ALMELEY PARISH COUNCIL
Minutes of the Meeting of the Parish Council
Held on Wednesday 8th January 2020 at 7.30pm in Almeley Village Hall

Present: Councillors: Liz Tucker (Chair), Michael Handley, Martin Skyrme , Bee Held, Allan Payne, Andy Cross and Barry Hall.

In attendance: Emma Thomas – Clerk and Ward Cllr Graham Jones

Public: 9

1. **To receive apologies for absence**
   None

2. **To receive declarations of interest and written requests for dispensation**
   None

3. **To approve the minutes of the previous meeting – 13th November 2019**
   The minutes were APPROVED and duly signed by the Chair.

4. **Open session**

   4.1 To receive a report on Herefordshire Council matters from Ward Cllr Graham Jones

   Cllr Graham Jones gave his report which included the items below:
   - The Cyber-Security Centre is opening on the Rotherwas estate this summer.
   - Holocaust Memorial Days are being held between the 24th-27th January 2020 at All Saints Church – South Chapel.
   - 20th January 2020 is Mental Health Awareness day.
   - There is a claim system available to those parishioners whose houses were flooded in the recent storms.
   - Herefordshire Council budget meeting is being held on 14th February 2020. A 3.9% increase to Council Tax figures is expected.
   - There will be no decision on whether the bypass will go ahead until June 2020.
   - Cllr Jones is visiting Hartlebury Waste Recycling Unit shortly.

   4.2 To receive views of local residents on parish matters

   The following item was raised:
   - The NDP Working Group (as was) offered to submit a report to the clerk prior to Council meetings, stating how any planning applications submitted adhered or contravened the NDP. No opinion would be offered as to the suitability of the applications. It was AGREED that this should be an agenda item at the March meeting.

5. **Planning**

   5.1 To note application determined by Herefordshire Council

   The following table was NOTED

Date - minute	Application	Details	Parish Council Decision	Hereford Council Decision
13.11.19	193562	Land at Hopleys Green Road, Woonton, HR3 6QN Proposed erection of 3 detached cottages with garages	Object	Awaited
13.11.19	193072	Field at Glebe Lands, Wooton, HR3 6PY New Access (Retrospective)	Support	Approved with Conditions

   5.2 To consider planning applications for determination by Herefordshire Council

   5.2.1 194126 - Upcott, Almeley, Hereford, Herefordshire HR3 6LA

   Proposed agricultural muck storage building.
   It was RESOLVED to support this application – although the oversized nature of the building was queried.

6. **Parish Maintenance**

   6.1 To consider any lengthsman tenders received.

   None

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

   None

7. Highways

7.1 To consider any highways issue that needs reporting

The following issues were NOTED for reporting:

- All gullies in the parish need clearing.
- Most highways in the parish need re-surfacing.
- It was NOTED that Tim Nicholas of Logaston Farm had kindly cleared some gullies himself – it was AGREED that the clerk should write and thank him for his kind efforts.

7.2 To consider sharing the cost of a SID with Kinnersley Parish Council

It was RESOLVED to share Speed Indicator Devices with Kinnersley Group Parish Council. This will involve the Parish Council having a SID assessment undertaken by Balfour Beatty and two SID bases installed at an approximate cost of £1300. There would also be an on-going maintenance cost of approximately £250 every 10 years. Once the rotation started it was also requested that volunteers be found to help with the movement of the SID's.

7.3 To consider an update on the submission of the Traffic Regulation Order

The Clerk REPORTED that both TRO's had been submitted prior to Christmas and had been received by HC for consideration this January.

8. Commons

8.1 To consider an update on the restoration of the Common

It was REPORTED that some Parish Councillors had met with the contractor. The meeting was very positive and they were confident that all issues raised would be rectified – although this may not be until the Spring. It was NOTED that the contractor was going to arrange to meet with Balfour Beatty to discuss moving the soil by Pear Tree Cottage. It was AGREED that the Parish Council should also attend this meeting to listen.

The issue of cars parking on the common and in the lay-bys was still causing concern. It was AGREED that Cllr Graham Jones should approach Helen Beale of Herefordshire Council Commons Team to arrange a meeting in Almeley to discuss how best to solve this problem.

8.2 To consider "Helping the Batch"

A request was RECEIVED for funding to help repair and maintain the track and footpath running through the Batch. Both have become dangerous to users. Parishioners have been seeking external funding and have raised funds of approximately £1600 so far. It was AGREED that the clerk should contact the Commons Team to try to ascertain who owned the track. It was NOTED that Herefordshire Council own the footpath (AM10). It was AGREED that the clerk should log the dangerous nature of the state of this footpath with HC. It was RESOLVED that as The Batch was listed as a "natural asset" in the NDP and was an area used by many that £200 should be donated to assist with the task. It was AGREED that these funds would come from the Lengthsman and P3 budget code. It was NOTED that that these funds would only be given on the condition that any works undertaken were done so within the regulations of the Conservation Area.

9. To consider the War Memorial cost of replacement quote and consider altering the insurance schedule to accommodate this.

It was RESOLVED to approve the increase in premium of £37.20 per annum to cover the war memorial up to a sum of £38,000. It was NOTED that this premium would be charged from 1st June 2020 although the war memorial would be covered henceforth.

10. To consider purchasing SmartWater for the parish

It was RESOLVED that as no interest had been shown by any parishioners in this scheme the Council would not take it further at this point.

11. Finance

11.1To note January bank balance and finance report and sign both. – Appendix 1

The clerk REPORTED that finances were in order for the period and that there would likely be a small under-spend against budget by the year end. The report was APPROVED and signed as evidence of budget monitoring and bank reconciliation.

11.2To consider the clerks expenses £50.56 – previously circulated

11.3To consider the clerks salary – December and January

11.4To consider invoice from Almeley Village Hall for meeting hire £20

11.5 To consider payment to HMRC £ 560.40

11.6 To consider invoice from Autela Payroll Services £47.08

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

11.7 To note the setting up and payment of an annual direct debit to the ICO £35

NOTED

11.8To consider the draft 2020-21 budget and precept

The draft budget was considered. It was AGREED to include the costs for the SID's as resolved in item 7.2 above. The precept was thus APPROVED at £15,850.

12. To consider the appointment of Parish Councillors in the future.

It was NOTED that vacancies may become available in the coming months and it may be a good idea to start asking if anyone in the parish was interested in becoming a councillor.

13. Correspondence

13.1 Mainline Pipe Line Ltd

The clerk REPORTED that a representative from Mainline Pipe Line would like to come an d address the Parish Council at the March meeting. This was APPROVED.

14. To consider agenda items for next meeting – no discussion

None

15. To note date of next scheduled meeting – 11th March 2020

NOTED

The meeting closed at 9.15pm

Signed: [redacted] Dated: 11/3/2020