

# Abbeydore & Bacton Group Parish Council

**Minutes of an Ordinary Meeting**  
**of Abbeydore and Bacton Group Parish Council**  
**held in Abbeydore Village Hall**  
**on Tuesday 20<sup>th</sup> July 2021**

No ABPC/MW/109

**Present**

Councillor Mr T Murcott Chairman  
Councillor Mrs A Booth Vice - Chairman  
Councillor Mr R Fenton  
Councillor Mr M Jenkins  
  
Clerk Mr M Walker

**Also Present**

Golden Valley South Ward Councillor Mr Peter Jinman and one further member of the public.

The Track and Trace Document was completed plus  
Abbeydore Village Hall's "NHS Track and Trace Form"

**The Parish Council Meeting was formally opened by the Chairman at 7.30pm**

**1.0 Apologies for Absence**

Apologies were received and accepted from, Councillor Mr D Cook, Councillor Mrs W Gunn and Councillor Mr D Watkins

Parish Lengthsman/Contractor Mr Terry Griffiths, Locality Steward Mr Paul Norris and Police not present.

**2.0 Minutes**

The Minutes of the Annual Group Parish Council Meeting No ABPC/MW/108z held on Tuesday 4<sup>th</sup> May 2021 via "ZOOM" were unanimously confirmed as a true record and signed by the Chairman.

Proposed by Councillor Mrs A Booth Vice – Chairman and Seconded by Councillor Mr R Fenton.

**3.0 Declarations of Interest and Dispensations**

**3.1** To receive any declarations of interest in agenda items from Councillors

No Declarations of Interest were made

**3.2** To consider any written applications for dispensation

There were no written applications for dispensation made

**4.0 Co-option of Parish Councillor**

To consider for co-option prospective candidate(s) for the Parish Council

No prospective candidate(s) present.

**5.0 Financial Report**

**5.1 Receipts**

23 <sup>rd</sup> April 2021	BGC	HMR&C VAT Claim	£242.60
23 <sup>rd</sup> April 2021	BGC	Herefordshire Council Precept	£4,600.00

**5.2 Payments**

Clerk's Salary May 2021 Gross	£369.97
Mileage	£11.30
Postage	£7.24
Tax £74.00 NIC £0.00	
Nett Pay £314.51	
<b>Cheque Number 000913</b>	



Clerk's Salary June 2021 Gross	£369.97
Mileage	£6.98
Postage	£0.66 pence
Tax £74.00 NIC £0.00	
Nett Pay £303.61	
<b>Cheque Number 000916</b>	
<b>Cheque Number 000917 DESTROYED</b>	
HMR&C 1 <sup>st</sup> Quarter VAT Payment April May June {Paid by private cheque due to re-arranged meeting}	£221.80
<b>Cheque Number 000918</b>	
Defib Warehouse	£142.80
ZOLL AED Pads & Battery Bundle {Paid by Clerk's Credit Card}	
<b>Cheque Number 000919</b>	
TEEC Limited	£144.00
Hosting and Email Address 2021/2022	
<b>Cheque Number 000920</b>	
Clerk's Salary July 2021 Gross	£369.97
Mileage	£11.03
Postage	£4.15
Tax £74.00 NIC £0.00	
Nett Pay £311.15	
<b>Cheque Number 000921</b>	
Terry Griffiths Contracts TGC 1560	£470.40
<b>Cheque Number 000922</b>	
<i>*Abbeydore and Bacton Group Parish Council Roads - Routine Maintenance</i>	
<i>July 2021 (GREEN) Invoice No TGC1560</i>	
<i>Description of work carried out: - Routine Maintenance Work</i>	
<i>Clear grids and clean out road gully's</i>	
<i>Jet connecting pipes</i>	
<i>Clear road culverts and jet</i>	
<i>Check inspection pits</i>	
<i>Clear ditch headwalls</i>	
<i>Clear grips and reform leads</i>	
<i>Clear minor obstruction from ditches and reform leads</i>	
<i>Clean off road signs</i>	
<i>Clear minor storm debris off roads</i>	
<i>Strim round grit bins and road signs</i>	
<i>Strim verges on bends/junction/splays &amp; areas regularly used by pedestrians &amp; no footway is present</i>	
<i>Roads covered on this visit</i>	
<i>C1212 From parish boundary to B4347</i>	
<i>C1209 From B4347 to U74209</i>	
<i>U74209</i>	
<i>U74213</i>	
<i>Marker spray</i>	

**Resolved unanimously** that all payments are approved

Plusnet 29/04/2021 Invoice 00002570640-3	£26.99
<b>DD Payment</b>	
Plusnet 01/06/2021 Invoice 00002570640-3	£26.99
<b>DD Payment</b>	
Plusnet 29/06/2021 Invoice 00002570640-3	£27.37
<b>DD Payment</b>	
Councillor Mr T Murcott Chairman to make enquiries reference increased payment	



