



**Ewyas Harold Group Annual Parish Council meeting:
19.30hrs At The Pavilion.
Tuesday 9th May 2023**

Minutes

Present: Councillors: Malcolm Watkins (in the chair), Sarah Eynon, Sally Probert, Alex Culpin, Will Lloyd, Steve Clayton and Anthony Ling.

Also: Mark Hearne (Parish Clerk), Katrina Kalkwarf (Footpaths Officer) and one resident.

1. **Election of a Chairman** – Councillor Jinman was proposed by Councillor Probert and seconded by Councillor Lloyd and was duly appointed as Chairman.
2. **Election of a Vice Chairman** - Councillor Watkins was proposed by Councillor Probert and seconded by Councillor Clayton and was duly appointed as Vice Chairman. In the absence of Councillor Jinman the meeting was chaired by Councillor Watkins.
3. **To accept apologies for absence.**
Councillors Peter Jinman and Liz Overstall.
4. **Co-option of Mr Anthony Ling** – Councillors voted to support the co-option of Mr Ling who duly signed his acceptance of office form. It was further RESOLVED that Mr Ling will represent Llancillo.
5. **To receive declarations of interest & written requests for dispensation.**
 - 5.1 - Councillor Probert – Invoice submitted by Jamie Probert and Lengthsman issues.
 - 5.2 - Councillor Watkins – All matters relating to the football club and the invoice for toilet cleaning and Planning Consultation 231063 (Agenda item 12.1).
6. **Working Groups** – It was RESOLVED that the membership of the following working groups should be as follows:
 - **Recreation Ground Working Group** – Councillors Watkins, Lloyd and Eynon
 - **Finance Working Group** – Councillors Jinman, Probert, Eynon and Ling
 - **Kemble Centre Working Group** – Councillors Jinman, Culpin, and Overstall.
7. **To consider minutes of the previous meeting** – 11th April 2023. Councillors agreed that the minutes were an accurate record of the meeting, and these were duly signed by the Chairman.
8. **Resolution Log** – The following issues were discussed.
 - 8.1 It was RESOLVED that Councillor Watkins approaches the Lengthsman to establish if he would be prepared to assume responsibility for undertaking routine maintenance work at the recreation ground.



- 8.2 The Clerk reported that he has sourced a copy of the draft Resilience Plan and it was **RESOLVED** that the future of this issue should be considered in more detail at a subsequent meeting.
- 8.3 The Clerk recommended that the Finance Working Group consider the allocation of the Parish Council's reserves.
- 8.4 The Clerk reported no progress in accessing the storage cupboard in the library.
- 8.5 Balfour Beatty have responded to the Parish Council's concerns over the state of the A465 and it was **RESOLVED** that the Clerk progresses this issue as necessary.
- 8.6 No progress has been achieved in acquiring written permission to install gates on EH4. Councillor Lloyd agreed to contact the landowner in an attempt to progress the issue.
- 8.7 Given the cost of relocating one of the bike racks Councillors decided to leave it in situ. It was **RESOLVED** that the Clerk seek grant monies from Herefordshire Council for the second bike rack only.
- 8.8 The Clerk has not received a response from Headland Archaeology concerning the damaged history board but will attempt to speak to someone on the phone.
9. **Matters arising between meetings** – The Clerk reminded Councillors to return the register of interests form and election expenses return to Herefordshire Council within 28 days from the date of the election.
10. **Open Forum for Public Comments** – Councillor Probert has been approached by a local walking club who are aiming to raise money to procure outdoor gym equipment on the recreation ground which they consider could play an important role in safeguarding people's mental health. In principle Councillors were supportive of the proposal but it was **RESOLVED** that the Clerk covers off any insurance implications.
11. **To receive a brief report form:**
- 11.1 **Ward Councillor/Parish Council Chairman** - The Ward Councillor was absent from the meeting.
- 11.2 **West Mercia Police** – West Mercia Police were not represented at the meeting.
- 11.3 **Footpaths Officer** – The Footpaths Officer referenced her report which has been circulated to Councillors in advance of the meeting. There was specific discussion on the work clearing Rabbit Lane and it was **RESOLVED** that as it is clearly not suitable for vehicular access the Clerk should contact the PROW team at Herefordshire Council to ask if it could be redesignated from a BOAT to a PROW. More generally, it was noted that it is a landowner responsibility to maintain stiles/gates on their land and the Clerk will write when an issue arises. Councillors were invited to consider options for managing footpath issues in time for the next meeting.
- 11.4 **Tree Warden** – Councillor Overstall was not present at the meeting.



12. Kemble Centre - Councillors discussed the recent correspondence from the ACCC which has advised that even though negotiations with the Memorial Hall are ongoing no decision has been reached and the Kemble Centre remains under consideration. In conclusion, it was **RESOLVED** that the Clerk writes again to the ACCE explaining that the Parish Council is conscious of the interests and concerns of local residents on the future of the Kemble Centre and require a definitive update in time for the June 2023 meeting of the Parish Council in order that the issue can be concluded by the end of the summer.

13. Planning - To consider comments on applications to be determined by Herefordshire Council.

13.1 Planning Consultation Planning Consultation 231063 – The Old Workshop, Caeflwyn, Ewyas Harold. Proposed change of use of workshop part of live work unit to residential and enlargement of domestic curtilage (retrospective). Following discussion, Councillors agreed to support the application and it was **RESOLVED** that the Clerk informs the LPA accordingly.

13.2 Planning Consultation 231077 – Barn North West of Upper Cefn Farm, Ewyas Harold. Application to determine if prior approval is required for a proposed change of use of agricultural building to one larger dwellinghouse and for building operations reasonably necessary for the conversion. Following discussion, Councillors agreed to support the application and it was **RESOLVED** that the Clerk informs the LPA accordingly.

14. Recreation ground/pavilion

14.1 The plans for the MUGA have been circulated to Councillors for consideration and a couple of factual inaccuracies have been identified. There was also discussion on whether the proposed extension of the car park should form part of the drawings and these comments and corrections should be forwarded to Councillor Jinman with the intention for the plans to be submitted before the next meeting.

14.2 The Chairman referenced the second quotation for the toilet block and confirmed that a third quote is required before a decision is reached.

14.3 Councillor Eynon asked if any action is planned to empty the cricket pavilion. It was **RESOLVED** that the Clerk provides a copy of the key to the pavilion to Councillor Watkins who will establish what has been left in the building.

14.4 Councillors discussed an issue raised by a resident under clerk correspondence which concerns some trees which border the recreation ground. The resident has asked if some routine maintenance could be undertaken. It was **RESOLVED** that the Clerk asks Oli Stinchcombe to submit a quote for the work.

15. Lengthsman

15.1 The Clerk referred to the latest work schedule produced by the Lengthsman which included some tasks which had been identified during his recent meeting with the Locality Steward. Councillors discussed the equipment which the Locality Steward considers the Lengthsman should possess in order to undertake his duties effectively and safely. Councillors considered that this kit should form part of any



future tender but were content to approve the purchase on this occasion. It was RESOLVED that the Clerk liaises with the Lengthsman to procure the equipment. Councillors also agreed that someone from the Parish Council should accompany the Lengthsman in any future meetings with the Locality Steward.

16. Finance

16.1 Due to the delay in receipt of the latest bank statement the current bank balance is unknown. **(Post Meeting Note – the bank balance as at 30 April 2023 was £124,559.83)**

16.2 It was RESOLVED to approve the following payments.

16.2.1 Clerk's salary (April 2023) in accordance with his employment contract.

16.2.2 Clerk's travel costs - £23.40

16.2.3 I Bridge Software - £7.50 (ex VAT)

16.2.4 Postage - £6.00

16.2.5 Wildplay Event - £250.00 (ex VAT)

16.2.6 PAYE (April 2023) - £148.20

16.2.7 J M Probert (JMP102) – £400.00

16.2.8 J M Probert (JMP103) – Bin Emptying - £100.00

16.2.9 Brian Chance (Toilet Cleaning – Invoice No 33) - £180.00

16.2.10 CT Groundcare - £535.00

16.3 It was RESOLVED to add Councillor Ling as a signatory on the Parish Council bank account.

17 Roads

17.1 Councillor Lloyd commented that correspondence from Balfour Beatty confirmed that an on-site assessment to consider the proposed traffic calming measures is required. It was RESOLVED to adopt an incremental approach in implementing the proposed measures beginning with a Speed Indicator Device on the Abbey Dore Road.

17.2 Councillor Probert raised the issue of the police attending the school and considered it would be preferable if they visited between the hours of 15.00hrs and 16.30hrs and she agreed to liaise with the local police to raise this and other general issues.

18 **King's Coronation** – It was noted that approximately five children attended the Wildplay event on the 6th May 2023 but Councillors felt that the poor weather was a factor in the low attendance. Councillors commented that, with the benefit of hindsight, the publicity should have made it clear that an indoor space was available. Councillors saw the benefit of holding another event in the summer and it was RESOLVED that the Clerk approaches the Wildplay organisers.

19 **Verge Cutting** – Following discussion, it was agreed that all verges should be subject to two cuts during the growing season.

20 **Code of Conduct** – Councillors RESOLVED to adopt the Code of Conduct as recommended by Herefordshire Council.



- 21 **Clerk Correspondence** – Two pieces of correspondence were considered earlier in the meeting (proposed meeting with Welsh Water & trees bordering the recreation ground) which left a query about the provision of allotments in the parish. It was RESOLVED that the Clerk seeks some background information from Councillor Jinman and seek advice on how the issue should be progressed.
- 22 **Informing parishioners** of the work of the GPC including social media. Councillor Culpin agreed to summarise Councillor Watkins comments delivered at the Annual Parish Meeting. Also, to encourage participation in Parish Council meetings either as a Councillor or a member of the public. To highlight a further Wildplay event in the summer.
- 23 **To raise matters for the next agenda:** New Website
- 24 **To note the date of the next scheduled meeting:** 13th June 2023 at the Pavilion.

Meeting closed at 20.50hrs

Signed: _____

Date: _____

Future parish council meeting dates for 2023:

9 th May 2023		
13 th June 2023		
11 th July 2023		
8 th August 2023		
12 th September 2023		
10 th October 2023		
14 th November 2023		
12 th December 2023		