

Shobdon Parish Council Meeting 20th May 2019

Minutes of the meeting held on Monday 20th May 2019 at 7.45pm in the village hall

Attendance: Mr W Stokes, Mr S Macdonald, Mr R Bowen, Mr C Jaques, Mrs A Walker, Parish Clerk Ms E Lewis, Cllr Roger Phillips

Apologies were received from Adrienne Boxhall.

3 Parishioners were present

Public Time: The few items of fly tipping in the village was raised and noted that these have been reported to Balfour Beatty for action, as has the damaged manhole in the bank by Old School house. Some of the road signs in the village are being obscured by overgrown vegetation; the lengthsman will be asked to clear these but it was noted that where it was safe to do so, residents were encouraged to action some of these minor village upkeep issues themselves. The verges and hedges on both the airfield/Milton Road and B4362 from the Birches to Bateman Close are overgrowing and this will be reported to BBLP.

1. **Nomination and election of Office of Chairman and signature of acceptance form:** Bill Stokes was nominated by Steve Macdonald and seconded by Anne Walker He accepted the position and signed the acceptance form.
2. **Nomination and election of Office of Vice Chairman:** Steve Macdonald was nominated by Chris Jaques and seconded by Anne Walker. He accepted the position.
3. **Appointment of Councillors to Committees, working groups and outside bodies:** Appointments were agreed as follows: Lengthsman - Richard Bowen, Village Hall – Anne Walker, Website -Clerk, Newsletter editor – Adrienne Boxhall and Emma Lewis, Footpaths Officer – R Bowen. It was **agreed** that the Finance working group would remain open to all councillors who wished to attend.
4. **Declarations of interest and written requests for dispensation:** Chris Jaques made a declaration on interest in respect of item 14.3 and signed the book accordingly.
5. **Minutes of the meeting held on 29th April 2019:** The minutes were **agreed** and signed as a correct record.
6. **Report by Ward Councillor Roger Phillips:** A Clerks summit is being held on the 23rd May. Herefordshire Council are meeting on the 24th May to agree who will take on the role of Leader of the Council from within the alliance group.
7. **Report by West Mercia representative:** The police have been contacted about the problem with speeding on the B4362 at the Presteigne end of the village and on the airfield road and speed checks will be carried out.
8. **Annual Accounts - 2018/19**
- 8.1 **The Annual Governance Statement:** This statement was considered and **agreed**. The Chair and Clerk signed the statement.
- 8.2 **The Annual Accounting Statements:** The clerk introduced the statements and the headline figures from the annual accounts. It was **noted** that the internal audit had raised no issues for consideration. The statement was considered and **agreed**, and then signed accordingly.
9. **Finance**
- 9.1 **Financial statement to date:** The financial statement was **agreed**. The current account has a balance of £43,154.48 and the High Interest account has a balance of £54,714.30
- 9.2 **Cheques in accordance with the budget:** Cheques were signed as followed - BHIB £510.64, Gill Vaughan (internal auditor) £150.00, Lloyds Cooper £17.60, Clerk wages £605.43, HMRC £39.60, Newsletter copying £100.00, Engrave Bricks £686.40, Signrite £84.00.

- 9.3 Clerk's devolved power to raise cheques below value of £500:** This was **agreed** and confirmed that cheques would always be issued in liaison with the Chair or Vice-Chair and 2 signatories.
- 9.4 Renewal of Parish Council insurance with BHIB:** It was **agreed** to insure the Parish Council through BHIB and that a cheque be issued for £ 510.64 for the annual premium. It was **noted** that the annual premium has risen to reflect the increase in insurance cover for the new playground equipment and fencing.
- 9.5 Date for finance working party:** It was **agreed** to set the date for the working party in June when all invoices from the playground work have been received, so that full project costs and the reserves plan can be reviewed.
- 10. General Power of Competence:** It was **agreed** that from 20th May 2019 , until the next relevant Annual Meeting of the Council, that having met the conditions of eligibility as defined in the Localism Act 2011 and SI 965 The Parish Councils (General Power of Competence) (Prescribed Conditions) Order 2012, Shobdon Parish Council adopt the General Power of Competence.
- 11. Planning**
- 11.1 190631 Beechwood, 27 Hanbury Green – amended application for extension:** This application had been amended and it was **agreed** that the Parish Council supported the revised application.
- 11.2 Update on any planning issues:** The Clerk has been in contact with Taylor Wimpey about the adoption of the road at Bateman Close; there is an outstanding issue relating to the ownership of a small strip of land within the close, a resolution to which is being worked on so that the road can be adopted by Herefordshire council. The Clerk has also put Gigaclear in contact with Taylor Wimpey so that the wayleave for the broadband cable work can be arranged.
- 12. War Memorial**
- 12.1 New names to be added to the war memorial:** The research undertaken by the working group had been circulated prior to the meeting and it was **agreed** that the names of Charles Bradley, William Garfield, William Harris and William Morris be added to the war memorial. There were a few additional names which more research needed to be carried out on, and it was agreed that should sufficient evidence be found to justify inclusion on the memorial, these names could be added at a later date.
- 12.2 Costings for the project:** The Clerk had some initial costings for a new flagpole, and it was **agreed** that prices for a stainless-steel flagpole and digitally printed flag be obtained. A maximum budget of £500 was allocated to these costs, to include purchase of a new wreath for the memorial. It was **agreed** that metal chain and link fencing and oak posts would be placed around the memorial. It was **agreed** that a group of councillors would visit Radbournes to choose paving stones to go around the war memorial and a price for the materials, and it was agreed that a budget of up to £1000 be allowed for this. It was **noted** that the overall budget for the war memorial project was £5315, which included the insurance payout and donation from the Food and Flying Festival.
- 12.3 Update on progress with repair and relocation:** A timetable for work on the relocation of the war memorial was circulated. Work on repairing the war memorial is complete and the new base stone has arrived, the Clerk will contact Simon Hudson to confirm the new names to be added to this. The rededication ceremony will take place on Saturday 20th July at 4pm and Lady Darnley (Lord Lieutenant of Herefordshire) will be attending. The Clerk and Anne Walker will work together on plans for the rededication ceremony.
- 13. Information, Consultation and Response**
- 13.1 Travellers Site DPD Examination Main Modifications Consultation:** It was **agreed** that the Parish Council had no comments on the consultation.
- 13.2 Code of Conduct:** It was **agreed** to adopt the Herefordshire Council code of conduct. Councillors were reminded to check their register of interests were up to date.
- 14. Updates and action**
- 14.1 Lengthsman/PROW:** The overgrowing hedges and verges will be reported to the locality steward.

- 14.2 Playground:** KTH have offered to undertake the tarmacing of the paths in the playground and car park on the basis that the Parish Council pays for materials and they will provide the labour for free. The costs of the materials will be in the region of £1500 and the Parish Council **agreed** to proceed on this basis with their thanks to KTH for this generous support of the project. The Village Trust have agreed to give a further £2,000 to support the project, taking their total donation to £4,000 and thanks were **noted** to them. The fencing contractor will be asked to install additional fencing at the side of the path in the car park, and across the new path at the back of the car park. It is planned to open the playground on Saturday 25th May at 9am, with a formal opening ceremony to be held later in June. The brickwork will be installed prior to the official opening.
- 14.3 Footpath Bridge:** Progress on the land contracts and planning permission is on hold until the Bateman Arms sale is concluded.
- 14.4 Cycle Path:** It was **noted** that Craven Grain have donated £500 to the cost of upgrading the pedestrian crossing, which it is hoped will take place during the school summer holidays, and thanks were expressed to them for the support. Quotes will be sought to install a gate at the entrance to the field on the Grove.
- 14.5 Casual Vacancy:** It was **agreed** that a notice will be put up on facebook calling for anyone interested in being co-opted to the council vacancy to contact the Clerk by the 17th June, so that the co-option can be discussed and agreed at the June meeting.
- 15. Climate Change:** An initial discussion was held on how the Parish council might address climate change, particularly the impact of extreme rain or heat on the parish, through its work and ensure the reduction of its carbon footprint. Ideas such as trying to encourage eco measures in house building in the parish or installing an electric charging point in the village car park were raised and it was agreed that the subject would be revisited in the autumn.
- 16. Items for the next agenda:** No items were raised.
- 17. Date of next meetings:** **Monday 24th June, Monday 29th July**