

Minutes of the Meeting of Ewyas Harold Group Parish Council held on Tuesday 12th April 2016 at the Pavilion, Ewyas Harold Recreation Ground at 6.30pm

Present: Cllr P Jinman – Chairman, Cllr S Eynon, Cllr S Probert, Cllr M Wrigglesworth, Cllr R Evans, Cllr M Watkins (Rowlestone), Cllr C Pogson (Llancillo) and Cllr L Overstall (Dulas).

In attendance: Terry Griffiths (Lengthsman), the Clerk and three members of the public.

	Action
<p>1 To accept Apologies for Absence Cllr J Wilson-Thomas, Cllr R Baker, Cllr S Clayton, Cllr A Loudon, Ward Cllr G Powell, Linzy Outtrim and the local policing team.</p>	
<p>2 To receive Declarations of Interest & Dispensation Applications None.</p>	
<p>3 To consider Minutes of the Previous Meeting The Minutes of the Meeting held on 8th March 2016, copies of which had been previously circulated to Members, were confirmed as a true record and signed by the Chairman.</p>	
<p>4 To consider applications for co-option to the casual vacancy Two applications had been received for the one vacancy on the parish council. Members voted with 3 votes for Michael Pritchard and 5 votes for Tom Williams. Tom Williams was therefore co-opted onto the parish council and signed the declaration of acceptance of office, but it was hoped that Michael Pritchard would consider applying for future vacancies.</p>	Clerk
<p>5 Open Forum 5.1 The Local Policing Team had sent an annual report which was noted. Members raised the issue of ongoing speeding on the Pontrilas road. The police would be carrying out speed checks but these hadn't happened as yet. The clerk would inform the police that there had been further reports of speeding. It was thought that by moving the 30mph sign further back from the A465 junction, this may increase awareness of the 30mph speed limit. It was requested the clerk contact Simon Hobbs at Herefordshire Council regarding this as well as the incomplete white lining works at the A465 junction and progressing of the proposed centre refuge. Cllr Probert offered to work with the school to raise awareness of speeding and dog fouling issues and this was welcomed. 5.2 Cllr Powell had provided a report which included information on mobile infrastructure east of Clodock, schools white paper, Hereford bypass, Balfour Beatty and planning. 5.3 There was no footpath officer's report. The documentation was now in place for the appointment. 5.4 Comments received from local residents: A progress update on the flooding/pipe issue at Westwood trading estate was requested. This was one of several matters outstanding with Balfour Beatty and it was requested the clerk make a list of outstanding issues and request an update within 7 days. Following an inappropriate verbal attack by a member of the public, it was requested a letter be sent to the member of the public stating that this was not acceptable and would not be tolerated.</p>	Clerk/SP
<p>6 To receive Clerk Update and to note Correspondence List The clerk's update and correspondence list was noted. A draft website specification had been compiled by Cllr Baker and circulated. Members agreed that quotes could be obtained from the specification now, with further detail on content etc. to be decided when quotes received. The Ewyas Harold Commons Society would be meeting on 22nd April and as the parish council representative for this year was no longer on the council it was agreed for Cllr Overstall to attend and report back to parish council.</p>	Clerk
<p>7 To receive update on the Neighbourhood Development Plan and agree the policy relating to the proposed relocation of Ewyas Harold School Toby Murcott, Chairman of the NDP working group, gave an update on the current position. With regards to the policy relating to the school he gave the options of whether to specify the preferred site in the plan or include a criteria based policy for the relocation of the school. Cllr Wrigglesworth stated</p>	Clerk/LO

<p>that the preferred site adjacent to the memorial hall had never flooded over the past 63 years. Resolved that a criteria based policy was agreed as the preferred option. Criteria were discussed and it was agreed that the priority was for the school to remain in the village. Within the policy it would explain why a school move was necessary. Cllr Overstall and Toby Murcott would draw up the list of criteria for inclusion, Toby Murcott would seek the opinion and involvement of Kirkwells and the school (including Cllr Wilson-Thomas as parish council representative on the school governors). The draft policy would then be circulated for parish council approval at the May meeting.</p>	<p>LO/TM</p>
<p>8 To receive update re. parking proposals for Ewyas Harold School and agree action required No update had been received from Cllr Powell and it was requested the clerk contact him regarding this.</p>	<p>Clerk</p>
<p>9 Planning 9.1 Planning application 160598, Priors Wood, Dulas – Retrospective application for the retention of a sawmill shed, two biomass boilers and two log drying kilns used in connection with the existing forestry use at the site was considered. A site visit for members to the site had taken place and various representations received and circulated. Resolved that the parish council objects to this application. There are numerous errors of fact within the application, this is uncontrolled development and there are environmental and ecological concerns that need to be addressed. Substantial damage to the highway has already been caused by the access to the site that poses a danger to road users.</p>	<p>Clerk</p>
<p>9.2 Planning application 160887, Middle Cefn Barn, Dulas – Change of use of agricultural field to form 5 pitch ‘glamping’ site, retention of amenity building and associated landscaping was considered. Resolved that the parish council supports this application as it is sustainable and advantageous to the community.</p>	<p>Clerk</p>
<p>10 Lengthsman Scheme (incorporating the P3 scheme) 10.1 The lengthsman worksheets were noted and additional invoices received considered. Resolved that invoices TGC1598 for £450.00 (£375.00 exc. VAT) from the Lengthsman budget and TGC 1599 for £360.00 (£300.00 exc. VAT) from the P3 budget be authorised for payment.</p>	<p>Clerk</p>
<p>10.2 Remaining work from the 2015/16 budget was considered. The purchase of a public rights of way notice board to be located at the Kemble Centre and work proposed by the lengthsman including improvements to the EH17 access were considered. Resolved that the work proposed by the lengthsman and the purchase of a notice board (exact model and location to be agreed via email) was approved with all invoices to be sent to the clerk before the end of April to allow the final quarter claim to be submitted by the end of April.</p>	<p>Clerk</p>
<p>10.3 The draft annual maintenance plan documentation had been circulated and was considered. Resolved that the annual maintenance plan was approved for submission to Balfour Beatty/Herefordshire Council.</p>	<p>Clerk</p>
<p>10.4 The contract from Herefordshire Council for the Lengthsman and P3 schemes for 2016/17 had been circulated and was considered. Resolved that the clerk was authorised to sign the contract. Cllr Watkins and Cllr Evans left the meeting.</p>	<p>Clerk</p>
<p>11 Finance 11.1 Resolved that the finance report was approved and the bank reconciliation was verified. Balances held at 24th March 2016 were £12,571.04 current account and £913.66 savings account, which included grant money for the Kemble Centre feasibility/planning etc.</p>	
<p>11.2 Overtime worked by the clerk during the previous month was 22 hours, which included 4 hours of lengthsman scheme administration. Resolved to pay the clerk 22 hours of overtime.</p>	<p>Clerk</p>
<p>11.3 Resolved payments for approval: Clerk’s salary for March 2016 as per contract of employment Pension £53.97 EE, £231.58 ER, PAYE £51.20 NI £31.10 EE, £26.19 ER</p>	<p>Clerk</p>

Postage £26.88 Stationery/Office Expenses £2.50 Mileage £60.30 Total £89.68
 HALC (Annual subscription) £643.87 (£536.56 exc. VAT)
 Terry Griffiths Contracts (Lengthsman Scheme, Invoice no. TGC1551) £360.00 (£300.00 exc. VAT)
 Terry Griffiths Contracts (Lengthsman Scheme, Invoice no. TGC1552) £498.00 (£415.00 exc. VAT)
 Welsh Water (Recreation ground, 9/9/15-9/3/16) £44.55 (Direct Debit)
 Terry Griffiths Contracts (Lengthsman Scheme, Invoice no. TGC1555) £300.00 (£250.00 exc. VAT)
 Terry Griffiths Contracts (Lengthsman Scheme, Invoice no. TGC1576) £420.00 (£350.00 exc. VAT)
 Terry Griffiths Contracts (Lengthsman Scheme, Invoice no. TGC1584) £450.00 (£375.00 exc. VAT)
 Carla Boyles (Reimbursement for keys and toilet seat for recreation ground) £26.39
 Highground Maintenance Ltd (Recreation Ground grass cutting March payment) £186.49 (£155.41 exc. VAT)
 Public Works Loan Board (Half yearly loan repayment for Kemble Centre purchase) £1,779.60 (Direct Debit)
 Herefordshire Council (Trade waste collections, fortnightly, payable quarterly in advance) £57.85 (Direct Debit)
 Herefordshire Housing Ltd (Annual lease payment for community library) £100.00
 Dore Community Transport (Grant agreed for 2016/17) £100.00
 CT Groundcare (Bin emptying) £60.00
 Payments ratified: Gwillam Darby Carr (Post contract professional services) £2,160.00 (£1,800.00 exc. VAT)
 Golden Valley Construction (Fill in septic tank/associated groundworks) £3,741.62 (£3,118.02 exc. VAT)

12 **Kemble Centre**

12.1 The weekly inspection reports had not been received.

12.2 The report from the Kemble Centre Working Group was received and noted. The working group membership and other action points were discussed.

Resolved that a further meeting between parish councillors and doctors be scheduled with a proposed date of 22nd April at 1pm. **Clerk**

Resolved that a workshop facilitated by Clever Elephant for parish councillors in preparation for the annual meeting be scheduled for 28th April, 7-9pm at the Pavilion. **Clerk**

Resolved that the arrangements for the annual meeting were agreed, with exception to the venue, which would be agreed via email after availability of other venues is known. **Clerk**

Resolved that Cllr Baker publicise the annual meeting, with the draft poster approved, but venue information to be confirmed. **RB**

Resolved that other actions proposed in the report were agreed.

A resolution was passed that Standing Orders be suspended to allow completion of the agenda

12.3 Grass cutting requirements for the Kemble Centre for 2016 were discussed.

Resolved to request that CT Groundcare carry out a cut now and that it would be monitored, with further cuts requested when required. **Clerk**

12.4 Additional information to accompany the Primary Care Transformation Fund application had been circulated and was considered.

Resolved that the additional information was approved. **Clerk**

13 **Recreation Ground**

13.1 The recreation ground checklist was received. Relocation of the bin, repair to the play area gates, a list of signage and the broken window had all had action agreed, which had been arranged and was awaited. Cllr Clayton would carry out the checks this month. **SC**

13.2 Cllr Jinman had been in further discussions with the cricket club in relation to the stewardship agreement. The agreement had still not been signed, with the cricket club informing Cllr Jinman that they were now seeking legal advice on it.

Resolved that Cllr Jinman respond to the cricket club giving them until 26th April to return the signed agreement and confirming that the recreation ground cannot be used for training or matches until the agreement is received. **PJ**

14	To consider response to the Community Infrastructure Levy Consultation Resolved that the clerk recirculate the information, Cllr Jinman to draft a response and return to the clerk, which would then be circulated to members before submission by the deadline of 28 th April.	Clerk/PJ
15	To consider comments on the Rail Crossing Extinguishment Order for Public Footpath LY9A (Part) Llancillo Resolved that no comments would be submitted.	
16	To consider comments on the Vowchurch & District Group Parish Council Neighbourhood Plan Consultation Resolved that the clerk recirculate the information with members to notify Cllr Overstall of any particular issues. Cllr Overstall would draft any comments for circulation by the clerk.	All/LO/ Clerk
17	To receive report from Cllr Overstall on the proposed Virtuous Circles project at St Michael's, Dulas Cllr Overstall provided a report. The issue that the parish council may have a conflict of interest when the proposed project is submitted as a planning application was considered. Resolved that due to the potential conflict of interest, the parish council withdraw from having a representative on the steering group for this project.	Clerk
18	Matters for Next Agenda (no discussion) None.	
	The meeting closed at 9.50pm	
	Next Meeting TBC.	

Action	Who
Contact Simon Hobbs re. white lining, 30mph limit sign position and centre refuge.	Clerk
Contact school re. raising awareness of speeding/dog fouling issues.	Cllr Probert
Request update on outstanding issues with Balfour Beatty.	Clerk
Letter to member of the public.	Clerk
Quotes for websites.	Clerk
Attend EH Commons Society meeting and report back to parish council.	Cllr Overstall
Draft NDP policy relating to the school.	Cllr Overstall & Toby Murcott
Request update on school parking proposals.	Clerk
Purchase of PROW notice board.	Clerk
Submit Lengthsman Scheme annual maintenance plan to Balfour Beatty.	Clerk
Sign Lengthsman Scheme contract and return to Balfour Beatty.	Clerk
Schedule meeting between members and doctors.	Clerk
Workshop for all members in preparation for annual meeting, 28 th April, 7pm, The Pavilion.	All
Arrange venue for annual meeting.	Clerk
Publicise annual meeting.	Cllr Baker
Arrange grass cutting for Kemble Centre.	Clerk
Liaise with Cricket Club re. signing of stewardship agreement.	Cllr Jinman
Draft response to Community Infrastructure Levy for circulation by the clerk.	Cllr Jinman
Draft a response to the Vowchurch NDP if necessary.	Cllr Overstall
Inform the Virtuous Circles project regarding removal of parish council representative from steering group.	Clerk

