

**Minutes of the Meeting of Ewyas Harold Group Parish Council held on Tuesday 14<sup>th</sup> July 2015 at The Pavilion, Ewyas Harold Recreation Ground at 6.30pm**

**Present:** Cllr C Pogson (Llancillo) – Chairman, Cllr S Eynon, Cllr J Wilson-Thomas, Cllr R Baker, Cllr J Hayes, Cllr L Overstall (Dulas), Cllr R Evans (Dulas) and Cllr M Watkins (Rowlestone).

**In attendance:** Cllr G Powell, Clerk and two members of the public.

**Absent:** Cllr M Price.

**Cllr Pogson signed his declaration of acceptance of office.**

- 1 **To accept Apologies for Absence and consider approval of possible extended absence for Cllr Probert**  
Cllr P Jinman, Cllr R Weaver, Cllr S Probert and Cllr S Clayton. Cllr Probert would be having a baby in October and may require extended absence due to this.  
**Resolved** to approve Cllr Probert's extended absence in relation to this.
- 2 **To receive Declarations of Interest & Dispensation Applications**  
None.
- 3 **To consider Minutes of the Previous Meeting**  
The Minutes of the Meeting held on 9<sup>th</sup> June 2015, copies of which had been previously circulated to Members, were confirmed as a true record and signed by the Chairman.
- 4 **Open Forum**
  - 4.1 PC Tom Milton updated members that there was not much to report at present. There were no issues raised for the police.
  - 4.2 Cllr Powell gave a report including information on the Core Strategy, Hereford Butter Market, the Council Tax Reduction Scheme, Council Tax Consultation 2016/17, Combined Hereford Fire & Police Station, Primary Care Infrastructure Fund, Flooding in Ewyas Harold and the Mobile Infrastructure Project.
  - 4.3 Comments from local residents: There was a request for Priorsfield to have the verges cut regularly under the lengthsman scheme.
- 5 **Clerk Update and to note Correspondence List**  
The clerk's update and correspondence list was noted. The deadline for a further consultation to a modification to the Core Strategy was 10<sup>th</sup> August, prior to the next meeting. The clerk would circulate the information and if councillors felt comments were necessary an extra meeting would be arranged.
- 6 **To consider approval of the Communications Policy**  
The draft policy had been circulated.  
**Resolved** that the policy be adopted.
- 7 **Lengthsman Scheme (incorporating the P3 scheme)**
  - 7.1 There were no worksheets or invoices to consider. There was provision in last year's budget that had been carried over to provide new footpath notice board(s).  
**Resolved** for the clerk to obtain quotes for notice boards and Cllr Wilson-Thomas and Cllr Hayes to look at a suitable board location at the Kemble Centre site.
  - 7.2 Cllr Baker declared a Declarable Pecuniary Interest. **Resolved** to request the Lengthsman include verge cutting in Priorsfield within the routine maintenance.
- 8 **Planning**
  - 8.1 Planning application 151620, Land at Upper Cefn & Holling Grange, Dulas – Proposed agricultural worker dwelling with detached car port/secure storage building with new access drive/roadway to serve dwelling and existing farm building was considered. Verbal representations had been made to a councillor.  
**Resolved** to submit comments stating that the parish council had received objections from three families and request further investigation.

**Action**

**Clerk**

**Clerk**

**Clerk/JWT  
/JH  
Clerk**

**Clerk**

8.2 Planning application 151663, Elm Green Farm, Ewyas Harold – Proposed agricultural building to form covered yard for cattle was considered.	
<b>Resolved</b> to support this application.	Clerk
8.3 Planning application 151740, Wigga Farm, The Wigga Road, Rowlestone – Proposed general purpose agricultural building for storage of fodder and livestock was considered.	
<b>Resolved</b> to support this application.	Clerk
<b>9 Finance</b>	
9.1 <b>Resolved</b> that the finance report be approved and the bank reconciliation was verified. Balances held at 24 <sup>th</sup> June 2015 were £2085.02 current account and £230.17 savings account.	
9.2 Overtime worked by the clerk during the previous month was 18 hours, which included 2 hours of lengthsman scheme administration.	
<b>Resolved</b> to pay the clerk 18 hours of overtime.	Clerk
9.3 The internal audit and internal control procedures were reviewed.	
<b>Resolved</b> that the review was approved.	Clerk
9.4 The Utility Helpline had provided details of supply options for both the Kemble Centre and the Pavilion.	
<b>Resolved</b> to approve a 48 month contract with SSE for both the Kemble Centre and the Pavilion. Payment by Direct Debit was approved.	Clerk
9.5 A request for a grant from the Citizens Advice Bureaux would be looked at by the Finance Working Group.	Clerk
9.6 Now that the Pavilion project was almost complete, the clerk would contact the business rates department to discuss the parish council's position regarding their premises and request advice on what action is required.	Clerk
9.7 Provision of a defibrillator no longer required consideration as existing provision had been secured.	
9.8 <b>Resolved</b> payments for approval:	
Clerk's salary for June 2015 as per contract of employment	Clerk
Pension £65.24 EE, £279.93 ER, PAYE £119.80 NI £52.81 EE, £47.50 ER	
Postage £18.59 Stationery/Office Expenses £18.77 Mileage £83.70 Total £121.06	
Total Gas & Power (Electricity standing charge 7/5/15-22/5/15) £4.91	
Eon (Pavilion electricity 13/5/15-28/5/15) £63.07	
Highground Maintenance Ltd (Recreation ground grass cutting) £186.49	
Herefordshire Council (Trade waste collection, quarterly in advance by DD) £54.21	
The Temple Bar Inn (Room hire and refreshments for KC meeting) £30.00	
<b>10 Kemble Centre</b>	
10.1 Cllr Weaver had confirmed he had carried out the weekly inspections and no action was required.	
10.2 Nigel Ward had not been to value the items as yet, but the member of the public was interested in the altar and holy water wall holders. Cllr Wilson-Thomas would chase up Nigel Ward.	JWT
10.3 There had been no further progress on site clearance, fencing or signage and Cllr Jinman and Cllr Clayton would progress this for the next meeting.	PJ/SC
10.4 Electrical testing and accompanying certificate would cost in the region of £150. Advice from the insurance company had indicated that the parish council would need to carry out a risk assessment of the site for the hArt exhibition, but that a risk assessment for the event should be carried out by the organisers and supplied to the parish council, along with proof of insurance.	PJ/SC
<b>Resolved</b> that Cllr Pogson and a volunteer remove the protruding metal fixings in the Kemble Centre. Cllr Wilson-Thomas and the clerk would then complete the risk assessment for the site. The clerk would contact the organisers regarding the risk assessment and copy of public liability insurance.	CP/JWT/ Clerk
<b>Resolved</b> that no electricity was to be used for the event or at the site at all at the present time and it would be disconnected until the relevant safety checks had been carried out, when proposals for the site had been determined.	
10.5 Notes from the Kemble Centre sounding board session had been circulated and there had been a recommendation from the meeting to submit an Awards for All grant application for up to £10,000 to carry out feasibility work. A draft application had been circulated and was discussed.	
<b>Resolved</b> that it was approved for the grant application to be submitted.	Clerk

<p>10.6 Enquiries made by the surgery regarding the GP Infrastructure bid had resulted in being asked if outline planning permission was in place. The possibility of applying for outline permission was discussed, but it was agreed that the feasibility work was of greater importance.  <b>Resolved</b> not to submit a planning application at this stage but to request pre-planning advice from a planning officer and arrange a site visit.</p>	<p>Clerk</p>
<p><b>A resolution was passed that Standing Orders be suspended to allow completion of the agenda</b></p>	
<p>11 <b>Recreation Ground</b></p>	
<p>11.1 The weekly inspection reports had not been received from Cllr Clayton.</p>	
<p>11.2 The trade waste collection had now been increased to weekly and was being carried out on a Thursday. Key holder arrangements were discussed.</p>	
<p><b>Resolved</b> that the trade waste collection be paid by Direct Debit and keys for the barrier would be held at The Dog, by the grass cutting contractor and by those signed up to the stewardship agreement. Graham Sprackling would hold a set of keys comprising of one for each of the doors of the existing pavilion, one for the pavilion extension and one for the barrier. A new padlock for the gate would be purchased and keys issued as well as details to obtain further sets for the posts being obtained by Cllr Baker for the clerk to purchase.</p>	<p>RB/Clerk</p>
<p>11.3 The recreation ground working group report had been circulated and the meeting with the grass cutting contractor had taken place.</p>	
<p><b>Resolved</b> that the parish council were satisfied with the grass cutting and no action was required. All sports clubs had been made aware that only the clerk was to give instructions to the contractor.</p>	
<p>11.4 The cricket club stewardship agreement and annual charge were discussed. The cricket club had still not supplied proof of insurance and had requested the parish council consider reducing the proposed charge of £100 plus VAT per year for use of the site, before they consider agreement of the stewardship agreement.</p>	
<p><b>Resolved</b> that the clerk contact the cricket club informing them that it is a requirement of the parish council's insurance policy that all sports clubs provide proof of their public liability insurance and this needed to be supplied to the parish council prior to any further use of the ground.</p>	<p>Clerk</p>
<p><b>Resolved</b> that the proposed annual charge of £100 plus VAT stands as the parish council believes this is a fair sum for the facilities and use it offers.</p>	<p>Clerk</p>
<p>11.5 Ewyas Harold United Football Club had submitted a proposal to make an Awards for All grant application for further improvements to the Pavilion and surround.</p>	
<p><b>Resolved</b> that the parish council approve submission of a grant application for this purpose.</p>	
<p>11.6 Repair options for fencing and play surfacing were deferred until the next meeting. The clerk would chase up the repair of the gates with Nick Cooper-Tompkins.</p>	<p>Clerk</p>
<p>11.7 The Pavilion project was still awaiting the mains water connection for completion, but an update on the budget was provided by the clerk. The signage required by Sport England as a grant condition needed ordering at a cost of £165.00.</p>	
<p><b>Resolved</b> to order the signage required.</p>	<p>Clerk</p>
<p>11.8 An inventory of fixtures and fittings required had been quoted at around £500. These costs could be covered within the budget for the project.</p>	
<p><b>Resolved</b> to obtain further prices for the fixtures and fittings and then purchase them within the cost of £500.</p>	<p>Clerk</p>
<p>12 <b>To receive an update on the Neighbourhood Development Plan and Flood Risk Assessment Quotes and Funding</b></p>	
<p>Details had been circulated and the parish council was satisfied with the actions proposed by the steering group.</p>	
<p>13 <b>To consider letter from St Michaels &amp; All Angels PCC re. pathway at entrance to Recreation Ground</b></p>	
<p>The area in question was a public right of way that could be maintained under the P3 scheme. The clerk was awaiting permission from the locality steward for this to be carried out under the scheme.</p>	
<p><b>Resolved</b> to request the lengthsman repairs the path once confirmation has been received from Balfour Beatty. The clerk would update the PCC.</p>	<p>Clerk</p>

14 **To consider issue of congestion in School Lane and any action**

Residents had raised this issue and it was discussed. There had previously been a proposal to introduce a voluntary one way system around School Lane and Dark Lane for school pick up and drop off times. Cllr Baker offered to arrange distribution of a questionnaire again if required.

**Resolved** for Cllr Baker to forward the questionnaire to the clerk for circulation, the clerk to forward the email from residents to the school and request Balfour Beatty avoid sending the letter at peak times.

RB

RB/Clerk

15 **To receive report from meeting with Herefordshire Council on Road Safety Measures on the A465 and in the village and consider action**

A report from the meeting had been circulated. Recommendations included requesting a speed reduction on the A465 to 40mph for the stretch by the Ewyas Harold/Pontrilas junctions and installation of a centre refuge. A quote for the refuge was £3557.00 excluding VAT but including installation. Cllr Powell was making enquiries regarding overgrown vegetation and the clerk would ask for an update on this. Traffic calming measures in the village would be considered at the next meeting.

**Resolved** to request a reduction in speed limit to 40mph on this section of the A465. The clerk would pass details of the refuge to Kentchurch parish council.

Clerk

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

None.

**The meeting closed at 9.35pm**

**Next Meeting Tuesday 11<sup>th</sup> August 2015, venue either Dulas Court or Rowlestone Village Hall (TBC).**