Ewyas Harold Group Parish Council meeting:
20.00hrs At The Pavilion.
Tuesday 26th September 2022

Minutes

Present: Councillors: Peter Jinman (in the chair), Sarah Eynon, Sally Probert, Malcolm Watkins, Will Lloyd, Alex Culpin, Stephen Clayton and Scott Greenway
Also: Mark Hearne (Clerk).

1. **To accept apologies for absence.**
   Councillor Liz Overstall.

2. **To receive declarations of interest & written requests for dispensation.**
   2.1 - Councillor Probert – Invoice submitted by Jamie Probert and the appointment of the Lengthsman (Agenda Item 12.2)
   2.2 - Councillor Watkins – Invoice for toilet cleaning.
   2.3 – Councillor Lloyd – Planning Consultation 222898 (Agenda Item 10.1).

3. **Co-option of Mr Scott Greenway to the Parish Council.** Mr Greenway signed the Acceptance of Office form and was duly co-opted and welcomed onto the Parish Council. The Chairman took this opportunity of reminding Councillors of the Code of Conduct and their obligations to achieve the requisite standards when discharging their responsibilities as a Parish Councillor. More generally, it was RESOLVED that the Clerk reviews the existing suite of policies and updates and add to them as necessary. The Chairman reported that Mr Anthony Ling has expressed interest in joining the Parish Council and it was RESOLVED that the Clerk forwards an application form and drafts a co-option policy for consideration at the next meeting.

4. **To consider minutes of the previous meetings –** 9th August 2022. Councillors agreed that the minutes were an accurate record of the meeting and were duly signed by the Chairman.

5. **Resolutions Log –** The following issues were raised:
   5.1 Councillor Watkins reported progress on the tasks allocated to Mr Steve Lloyd.
   5.2 Despite a written request to the Head of the Business Rates department in Herefordshire Council no response has been received.
   5.3 No progress to report on the drainage work required at Rowlestone. The Chairman agreed to contact Mr David Roden to establish by the 7th October 2022 whether he is interested in undertaking the work. No date for the road sweep has been offered by Hereford Quarries and it was RESOLVED that the Clerk hastens the company again.
   5.4 The Chairman confirmed that he raised the issue of the flood measuring device during a recent Golden Valley ward meeting and received a commitment that the issue will be resolved.

5.5 The Clerk reported that an expression of interest in the role of the Footpaths Officer has been received and it was understood that the individual concerned was due to speak to the former incumbent. It was RESOLVED that the Clerk seeks an update and reports back to the Parish Council.

5.6 Councillor Watkins reported that the defibrillator at Rowlestone has been registered on the Circuit system. The Clerk added that new AED pads have been installed in the defibrillator at the recreation ground and similar action will be taken at the device at the Fire Station.

6. Matters arising between meetings

Councillor Clayton raised the issue of a sign at the entrance to Hill Lane which remains in place but it was decided to defer this matter until a later date. In the meantime, the Chairman will broach the subject with the Locality Steward.

7. Open Forum for Public Comments – No members of the public were present at the meeting.

8. To receive a brief report form:

8.1 **Ward Councillor/Parish Council Chairman**

8.1.1 The Chairman reported that in response to the cost-of-living crisis a register of “warm places” is being compiled by Herefordshire Council/Talk Community. Councillors were urged to identify people in need where practicable. It was suggested that this initiative could be publicised on social media.

8.1.2 The Chairman referred to a recent meeting with the Environmental Agency (EA) which encompassed a walk through the village which provided an opportunity to pinpoint the areas prone to flooding. The EA have promised a response within six weeks. Councillor Probert reported that Welsh Water have written to residents informing them of work that is due to begin in October 2022 and end in December 2022.

8.2 **West Mercia Police** – No member of the police team was present at the meeting

8.3 **Footpaths Officer** – This was discussed earlier in the meeting and no further issues were raised.

8.4 **Tree Warden –** The Chairman reported that Councillor Overstall still has trees in her possession, and it is important that they are planted as soon as practicable with the Kemble Centre being the preferred site.

9. Kemble Centre – The Chairman has not received any information from the Business Rates department at Herefordshire Council. The outstanding issues to be resolved with the ACCC are parking, planning and finance. Councillors expressed frustration over the protracted nature of the negotiations and the Chairman suggested a deadline to coincide with the date of the November meeting.

10. Planning - To consider comments on applications to be determined by Herefordshire Council as listed below.

10.1 Planning Re-Consultation 222898- Heightley, Ewyas Harold. Proposed loft conversion including roof alterations.[1] Following discussion, Councillors agreed to support the application and it was RESOLVED that the Clerk notifies the LPA accordingly.

11. Recreation ground/pavilion

11.1 The Chairman reported that a series of plans were presented to the Recreation Ground committee and following deliberations agreement was reached on the optimum location for the MUGA which led to new plans being submitted. The next stage will be a public consultation on the plans for the MUGA. Councillor Watkins highlighted the need to consider the future management/maintenance of the MUGA. Linked to this Councillor Probert suggested that adequate provision will need to be included in the precept/budget for the future maintenance of the MUGA.

11.2 Councillors briefly discussed recent instances where sheep are intruding on to the recreation ground and it was agreed that a self-closing gate would resolve the problem. Councillor Watkins agreed to ask Steve Lloyd to install a spring on the gate.

11.3 The Clerk confirmed that Herefordshire Community Foundation (HCF) have not approached the Parish Council about the £10k grant but it is likely that a progress report will be sought soon. Councillors discussed whether the grant could be legitimately spent on extending the car park and it was RESOLVED that the Clerk lodges the question with the HCF.

11.4 Councillor Probert mentioned that two bicycle racks need to be installed and the preferred contractor will be shown the preferred location.

11.5 Following discussion, Councillors agreed to procure a safe key to be installed on the outside of the pavilion.

11.6 The Chairman reported that he has acquired two benches which will be placed on the Common and in the village and has asked for a quote to make them good for installation.

12. Lengthsman

12.1 Following discussion, Councillors agreed to appoint Mr Jamie Probert as the Lengthsman, and it was RESOLVED that the Clerk notifies him accordingly. It was further agreed that the Clerk prepares a draft Lengthsman contract[2]. [3]

12.2 Councillors agreed to instruct the newly appointed Lengthsman to clear weeds in Orchard Grove as requested by the Locality Steward.

12.3 Councillors further discussed the drainage work at Rowlestone and noted that the newly appointed Lengthsman could, on behalf of the Parish Council, commission

[1] Councillor Lloyd left the room during the discussion on planning consultation 222898.

[2] Councillor Probert left the room during this agenda item

[3] Councillor Clayton left the meeting at this point

an alternative suitably qualified contractor to undertake the work if Mr Roden declines the opportunity.

13. Finance

13.1 It was RESOLVED to approve the following payments.

13.1.1 Clerk's salary (Aug 2022) in accordance with his employment contract.

13.1.2 Clerk's travel costs - £27.00

13.1.3 1-Bridge Software - £7.50 (ex VAT)

13.1.4 CT Groundcare - £590.00

13.1.5 Brian and Leslie Chance (Toilet Cleaning) - £465.00 – Councillors suggested that Mr Chance be invited to review the current arrangements to establish if they remain appropriate. It was RESOLVED that the Clerk contacts Mr Chance accordingly.

13.1.6 J M Probert (Bin Emptying) - £125.00

13.2 Following discussion, it was RESOLVED to amend Section 2 – Accounting Statement to correct the value of the assets recorded against 2020/21. Both the Chairman and Clerk initialled the amendment.

13.3 Councillors approved the renewal of insurance with Hiscox at a cost of £4,124 but decided against flash flood cover at this time. Councillors also agreed to seek alternative insurance quotes for the following year.

13.4 The Clerk reported that based on the spend to date and a forward projection of future costs it is expected that reserves will be in the order of £106k at year end. The Chairman highlighted a potential safety hazard in the children's playground which may need urgent attention. It was further RESOLVED that the Clerk arranges a RoSPA inspection of the playground.

13.5 Councillors briefly discussed the proposed location for siting of the proposed bicycle racks, and it was agreed to consider this issue further in conjunction with the Lengthsman.

13.6 Monies received: £33,857.62[4]

13.7 Grant requests for consideration: None

14 **Risk Management Plan** – It was agreed to defer this issue until the next meeting.

15 **Community Resilience Plan** – Councillors noted that there was no further progress to report on this matter, but it was agreed to review the purpose and scope of the plan.

16 **Roads**

16.1 The Chairman reported that the LPA are minded to approve the development of the 10 houses close to Trappe Cottage despite the Parish Council's objections around highway safety. The Chairman further commented that the Highways Department had not consulted the Fire Service and agreed to do so.

16.2 Councillor Probert asked for contact details of an officer in Herefordshire Council/Balfour Beatty who she could approach to discuss their proposals on

[4] This includes all monies received since 1 April 2022

road issues; the Clerk suggested Mr Ray Wallace and agreed to pass on his details.

16.3 Councillor Probert mentioned the blocked drains on the A465, and the Chairman will pursue this issue.

17 **Clerk Correspondence –** The Clerk reported that a member of the public has written to raise a comment on the Parish Council's response to the planning re-consultation 221271 (Land South of Trappe Cottage) and invited Councillors to confirm if they have other concerns apart from road safety. Councillors noted that the Clerk has written to Herefordshire Council highlighting concerns over the capacity of the local school to accommodate the higher number of pupils that will arise from all the planned developments. It was also agreed that the Parish Council includes something on social media to demonstrate that representations have been made to Herefordshire over capacity issues.

18 **Informing parishioners** of the work of the GPC including social media. Nothing further was added to the suggestion discussed during the previous agenda item.

19 **To raise matters for the next agenda:** None.

20 **To note the date of the next scheduled meeting:** 11th October 2022 at the Pavilion.

Meeting closed at 21.47

Signed:________________________________ Date: ________________

Future parish council meeting dates for 2022:

	Tuesday 8th November	7pm
	Tuesday 13th December	7pm