Ewyas Harold Group Parish Council meeting:
19.00hrs At The Pavilion.
Tuesday 13th December 2022

Minutes

Present: Councillors: Peter Jinman (in the chair), Sarah Eynon, Sally Probert, Will Lloyd, Alex Culpin, Malcolm Watkins and Scott Greenway.
Also: PC Jeff Rouse, Mark Hearne (Clerk) and two members of the public.

1. **Co-option to the Parish Council** – Mr Anthony Ling was formally co-opted to the Parish Council and signed the Acceptance of Office form.

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

3. **To receive declarations of interest & written requests for dispensation.**
   3.1 - Councillor Probert – Invoice submitted by Jamie Probert and Lengthsman issues.
   3.2 Councillor Watkins – Invoices for toilet cleaning and all matters relating to the football club.

4. **To consider minutes of the previous meeting –** 8th November 2022. Councillors agreed that the minutes were an accurate record of the meeting, and these were duly signed by the Chairman.

5. **Resolutions Log –** The following issues were raised.
   5.1 It was RESOLVED agreed that work to be undertaken by Mr Steve Lloyd would be reinstated to the Resolution Log.
   5.2 Contact has been made with Balfour Beatty and an invoice for the road survey is awaited. It was RESOLVED that the Clerk hastens Balfour Beatty as necessary.
   5.3 Balfour Beatty have questioned whether the Parish Council has the authority to deploy "Road Closed" signs in times of flooding. It was RESOLVED that the Clerk would further correspond with Balfour Beatty on this subject.

6. **Matters arising between meetings** – None were raised.

7. **Open Forum for Public Comments** – The following issues were raised during the open forum.
   7.1 A resident asked if a bin could be installed close to the zip wire as there is increasing amounts of litter accumulating in this part of the recreation ground.
   7.2 A resident expressed interest in becoming the Footpaths Officer and has already spoken to the former incumbent of the post. Concern was expressed over the extent of the PROW network and asked if a job share arrangement could be considered. The Clerk added that another resident has expressed interest in the role, so a job

share arrangement is a possibility especially as Councillor Greenway offered his services. In terms of funding the Clerk advised that there is £1k budget for work on the footpaths.

7.3 A resident highlighted problems she is experiencing in having her rubbish collected from Fern Bank. Herefordshire Council advised that the issue should be raised with the Parish Council and whilst Councillors discussed the issue at length no solution was identified. Councillors recommended that the resident contacts Herefordshire Council again with the Chairman offering to assist as necessary.

8. **To receive a brief report form:**

8.1 **Ward Councillor/Parish Council Chairman -** The Chairman alluded to the significant budgetary pressures facing Herefordshire Council in 2023/24 adding that the Leader of the Council has written to the Prime Minister seeking some financial relief. It Was RESOLVED that the Clerk forwards a copy of the Leaders Newsletter to Councillors.

8.2 **West Mercia Police** – PC Rouse raised the following issues in his report.

8.2.1 Rogue traders are operating in the village and any suspicious activity should be reported to the police.

8.2.2 A green VW Golf has recently been vandalised and the police would welcome any information on the incident.

8.2.3 PCSO Simon Hall has recently joined the team following the departure of PCSO Pete Knight.

8.2.4 Councillors highlighted a continuing problem of inconsiderate parking outside the school. PC Rouse agreed that the problem would be monitored, and it was agreed that there would be merit in a joint approach with the Parish Council. It was RESOLVED the Clerk writes to the head teacher asking that a message is conveyed to parents/guardians.

8.3 **Footpaths Officer**

8.3.1 Councillor Probert referenced the photograph of a long-standing issue with a footpath close to the Kentchurch Estate. This PROW is in an extremely poor condition and has been for several years. Councillors agreed now is the time to act in conjunction with the landowner to undertake much needed remedial action. It was, therefore, RESOLVED that the Clerk writes to the landowner accordingly.

8.3.2 The Parish Council has received a request to install two gates on EH4 in place of the existing stiles to allow greater access to users of the footpath. Councillors noted that permission for this work had been previously granted by the landowners and there was an acknowledgement there is community benefit in pursuing this option. It was RESOLVED this should be funded by the Parish Council. Given the time that has elapsed since the previous permission was acquired it was agreed that the landowner would need to be approached once more and it was RESOLVED that the Clerk writes accordingly. Once a permission has been confirmed it was RESOLVED that the Clerk instructs the Lengthsman accordingly.

8.3.3 The closure of "Little Bridge" was raised and it was RESOLVED that the Clerk contact Herefordshire Council for a progress report and to enquire if the Parish Council can assist.

8.4 **Tree Warden –** The Chairman reported that he continues to work with Councillor Overstall to facilitate the planting of the trees that remain available.

