

Shobdon Parish Council Meeting September 2019

Minutes of the meeting held on Monday 23rd September 2019 at 7.45pm in the village hall

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

2 members of the public were present for public time only.

Public Time: The future of the field behind the Grove was raised, the item was covered on the agenda and it was reiterated that there would be consultation with the parish over future use of the field.

1. **Apologies for absence:** Apologies were received from Steve Macdonald.
2. **Minutes of the meeting held on 29th July 2019 and the extraordinary meeting held on the 27th August 2019:** The minutes were **agreed** and signed as a correct record.
3. **Declarations of interest and written requests for dispensation:** No declarations were made.
4. **Report by Ward Councillor Roger Phillips:** Work is still progressing on the new roundabout at Lawtons crossroads, with the hope that this will be delivered in 2020.
5. **Report by West Mercia representative:** No report had been received.
6. **Finance**
 - 6.1 **Financial statement to date:** The finance statement was **agreed**. The current account has a balance of £7,549.01 and the High Interest account has a balance of £54,714.30.
 - 6.2 **Cheques:** Cheques were signed as follows – Alpha Aggregates £847.46, SLCC £78.00, PKF Littlejohn £240.00, Mortimers Cross Building supplies £103.62, Clerk wages £605.43, HMRC £39.60, Hi Trees £3646.80, Shobdon PCC £500.00.
 - 6.3 **Bank reconciliation:** The bank reconciliation was **agreed** and signed, together with the accompanying bank statements.
 - 6.4 **Audit update:** The certificate from external auditor has been received and audit of the 2018/19 accounts concluded, with no issues raised.
 - 6.5 **Revised financial regulations:** The revised regulations were **agreed**.
7. **Planning**
 - 7.1 **Update on planning issues:** The Chair and Clerk has attended the Herefordshire Council Parish Council summit, where a brief update on Neighbourhood Development Plans had been provided, particularly the need to review adopted NDPs after 2 years. A more in-depth briefing is being held at the start of November, which the Chair and Clerk will attend.
8. **Village Charities:** It was confirmed that the Village Trust trustees are Steve Macdonald, Chris Williams and Marion Carmichael. The Education Trust currently has four trustees (Phil Sharp, Cllr Roger Phillips, Anne Wozencroft and Norah Morgan) and a new Parish Council trustee is needed. It was **agreed** that Anne Walker would be the new Education Trust trustee.
9. **Risk Assessment:** The risk assessment and maintenance plan were **agreed**. It was also **agreed** that the Clerk would obtain quotes to get a survey done of all trees on Parish Council land. It was **agreed** that councillors and the Clerk would take it in turns to do the twice monthly inspection on Parish Council land and property.

- 10. Annual Playground Inspection Reports:** The playground reports from Fran White (Bar meadow and MUGA) and Sovereign (Bar Meadow only) were noted. It was **agreed** that the surface of the MUGA will be jet washed to remove algae and the Clerk will get quotes to replace the basket ball hoop. It was **agreed** that the lengthsman will be asked to fix down the picnic benches at Bar Meadow and cut back the hedge at the rear of the playground, the Clerk will remove the bin currently on the fence. It was **noted** that the height of the basket swing was adjusted by the Sovereign inspector and the Clerk will check whether the chains on the basket swing were changed to ensure compliance with safety standards. It was **agreed** that the chicken springer would be monitored, and raised with Sovereign in Spring 2020 if necessary.
- 11. Updates and action**
- 11.1 Lengthsman and PROW:** It was **noted** that there is £747.29 left in the PROW budget for the financial year. The Clerk has checked into ownership of the field behind Pearl Lake through which footpath SO1 runs, and although the land is unregistered on the land registry, it is probably owned by the Amateur Motor Cross Association. The Clerk will contact them to ask if they can clear the area though which the footpath runs.
- 11.2 War Memorial:** It was **agreed** that Richard Bowen will purchase some bulbs for planting at the war memorial. It was also **agreed** to hold a remembrance service at the war memorial on Monday 11th November in the morning, so this does not clash with the service to be held at the airfield on Sunday 10th.
- 11.3 Field behind the Grove:** The first part of the work to install the path has been completed (with thanks to all the volunteers involved) and once the fencing at the bottom of the field has been completed the security fencing at the Bateman end can be removed. It was **agreed** that an initial form asking for ideas for future use of the field would be put in the October newsletter, with forms to be returned to the Clerk. A community meeting will then be held on Sunday 3rd November at 2pm in the village hall to discuss ideas.
- 11.4 Cycle Path:** The Clerk and Chair will meet with Hi Trees to progress the work to link the path in the village car park into Bar Meadow.
- 11.5 Footbridge:** The Clerk and Chair will meet with the owners of the Bateman to restart discussion about the project. Kingspan have confirmed that the deadline for the grant for the footbridge can be extended.
- 12. Items for the next agenda:** Christmas tree.
- 13. Date of next meeting:** Monday 21st October 2019
Monday 25th November 2019