### 5.3 **Bank Balance**

Bank Statement @ 4 <sup>th</sup> June 2021	No 82	
Business Bank Instant Account		£13,069.87
Bank Statement @ 2 <sup>nd</sup> July 2021	No 83	
Business Bank Instant Account		£13,069.98

### **Bank Balance**

Bank Statement @ 4 <sup>th</sup> June 2021	No 39	
Treasurers Current Account		£10,920.25
Bank Statement @ 2 <sup>nd</sup> July 2021	No 40	
Treasurers Current Account		£10,578.37

## 6.0 **Public Question Time**

A 10 minute period is to be allocated if required to facilitate any member of the public to address the assembled Parish Councillors

30<sup>th</sup> June 2021 Application No 212280 Self Catering Holiday Unit Farm House Farm, The Barn, Abbeydore Hereford HR2 0AL  
Proposed change of use of agricultural field to site  
4 Shepherd's Huts for holiday accommodation

Councillor Mr T Murcott Chairman to formulate a response to the Clerk plus reference to the "made" Joint Neighbourhood Development Plan

"Abbeydore & Bacton Group Parish Council

Response to planning application No P212280/F Farm House Farm, The Barn

There is no mention of the Abbeydore and Bacton, Ewyas Harold and Kentchurch NDP in the application paperwork and it would therefore appear that the applicant has not tested the application against this current, made, plan.

We object on the basis that the proposal has not been tested against the ABEHK NDP.

Specifically, we have concerns over the following policies.

Policy G6 – Highways and Transport

This policy states:

All new development proposals should include appropriate measures to minimise their impact on the Neighbourhood Development Plan Area by providing:

- a. Safe and suitable access;
- b. Any necessary and appropriate traffic management measures;
- c. Off-road car parking that avoids the use of large areas of hard standings, particularly using materials more appropriate to urban locations. All car parking should be appropriately sited and screened within the landscape; and
- d. Access to public transport including the creation of permissive footpaths to bus stops, where appropriate. The access to the public highway is a partially blind turning and consideration needs to be given to whether it is safe and suitable access. In our estimation the access needs to be modified to make it safe for both visitors to the site and traffic on the highway.

There is another issue of concern with the access. The driveway is owned by a number of parties with various rights of access for domestic use. We ask whether there is an issue with change of use from domestic to commercial.

Policy G7 – Rural Environment and Tranquillity.

This policy states:

To protect the integrity of the rural environment and the tranquillity of the Golden Valley development proposals will only be supported when they do not give rise to significant adverse impacts on these resources. The following criteria will be used to assess proposals to help determine their appropriateness:

- a. The use, nature, scale, type of activity and opening hours (where appropriate) of any proposal.
- b. For business and tourism proposals a Noise Impact Assessment may be required with any planning application, and may be required, in certain circumstances, for other forms of development; and
- c. The inclusion of mitigation measures to avoid, reduce or remedy any adverse impacts arising from the proposed development. Such measures will be conditioned where necessary.



The planned operating period is from March to May and the treeline between the proposed site and the adjacent property, Farmhouse Farm, is clearly deciduous. This means that it is not going to be effective as a screen until the end of the operating period, trees do not normally have much leaf growth until May. We note that the applicant is prepared to plan more trees or install suitable screening but consideration needs to be given to the type and they should, perhaps, plant an evergreen or beech hedge that retains screening all year round.

This is relevant to the issue of noise, as bare trees are far less effective at stopping noise than those in leaf. The site is very close to the adjacent property and while the applicant has said it will be an alcohol-free site, this does not remove the issue of noise. We would suggest that a Noise Impact Assessment would be appropriate due to the proximity of the site to the adjacent property.

#### Policy G8 – Dark Skies

This policy states:

To minimise light pollution in the Golden Valley and to improve the views of our night time skies, planning proposals that include external lighting and significant openings that would allow internal lighting to be seen externally, will have to demonstrate the following:

- a) They have undertaken an appropriate assessment and can demonstrate the need for the lighting proposed;
- b) That care has been taken to provide appropriate lighting, using systems designed to prevent obtrusive lighting nuisance, minimise light pollution and reduce energy consumption.

The applicants have not discussed any plans for external lighting but it is clear that the huts will be lit. There may be safety requirements for external lighting on the path to the huts and there may be external lights fitted to the huts to light the porches. It will still be getting dark early evening for some of the operating period.

We would suggest that information be requested about external lighting and also whether lighting is going to be required for health and safety reasons. If so then the lighting needs to comply with this policy.”

### **7.0 Queens Green Canopy**

Parish Councillor Mrs Ann Booth gave an overview of the Tree Planting Initiative to mark Her Majesty The Queen’s Platinum Jubilee in 2022.