9. **Kemble Centre** – The Chairman reported that the ACCC had agreed to meet the Parish Council to discuss the remaining two issues of note namely the provision of car parking at the site and the need for security of finance. The Chairman outlined the background leading to the current situation explaining that, based on advice from the Parish Council's solicitors, it is a requirement for the ACCC to confirm that funding is in place for their proposed building work.Councillors recognised that without this guarantee the Parish Council would be left exposed should the project remain uncompleted. The Chairman saw the need to meet with the ACCC to discuss these issues to explore whether there is a basis for agreement to proceed with a lease to the ACCC. Councillors agreed that the meeting with the ACCC should be arranged as soon as practicable and it was RESOLVED that the Clerk makes the necessary arrangements.

10. **Planning** - To consider comments on applications to be determined by Herefordshire Council. No planning consultations have been received for consideration at this meeting.

11. **Recreation ground/pavilion**

11.1 Following discussion, it was agreed that the Recreation Ground Working Group would welcome the thoughts of all Councillors on the proposed plans for the MUGA. With this information the Working Group will form a plan detailing the planning, public consultation and future maintenance aspects of the project. Councillors spent time discussing the key issue of the future maintenance of the MUGA as this is likely to be resource heavy and could be reliant on volunteers which brings its own challenges.

11.2 Councillors discussed the recent RoSPA report on the children's playground and noted that no serious issues were highlighted but noted that some maintenance work will be necessary.

11.3 A quote (£260) has been received for the cost of producing drawings for a new and improved toilet block. Councillors agreed to accept the quote but asked if drawings for improving the access to the pavilion could be covered as part of the quote.

11.4 Councillors returned to the request for a bin close to the zip wire and it was RESOLVED that the Clerk asks the Lengthsman to procure and install a bin similar to those in situ elsewhere.

11.5 Councillors expressed gratitude to the Lengthsman for emptying the bin close to the chip shop. It was RESOLVED that the Clerk asks the Lengthsman to continue to empty the bin when necessary, noting that this may only be a temporary requirement.

12. **Lengthsman**

12.1 It was RESOLVED that the Clerk was asked to circulate the latest work schedule provided by the Lengthsman.

12.2 The Chairman reported progress on the proposed drainage work at Rowlestone with every expectation that this task will now proceed.

12.3 It was RESOLVED to amend the Lengthsman contract to include an additional seven days to cover any unforeseen work. It was RESOLVED that the Lengthsman should have discretion to utilise those additional days as he sees fit which will be confirmed in writing by the Clerk.

13. **Finance**

13.1 The current bank balance is £119,43.60

13.2 It was RESOLVED to approve the following payments.

13.2.1 Clerk's salary (Nov 2022) in accordance with his employment contract.
13.2.2 Clerk's travel costs - £18.00
13.2.3 Microsoft 365 Personnel - £49.99 (ex VAT)
13.2.4 Stationery - £16.33 (ex VAT)
13.2.5 PAYE (Nov 22) - £139.60
13.2.6 CT Groundcare - £75.00
13.2.7 Brian and Leslie Chance (Toilet Cleaning) - £450.00
13.2.8 J M Probert (Bin Emptying) - £125.00
13.2.9 J M Probert (Installation of 2 bike racks) - £386.00
13.2.10 J M Probert – Lengthsman - £400.00
13.2.11 Bicycle racks (2) - £746.00 (ex VAT)
13.2.12 Wye Valley Metals (Road Sweep) - £739.50 (ex VAT)
13.2.13 DM Payroll Services - £60.00
13.2.14 Annual Play Equipment Inspection (Fran White) - £63.40
13.2.15 J P Mole Control - £240.00
13.2.16 Waste Collection & Disposal (Herefordshire Council) - £168.35

13.3 Financial Monitoring and Bank Reconciliation 2022/23 – The Clerk explained that based on the spend to date plus an estimate of future expenditure/receipts it is expected that the reserves at year end will be in the region of £108k.

13.4 Monies received: £2,099.50

13.5 Grant requests for consideration: Application submitted for recovery of cost of bike racks.

The Chairman moved a resolution to suspend Standing Orders to allow the remaining business to be concluded.

14. **Roads** - The Chairman confirmed the extension of a road closure in the village to allow Welsh Water to complete their work on the sewer network.

15. **Vexatious Complaints Policy** – It was RESOLVED to adopt the Vexatious Complaints Policy.

16. **Clerk Correspondence** – The only correspondence received was discussed during the open forum.

17. **Informing parishioners** of the work of the GPC including social media. It was suggested that the following should be publicised:
    - Risk from rogue traders.
    - Inconsiderate parking outside the school.
    - Publicise the pothole hotline.
    - Local Community Fund
    - Agricultural Planning Supplementary Planning Document (AP SPD)

18. **To raise matters for the next agenda: Agricultural Planning Supplementary Planning Document (AP SPD)**

19. **To note the date of the next scheduled meeting:** 10th January 2023 at the Pavilion.

Meeting closed at 21.20

Signed: ___________________________________ Date: _________________

Future parish council meeting dates for 2023:
