

HOW CAPLE, SOLLERSHOPE & YATTON GROUP PARISH COUNCIL

Minutes of the Meeting of the Parish Council
Tuesday 5th July 2016 at How Caple Grange

Members Present

Bernard Morris (BM)
Mike Perlman (MP)
John Jackson (JJ)
Bruce Jones (BJ)

Elizabeth Glover (EG)
Mark Hyde (MH)
Chris Jones (CJ)

Attending

3 members of the public
Ward Cllr Barry Durkin (BD)
Liz Parry-Jones (Clerk)

61/16 Apologies for absence

Apologies were received from John Clark

62/16 Declarations of Interest and Requests for Dispensations

None

63/16 Minutes of Previous Meeting

Resolved: To approve the Minutes as follows-
8th March – as drafted

10th May – subject to addition at Minute 46/16 a that both BJ and CJ left the room for this item

7th June – subject to deletion at Minute 59/16 a i of reference to JJ leaving the room

64/16 Action Points from Previous Minutes

- Information on protecting native daffodils to be given at a later meeting
- Spraying around street furniture – Cllr Durkin had sent information prior to the meeting that this was for safety reasons to control vegetation growth at potential accident spots
- Other points to be covered under agenda items

65/16 Report from Ward Councillor

Ward Cllr Durkin's monthly report had been sent to members prior to the meeting, he provided a summary. He informed members that ~~there~~ BBLP has said there is no budget for the provision of weight limit signs for the roads to Woolhope through Sollershope and suggested that the PC should consider funding these if required. He was asked to report to BBLP that the Report It system on the Herefordshire Council website did not provide adequate feedback.

66/16 Representations from the Public

Concerns were raised that road signs in many locations across the county are obscured by hedges. Cllr Durkin reminded members that cutting hedges is the landowners' responsibility but that these could be reported to BBLP.

67/15 Vacancy for Member to Represent How Caple

It was noted that Will Edwards was no longer a member of the PC due to non-attendance for six months. The Clerk has informed Election Services but the period within which an election can be called has not begun as the formal notice has not been provided by Election Services.

68/16 Training

Resolved: HALC to be requested to provide an in-house training session tailored to members' specific requirements, target date October. Clerk to procure list of possible topics.

Signed

Date

69/16 Finance

- a. Current Financial Position
A copy of the cashbook as at 31/06/16 had been provided to members prior to the meeting showing a closing working balance of £5,850.44
It was noted that the bank balance as at 03/06/16 (the latest statement date) was £7,473.13. A bank reconciliation had also been provided.
- b. Payments
The payments in the Payments Schedule were approved (see below)

70/16 Highways

- a. Construction of passing bays on C1298.
Cllr Durkin provided an update.
- b. Public Path Diversion Order SH17
Resolved: to comment to Herefordshire Council that the Parish Council has no object to the proposed diversion
- c. Replacement salt bins.
It was noted that BBLP has confirmed that it will not replace the blue barrel type salt bins with higher specification ones, but that subject to reasonable numbers and siting to be agreed in advance, they will service any additional or replacement salt bins the Parish Council were to buy.
Resolved: BM and JJ to consider possible numbers and locations of additional or replacement bins
- d. Specification for Bus Waiting Area
Information is still awaited from the contractor designing the specification
- e. Appointment of Contractor for P3 Scheme
It was noted that the Parish had been entered into the Parish Paths Partnership scheme and that there is £1,385 of funding available for maintenance of footpaths to be claimed quarterly retrospectively.
Resolved: JJ to draw up schedule of tasks to be undertaken under the scheme
- f. Works to be undertaken by Lengthsman
None in addition to regular scheduled tasks
- g. Defects to be reported to BBLP
It was noted that there has been damage to the surface of Church Road, Sollershope during the construction of the passing bays. Clerk to be informed by local member if this is not repaired when construction is completed.

71/16 Planning

- a. Adoption of a Policy for Dealing with Planning Applications
Resolved: to adopt the suggested policy omitting the reference to the Planning Group.
- b. New applications
None
- c. Recent Decisions
 - i. 161009 Falcon Brook. Approved with conditions
 - ii. 161144 Little Falcon. Approved with conditions
 - iii. P161318/FH Rock Cottage. Approved with conditions
 - iv. P161286/F Foxhalls Farm.. Approved with conditions
 - v. P161558/FH Rugden House. Approved with conditions

72/16 Neighbourhood Development Plan

- a. Update.
EG provided an update. The data analysis consultants have produced their initial report on the results of the residents' questionnaire. A summary of the results had been sent to members. The Steering Group is to meet to discuss the findings on 11th July and will meet with the Neighbourhood Planning Officer from Herefordshire Council on 13th July to consider the next actions.

- 73/16 Replacement Notice Boards in Yatton and Sollershope.
 It was agreed that the existing boards are unsatisfactory. BM confirmed that the Yatton PCC would be willing to purchase the existing notice board in Yatton. The owner of the property to which the Sollershope board is attached is to be asked for permission to put up a larger board.
Resolved: To obtain quotes for new boards in Yatton and Sollershope and to seek the permission of the property owner at Sollershope to put up a larger board.
- 74/16 Newsletter
Resolved: to produce newsletter twice a year to be distributed to every address in the parishes. BM lead on drafting.
- 75/16 Website
Resolved: Clerk to meet with website designer and progress the production as soon as possible
- 76/16 Standing Orders
Resolved: subject to amending the timing for the issuing of the agenda to one week before the meeting to approve the Standing Orders as drafted
- 77/16 Fastershire update and actions
 Information had been received from the Fasterparish group that Fastershire are now able to identify those properties where high speed connections are available.
Resolved: to obtain further information from Fastershire and consider organising a further public information event
- 78/16 Correspondence
 Noted
- 79/16 Agenda supporting Information
 Noted
- 80/16 Items for Next Agenda
- Standing orders
 - Daffodils

Schedule of Payments Approved at the Meeting 5th July 2016

| Payee | Details | Budget heading | Net £ | VAT £ | Gross £ |
|---------------|---|----------------|-------|-------|---------|
| Jeremy Moore | Lengthsman May and June | Lengthsman | | | 472.00 |
| E Parry-Jones | Additional hours, Finance WG and Extraordinary meeting preparation and attendance (4.5 hours @ £11.19 per hr) | Clerk salary | | | 50.36 |
| | SLCC membership 2016/17 (5/13 th of £118) | | | | 45.38 |
| Ian Binns | Internal audit | Internal audit | | | 40.00 |

Signed

Date