

# **ALMELEY PARISH COUNCIL**

## **MINUTES OF AN ORDINARY MEETING OF ALMELEY PARISH COUNCIL HELD IN THE VILLAGE HALL ON 9th NOVEMBER 2016**

### **Present:**

Councillor Mr John Hope Parish Council Chairman  
Councillor Mr Barry Hall Vice-Chairman  
Councillor Mrs Barbara (Bee) Held  
Councillor Mrs Liz Tucker  
Councillor Mr Allan Payne

### **Parish Council Clerk/RFO**

Mrs. Marion Scott

### **Also Present**

Ward Councillor Mr Clive Skelton and 9 members of the public.

### **The Chairman opened the meeting at 7.30pm**

#### **1.0 Apologies**

Apologies received from Councillor Mr James Edwards due to illness and Councillor Mr Martin Skyrme due to business commitments.

Locality Steward for Balfour Beatty Living Places (BBLP), Lara Edwards not present.

Lengthsman, Mr. Andy Cross not present.

#### **2.0 Declaration of Interest & Dispensations**

2.1 Declarations of pecuniary interest made by Councillor Mr Allan Payne relating to Item 9.3

2.2 No applications for dispensations received.

#### **3.0 Speakers** - Opportunity for visiting speakers to address council

3.1 Ward Councillor Mr. Clive Skelton provided the following up-dates:

- Mr. Clive Skelton stated that approval had been given to Pool Farm for 6 houses. Planning application for 5 units on the Brobury boundary had been refused.
- He had been approached by a resident of Stonewater Housing Association regarding the lack of adequate heating. He was concerned that the heating arrangements in the property might be contrary to housing rules.
- The sale of the Small-holding farms was to go ahead, and that the compensation was not adequate for the loss of homes and livelihoods. The possibility that affordable homes within the Parish would be available would be reviewed by the NDP.

Proposed by Councillor Mr Barry Hall and Seconded by Councillor Mrs Liz Tucker that a letter of complaint be sent to Stonewater Housing Association.

#### **4.0 Public Question Time**

Matters raised:

A parishioner stated that the Parish Council should ensure that Standing Orders and Terms of Conditions are being adhered to.

It was stated by another parishioner that the Conservative Council was acting disgracefully to the local farmers. Chairman Mr John Hope did state that the tenant farmers who were affected had signed agreements which had a time-scale of 5-6 years.

### **5.0 Minutes**

Following a statement read by Chairman Mr John Hope, it was proposed by Councillor Mr Barry Hall and seconded by Councillor Mrs Bee Held that Item 9.3 on the Agenda 14<sup>th</sup> September 2016 relating to the cheque payments paid to Councillor Allan Payne be approved and The Minutes of the Ordinary Parish Council Meeting held on the 14<sup>th</sup> September 2016 having been previously distributed were unanimously confirmed as true records and signed by the Parish Council's Chairman.

### **6.0 Planning Application for Consideration**

6.1 Planning application 163226 – Proposed change of use from A4 (drinking establishment) to C3 (domestic dwelling). No other building or development. The consultation end date was 2<sup>nd</sup> November 2016 (before the next PC meeting), so the application was distributed to all Parish Councillors. There being no objections forthcoming from the Parish Councillors, the Parish Clerk notified the Planning department accordingly.

### **7.0 Roads and Footpaths**

Report from Mr Andy Cross was read out by the Parish Clerk: This report shall be attached to the Minutes. It was noted that someone had driven across Hopley's Green with a tractor, and the consensus was that this action should be discouraged but no other action was to be taken. There were complaints from some parishioners about the footpaths across two fields planted with large leaved beet. The path across the large field leading to the Kymin Lane was too narrow and when wet made it very slippery for walkers. The path that should have been re-instated (from the Kymin Lane across to the Lyonshall Road) was non-existent. The Chairman, Mr. John Hope stated he would make enquiries and report back to the Parish Council.

### **8.0 Neighbourhood Development Plan**

A report was read out by the Chairwoman, Mrs Liz Tucker. This report shall be attached to the Minutes. It is proposed that the next meeting shall be 30th November 2016. Certain matters are still pending and shall be resolved in due course. The NDP put out a tender for Planning Consultants and consider Data Orchard to be the most suitable. Proposed by Councillor Mrs Liz Tucker and seconded by Councillor Mrs Bee Held that they be appointed. A "CALL FOR LAND" shall be issued to the residents of Almeley as previously the correct procedures had not been followed. Following a proposal by Councillor Mrs Liz Tucker and seconded by Chairman Mr John Hope, it was agreed to pay back to Localities Grant Group £4,500 of the NDP grant. All Councillors were in favour. It was then proposed to submit an application for £4,500 grant to Localities Grant Group. Proposed by Councillor Mrs Liz Tucker and seconded by Chairman Mr John Hope.

### **9.0 Financial Information: 30 September 2016**

Account balance 31<sup>st</sup> July 2016  
Community account: £10,281.59  
Business Savings account: £145.42  
**Total bank balance: £10,427.01**

#### **Cheques to authorise**

A. & S. Payne (Final payment Mowing Spearmarsh Common & War Memorial)	£800.00
Almeley Cricket Club (2 <sup>nd</sup> payment)	£200.00
MP Scott PC (August-September)	£334.80
MP Scott PC (October)	£176.40
MP Scott Expenses (August-October)	£62.55
HMRC (MPS)	£127.80
Hire Hall (September)	£18.00
Hire Hall (NDP)	£18.00
Andy Cross (Lengthsman scheme)	£612.00
<b>Total payments</b>	<b>£2,349.55</b>

**Payments received:**

Bank interest	£0.02
<b>Total received</b>	<b>£0.02</b>

**Debtors**

£191.82 – N.D.P. Account.

£5,000 Precept Community A/C (received 16.09.2016).

Lengthsman Scheme Community A/C £731.00

**Closing balance £8,077.48 (Opening balance £10,427.01 - £2,349.53)**

LEADER PROJECT	£600.00
N.D.P.	£4,893.03 (+ Debtor £191.82)
NALC	£452.01
COMMUNITY A/C	£2,132.44 (+ Debtor £5,000, £731.00)

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**£8,077.48**

9.2 Payments received. See above.

9.3 Payments to be agreed.

Following a Proposal by Chairman Mr John Hope and Seconded by Councillor Mrs Liz Tucker it was **resolved** that the payments of £800 to A & S Payne and Hire of Hall £36 are paid from the parish funds.

Following a Proposal by Councillor Mr Barry Hall and Seconded by Chairman Mr John Hope it was **resolved** that the payments (4) to MP Scott and HMRC are paid from the parish funds.

Following a Proposal by Councillor Barry Hall and Seconded by Councillor Mrs Liz Tucker it was **resolved** that the payment to Mr Andy. Cross is paid from the parish funds.

Following a Proposal by Councillor Mrs Bee Held and Seconded by Councillor Mrs Liz Tucker it was **resolved** that the payment to Almeley Cricket Club is paid from the parish funds.

Meetings shall be arranged to determine the Lengthsman grant for 2017/2018 and Parish Council Precept for 2017/2018.

**10.0 Matters arising from last meeting**

10.1 Up-date of BT Kiosk: Councillor Mrs Liz Tucker wished that it be noted that the BT Kiosks had already been adopted by the Parish Council. The Parish Clerk had written to the Insurance company notifying them that the maintenance of the BT Kiosks would be carried out by volunteers

10.2 Up-date of Leader Project. Following discussions, it was Proposed by Councillor Mrs Bee Held and Seconded by Councillor Mr Barry Hall that the repair work be carried out by Mr. Andy Cross to the benches. A resident had kindly offered to donate a bench in memory of the late Tony Williams, a resident at Hopley's Green to be erected on Hopley's Green Common, and that the Parish Clerk research the purchase of the second bench replacement. A resident suggested that the Parish Clerk contact KBS (Building firm Kington) to ascertain the possibility of a bench being donated.

10.3 Up-date on Bank Account transfer. The Parish Clerk reported that an Account had been opened with Nat. Westminster, Leominster due to the extensive problems opening an account with HSBC, and that the Barclays Bank Account would be closed.

10.4 Up-date of official web-site. Proposed by Councillor Mrs Liz Tucker and Seconded by Councillor Mr Barry Hall that the old web-site be closed down and the Parish Clerk was requested to contact Roger

Withell to inform him of the decision taken by the Parish Council. Proposed by Councillor Mrs Liz Tucker and Seconded by Councillor Mr Barry Hall to accept the quote to get the new web-site up to-date as submitted by Harper-Smith Business Solutions. Discussion took place of the submission from Harper-Smith Business Solutions to maintain the web-site and it was Proposed by Councillor Mr Barry Hall and Seconded by Chairman Mr John Hope to enter into contract with Harper-Smith Business Solutions to maintain the web-site on an on-going basis. All Parish Councillors were in favour.

10.5 The Parish Clerk informed the Parish Council that the Audit Report from Grant Thornton stated that Section 1 and Section 2 of the Annual Statements submitted should have two (not one) Minute references.

10.6 Approve Precept for 2017/2018. Dealt with under Item 9.

10.7 Receipt of application form for Lengthsman and P3 Funding for 2017/2018. Dealt with under Item 9.

10.8 No objection to the Pre-Order Consultation. Proposed by Chairman Mr John Hope and Seconded by Councillor Mr Barry Hall. The Parish Clerk was requested to reply to the letter.

10.9 Councillor Mrs Bee Held stated that following discussions at previous meetings discussing Planning applications, comments had been made that there would be too much pressure on the village and the school. However, these comments had not come from the public or the Parish Council but from a policy document from Hereford Council. There were still places available at the school and Mr. Maund wished for this to be noted.

10.10 Two dog-fouling signs were to be erected on the Common and Councillor Mr James Edwards would erect these signs.

**CLOSED SESSION:** Discussion of Employment Contract of the Parish Clerk and Training. All Councillors were invited to the Clerk's appraisal – date to be confirmed.

**11.0 Confirmation of the next Ordinary Meeting, Venue, Date and Time**

11.1 Almeley Village Hall, 11<sup>th</sup> January 2017, 7.30pm

The Chairman thanked the members of the public for attending and declared the meeting closed at 9.00pm

Councillor Mr John Hope Parish Council Chairman

Signed.....

Date.....