



**Ewyas Harold Group Parish Council Annual meeting:
19.00hrs At The Pavilion.
Tuesday 14th June 2022**

Minutes

Present: Councillors: Peter Jinman (in the chair), Sarah Eynon, Sally Probert, Liz Overstall, Malcolm Watkins and Alex Culpin.

Also: Mark Hearne (Clerk)

1. To accept apologies for absence.

Councillors Will Lloyd, Stephen Clayton and Conor Price¹

2. To receive declarations of interest & written requests for dispensation.

2.1 - Councillor Probert – Invoice submitted from her husband for work with the bins on behalf of the PC.

2.2 - Councillor Watkins – Invoice submitted by Mrs Chance for toilet cleaning.

3. To consider minutes of the previous meetings – 10th May 2022. Councillors agreed that the minutes were an accurate record of the meeting, and they were duly signed by the Chairman.

4. Resolutions Log – The Clerk explained that a response has now been received from the Locality Steward concerning the proposed drainage work at Rowlestone. It was noted that the Lengthsman has indicated that he will be able to undertake the work at the end of June 2022, but no quote has been received to date. It was RESOLVED that the Clerk again contacts the Lengthsman for confirmed start date and a quotation. Councillor Watkins reported that he has spoken to Steve Lloyd who has agreed to provide a quote for installing a stile in the fence adjacent to the zip wire.

5. Matters arising between meetings: The Clerk raised the outstanding issue of the demand from Herefordshire Council for rates on the library which date back to 2013/14 but it was noted that all demands were received in a single tranche. It was agreed that action should be taken to resolve this matter and it was RESOLVED that the Clerk writes to Herefordshire Council referencing the conversations with the previous Clerk seeking confirmation there is no liability on the Parish Council for the payment of rates. This was substantiated by an exchange of legacy emails which Councillor Watkins agreed to forward to the Clerk. The Chairman commented on the contractual relationship between the Parish Council and the owner of the library premises, and it was RESOLVED that the Clerk clarifies the issue and contact the individuals who run the library in the first instance.

1. ¹ Councillor Price has resigned from the Parish Council



6. Open Forum for Public Comments – No members of the public were present.

7. To receive a brief report from:

7.1 West Mercia Police – No representatives from West Mercia Police were available to attend the meeting.

7.2 Ward Councillor/Parish Council Chairman

7.2.1 Concerns over the sewage farm in the village and wider concerns over phosphate levels in local rivers. A meeting with Citizens Science has taken place during which they demonstrated their sampling process. Councillor Overstall reported that a local farmer dumped a significant quantity of pig manure onto the ground above the Dulas Brook during the Jubilee weekend. It was suggested that where animal waste leaches into the nearby watercourses it should be reported to Environmental Health.

7.2.2 Recent information received indicates that no Section 106 monies will be forthcoming because of the way the development of the 38 houses is being structured.

7.2.3 Referred to the recent Panorama programme which had used Herefordshire Council to highlight the problems in delivering Children's services across the country. Councillor Overstall raised a more general point on the cost-of-living crisis and alluded to possible future support from the Parish Council. It was **RESOLVED** that the Clerk contacts former Councillor Price to arrange the handover of his work on the Resilience Plan.

7.2.4 Advised that the planning application for a container at Red Lion Terrace will now be referred to the Herefordshire Council Planning Committee.

7.3 Footpaths Officer – The Clerk reported that he has received an expression of interest from someone interested in becoming the Footpaths Officer and had referred them to Terry Talbot for further information on the role. There is also a suggestion that a second person may be interested, and it was agreed that the role was suitable for a job share opportunity. Councillor Probert reported an overgrown footpath from Pontrilas Water Treatment Plant and it was agreed that, whilst it is a landowner responsibility to keep footpaths clear, there is no reason why others should not remove encroaching vegetation.

7.4 Tree Warden – Councillor Overstall handed out a written report and highlighted some recent tree planting with children from the school. The Chairman reported that agreement has been reached with the Ewyas Harold Common Trust to allow tree planting on the common but there will be further discussion on the preferred variety of tree. It was also suggested that there would be merit in co-ordinating tree planting with Abbey Dore Parish Council but is preferable to delay any action until the autumn.



- 7.5 **Balfour Beatty** – Noting that the Locality Steward produces a weekly report coupled with the fact he does not routinely attend Parish Council meetings it was RESOLVED to remove this item from future agendas.
- 8 **Action List for Councillors** – It was RESOLVED that this item could be removed from future agendas as this is now covered under the Resolution Log.
- 9 **Kemble Centre** – The Chairman referenced recent correspondence from the ACCC solicitors which included misunderstandings in the proposed lease with the Parish Council. It was RESOLVED that the Chairman would respond directly to ACCC and correct the misunderstandings in the email from their solicitor to the EHGPC solicitor and thereby seek to progress matters.
- 10 **Planning** - To consider comments on applications to be determined by Herefordshire Council as listed below.
- 10.1 Planning Consultation 221416 – Lime Grove, Ewyas Harold. Proposed extension of garage to front of property and roof to garage area changed from a flat roof to a peaked roof. Following discussions, Councillors noted that the River Lugg Internal Drainage Board had not raised any objections and, in supporting the application, Parish Council should cite this in the response. It was, therefore, RESOLVED, that the Clerk responds to the LPA accordingly.
- 10.2 Planning Consultation 221622 – Agricultural buildings at Red House Farm, Pontrilas. The proposed conversion of agricultural buildings to three dwellings and associated works (varying the detail of permission achieved via 202404). Councillors note that this is a variation to an existing planning permission which seeks to change the size of the units and change the cladding on the dwellings. Following discussion Councillors agreed to support the application and it was RESOLVED that the Clerk responds to the LPA accordingly.
- 10.3 Planning Consultation 221705 – Methodist Chapel, Ewyas Harold. Variation of conditions 3 & 4 of planning permission 220274 (Conversion of chapel to form annexe to The Rydings). Amend the condition to allow the annexe to be let. Councillors noted that the variation to the existing planning permission and were content to support the proposal which will allow the annexe to be let. It was RESOLVED the Clerk responds to the LPA accordingly.
- 11 **Recreation ground/pavilion**
- 11.1 Councillor Watkins reported that Councillor Lloyd continues to progress work on the MUGA and has received updated quotes from Sovereign for the MUGA and a quote for the planned footpath. Councillor Watkins added that a meeting is due to take place with a planning consultant on the 15th June 2022 which may bring some clarity over whether planning permission is required for both the MUGA and footpath. The discussion broadened to cover the requirement for a public consultation on the Parish Council's plans for the recreation ground and this will include a proposed extension to the car park as well as the MUGA and footpath. Work on developing the



public consultation will run alongside action to determine whether planning permission is required.

- 11.2 Councillor Watkins reported that Steve Lloyd has been hastened to complete the maintenance work discussed at the last meeting. Mr Lloyd is also finalising a quote for the toilet renovation.
- 11.3 The Chairman commented on the weeds growing around the children's play equipment and Councillor Watkins reported that action is in hand to spray weedkiller to eradicate the weeds.
- 11.4 Councillors suggested that there could be benefit in installing a bin in the children's play area but suggested that this would need to be accompanied with a sign indicating that it is not a receptacle for dog waste.
- 11.5 Councillors agreed that the trees in the recreation ground should be further protected, and it was suggested that additional guards should be installed.
- 11.6 Councillor Watkins advised that work will be undertaken in the future to trim the hedge behind the pavilion.
- 11.7 The Chairman confirmed that work to acquire quotes for the proposed footpath continues but the Clerk advised that the grant from Herefordshire Community Foundation must be spent within a specified period.
- 11.8 Councillor Overstall reported that under the terms of the grant offer for bicycle racks it is a requirement for the groundworks to be undertaken before any monies are made available. Following discussion, it was agreed that the preferred location for the bicycle rack is the Kemble Centre. The Chairman alluded to the challenges in acquiring three quotes for work in the parish. The Clerk acknowledged that it is not always practicable to acquire three quotes and, in those circumstances, it would be necessary to offer an explanation why this was not feasible. It was agreed that the financial ceiling over which three quotes is mandated be raised to £1500. It was **RESOLVED** that this should be presented in draft Financial Regulations for consideration at the next meeting.

12 Lengthsman

- 12.1 Councillor Probert suggested that the road and footpath from Dark Lane to Trappe House would benefit from the attention of a road sweeper. It was acknowledged that this is not a service provided by Balfour Beatty. It was **RESOLVED** that the Clerk identifies a local road sweeper with a view to booking them in the summer.
- 12.2 The Clerk referred to the draft tenders (major and minor works) circulated after the previous meeting. It was recognised that the contractor for minor Lengthsman work would logically act as a conduit through which major drainage work would be identified. It was **RESOLVED** that the Clerk publishes a single tender but invites expressions of interest for either or both minor and major drainage work. Councillors suggested that one aim of the tendering process is to gather a panel of contractors with the requisite licences and insurance for major drainage work who will then be tasked with work on an "as and when required" basis. It was suggested that Golden Valley Construction would be worth contacting to gauge their interest in undertaking ad hoc work in the parish. In parallel, it was **RESOLVED** that the Clerk



establishes with Balfour Beatty whether there is anything precluding the Parish Council from inviting their accredited contractors to undertake drainage work.

13 Finance

- 13.1 Councillors discussed and welcomed the Internal Audit report 2021/22 which offered several observations on the Parish Council's financial processes. The Clerk commented that issues raised will be remedied during 2022/23 and these include publication of Standing Orders and Financial Regulations. Other areas requiring attention include improved transparency in the minuting of decisions such as the approval of the annual budget.
- 13.2 It was RESOLVED to approve the following payments.
- 13.2.1 Clerk's salary (May 2022) in accordance with his employment contract.
 - 13.2.2 Clerk's travel costs - £27.00
 - 13.2.3 Sunderlands - £26.76 (ex VAT)
 - 13.2.4 Oli Stinchcombe - £650.00²
 - 13.2.5 CT Groundcare - £585.00
 - 13.2.6 Eyelid Productions Ltd - £100.00
 - 13.2.7 Herefordshire Council (waste collection) - £168.35 (DD)
 - 13.2.8 J M Probert - £125.00
 - 13.2.9 B & L Chance - £485.50
- 13.3 Councillors approved the adoption of Section 1 - Annual Governance Statement 2021/22- which was duly signed by the Chairman.
- 13.4 Councillors approved the adoption of Section 2 – Accounting Statements 2021/22 – which was duly signed by the Chairman.
- 13.5 Monies received: None
- 13.6 Grant requests for consideration: None
- 13.7 The Clerk reported that despite contact with NatWest bank no bank statements have yet been received. In view of the current and previous difficulties in amending the registered name and address on the bank accounts it was RESOLVED that the Clerk investigates the possibility of opening another bank account such as the Co-op bank or Lloyds which would initially operate alongside the existing NatWest account.

14 Community Resilience Plan – It was RESOLVED that the Clerk contacts former Councillor Price to acquire the latest version of the plan and other relevant information.

15 Roads – Councillor Probert referenced the report covering road safety issues in the parish highlighting its key conclusions and recommendations. The priority involves slowing down the traffic at the four gateways into the village and this work will encompass the following activities:

- Maintaining the four gateways to the village.
- Change the colour of the tarmac at each of the four gateways and the centre of the village.

² Councillors resolved to defer issue of the cheque until the contractor has removed detritus from the site.



- To make sure that roundels are in place at the four village gateways.
- Remark the road markings to give the impression that the carriageway is narrower.
- Car-parking at the Kemble Centre and recreation ground.
- Improve parking lines along the school road.

It was RESOLVED that Councillors Probert and Lloyd consult with Balfour Beatty to establish which activities will be permitted and then present a costed programme to the Parish Council. The Chairman thanked Councillors Probert and Lloyd for their work in this area.

16 Parish Councillor Vacancies – The Clerk confirmed that an expression of interest in joining the Parish Council has been received. It was RESOLVED that the Clerk invites the potential applicant to provide a CV and a brief biography. In parallel, it was RESOLVED to publish an advert with a closing date before the next meeting.

17 Informing parishioners of the work of the GPC including social media. It was RESOLVED that the following issues are published on social media.

- A report on the Platinum Jubilee.
- Parish Council vacancies.
- Lengthsman vacancy
- Extend thanks to litter pickers
- Parking outside the school

18 To raise matters for the next agenda: As per this agenda

19 To note the date of the next scheduled meeting: 12th July 2022 at the Pavilion.

Meeting closed at 21.10

Signed: _____

Date: _____

Future parish council meeting dates for 2022:

	Tuesday 12 th July	7pm The Pavilion
	Tuesday 9 th August (TBC)	7pm The Pavilion
	Tuesday 13 th September	7pm
	Tuesday 11 th October	7pm
	Tuesday 8 th November	7pm
	Tuesday 13 th December	7pm