

North Bromyard Group Parish Council

MINUTES OF NORTH BROMYARD GROUP PARISH COUNCIL MEETING Held on Tuesday, 26th July 2016 in Saltmarsh and District Hall

Attendees:

Chairman: Cllr J Wheeler
Councillors: B Civil; K Harris, R Coldicott, R Wilks; A Dennis
Ward Councillor: N Shaw
Footpath Officer: T Fisher
Clerk: M Gardner
Members of the public: 2

1. **Apologies:** Cllr Carpenter and Cllr Yarnold

2. **Declaration of interest:**
Cllr Wilks - Agenda item 11

Democratic Period/Public Time

Parishioner Lynsey Aston asked if a decision had been made in respect of a donation towards the purchase of a defibrillator for Upper Sapey. This subject is on the agenda as item 5 and Mrs Aston may be asked to contribute then.

3. **Minutes of Annual Parish meeting and Annual Parish Council meeting held on May 3rd 2016 at Upper Sapey Village Hall**

On the proposal of Cllr Coldicott and seconded by Cllr Wilks minutes for both May meetings were approved as a true record with all in favour

4. **Minutes of planning meeting held on June 28th 2016 at Upper Sapey Village Hall**

On the proposal of Cllr Wilks and seconded by Cllr Wheeler the minutes for the July planning meetings were approved as a true record with all in favour

5. Matters Arising

5.1 .1 The consensus of parishioners in respect of supporting the request for defibrillators is positive. It was agreed that a donation would be awarded for the Upper Sapey Defib now and should one be purchased for other parishes in the future, a similar donation would be given and that the precept should be increased to cover the cost.

It was proposed by of Cllr Civil that a donation of £50.00 should be awarded

A further proposal by Cllr Coldicott was seconded by Cllr Wheeler that a donation of £100 should be awarded. The proposal of £100 was carried forward with a vote of 5 – 1 in favour. Mrs Aston will write to the clerk formally requesting the donation once the bank details have been finalised.

5.1.2 Cllr Civil confirmed that the pot holes at Red Hill have been filled in.

5.1.3 Donna Tregenza confirmed that she will obtain the cost for replacing border sign as requested at the last pc meeting.

6. Highways

6.1.1 Cllr Civil reported a dangerously overhanging hedge by Warren Lodge at Tedstone Delamere – Ward Cllr Shaw will investigate & report

6.1.2 Cllr Civil reported highway problems in Tedstone Delamere from the riding stables to Tedstone Court - Ward Cllr N Shaw will investigate & report

6.1.3 Cllr Coldicott reported problems caused by 2 road closures in Edvin Loach, there was no diversion and access was difficult, if not impossible.

6.1.4 Cllr Coldicott reported dangerous potholes in Saltmarsh, from the “Steeple” property to New House Farm.

6.1.5 Cllr Harris asked Cllr Shaw to investigate why there was no one working on the Downs Road highway when traffic lights were in operation.

6.1.6 Cllr Wilks confirmed that the improvements to Church Lane in Upper Sapey had been completed.

7. Standing Orders

7.1.1 On the proposal of Cllr Wheeler and seconded by Cllr Wilks it was agreed to adopt the Standing Orders as previously distributed.

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8. Complaints Procedure

- 8.1.1 Following discussions, and with approval of all councillors present, Cllr Wheeler asked Cllr Civil to amend the proposed document to include a more rigorous complaints procedure and bring it to the September meeting for final approval.

9. Finance

- 9.1.1 It was agreed to pay the clerks salary & expenses of £345.72 for June and July 2016 – as proposed by Cllr Coldicott, seconded by Cllr Wheeler with all in favour.
- 9.1.2 Noted bank statements: Current a/c: £4341.25 (estimated) Reserve a/c: £1334.31
- 9.1.3 Reviewed quarterly accounts
- 9.1.4 Approved lengthsman's invoice of £528s for work carried out in May & June as proposed by Cllr Coldicott and seconded by Cllr Wheeler with all in favour
- 9.1.5 Approved invoice of £170.99 from Ken Nason for design & upkeep of website as proposed by Cllr Wilks and seconded by Cllr Coldicott with all in favour
- 9.1.6 Approved SLCC membership invoice of £70.00 as agreed at May APC
- 9.1.7 Approved Staples invoice of £127.32 for ink cartridges as proposed by Cllr Wheeler and seconded by Cllr Coldicott with all in favour
- 9.1.8 Deferred review accounts for Upper Sapey Village Hall & Saltmarshe & District Hall until September meeting