Possible site for a tree is on Ewyas Harold Common – Ann to contact the Trustees.

### **8.0 Local Policing Community Charter**

To agree The Parish Council’s Response

Topics agreed

- 1) Dogs worrying sheep
- 2) Rouge Traders
- 3) Agricultural thefts

Agreed contact – Monthly

Form to be submitted to West Mercia Police Community Charter – Parish Contact Contract

### **9.0 To Receive Reports (if available) from:-**

#### **9.1 Golden Valley South Ward Councillor Mr Peter Jinman**

Council spending – they have excellent financial control now

No contract managers

No money but plenty of works

250K for Lengthsman works - grant projects required and 250K for PRow - grant projects required

Shortage of Planning Officers – Senior/Lead Officer for the Southern area is Mr Simon Withers

Shortage of Social Workers

Shortage of Ecologists

Pontrilas Station still on-going and hopeful

#### **9.2 Parish Footpaths**

No problems highlighted

#### **9.2i Officer Vacancy**

Councillor Mr T Murcott Chairman to make contact with Mr Joe Rumer with A3 map

Item for a Footpath Officer to be put on the Website



### 9.3 Locality Steward Mr Paul Norris

Information sent to Parish Councillors by email.

### 9.3i Surface water drainage issue Old Rectory Abbeydore update

No update as yet but Ward Councillor said it was on the list of works and he would try to action a solution.

Clerk to contact Lengthsman if it is something that he could undertake  
cc to Claire and Ann with update.

### 9.4 Lengthsman Mr Terry Griffiths

\* See report Item 5.2

Clerk to instruct Lengthsman to action 1 day in Abbeydore parish and 1 day in Bacton parish maybe during August.

Hedge cuttings will be collecting in gullies etc. during August/September

Road sign down by the "Rabbit"

Cockyard sign actioned but salt bin pushed over

### 9.5 Broadband update

Broadband works are starting now

Ward Councillor stated a meeting was taking place 8<sup>th</sup> October 2021

Information given to Parish Councillors

### 9.6 Neighbourhood Development Plan update

Leave as is

### 9.7 Golden Valley Action Group update

Friday 23<sup>rd</sup> July meeting at Pandy – Area of Outstanding Natural Beauty AONB - Forest of Dean and Garway

*An Area of Outstanding Natural Beauty (AONB) is a designated exceptional landscape whose distinctive character and natural beauty are precious enough to be safeguarded in the national interest. AONBs are protected and enhanced for nature, people, business and culture.*

### 9.8 Black Hill Community Network (BHCN) update

Councillor Mrs Ann Booth to action

## 10.0 **Bacton Post Box**

Missing Post Box at Bacton update

Second letter sent to Royal Mail 8<sup>th</sup> December 2020

*"I refer to the Parish Council's enquiry dated the 12<sup>th</sup> October 2020 in respect of a missing Royal Mail Post Box.*

*The Parish Council considered your reply with some dismay as clearly the writer was unaware of the locality, almost all of the properties in question are outside the catchment area for the other post boxes listed. Prospective users would have to have access to a vehicle as well as the ability to drive to reach these boxes.*

*In this very rural area the postman does not necessarily call at each property, with many properties having a remote locked letterbox at farms or driveway gates which the postman uses therefore the homeowner will not actually see the delivery person, thus no way of actually handing over a letter for outgoing post, the option to leave something out for the delivery person is clearly not possible as with no guarantee of a delivery to that property the outgoing post would remain uncollected.*

*All the residents are asking for is the replacement of a post box, removed when the telegraph pole to which it was affixed was damaged by a falling tree.*

*Your reference to the necessity to consult with the highways authority as well as the various utility companies is quite absurd and confirms the lack of any local knowledge as the replacement box would be clamped to the telegraph pole as before.*

*On behalf of the residents, the Parish Council request that you give this your urgent attention.*

*Yours Sincerely Malcolm Walker Clerk to Abbeydore & Bacton Group Parish Council" See reply next page*



2 July 2021



Our reference: 1-7443164788  
Your reference: JN17724

Mr Jesse Norman MP  
House of Commons  
LONDON  
SW1A 0AA

Royal Mail Headquarters  
185 Farringdon Road  
London  
EC1A 1AA

Dear Mr Norman

Mr Malcolm Walker, Tryonor, 42 Green Lane, Kingstone, Hereford HR2 9EX

Thank you for your communication dated 28 June regarding the removal of a postbox in Bacton, Hereford in your Hereford and South Herefordshire constituency.

I have now received an update from the collections team for the area who confirm that the postbox in Bacton was removed as the telegraph pole it was attached to had been damaged. Our regulator, Ofcom, requires Royal Mail to ensure that 98 per cent of all households across the UK should be within half a mile of a postbox. For the remaining two per cent, Royal Mail must provide sufficient postboxes or other means of access to the Universal Service (e.g. collection on delivery) to meet the reasonable needs of users, having regard to the costs and operational practicalities of doing so. Royal Mail currently meets this condition at c.98.3 per cent.

I am advised that postmen and women delivering to addresses in Bacton are more than happy to collect mail bearing the appropriate postage directly from residents. This option is always available and is especially good for any residents finding it difficult to access a postbox. The postmen and women are not permitted to take cash to buy stamps or to take items to the Post Office.

I am sorry to send you what I know will be a disappointing reply. As always if I can be of any further assistance please do not hesitate to contact me.

Yours sincerely

A handwritten signature in black ink, consisting of a series of loops and a long horizontal stroke at the end.

Michael Hogg  
Senior Public Affairs Manager



#### **11.0 Abbeydore Village Hall Defibrillator**

To consider replacement of Defibrillator Cabinet

Clerk authorised to re check batteries in defibrillator, if still faulty then the Parish Council

Unanimously Resolved for the Clerk to order a new Defibrillator plus a non-lockable cabinet for Abbeydore area.

#### **12.0 Parish Council Paperwork Distributed via Email**

**12.1** To discuss the distribution of Agenda Minutes Finance etc. via email

The Parish Councillors present all agreed for information and meeting paperwork to be emailed to them.

Councillor Mr David Watkins would still receive information and paperwork by post.

Councillor Mr D Cook and Councillor Mrs W Gunn not present so would also receive the paperwork by post for the time being.

**12.2** To approve Email Policy

The Email Policy was approved by the Parish Council and would be ratified at the next full Parish Council meeting

#### **13.0 Available Grants**

Councillor Mrs Ann Booth gave an overview of the grant “Places Called Home Funding” but this time it was not suitable for the Parish Council.

If more grants become available the Parish Council “Grants Working Group” will take action and present the findings to a full Parish Council meeting.

#### **14.0 Highways and Footpaths Issues**

**14.1** To receive **new** information on Parish Highways & Public Footpath

No new defects raised

**14.2** Issues which require attention

No new defects raised

#### **15.0 Information Sheet**

Sheet to include update on previous action points and a list of correspondence received

##### Planning Result

No Planning Results outstanding

##### Correspondence

“3<sup>rd</sup> June 2021 Good afternoon David,

I hope you have settled into your new home and are all keeping well.

I have been asked to write and express the gratitude of the Parish Council for all the time you gave freely to the smooth running of the Parish Council.

Once again thank you and we all hope you enjoy your new surroundings

Best Regards Malcolm Walker Clerk to Abbeydore & Bacton Group Parish Council”

5<sup>th</sup> June 2021 Email sent to Fiona Witcher reference retirement

“Good Morning Fiona,

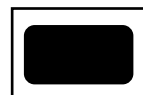
The Parish Council received the news of your pending retirement which will bring to an end a fruitful mutual professional relationship.

Your reassuring presence was always welcome at many of the numerous community social events as well as Parish Council meetings, where you provided local information as well as being a point of contact for members of either the public or the Parish Council.

Clearly the monthly newsletter has provided the opportunity to provide not only local information but events county and force wide.

I would like to take this opportunity on behalf of the Parish Council to wish you a long and well deserved retirement although we understand that it will be probably not so much of a retirement but a career change. Hopefully we shall see you at some of our community events.

Best Regards Malcolm Walker Clerk to Abbeydore & Bacton Group Parish Council”



*"Hi Malcolm*

*Thanks for your kind remarks and thank the Parish Council for their good wishes, and I'm sure we'll bump into each other as and when community events start up again ☺✂*

29<sup>th</sup> June 2021      Report Road Signage Defects  
Cockyard – Whitfield Junction Finger Post  
CASE Reference Number CAS-809327-R3Z1D3

29<sup>th</sup> June 2021      Report Public Right of Way Problem  
AD16A Finger Post Cockyard –Whitfield Junction  
CASE Reference Number CAS-809336-D9Y1N0

6<sup>th</sup> July 2021      Report Highway Drainage Issues  
Blocked Culvert near Duffryn Farm  
CASE Reference Number CAS-810023-W4T7N6

**16.0 Agenda of Next Meeting**

Co-option of Parish Councillor  
Queens Green Canopy

**17.0 Date, Time and Venue of Next Meeting**

Confirmed that the next meeting will be an Ordinary Meeting of the Group Parish Council and will be held on **Tuesday 7<sup>th</sup> September 2021** meeting to commence at 7.30pm in Abbeydore Village Hall

Parish Council meeting declared closed at 9.10pm

Signed..........  
Parish Council Chairman Councillor Mr Toby H L Murcott

Dated this day 7<sup>th</sup> September 2021