ALMELEY PARISH COUNCIL
Minutes of the Meeting of the Parish Council
Held on Wednesday 13th March 2019 at 7.30pm in Almeley Village Hall

Present: Councillors: Liz Tucker (Chair), Bee Held, Martin Skyrme, John Hope, Allan Payne and Barry Hall.

In attendance: Emma Thomas – Clerk

Public: 13

1. **To receive apologies for absence**
   Apologies were RECEIVED and ACCEPTED from Cllr. James Edwards

2. **To receive declarations of interest and written requests for dispensation**
   Cllr Allan Payne declared a DPI against item 5.5 and signed the Register of Interest book
   Cllr John Hope declared an NPI against item 6.3 and signed the Register of Interest book

3. **To approve the minutes of the previous meetings – 9th January 2019**
   It was RESOLVED to approve the minutes and they were duly signed by the Chair.

4. **Open session**
   - **4.1 To receive a report on Herefordshire Council matters from Ward Cllr Roger Phillips**
     Cllr Roger Phillips had sent his apologies. The Parish Council wished to pass on their thanks to Roger for all of his support, as their acting Ward Councillor, during the last few years.
   - **4.2 To receive views of local residents on parish matters**
     The following issues were raised:
     - Details on application 190681 were handed to the clerk to read out at item 6.3.
     - Kington Post Office would be closing for a short period for refurbishment and then re-opening. The Post Van would be continuing as it was being taken over.
     - All neighbouring Parish Clerk's email addresses had been given to the surgery in Kington so they could be included in any consultations.

5. **Finance**
   - **5.1 To note March bank balance and finance report and sign both. – Appendix 1**
     The clerk REPORTED that income for the year was slightly above budget due to the NDP grant, and that expenditure was as anticipated against budget. The report was APPROVED and it and the bank statements were signed by the Chair as evidence of bank reconciliation and budget monitoring.

Cllr Allan Payne left the meeting

- **5.2** To consider the clerks expenses £35.17 – previously circulated
- **5.3** To consider the clerks salary – February and March
- **5.4** To consider invoice from HMRC for PAYE £478
- **5.5** To consider invoice from A & S Payne for Footpaths works £1080
- **5.6** To consider invoices from Almeley Village Hall £36
- **5.7** To consider invoice from HALC for 2019-20 subscription fees £493.43
- **5.8** To consider invoice from Data Orchard for NDP work as agreed £1406.04
- **5.9** To consider invoice from Smiths of Derby for Clock service £282

  It was RESOLVED to approve all the above invoices for payment and the cheques were signed.

Cllr Allan Payne re-joined the meeting

- **5.10 To consider an update on the "Green Spaces Funding".**
  The clerk REPORTED that this funding was not applicable to any of the green spaces in Almeley.



6. **Planning**

6.1 To note application determined by Herefordshire Council

The following table was NOTED

Date - minute	Application	Details	Parish Council Decision	Hereford Council Decision
14/11/18 6.1	183753	**Stocks Engineering, Forge Garage, Woonton, Hereford, Herefordshire HR3 6QN** Proposed steel portal framed extension.	Support	Approved with conditions
14/11/18 6.2	183607	**Almeley Primary School, Almeley, Hereford, Herefordshire HR3 6LH** Proposed construction of double classroom building, removal of existing mobile classroom and external landscaping and fencing.	Support with Conditions	Approved with conditions
14/11/18 6.3	183194	**Glynfield Barn, Woonton, Hereford, Herefordshire HR3 6QR** The proposed erection of a steel framed building for servicing vehicles (use class B2) and the change of use of an existing steel framed portal framed building for storage use (use class B8) in connection with Wye Bobcat Services. Additional works to include new planting, hardstanding and infiltration basin.	Support	Approved with conditions

It was REPORTED that the Judicial Review found that the planning committee had been given the wrong information with regard to the weight carried by Almeley's emerging NDP. Therefore the approval given for application 173699 has been quashed.

To consider the following Planning Applications – for determination by Herefordshire Council.

6.2 190373 - 25 Bells Orchard, Almeley, Hereford, Herefordshire HR3 6NE

Proposed single storey extension

It was RESOLVED to support this application – although a concern was expressed over the overshadowing nature of the design.

Cllr John Hope left the meeting

6.3 190681 - Stone Farm, Woonton, Nr Almeley, Herefordshire HR3 6QT

Proposed new detached dwelling with approved type of non mains waste drainage package treatment plant. Temporary placing of mobile home on application site for duration building works for new dwelling

The clerk read the information handed out in item4.2. It was RESOLVED to object to this application due to the serious factual errors contained within it. The purpose of the dwelling was also unclear.

Cllr John Hope rejoined the meeting

6.4 To note Council response to application 184476 – Support – resolved under "planning between meetings policy".

Noted

7. **NDP – To consider approving that the NDP go to referendum in May 2019**

It was RESOLVED to approve the NDP go to referendum on the 30th May 2019.

8. **Parish Maintenance**

8.1 To consider any lengthsman or footpaths jobs that need undertaking.

The pavements in Bells Orchard are covered in moss and slippery. The clerk will log this.

8.2 To consider the remaining P3 grant monies to be claimed

The clerk REPORTED that a further £459 was left to claim. It was AGREED that she could go ahead and claim any remaining invoices.

8.3 To note the submission of the expression of interest form for Lengthsman and Footpaths for 2019-20

Noted

8.4 To consider any highways issue that needs reporting

It was REPORTED that the highway and turning point in Bells Orchard was very mossy and that the tarmac underneath needs resurfacing. The clerk will log this.

9. **To consider speeding issues in Woonton and Almeley**

It was RESOLVED to defer this until the July meeting.

10. **To consider the forthcoming elections and the use of Poll Cards if required**
    It was RESOLVED to issue Poll Cards at the forthcoming election – should the need arise – at a cost of £246.
    The clerk reminded all councillors that they needed to submit an expenses form following re-election even if the sum spent was £0.

11. **To consider parking at the school and village hall.**
    It was RESOLVED that the clerk should contact Herefordshire Council to see if the area covered in soil due to the building works at the school could be used for parking – with plastic matting being installed..

12. **To consider the response to the Minerals and Waste Consultation document.**
    It was RESOLVED to submit appendix 2 in response to this consultation.

13. **To consider the War Memorial Designation**
    The clerk REPORTED that the Almeley war memorial had now been designated as a Grade II listed monument. She confirmed that the Parish Council had cover for Public Liability on this already through their insurance. It was RESOLVED that the clerk investigate who is now responsible for the maintenance and rebuild costs in the event of damage.

14. **To consider "Outstanding Updates and Actions Sheet**
    None

15. **To consider agenda items for next meeting – no discussion**
    Clerks Salary.

    It was NOTED that an extra-ordinary meeting would be needed by the 12th April to discuss the new planning application 182726.

16. **To note date of next scheduled meeting – 9th May 2019**
    Noted

The meeting closed at 20.40

Signed: [redacted] Dated: 8th May 2019

[redacted]