

**LITTLE BIRCH PARISH COUNCIL –PARISH COUNCIL MEETING HELD ON
Wednesday 13th April at 7.30pm – at Little Birch Village Hall**

DRAFT MINUTES

PRESENT: Councillors; (KD) Kate Dillon; (KR) Kate Robbins; (MD) Mike Davies;

ALSO: Sophie Glover (Parish Clerk), Angela Middleton (Footpaths Officer); 2 parishoners, Chris Atkinson (prospective cllr)

Meeting Opened: 7.30pm

1.	<p>Election of Chair - following the resignation of the previous Chair, a new chair was elected for this meeting. KD prosed MD Seconded by KR</p> <p>MD accepted the role for this meeting with the agreement that there should be a new vote at the annual meeting in May.</p> <p>KD proposed that a letter of thanks should be passed to Peter Rees, saying what a principled and fair Chair he had been. All were in agreement, it was resolved that MD would write a letter for the clerk to send to PR thanking him for his service.</p>
2.	<p>Open Session for members of the Public: There will be no longer than 10 minutes allowed for any members of the Public present, to speak for up to 3 minutes each. No issues raised.</p>
3.	<p>To accept apologies for absence - No cllrs, but Toni Fagan (Ward Councillor);</p>
4.	<p>To receive declarations of interest: KD : for the planning application for Walls Pool.</p>
5.	<p>Co-option of Parish councillor:- The chair proposed Chris Atkinson be co-opted to join the PC. Seconded: KD All were in favour. CA then joined the meeting.</p>
6.	<p>To accept reports from :-</p> <ul style="list-style-type: none"> i. Ward Cllr report (Cllr Toni Fagan) Sent electronically. ii. James Howell, Balfour Beatty - Reports sent weekly. Verge cutting this summer. <i>Action: clerk to ask for the whole village to be cut twice, approx. 1meter from the road.</i> iii. Police update . Cllrs were reminded to sign up to the police web messages. <i>Action: Clerk to send out the website for cllrs to sign up to.</i> iv. Footpaths officer- including discussion on bye ways and footpaths AM had been talking with John Dillon about replacing some stiles on his land. The Herefordshire Trail is working with Little Birch for this trail and AM has linked with the Church for Tea on the Trail. AM has another stile that is on Duchy land that needs to be replaced and she will link with the Duchy office to see if they will address this. KD passed to AM a list of footpaths and white lanes in the parish that might be miss designated. AM will take this list to the footpaths officer for him to look into.

7.	<p>To accept minutes of the March Parish Council meeting Proposed: KD Seconded: MD All in agreement. It was resolved to accept that the minutes as a true record of the meeting.</p>
8.	<p>Action points from previous PC meetings All addressed, or on the agenda apart from the hedge planting at the new development by Castle Pool – one person has moved in and she is being allowed to select the trees and the hedging plants as approved by planners. The PC passed on thanks to the Clerk for her 10 years of service to the PC.</p>
9. i ii iii	<p>Planning Matters: To consider applications to be determined by Herefordshire Council as listed below or on the Planning website prior to the meeting: – 220803:- Conifers, Holy Thorne Lane, Little Birch: proposed 2 storey extension to rear and side. The PC supports this application. 220510:- Walls Pool, Newtown Lane, Little Birch: including 2 significant elements of development, an extension to the existing cottage and the re-instatement of the dilapidated stone barn, to be used as a garage. The PC felt that the development was in keeping with others in their area. Their only concern was about historical drainage issue at the entrance to the highway, the owner assured the PC that this would be dealt with as part of their development. Proposed to support: MD Seconded: KR All present were in favour.</p> <p>Planning decisions made: 221080:-Lindenbrook, Wrigglebrook Lane. Application for approval of details 3 & 15 for 193067. Approved.</p> <p>Local Plan Update – Clerk forwards information e mails on this subject to all cllrs.</p>
10.	<p>Lengthsman – update, identification of work; Clerk to chase up quote for the drainage grant jobs.</p>
11. i iii iv	<p>Finances: Balances: HSBC account (at 04.04.22) £ 3,969.57</p> <p>Payments to be agreed: Parish Acct Clerks Salary March: £373.50 Clerks back pay to April 21 £ 59.85 Clerks expenses £ 25.78 Total: £459.13 Bank Charges (March) pd by DD £ 11.00</p> <p>Proposed: KD Seconded: KR</p> <p>All in agreement. Payments to be made.</p> <p>Receipts – None. Requests for financial aid – None.</p>
12.	<p>Queens Jubilee / Queens Green Canopy: Thursday of the jubilee would be a family event 3 to 6pm In the evening this will lead to the beacon lighting at 8.45 All being organised by a Jubilee Committee.</p>

	Queens Green Canopy trees have been delivered, they are heeled in until the Autumn when they can be planted in the correct place.
13.	Reports from any meetings or training attended: None attended but MD will look at the Chairs course. CA to consider going on a new cllr course (along with KD and KR)
14.	Broadband : there was little movement on this topic.
15.	To receive agenda items for the next PC meeting (no discussion) Prospective co-option of the next cllr.;
	The PC went into 'session' for the next item and members of the public were excluded from the meeting.
16.	Recruitment of Clerk: Neil Barrington was asked to put forward any questions that he might have about the Clerks role. The PC resolved to keep the outgoing clerk for one further month to undertake a hand over as necessary. NB will be expected to work towards his CiLCA qualification with in 24 months. Starting on SCP5 for 5 hours a week. The PC considered using a payroll provider, and resolved that this would be a sound financial move going forward. Proposed to appoint: KR Seconded: CA all were in favour. MD will draw up the contract for NB to sign at the next meeting.
17.	To note date of next scheduled PC meeting –Wednesday 4 th May 2022 with the Annual meeting starting at 7pm and the PC meeting to follow at approximately 7.30pm
	Meeting closed at 8.35 pm

SIGNED:..... CHAIRMAN

Dated:.....

Future Meetings

	Wednesday June 1 st	7.30pm
	Wednesday July 6 th	7.30pm
	Wednesday September 7 th	7.30pm
	Wednesday October 5 th	7.30pm
	Wednesday November 2 nd	7.30pm
	Wednesday December 7 th	7.30pm