

**Minutes of the Meeting of Ewyas Harold Group Parish Council held on Tuesday 8th September 2015
at Rowlestone Village Hall, Rowlestone at 6.30pm**

Present: Cllr P Jinman – Chairman, Cllr C Pogson (Llancillo), Cllr R Weaver, Cllr R Baker, Cllr M Watkins (Rowlestone) and Cllr L Overstall (Dulas).

In attendance: Cllr G Powell, Mr T Griffiths (Lengthsman), Mr T Kaye (Herefordshire Council), Clerk and five members of the public.

Absent: Cllr M Price.

1 To accept Apologies for Absence

Cllr S Probert, Cllr J Wilson-Thomas, Cllr J Hayes, Cllr R Evans, Cllr S Clayton, Cllr S Eynon and the Local Policing Team.

2 To receive Declarations of Interest & Dispensation Applications

Cllr R Weaver declared a non-pecuniary interest in item 10.1.

3 To consider Minutes of the Previous Meeting

The Minutes of the Meeting held on 11th August 2015, copies of which had been previously circulated to Members, were confirmed as a true record and signed by the Chairman.

4 Tim Kaye, Golden Valley Supportive Communities Project Co-ordinator – Delivering Differently in Neighbourhoods Project

Mr Kaye gave details of the Delivering Differently in Neighbourhoods Project and what it hoped to achieve in the year available. It was noted that the aims of the project tied in with The Kemble Centre project and it was agreed for Mr Kaye to liaise with the Kemble Centre working group.

5 Open Forum

5.1 No report received from the Local Policing Team.

5.2 Cllr Powell gave a report including information on the council tax consultation, details of the drainage meeting with Welsh Water, the Mobile Infrastructure Project, Broadband, the A465 centre refuge and possible resurfacing in Rowlestone. Cllr Powell was asked about implications of new guidelines on bin emptying and would make enquiries.

5.3 A report from the Parish Paths Officer was received and noted.

5.4 Comments from local residents: None.

6 Clerk Update and to note Correspondence List

The clerk's update and correspondence list was noted. Cllr Jinman would be forwarding the smallholdings policy review to the clerk shortly for submission, although the deadline had now passed. The audit had now been received back and would be put on the next agenda. Herefordshire Council had made a request for information on litter picking groups or any volunteers who may be interested in starting a group and loaning equipment. Cllr Overstall would include an item in the newsletter to gauge interest.

7 To consider provision of Centre Refuge on the A465 and traffic calming options for the village

Kentchurch Parish Council had now offered a contribution of £1500 towards the project. An answer from Balfour Beatty/Herefordshire Council regarding ownership, ongoing insurance/maintenance/repairs was expected by the end of the week. Possible traffic calming options for the village were discussed and the community would be consulted via the newsletter.

Resolved unanimously that subject to confirmation from Balfour Beatty/Herefordshire Council that there would be no ongoing liability for insurance/maintenance/repairs to either EHGPC or Kentchurch PC, the centre refuge be purchased at a cost of £2057 to EHGPC (funds to be used from general reserves) and £1500 to KPC. This was excluding VAT but including installation.

8 Lengthsman Scheme (incorporating the P3 scheme)

8.1 There were no lengthsman worksheets or invoices for consideration. Mr Griffiths gave a report. The drainage defect at Dulas was still an issue and Cllr Powell would make enquiries. The parish paths

