

LONGTOWN GROUP PARISH COUNCIL

Craswall, Llanveynoe, Longtown and Walterstone

TO: ALL MEMBERS OF LONGTOWN GROUP PARISH COUNCIL: Councillors Cecil (Chair), Hardy (Vice Chair), Hope, Jones, Palmer, Powell, Probert, Tribe, G Watkins and L Watkins.

NOTICE OF MEETING

You are hereby summoned to attend a meeting of the Longtown Group Parish Council to be held on Wednesday 19th September 2018 at 8.00pm in Longtown Village Hall, Longtown, Hereford HR2 0LD. Plans and correspondence can be seen from 7.45pm.

Paul Russell

Locum Clerk

Tel. 07772 657446 Email. lgpc12@hotmail.co.uk

AGENDA

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF INTEREST AND APPLICATIONS FOR DISPENSATION**
- 3. ADOPT MINUTES OF PREVIOUS MEETING** – To approve the minutes of the meeting held on 18th July 2018.
- 4. OPEN FORUM** – For local residents to raise local matters.
- 5. POLICE** – To receive an update from the Police, if available.
- 6. WARD COUNCILLOR** – To receive an update from the Ward Councillor, if available.
- 7. PLANNING APPLICATIONS**

APPLICATION NUMBER: 182850
SITE: Upper Bryn Farm, C1213 from River Monnow to Shepherds Hill
DESCRIPTION: Proposed Muck Store

APPLICATION NUMBER: 182861
SITE: Town Farm, C1203 from Monnow Farm to Powys Boundary, Craswell
DESCRIPTION: Proposed Muck Store.

APPLICATION NUMBER: 182855
SITE: Penydre Cottage, Longtown, HR2 0LE
DESCRIPTION: Renovation and single storey extension.

APPLICATION NUMBER: 182311 (Re-consultation)
SITE: Penydre Farm, Longtown HR2 0LE
DESCRIPTION: Proposed agricultural building.

APPLICATION NUMBER: 182791
SITE: Lower Blackhill, Craswell HR2 0PH
DESCRIPTION: Proposed muck store. Covered existing sheep handling

8. GRANTS & REFUSALS

APPLICATION NUMBER: 182625
SITE: Barn at Cwm Farm, Longtown, Hereford, Herefordshire, HR2 0PA
DESCRIPTION: Notification for prior approval for a proposed change of use of an agricultural building to form two dwellings (Class C3) and for associated works.
COMMENT: Prior approval given

APPLICATION NUMBER: 182214
SITE: Tan House Farm, Craswall HR2 0PN
DESCRIPTION: Proposed cover for manure store.
COMMENT: Approved with conditions

APPLICATION NUMBER: 182475
SITE: Cwy Steps, Craswall HR2 0PJ
DESCRIPTION: General purpose agricultural building.
COMMENT: Approved with conditions

APPLICATION NUMBER: 182274
SITE: Court Farm, Craswall HR2 0PX
DESCRIPTION: LBC: Proposed removal of central dormer on south-east elevation, replaced with two dormers. Opening up of straight joints in the cellar to provide an external doorway on south-west elevation. Change of roof valleys between the existing farmhouse and the derelict wing from Welsh valleys to standard lead valleys.
COMMENT: Refused

APPLICATION NUMBER: 181564
SITE: Llandraw Farm, Craswall HR2 0PW
DESCRIPTION: To establish the domestic curtilage of the site at Llandraw Farm and the proposed refurbishment of and extension of the existing farmhouse.
COMMENT: Approved with conditions

APPLICATION NUMBER: 181985
SITE: Forest Farm, Craswall HR2 0PN
DESCRIPTION: Proposed covered muck store.
COMMENT: Approved with conditions

9. FINANCES & POLICY

- (a) **Payment of Accounts** – To approve the payment of accounts relating to August and September 2018. A full list will be presented at the meeting.
- (b) **Longtown Tourist Leaflets** – A request has been received to help fund the Longtown Castles Project leaflet reprint. The previous cost of a reprint was £266. Does Council wish to support this request?
- (c) **Community Governance Review** – A final report regarding this matter has now been drafted. Copies have been provided to members for information.
- (d) **Parish Precept** – To commence consideration of the 2019/20 budget and precept.