10. Planning

10.1 Applications

10.1.1 P162160/AM

Proposed Non Material Amendment to planning permission P153097.
The Baiting House, Upper Sapey. WR6 6XT. Applicant Mr A Cornthwaite
Noted; not required to comment

10.2 Decisions

- 10.2.1 P153581 - Saltmarshe Castle Caravan Park, Tedstone Wafre, Bromyard, Herefordshire, HR7 4PN
Certificate of lawfulness for use as a residential caravan park
Applicant Wyldecrest Parks
Refusal noted

11. Lengthsman and P3 Scheme

- 11.1.1 Tom Fisher reported that the seminar on unrecorded highways was informative and well attended.
- 11.1.2 Cllr Civil requested that the lengthsman maintain 2 salt bins in Tedstone Delamere and continue to clear grips, gullies and strim where necessary.
- 11.1.3 Tom Fisher provided a schedule of work for the P3 scheme and informed council that work by staff at Whitbourne Hall on the bridleway below Pixhill TD4 would be invoiced to the parish council to be then claimed back from BBLP via the PROW budget and not from the P3 grant. Tom to provide the clerk with documented evidence.
- 11.1.4 Cllr Wilks confirmed that, in the main, sourcing PROW materials independently would be more cost effective than buying through BBLP. However landowners should be encouraged to report faulty stiles etc. as BBLP have an agreement to supply landowners free of charge.

12. Ward Councillor's Report

End of year Corporate Performance report.

The 2015/16 outturn on the revenue budget is an underspend of £250k which has been added to the general reserve balance which now totals 37.3m, 5% of the council's 2016/7 net budget.

£77m of capital spend was funded in 2015/16, including: Road network investment improvements - £23m
EnviRecover, energy from waste plant loan to be operational in 2017 - £17.4m, continued investment in the rural broadband network throughout Herefordshire and Gloucestershire - £10.3m
Improvements to Hereford, Ross-on-Wye, Bromyard and Leominster leisure centre's - £3.3m
Council tax income was as forecast in the budget, £84m with an in year collection rate of 97.9%.
Business rates income was £23m as per the budget, with an in year collection rate of 98.5% to the end of May show that there is a forecast overspend of the revenue budget of circa £1.5m by the end of the financial year. This being mainly due to an over spend in adults and wellbeing of £1m forecast. As a result a series of measures are being taken to rein in spending in that department, with attention being paid to focus on planned cost reductions which have not been fully implemented. The revised figures at the end of July are anticipated to show an improvement in this situation.

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Also to note a consultation of the Linton Traveler's Site which will run until the 19th September.
<http://www.newsroom.herefordshire.gov.uk/2016/july/authorised-travellers%E2%80%99-sites-public-consultation.aspx>

13. Website Design

13.1.1 Ken Nason is unable to attend tonight's meeting.

14. Correspondence

14.1.1 Noted lengthsman contract signed by Balfour Beatty

14.1.2 Noted notification that HCC will delay holding a community governance review

14.1.3 Noted invitation to attend HCC budget consultation on Thurs 28th July

14.1.4 Noted receipt of Formal Public Consultation of Clifton upon Teme's Neighbourhood Development Plan

14.1.5 Noted email notifying us of a new call being issued for potential housing sites in rural Herefordshire

14.1.6 Noted letter advising that insurance company Came & Co became a trading style of Stackhouse Poland Limited therefore company number and regulatory number has changed.

14.1.7 Noted invitation to join the Centenary Fields programme, not applicable

14.1.8 Noted email asking PC to order empty sandbags from BBLP if required

15. Parish Matters and future agenda items

15.1.1 Cllr Harris holds an annual fund raiser for a defibrillator in Bromyard. She asks if she could put the funds toward a defibrillator for Saltmarsh Parish Hall. Councillors have no objections.

15.1.2 Cllr Dennis requested update on new notice board for Upper Sapey – Cllr Wilks confirmed that it was being made at the moment and should be erected as agreed in time for the September meeting.

15.1.3 Cllr Coldicott reported that the notice board in Edwin Loach is in a poor state of repair and will need replacing soon. As previously discussed, the cost for this should be included in the budget for 2016/17

16. Date of next meeting

16.1.1 Next meeting on Tuesday September 27th at 8.00pm in Upper Sapey Village Hall

The meeting closed at 9.45pm