Action

GP

**Clerk/PJ/
LO**

Clerk

GP/Clerk

<p>officer would be asked if any P3 work was currently required.</p> <p>8.2 Quotes for footpath notice boards were considered. Cllr Probert had not managed to speak to Mr Buchanan as yet.</p> <p>Resolved for members to look at the bus shelter and existing board by the fish and chip shop so that alternative options could be considered.</p>	<p>All</p>
<p>9 To consider comments on the proposed Public Path Diversion Order for EH1 (part) Ewyas Harold</p> <p>Resolved to support this proposal.</p>	<p>Clerk</p>
<p>10 Planning</p> <p>10.1 Planning application 152370, Bentley Manor, Ewyas Harold – Proposed detached garage/workshop to provide secure parking for private vintage cars and tractor was considered. Three representations from members of the public had been received and were circulated.</p> <p>Resolved to comment that the parish council could not support the application. Local objections had been received and the size, nature and position of the proposal makes it inappropriate in its setting.</p> <p>10.2 The presentation from the Herefordshire Council planning seminar and the existing planning protocol had been circulated.</p> <p>Resolved to feedback to Anthony Bush that more specific training specifically on the role of parish councils and parish councillors in relation to planning would be welcomed.</p> <p>Resolved that members present at the planning seminar review the planning protocol.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>11 Finance</p> <p>11.1 Resolved that the finance report be approved. Balances held at 24th August 2015 were £14,553.31 current account and £662.83 savings account, which included grant money for Neighbourhood Plan flood risk assessment work.</p> <p>11.2 A report from the Finance Working Group was received, including draft budget and precept proposals. The introduction of a grant policy and application form was proposed.</p> <p>Resolved that a grant policy and application form be drafted for consideration.</p> <p>11.3 The draft budget and precept proposals for 2016/17 were discussed. Cllr Overstall requested the cost of road signs for Dulas and Mill Lane be investigated.</p> <p>Resolved that the draft precept proposals be published for consultation with the community and comments invited. These would then be considered by the parish council prior to the precept being set.</p>	<p>Clerk</p> <p>Clerk</p> <p>Clerk</p>
<p>A resolution was passed that Standing Orders be suspended to allow completion of the agenda</p>	
<p>11.4 The clerk had met with Came & Company insurers to look at items covered by the insurance policy, which had proved useful. Reports of the meeting were received and noted.</p> <p>11.5 Overtime worked by the clerk during the previous month was 17 hours, which included 1 hours of lengthsman scheme administration.</p> <p>Resolved to pay the clerk 17 hours of overtime.</p>	<p>Clerk</p>
<p>11.6 The purchase of a Remembrance Day wreath and a donation to the Royal British Legion were considered.</p> <p>Resolved to agree a payment of £35.00 to include a wreath and donation.</p> <p>11.7 Training sessions on the Transparency Act and Parish Council risk were being offered by HALC at a cost of £25.00 per session. Madley Parish Council would contribute 50% towards the cost.</p> <p>Resolved for the clerk to attend.</p>	<p>Clerk</p> <p>Clerk</p>
<p>11.8 The insurance policy renewal was considered and levels of cover reviewed. Came & Company now had a panel of three insurers to provide quotes. Quotes were from Aviva at £2042.37, Hiscox at £1983.81 and Ecclesiastical at £2014.90.</p> <p>Resolved to remove the storage shed that was currently included, but had been disposed of when the pavilion extension took place and then accept the amended quote from Hiscox and to enter into a 3 year long term agreement.</p>	<p>Clerk</p>
<p>11.9 The asset register was discussed and would be amended for review at the October meeting.</p> <p>11.10 The parish council risk assessment was discussed and advice received from Came & Company considered. The Recreation Field Working Group would look at risk assessments relating to the</p>	<p>Clerk</p> <p>Clerk</p>

recreation ground.

11.11 **Resolved** payments for approval:

ABA Cleaning (Pavilion accessories) £230.09

Clerk's salary for August 2015 as per contract of employment

Pension £60.31 EE, £258.80 ER, PAYE £103.00 NI £43.32 EE, £38.19 ER

Postage £20.16 Stationery/Office Expenses £0.00 Mileage £72.90 Total £93.06

C Boyles (Reimburse barrier padlock) £14.99

C Boyles (Reimburse pavilion security key cutting) £24.48

C Boyles (Reimburse first aid kit for pavilion) £51.48

Eon (Pavilion electricity 15/7/15-12/8/15) £45.79

Highground Maintenance Ltd (Recreation ground grass cutting) £186.49

CT Groundcare (Rec bin emptying and grass cutting for August) £155.00

Clerk

12 **Kemble Centre**

12.1 The weekly inspections were received from Cllr Weaver and no action was required.

12.2 There was no report from Cllr Wilson-Thomas.

12.3 Insurance details and a risk assessment had been received for the hArt event and Cllr Wilson-Thomas and Cllr Baker had carried out a premises and fire risk assessment. Several issues that required attention prior to the event taking place were highlighted.

Resolved that the event could take place, subject to the issues identified being addressed prior to the event.

12.4 The parish council had received a grant offer of £10,000 from Awards for All for feasibility and planning work and the terms and conditions had been circulated.

Resolved that the grant be accepted and a specification for the works to be carried out be drafted.

PJ

Clerk/JWT

13 **Recreation Ground**

13.1 The weekly inspection reports had been received from Cllr Probert. A member of the public had volunteered to replace the wooden gate posts with metal gate posts. This offer was gratefully accepted. There were no other matters requiring action. Cllr Baker would carry out the checks for this month.

13.2 The recreation ground working group report was received and noted.

13.3 The draft casual hire agreement, confirmation document and hire charges for the recreation ground and pavilion were considered.

Resolved that the casual hire agreement and confirmation document be adopted and the hire charges be set at £8.00 per hour including VAT.

13.4 The events committee had requested permission to use the recreation ground and pavilion for the fireworks/bonfire night on 5th November.

Resolved that permission be given, subject to receipt of the risk assessment and copy of the insurance. The importance of thorough clearance of the site after the event was emphasised.

13.5 The pavilion project was nearing completion. Final expenditure and invoices were now being pulled together to enable the final grant claims to be made.

RB

Clerk

Clerk

14 **To receive update on the Neighbourhood Development Plan and consider action required for Flood Risk Assessment Work**

There was nothing to report.

15 **To receive information on and consider initial response to a Community Governance Review**

Resolved not to submit any comments at this stage.

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

None.

The meeting closed at 10.05pm

Next Meeting Tuesday 13th October 2015, venue The Pavilion at Ewyas Harold Recreation Ground.