10. **LENGTHSMAN/LOCALITY STEWARD –**
 - (a) **Lengthsman Works** – To agree works to be undertaken by the Lengthsman.
 - (b) **Pothole Repairs/Public Realm** – To consider responding to the request from Herefordshire Council’s Scrutiny Committee regarding these items
11. **NEIGHBOURHOOD PLAN UPDATE** – To receive an update regarding the draft NDP.
12. **PARISH NOTICE BOARDS** – To consider costs and the purchase of a new Notice Board for Walterstone.
13. **LONGTOWN VILLAGE HALL** – To receive an update regarding the proposals to create a children’s area to the rear of the Village Hall.
14. **COMMUNITY HOUSING** – An invitation has been received to attend the launch of the Hereford Centre for Community-Led Housing initiative on 29th September 2018 at the Royal National College for the Blind. Does anyone wish to attend?
15. **CLERK TO THE COUNCIL** – To consider the appointment of a new Clerk to the Council. Please see the attached proposal (Confidential)
16. **NOTE THE CORRESPONDENCE SHEET**
Please see the attached sheet.
17. **DATE OF NEXT MEETING** – Wednesday 24th October 2018.

LONGTOWN GROUP PARISH COUNCIL

Craswall, Llanveynoe, Longtown and Walterstone

Minutes of the Longtown Group Parish Council Meeting held at the Longtown Village Hall, Longtown HR2 0LD on Wednesday 18th July 2018 commencing at 8:00pm.

MEMBERS PRESENT: Councillors J Hardy (Chair), P Hope, J Jones, D Palmer, J Probert, P Tribe, G Watkins and L Watkins.

ALSO PRESENT: Ward Cllr Jinman and Paul Russell, Locum Clerk.

41/18 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs J Cecil and N Powell.

42/18 DECLARATIONS OF INTEREST AND CONSIDER ANY WRITTEN APPLICATIONS FOR DISPENSATION – There were no Declarations of Interest was made.

43/18 ADOPT MINUTES OF PREVIOUS MEETING – It was **RESOLVED** that the Minutes of the Council Meetings held on 20th June 2018 be agreed and signed as a correct record.

44/18 OPEN DISCUSSION – There were no members of the public present.

45/18 PLANNING APPLICATIONS

APPLICATION NUMBER: 182103
SITE: Cwmbologue Farm, Dulas HR2 0HW
DESCRIPTION: Non material amendment P172979/FH (Proposed erection of oak framed conservatory extension) – repositioning of door.
COMMENT: Decision made: Approved.

APPLICATION NUMBER: 182214
SITE: Tan House Farm, Craswall HR2 0PN
DESCRIPTION: Proposed cover for manure store.
COMMENT: No objection.

APPLICATION NUMBER: 182274
SITE: Court Farm, Craswall HR2 0PX
DESCRIPTION: LBC: Proposed removal of central dormer on south-east elevation, replaced with two dormers. Opening up of straight joints in the cellar to provide an external doorway on south-west elevation. Change of roof valleys between the existing farmhouse and the derelict wing from Welsh valleys to standard lead valleys.
COMMENT: No objection.

APPLICATION NUMBER: 182311
SITE: Penydre Farm, Longtown HR2 0LE
DESCRIPTION: Proposed agricultural building.
COMMENT: No objection.

APPLICATION NUMBER: 181564
SITE: Llandraw Farm, Craswall HR2 0PW
DESCRIPTION: To establish the domestic curtilage of the site at Llandraw Farm and the proposed refurbishment of and extension of the existing farmhouse.

COMMENT: No objection.

APPLICATION NUMBER: 182475
SITE: Cwy Steps, Craswall HR2 0PJ
DESCRIPTION: General purpose agricultural building.
COMMENT: No objection.

46/18 GRANTS & REFUSALS

The following decision notices were noted:

APPLICATION NUMBER: 181287/181288 (LBC)
SITE: Barns, Lower Ponthendre, Longtown HR2 0NY
DESCRIPTION: Proposed conversion of barn to dwelling and renovation of shelter shed. Proposed new service barn.
COMMENT: Approved with conditions

APPLICATION NUMBER: 181431 (LBC)
SITE: The Old Greyhound, Longtown HR2 0LD
DESCRIPTION: Retrospective stripping and removal of all artificial slates from utility room. Making good roof battens and lead flashing. Covering of roof with sarnafil lead grey membrane and attach lead style ribs.
COMMENT: Approved with conditions

APPLICATION NUMBER: 181690
SITE: Upper Bryn, Longtown HR2 0NA
DESCRIPTION: (Part 3) Class Q Prior Approval – Notification of a proposed change of use of part of an agricultural building to a dwelling and associated works
COMMENT: Prior approval not required

APPLICATION NUMBER: 181860
SITE: The Villa, Craswall HR2 0PL
DESCRIPTION: Certificate of Lawfulness for proposed porch to front and rear extension to the annexe building.
COMMENT: Approved

APPLICATION NUMBER: 181610
SITE: Perthy Perton, Longtown HR2 0LQ
DESCRIPTION: Proposed change of use to the parcel of land from agricultural to mixed use agriculture and equestrian. Erect purpose built stable block.
COMMENT: Approved with conditions

APPLICATION NUMBER: 182350
SITE: Upper Cwm Farm, Craswall HR2 0PH
DESCRIPTION: Application for prior notification of proposed agricultural building.
COMMENT: Prior approval not required

47/18 FINANCES & POLICY – Council approved the payment of the following accounts relating to July 2018:

PAYEE	SERVICE	CHEQUE	VAT	TOTAL
ICO	ICO Registration	100744	£0.00	£40.00
Paul Russell	Locum and admin services	100745	£0.00	£298.00
Hoople Ltd	Clerk Advert	100746	£25.00	£150.00
TOTAL				£488.00

48/18 NEIGHBOURHOOD PLAN UPDATE – Council noted the update regarding the draft Neighbourhood Development Plan. A number of amendments would be completed in the next week and photographs were currently being collected. The next stage would be the submission of the draft plan under Regulation 14. An additional grant to help cover the costs of development would be applied for in August 2018.

49/18 PARISH NOTICE BOARDS – Council considered the suggestion to relocate the notice board from its current position in Walterstone to a location near the public house, subject to negotiation, and to provide some additional notice boards.

It was felt that the Parish Council did not publicise its meetings enough and the location of the main notice board at Walterstone was not in a central location. There were two further smaller boards but these were exposed to the elements.

Following discussion, it was agreed to contact the Carpenters Arms to see whether they would be happy to accommodate a Parish Council notice board. It was further agreed to obtain prices for a new notice board with doors. The matter would be discussed again at the September meeting.

50/18 PURCHASE OF A LAMINATOR – Council agreed to defer the consideration of the purchase of a laminator until a decision had been made regarding the provision of new notice boards.

51/18 CLERK TO THE COUNCIL – Council received an update on the recruitment of a new Clerk to the Council. Three applications had been received from the advertisement placed with Hoople Ltd. It was suggested that revised advertisements be placed on the Parish notice boards and that local publications such as the Golden Valley News and local Parish magazines be contacted regarding the placement of an advert.

Council **RESOLVED** to set up a Personnel Committee to interview potential candidates. Cllrs J Cecil, J Hardy, J Jones and J Probert were appointed.

52/18 CORRESPONDENCE SHEET

The following updates were received:

Walterstone Village Hall

As part of the constitution two Parish Council representatives were required. It was agreed to appoint Cllrs Hardy and Palmer.

Highway Maintenance

Council requested that the Locality Steward be informed of the following roads that required attention due to the number of potholes:

- Llanvenoe Road – The part of the road from the junction to Valley View had not been resurfaced along with the rest of the road. Council requested that this be addressed;
- Verges – None of the verges in Craswall had been cut back. These had previously been cut back by Balfour Beatty;
- The verge cutting in the rest of the parish had been poorly undertaken and some sections had been missed. The Locality Steward was requested to address this.

Members were encouraged to keep reporting potholes via the Herefordshire Council website.

Planning Matters

Cllr Jinman requested that the Parish Council responded more fully to planning applications. It was suggested that once the NDP had been drafted that reference be made to policies within the NDP when responding to planning applications.

Correspondence Sheet

- Locality Steward Weekly Briefings –June & July 2018

- Herefordshire Council, Road Closures July 2018 – Update to programme
- Herefordshire Rural Hub July 2018 newsletter
- Police Newsletter – July 2018
- Annual Electoral Canvass 2018
- HALC Last minute training – June and July 2018

53/18 DATE OF NEXT MEETING – Council noted that the next meeting would take place on Wednesday 19th September 2018 at Longtown Village Hall.

There being no other business the Chair thanked members for their attendance and closed the meeting at 9:16pm.

CHAIR:

DATE: