

**Minutes of the meeting of Ewyas Harold Group Parish Council held on Tuesday 11th November 2014 at
St Michaels Hall, Ewyas Harold The Tea Room at The Dog Inn, Ewyas Harold at 7.15pm
(Venue changed at short notice due to unforeseen circumstances)**

Present: Cllr J Wilson-Thomas – Chairman, Cllr E Overstall (Dulas), Cllr R Weaver, Cllr S Clayton (Rowlestone), Cllr S Eynon, Cllr C Pogson (Llancillo) and Cllr E Murphy

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

- 1 **To accept Apologies for Absence**
Cllr J Webb, Cllr P Jinman and Cllr S Probert.
- 2 **To receive Declarations of Interest & Dispensation Applications**
None.
- 3 **To consider Minutes of the Previous Meetings**
The Minutes of the Meetings held on 14th October 2014 and 30th October 2014, copies of which had been previously circulated to Members, were considered. A request from a member of the public to amend the minutes to contain more detailed information regarding the Catholic Church purchase had been received. Herefordshire Association of Local Councils had advised that as this information was still subject to contract it should not be in the public domain until the purchase is completed. Therefore the minutes were confirmed as a true record and signed by the Chairman.
- 4 **To consider applications to co-opt for current Councillor vacancies**
None received.
- 5 **Open Forum**
 - 5.1 No report from the Local Policing Team received.
 - 5.2 Ward Councillor, Graham Powell gave his report which included information regarding the alternate weekly waste collection, Balfour Beatty, public payphone consultation, Herefordshire Council's budget and the Southern Link Road preferred options.
 - 5.3 A brief report from the parish path officer was read out.
 - 5.4 Comments from local residents: Noted that a near-miss incident between a pedestrian and vehicle had occurred recently on Trappe House Corner.
- 6 **Clerk Update and to note Correspondence List**
The clerk's update and correspondence list was noted.
- 7 **To consider comments on planning application P142806/E, Overhead lines at Pontrilas Sawmills, Pontrilas – Upgrading of the existing 11KV overhead lines including the installation of two additional wooden pole supports**
Resolved to support this application.
- 8 **Update on the Neighbourhood Plan and agree amended consultation proposals**
Due to the substantial cost of the quotes received for printing and the budget available, the consultation would now consist of a letter to every household making them aware of the NDP draft consultation, a flyer for the events and a Kemble Centre consultation (which would not come from the NDP budget). This had resulted in a significant saving and kept the printing costs within the budget available, while ensuring every household is aware of the consultation. Copies of the draft had been distributed at strategic points within the village, with a response box in the shop. The consultation was also available online and this had been publicised. The events would take place on 22nd November and members volunteered to assist on the day.
Resolved to approve the consultation proposals.
- 9 **To consider comments on the Herefordshire Council Licensing Policy, Gambling Policy or Sexual Establishments Policy Consultations**
Resolved not to comment on these consultations.

Action

Clerk

10	Recreation Ground	10.1 The monthly audit checklist had not been passed to Cllr Murphy and Cllr Eynon had undertaken it instead. There were no matters requiring action.	Clerk
		10.2 The bin emptying arrangements were discussed. Quick Skip had previously supplied a quote to supply a 660 litre lockable bin, emptied weekly for £12 per empty.	
		Resolved contract Quick Skip to supply a 660 litre bin, but request two or three weekly emptying over winter, to increase when needed.	
		10.3 Fields in Trust had requested further information about the planned pavilion project, in order to consider granting consent. The clerk had provided the information and a decision was awaited.	Clerk
		10.4 The clerk had made enquiries as to whether registering for VAT affected whether business rates were payable on the pavilion. Herefordshire Council had confirmed that the VAT status did not make a difference, but the Valuation Office had confirmed that the pavilion, when extended, would have an estimated rateable value of £5100, based on the plan of the project the clerk had provided. Herefordshire Council had provided information on different rate relief options that may be possible and these would be pursued when necessary.	
		10.5 The VAT advice received had been confirmed in writing and the decision to register for VAT and opt to tax the recreation ground would now be carried out.	Clerk
		10.6 The draft stewardship agreement for the recreation ground for use between the parish council and sports clubs was considered. The solicitor had now provided revisions to the document and had suggested further information to be included.	
		Resolved that the parish council were satisfied with the document including revisions by the solicitor. The agreed times for use by the football club would be as detailed in the usage plan agreed previously, but would include flexibility to allow traditional village social events to take place at the recreation ground. The annual charge to the sports clubs would now be subject to VAT in addition to the charge and the charge would only cover matches and training. Any additional use would be subject to additional charges. The clerk would include this in the draft and circulate to the sports working group for consideration.	Clerk
		10.7 Once the VAT registration and option to tax was complete, the Pavilion project tender report would be submitted to both the Football Foundation and Inspired Facilities for approval and once this was received, the project progressed.	Clerk
11	To consider lengthsman worksheets and agree action	The lengthsman worksheets were noted. The clerk would request the lengthsman look at an issue with a drain on the B4347 outside Woodbine Cottage, HR2 0EW.	Clerk
12	Finance Report	12.1 Resolved that the finance report be approved. Balances held at 24 th October 2014 were £1,628.89 current account and £25,991.42 savings account. This includes grants held for the Neighbourhood Development Plan, P3 Scheme, Lengthsman Scheme and the Precept for other budgeted expenditure to 31 st March 2015.	
		12.2 The precept requirement for 2015/16 was considered.	
		Resolved that the budget for grants to village halls and burial grounds remain the same as 2014/15 and that repairs to the embankment slide and pressure washing of the play area be budgeted for. The precept would be considered further at the December meeting.	Clerk
		A resolution was passed that Standing Orders be suspended to allow completion of the agenda	
		12.3 The clerk's workload, hours and remuneration were considered. The clerk was asked to leave the room while this was discussed.	
		Resolved that the council were in favour of paying the clerk for extra hours worked. More volunteers were needed from both within the council and others to reduce the workload. The clerk would be asked to provide a breakdown of hours spent on core council duties, the Neighbourhood Plan, the Pavilion project and the Kemble Centre project. The clerk returned to the meeting.	Clerk
		12.4 The clerk had attended the website training at HALC, but the NALC clerk training bursary had now ceased. It was therefore agreed for the clerk not to attend the training on Quotes, Contracts and Tendering at a cost of £125 in Buckinghamshire at this time due to workload and distance to travel.	
		12.5 The website training attended by the clerk had centred on a website package offered by Eyelid Productions. The package cost £500 for a Wordpress template tailored to parish council needs, with an	

ongoing fee of £10 per month, after an initial 10 months free. The parish council would be responsible for writing content. Members considered that the package on offer, while having some useful tools, was not worth the cost involved.

Resolved not to take up this website package.

12.6 **Resolved** payments for approval:

PAYE £52.00 NI £6.73 employee £7.74 employer

Stationery/Office expenses £31.50 Postage £9.92 Mileage £86.40 Total £127.82

Terry Griffiths (Lengthsman Scheme October 2014) £336.00

Highground Maintenance Ltd (Recreation ground grass cutting) £186.49

Childsplay (NDP consultation entertainment) £150.00

Brian Ball (Hedge trimming) £250.00

St Michaels Hall (Hall hire 30/10/14) £17.00

Npower (Pavilion electricity 30/7/14-28/10/14) £121.34

SLCC (Annual membership, 50% with Madley PC) £73.50

Ewyas Harold Memorial Hall (NDP consultation) £60.00

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 parish council solicitor was awaiting a response from the other solicitors. Due to the deadline of 12th November that had been set by the Belmont Abbey Trustees, the agents had been made aware that the delay was due to this. The neighbours had been spoken to regarding boundaries which had resulted in a query over whether the pavement in front of the church had been adopted. Herefordshire Council had indicated that it was.

Resolved that the amended contract be circulated when received and subject to the amendments requested by the parish council having been done, the contract would be signed.

Resolved that the clerk arrange for drawdown of the PWLB loan when necessary and for completion to take place.

Clerk

Clerk

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

None.

The meeting closed at 9.35pm

Next Meeting Tuesday 9th December 2014, venue St Michaels Hall, Ewyas Harold.