

Minutes of the Meeting of Ewyas Harold Group Parish Council held on Tuesday 9th February 2016 at St Michaels Hall, Ewyas Harold at 6.30pm

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

In attendance: Ward Cllr G Powell, Linzy Outtrim (Locality Steward), the Clerk and three members of the public.

1 To accept Apologies for Absence

Cllr L Overstall, Cllr R Baker, Cllr J Wilson-Thomas and Cllr S Clayton.

2 To receive Declarations of Interest & Dispensation Applications

None.

3 To consider Minutes of the Previous Meeting

The Minutes of the Meeting held on 12th January 2016, copies of which had been previously circulated to Members, were confirmed as a true record and signed by the Chairman.

4 To consider applications for co-option to the casual vacancy

No applications had been received. There is one vacancy on the parish council, anyone interested should contact the clerk for more information.

5 Open Forum

5.1 There was no report from the Local Policing Team.

5.2 Linzy Outtrim, Locality Steward from Balfour Beatty attended the meeting to introduce herself. A number of issues were discussed. Clearing of the headwall/culvert on the B4347 by Westwood Trading Estate had taken place and a broken pipe under the road had been discovered. This had now been referred to the drainage team who would assess its priority. Members emphasised that due to the close proximity to a very busy junction this should be a high priority. It was also suggested that a site visit with the Environment Agency take place to look at the issue and that flood signage be stored locally until the issue is resolved as every time there is heavy rain the road floods. A progress update on the proposals for improvements to the school traffic/parking was requested. LO was awaiting confirmation of land ownership to ascertain the course of action and whether planning permission was needed. Cllr Powell would liaise with LO to determine this within the next couple of days. Costings of the proposals were necessary to determine whether the proposals were feasible. The quality of pothole repairs was questioned and LO confirmed that Balfour Beatty were currently undergoing a review relating to this. The condition of pavements along Pontrilas Road was raised as an issue and noted by LO. Grit bin responsibility had previously been questioned and was raised again for clarification. The grit bins at Rowlestone were logged for filling but LO was unsure as to ownership. At the Balfour Beatty Parish Briefing this issue had been raised and Balfour Beatty had agreed to circulate a map of grit bins showing those within their ownership. LO agreed to follow this up.

Flooding/drainage problems on Wigga Road had been reported to LO and she had confirmed this had been inspected and the gullies would be cleaned and then the potholes addressed within 28 days.

Visibility clearance on the A465 had initially been reported/requested in September 2015 and chased up several times since. LO assured members that she was progressing this to ensure action was taken to fully clear the foliage. Branch cuttings in the ditch at the bottom of Penlan pitch would be cleared and possible details of the contractor responsible would be forwarded to LO. A member of the public raised issues with LO regarding ditches and riparian ownership issues.

Cllr Powell gave a report including details on the Herefordshire Council 2016/17 budget, Hereford Racecourse re-opening, fuel poverty and an update on local issues he is currently progressing. Cllr Powell, Cllr Pogson and Linzy Outtrim left the meeting.

5.3 There were no comments from local residents. An email from a member of the public regarding speeding within the 30mph speed limit on Pontrilas Road had been received. The clerk would respond to say that flashing speed signs had been previously looked into but due to the cost they were not currently being pursued and 30mph repeater roundels were prohibited within areas with street lighting, so these could not be provided. It was agreed that the clerk would request the police carry

Action

**LO/Clerk/
GP**

Clerk

out speed checks along this road.

6 To receive Clerk Update and to note Correspondence List

The clerk's update and correspondence list was noted. Confirmed signage costs for Dulas had now been received from Balfour Beatty and it was considered that the cost of these remained prohibitive and this would not be progressed any further. As part of the Active Parishes project a free short mat bowls taster session would take place at the Memorial Hall on 15th February and had been publicised.

7 To consider comments on planning application 160103, Bentley Manor, Ewyas Harold – Proposed construction of single storey garage/workshop

This application was discussed and members provided with copies of three letters of objection received from members of the public.

Resolved that the parish council objects to this application as it is not proportionate or appropriate for the surrounding residential area and the proposed materials are not in keeping with the local area. Certain features of the proposal are potentially disruptive for local residents and the parish council is in receipt of letters of concern regarding this.

Clerk

8 Lengthsman Scheme (incorporating the P3 scheme)

8.1 A report from the lengthsman was noted.

Resolved that for the clerk to advise the lengthsman of the remaining budget.

8.2 Jenny Hayes had resigned from the role of parish path officer and the vacancy had been advertised, but no interest received as yet. If anyone was aware of a volunteer for this role, please contact the clerk for more information. The P3 scheme requires a PPO.

8.3 The clerk had attended the parish briefing at Balfour Beatty and the lengthsman scheme would be changing, but further clarification was required. The funding for 2016/17 had been capped at the same level as last year, so last year's allocation would be the maximum parishes would be able to access. Balfour Beatty had sent the expression of interest and annual maintenance plan documentation for completion but further details and clarification of the changes to the scheme were required and therefore this was deferred to the next meeting.

Clerk

Clerk

9 Finance

9.1 **Resolved** that the finance report was approved. It was agreed to move £1,000 from General Reserves to the Salaries budget. Balances held at 22nd January 2016 were £31,590.74 current account and £913.58 savings account, which included grant money for Neighbourhood Plan flood risk assessment work, Kemble Centre feasibility/planning etc.

9.2 It had previously been agreed to investigate provision of a separate parish council telephone number. The clerk had investigated costs of mobile phone provision and Red Line Communications had provided a quote for Vodafone – 500 minutes, unlimited text messages and 500MB per month £18.33 – Samsung Galaxy Core Prime – Free of charge or EE – 500 minutes, 500 text messages and 500MB per month £17.00 – Samsung Galaxy Ace 4 - Free of charge. These were compared with the landline costs provided at last months' meeting.

Resolved that the EE quote was the preferred option and that Madley Parish Council would be asked to consider sharing the cost 50/50. Subject to agreement from Madley Parish Council, it was approved to proceed with the EE contract on the above deal.

9.3 Overtime worked by the clerk during the previous month was 12 hours, which included 1 hour of lengthsman scheme administration.

Resolved to pay the clerk 12 hours of overtime.

9.4 **Resolved** payments for approval:

Clerk's salary for January 2016 as per contract of employment

Pension £45.72 EE, £196.17 ER, PAYE £52.80 NI £15.19 EE, £10.59 ER

Postage £15.12 Stationery/Office Expenses £0.00 Mileage £121.95 Total £137.07

Aecom Infrastructure & Environment UK Ltd (Flood risk work) £6,956.40

Herefordshire Fire Protection Services Ltd (Fire extinguishers) £117.00

Highground Maintenance Ltd (Recreation Ground grass cutting January payment) £186.49

St Michaels Hall (Hall hire for February meeting) £17.00

Groundwork UK (Return of surplus grant) £1,901.00

Clerk

Clerk

Clerk

10 **Kemble Centre**

10.1 The weekly inspection reports had not been received.

10.2 The report from the Kemble Centre Working Group was received and noted. A meeting between the GPs and the parish council had been suggested to define principles and aspirations. Letters had been sent to local parish councils with responses awaited. A communications brief had been compiled for use by those attending the parish council meetings to ensure consistency of approach.

Resolved that a meeting with the GPs was agreed as a good idea and this would be scheduled as soon as possible. Clever Elephant to facilitate.

Clerk

10.3 The pre-planning application had been submitted to Herefordshire Council and a site visit with the planning officer and historic building officer was scheduled for 10th February.

Resolved that Cllr Jinman, Cllr Wilson-Thomas, the clerk and Clever Elephant attend.

10.4 A bid by the GP Surgery to the Primary Care Transformation Fund for the Kemble Centre was proposed and would need to be submitted by the end of February. A meeting between the GP practice, Herefordshire Council and the CCG, with Clever Elephant present was planned for 12th February.

Resolved that an extraordinary meeting be scheduled for the parish council to consider approval of the application before submission.

Clerk

11 **Recreation Ground**

11.1 Cllr Baker had provided notes. It was agreed that these would be looked at by the recreation ground working group. There had been an issue with the store room doors being unable to be secured and Collins were dealing with this. CT Groundcare would be relocating the bin and replacing the fence post. The PAT testing and water risk assessment had taken place and reports awaited. The fire extinguishers had been installed. Cllr Eynon would carry out the checks for this month.

SE

11.2 The Recreation Ground working group meeting had been postponed and therefore there was no report.

11.3 The cricket club were still not engaging or communicating with the recreation ground working group. Cllr Jinman had not yet spoken to the cricket club and therefore this was deferred to the next meeting.

PJ

11.4 A draft grant application to New Grove Trust by Ewyas Harold Football Club for installation of a disabled access ramp had been circulated and was considered.

Resolved that the application was approved for submission.

11.5 Herefordshire Council were offering the annual playground inspection at £50.60 exc. VAT for 2016.

Resolved that Herefordshire Council undertake the annual playground inspection for 2016.

Clerk

11.6 The grass cutting specification for 2016 was discussed.

Resolved that quotes be obtained on the same basis as 2015, but details of when cuts would be carried out and what areas would be strimmed would need to be provided.

Clerk

11.7 The pavilion project still needed to be finalised and Collins had now supplied a quote to carry out the final works of septic tank decommissioning and associated groundworks, including extension of the path. Their quote was £4,120.00 exc. VAT. Golden Valley Construction had quoted £3,118.02 on the same basis and a quote had been requested from Nick Eynon, but not received. The quote from Golden Valley Construction was £168.25 more than the combined remaining pavilion budget and capital budget set aside for this.

Resolved for the clerk to negotiate the cost with Golden Valley Construction, however if unsuccessful it was approved that they still be contracted to carry out the work for the price quoted with the difference being funded from reserves. The events committee would be asked if it would be possible to consider fundraising towards this.

Clerk

12 **To receive update on the Neighbourhood Development Plan, including flood risk report and advice from Aecom**

The reports and advice had been circulated and were noted. The scope of the work had been reduced due to only one proposed site for the relocation of the school. This had resulted in a reduction to the fee for the work and the grant underspend would have to be returned to Groundwork UK.

Resolved that the parish council accept the flood risk work and payment was authorised, with the difference returned to Groundwork UK, as detailed in the payment schedule.

Clerk

13 **To consider Website options and specification**

A report from Cllr Baker had been received and circulated, but due to his absence this would be deferred to the next meeting.

14 **To consider salt/grit storage arrangements**

This was deferred to the next meeting, but it was noted that the stock held needed to be used up.

15 **To consider information received from the Church of England regarding a project at Dulas Church and appointment of a representative to the project steering group**

Details of the project had been circulated and Cllr Overstall had volunteered to join the steering group. **Resolved** for Cllr Overstall to represent the parish council on the steering group

Clerk

16 **To consider dates of clerk's annual leave**

Resolved that the dates circulated were approved.

17 **Matters for Next Agenda (no discussion)**

None.

The meeting closed at 9.00pm

Next Meeting Tuesday 8th March 2016, venue St Michael's Hall, Ewyas Harold.