

**HOW CAPLE SOLLERSHOPE AND YATTON PARISH COUNCIL**  
Councillors are summoned to attend a meeting of the Parish Council  
on  
**Tuesday 10 September 2024 at 7pm**

At Brockhampton Village Hall

Members of the Public and Press are cordially invited to attend

**AGENDA**

- 1. To receive apologies for absence**
- 2. To receive declarations of interest and written dispensation requests**
- 3. Minutes:** To consider the minutes of the Parish Council meeting held on the 16<sup>th</sup> July 2024
- 4. Public Participation:**
  - 4.1. To receive report from the Ward Councillor
  - 4.2. To receive report from PCSO Kirsten Kysow, Safer Neighbourhood Team
  - 4.3. To receive representations from the Public
- 5. Community:**
  - 5.1. To consider any matters arising from the Annual Parish Meeting (deferred from July)
  - 5.2. To consider the West Mercia Police 'We don't buy crime' project and any response to offer of Property Marking event
  - 5.3. To receive update on Coronation Bench and agree action as required
  - 5.4. To note update on Hills Ford Stages Rally
- 6. Finance:**
  - 6.1. To consider Financial Report and approve the bank reconciliation
  - 6.2. To consider dates for a Finance Working Group meeting
  - 6.3. To ratify the following payments made between meetings:
    - 6.3.1. Autela Payroll Services, Payroll Support April-July, £81.86 including VAT
    - 6.3.2. HMRC, PAYE/NIC July, £78.40
    - 6.3.3. Helen Tinson, Clerk Salary August, in accordance with contract
  - 6.4. To consider any invoices due for payment:
    - 6.4.1. Terry Griffiths Contracts, PROW, £453.60 including VAT
    - 6.4.2. HMRC, PAYE/NIC August, £78.40
    - 6.4.3. Helen Tinson, Clerk Salary September, in accordance with contract
    - 6.4.4. HMRC, PAYE/NIC August, £78.40
    - 6.4.5. PIP Printing, Newsletter, £70.53
    - 6.4.6. Helen Tinson, Instant Ink Expenses August and September, £7.98 including VAT
- 7. Planning:**
  - 7.1. To note the following decisions by Herefordshire Council:**
    - 7.1.1. **240266: Byre House, How Caple, HR1 4TF.** Proposed change of use of Byre House from two self-contained apartments (C3) to form boarding house accommodation for Hereford Cathedral School (C2). PC Support. HC Approved with conditions.

- 7.1.2.**233568: 1&2 Perryfield Cottages, Perryfields, Sollershope, HR1 4RN.** Proposed reduction in roof slope to tiled pitched roofs (approx. reduction from 50 degrees to 47.5 degrees) and new two storey extension conservatory and solar panels to No, 2 Perryfield. PC Support. HC Approved with conditions.
- 7.1.3.**233545: 1&2 Perryfield Cottages, Perryfields, Sollershope, HR1 4RN.** Proposed change of use of area of agricultural land to residential as additional garden space to two attached cottages and includes new detached garages. PC Support. HC Approved with conditions.
- 7.1.4.**241745/PA7: The Lyndalls, Sollershope, HR1 4RL.** Application for prior notification for agricultural building. Refused.

## **8. Highways:**

### **8.1. Highways:**

- 8.1.1. To receive report and agree action as required
  - 8.1.2. To consider proposed submission for the Local Drainage Fund
  - 8.1.3. To consider a Traffic Regulation Order to reduce the speed limit on the B4224 at Crossways to 40mph
- 8.2. **SIDs:** To receive update, consider quotations and agree action as required
- 8.3. **Lengthsman:** To receive update and agree action as required
- 8.4. **Land by noticeboard:** To consider approaching the owner of a piece of land by the noticeboard, How Caple

## **9. Footpaths:**

- 9.1. To note response to PROW Grant Funding application and agree action
- 9.2. To ratify submission of grant application to the Wye Valley National Landscape and agree action as required

## **10. Consultations/Seminars:**

- 10.1. To consider response to Hereford & Worcester Fire and Rescue Service Consultation
- 10.2. To consider response to the National Planning Policy Framework (NPPF) Consultation
- 10.3. To consider attendance at Herefordshire Council's Parish Summit on the 8<sup>th</sup> October
- 10.4. To consider attendance at the HALC Conference and AGM on 26<sup>th</sup> October 2024

## **11. Clerk Report:** To receive report

## **12. Next Meeting:** Tuesday 12<sup>th</sup> November 2024, and propose agenda items

- 12.1. **Website and Email:** To further consider a .gov.uk website domain name

**Signed:** Helen Tinson, Clerk

**Dated:** 5<sup>th</sup> September 2024