

Minutes of the meeting of Ewyas Harold Group Parish Council held on Tuesday 13th January at St Michaels Hall, Ewyas Harold at 7.15pm

Present: Cllr P Jinman – Chairman, Cllr C Pogson (Llancillo), Cllr R Weaver, Cllr S Clayton (Rowlestone), Cllr S Eynon and Cllr S Probert

In attendance: Ward Cllr G Powell, CSO K Middleton, Clerk and four members of the public

1 Election of Chairman

Resolved unanimously to elect Cllr P Jinman as Chairman for the remaining term until May 2015. Cllr Jinman signed a Declaration of Acceptance of Office.

Resolved unanimously to elect Cllr C Pogson as Vice-chairman for the remaining term until May 2015 to replace Cllr Jinman.

2 To accept Apologies for Absence

Cllr L Overstall, Cllr E Murphy and Cllr J Wilson-Thomas.

3 To receive Declarations of Interest & Dispensation Applications

None.

4 To consider Minutes of the Previous Meetings

The Minutes of the Meeting held on 9th December 2014, copies of which had been previously circulated to Members, were confirmed as a true record and signed by the Chairman.

5 To consider applications to co-opt for current Councillor vacancies

None received.

6 Open Forum

6.1 CSO Middleton stated that there was not much to report. There had been some incidents of fuel theft, poachers and suspicious vehicles that were being investigated. CSO Middleton would be leaving the local policing team and members wished her well in her new role.

6.2 Ward Councillor, Graham Powell had provided a report including information on the Southern Link Road, HC Budget 2015/16, Callowside planning, Delivering Differently in Neighbourhoods, Highways and the Mobile Infrastructure Programme. Cllr Powell offered to chase up the grit/salt delivery for the winter maintenance scheme.

6.3 There was no parish path officer report this month. The possible improvements discussed at the last meeting had been explored previously and were not possible as the landowner would not consent.

6.4 Comments from local residents: A request for an amendment to the October minutes was made again. As agreed previously, the parish council were satisfied with the minutes and they would remain unaltered. A note to residents of Priorsfield advising of work commencing at the pavilion from 5th January had been delivered, but work had not started yet. This was due to the weather and it was hoped work would commence shortly. A black household waste bin had appeared on the recreation ground and it was not known where this had come from.

7 Clerk Update and to note Correspondence List

The clerk's update and correspondence list was noted.

8 To consider requesting the Register of Electors 2014

Resolved to request a copy of the Register.

9 To receive update on the Neighbourhood Development Plan, agree action required and complete Herefordshire Council questionnaire

The Locality grant funding had now come to an end and the grant had been spent prior to the deadline. The clerk had completed the end of grant monitoring form to release the final 10% of funding and this was awaited. Revisions to the draft to take account of comments by Sam Banks at Herefordshire Council, SEA information and informal consultation comments now needed to be completed so that the Regulation 14 consultation could take place. The questionnaire was completed.

Action

GP

Clerk

LO/Clerk

10	<p>To consider lengthsman worksheets, details of the new lengthsman scheme and agree action Some detail regarding the new scheme had been issued by Herefordshire Council and had been circulated to members. There was much discussion and many questions raised. It was agreed there was insufficient information to make a decision on whether to participate in the new scheme at present and a decision would be made when more information was available. Cllr Powell offered to attempt to find out answers to the questions raised. The lengthsman worksheets and invoices were considered. Resolved to pay outstanding lengthsman invoices, one included on the payment schedule and an additional one for January for £330.00.</p>	GP
11	<p>Recreation Ground 11.1 The monthly audit checklist was received. The removeable bollards may need some extra welding and Cllr Weaver was looking into this. Grass clippings had been left on the footpath and the clerk would enquire with the football club regarding this. The football club's wooden shed had been emptied and the contents left on the field and the clerk would make enquiries regarding this also. An area of the play area surfacing had lifted and the clerk would contact the supplier regarding this. 11.2 The play area had now been cleaned and due to an area of surfacing having lifted it was decided not to pressure wash it. The missing swing seat had been replaced and the bus shelter cleaned also, all for the total of £95.00. CT Groundcare had given a price of £350.00 to repair the embankment slide and could provide a 'handyman' service to the parish council at a rate of £15.00 per hour. Resolved that the invoice for £95.00 be paid. Resolved that CT Groundcare provide a quote detailing proposed repairs to the embankment slide for consideration at the next meeting. Resolved that CT Groundcare be used for minor maintenance jobs requiring attention in the future. 11.3 The Pavilion project contracts had now all been signed and work would be commencing any day now. The grant funders were content with progress and had agreed all action taken so far. A grant claim had not been submitted yet as the Football Foundation had agreed the deadline could be extended. Contract works insurance for the period until 8th May and the relevant amendments to the existing structure insurance had been quoted by the existing insurers, Came & Company, at £371.00 and met the relevant conditions of the JCT contract. Details had been forwarded to members and Gwillam Darby Carr. The insurers would need to review the total sum insured for the Pavilion once work had been completed, to reflect the work carried out. Delegation to the clerk to progress the project within the agreed plans and budget, in liaison with the Chairman and Gwillam Darby Carr (appointed to oversee the project) was considered. This would include submitting grant claims. Resolved that the insurance required for the project was agreed. Resolved that delegation to the clerk to progress the project, as detailed above, was approved.</p>	Clerk
<p>A resolution was passed that Standing Orders be suspended to allow completion of the agenda</p>		
12	<p>Finance 12.1 Resolved that the finance report be approved and the bank reconciliation was verified. Balances held at 24th December 2014 were £61,910.83 current account and £19,993.61 savings account. This includes grants held for the Neighbourhood Development Plan, P3 Scheme, Lengthsman Scheme and other budgeted expenditure to 31st March 2015. 12.2 Changes to bank signatories were discussed. Judith Webb needed to be removed and this left only two signatories as Patrick Tandy had not submitted the necessary forms to be added as a signatory. Resolved that the authorised signatories in the current mandate, for all parish council Natwest accounts, be changed to remove Judith Webb and add Peter Jinman and Sally Probert and the current mandate will continue as amended. 12.3 Donations to the Royal British Legion/Poppy Appeal had been raised by a member of the public and were considered. A donation had been made in 2012, but not since. Annually Revd Evans had invited a member of the parish council to lay the parish council wreath, held at the church, at the Remembrance Day service and a representative of the parish council had attended. Resolved that this be put on the October agenda for consideration. 12.4 A request for a donation towards the Twinning Initiative had been received and was discussed. Cllr Jinman declared a non-declarable pecuniary interest.</p>	Clerk
Clerk		

Resolved that no contribution would be made at this time.

12.5 Overtime worked by the clerk during the previous month was 26 hours.

Resolved to pay the clerk 26 hours of overtime.

12.6 The budgets and precept requirement for 2015/16 were discussed at length. The parish council were currently undertaking a number of projects such as the acquisition of the former Catholic Church for the community, the extension and modernisation of the Pavilion at the Recreation Ground and the development of the Neighbourhood Development Plan. While significant grant funding had been secured towards these projects, they had resulted in an increase in the number of hours the clerk was required to work in order to progress them as well as the ongoing costs involved in maintaining/running these facilities and the costs associated with purchasing the former Catholic Church. The forthcoming elections in May, the impact of ever increasing requirements expected of parish councils and a sufficient level of reserves also required consideration.

Resolved that after consideration of the details above, the precept be set at £28,500 for 2015/16.

Resolved that the budgets/precept information be published on the website and in the Hereford Times.

12.7 **Resolved** payments for approval:

Pension £118.28 EE, £488.18 ER, PAYE £316.40 NI £156.05 EE, £149.42 ER

Stationery/Office expenses £0.00 Postage £7.44 Mileage £27.00 Total £34.44

Terry Griffiths (Lengthsman Scheme December 2014) £330.00

Highground Maintenance Ltd (Recreation ground grass cutting) £186.49

Kirkwells (NDP stage payment) £2376.00

HALC (Address labels for NDP consultation) £46.80

St Michaels Hall (Hall hire 13/1/14) £17.00

Eon (Pavilion electricity 5/11/14-7/1/15) £32.60

Diane Malley (Payroll administration, half yearly) £29.00

Brian Ball (Tidy and trim flower beds at the recreation ground) £40.00

Brian Ball (P3 works to EH12, EH16 and EH17) £144.90

C Boyles (Reimburse NDP consultation costs) £277.72

Clerk

Clerk
Clerk

A resolution was passed that the public be excluded from some discussions on the following item due to its confidential nature

13 **Update on purchase of St John Kemble, former Catholic Church, Ewyas Harold and consider action required to progress to completion**

The funds had now been drawn down from the PWLB, less a £25.00 administration fee incurred. The funds for the purchase had been paid to Gabbs Solicitors in readiness and it was likely that completion would take place this week.

Resolved that it was authorised for completion of the purchase to take place, with two councillors to sign contracts/transfer documents, witnessed by the clerk, as specified in Standing Orders.

Resolved that the clerk arrange to have the building/site added to the parish councils existing insurance policy.

Clerk

Clerk

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

None.

The meeting closed at 10.20pm

Next Meeting Tuesday 10th February 2015, venue St Michaels Hall, Ewyas Harold. A possible earlier start time was discussed and would be considered prior to the next meeting.