence sent to Cllrs was noted.

## **14. Matters raised for consideration for placing on the next meeting's agenda. (No discussion)**

**Planning Enforcement**

**15. Date of next PC Meeting Tuesday 16th January 2024 @ 7pm Callow village hall**

Signed ..... Dated .....