ALMELEY PARISH COUNCIL
Minutes of the Meeting of the Parish Council
Held on Wednesday 9th September 2020
online via Zoom – due to the Coronavirus Pandemic at 7.30pm

Present: Councillors: Michael Handley, Bee Held, Allan Payne, Martin Skyrme and Andy Cross.

In attendance: Emma Thomas – Clerk and Ward Councillor Graham Jones
Mr John Crippin; Mr Dave Sawdon and Mrs Monica Jones – Co-optees for position of Parish Councillor.

Public: 4

1. **To appoint a Chair and complete the Declaration of Office form**
Cllr Mike Handley was appointed as Chair of the Parish Council. The Declaration of Office form will be completed as soon as practible. The out-going Chair, Liz Tucker, was thanked for her hard work whilst on the Parish Council.

Cllr Martin Skyrme left the meeting

2. **To consider co-opting councillors to the two vacant positions and complete the Declaration of Office forms.**
Monica Jones, John Crippin and Dave Sawdon were asked to each say a few words about themselves. As paper votes are impossible online – all three candidates were put into the waiting room whilst the co-option vote was undertaken. John Crippin and Monica Jones were appointed as Councillors and joined the meeting as such. Dave Sawdon re-joined the meeting as a member of the public. The Declaration of Office forms and Register of Interest forms will be completed as soon as practible. The clerk REPORTED that Cllr Bee Held had tendered her resignation. This vacancy will be filled at the next meeting by co-option if no election is called. Bee was thanked for her efforts during her time as a Councillor.

3. **To receive apologies for absence**
None received.

4. **To receive declarations of interest and written requests for dispensation**
Cllr Mike Handley DECLARED a NPI against item 7.2.2. The clerk signed the Register of Interest book on his behalf.

5. **To approve the minutes of the previous meeting – 8th July 2020**
The minutes were APPROVED and duly signed by the Chair.

6. **Open session**

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

Cllr Jones gave a brief report which included the following items:

- Congratulations to the new Councillors
- Herefordshire Council has borrowed £4 million to undertake flooding damage to highways.
- The next full council meeting is on Friday 11th September. The Leader of H. Council will be appointed along with committee Chair's.
- Work on the flooded swimming pool in Hereford won't be completed until Spring 2021
- Phosphates in the water-ways are still causing issues with planning.

Questions were then raised on chicken house planning and permits and drainage issues relating to planning application 202554.

6.2 To receive views of local residents on parish matters

The following items were raised:

- Cricket Club have recently been leaving litter after their matches.
- Concrete pipes used to put up protection nets by the cricket club need their lids putting on after use to prevent people tripping.
- Footpath AM2 has had the dog stile nailed up.
- Balfour Beatty has not attended to any of the critical issues logged recently – such as weeds on the pavements and blocked culverts (Pear Tree Cottage; Motte House; Cherry Tree Farm). Can a formal complaint be logged?

7. Planning

7.1 To note application determined by Herefordshire Council
The following table was NOTED

Date - minute	Application	Details	Parish Council Decision	Hereford Council Decision
08.07.20	200711	Stocks Cottage, Woonton, Hereford, HR3 6QU New vehicular accessway into garden and new workshop/office.	Support	Awaited

7.2 To consider planning applications for determination by Herefordshire Council

7.2.1 **202555 - St Marys Church, Almeley, Hereford, Herefordshire HR3 6LB**
Proposed works to 1. Liquidambar styraciflua- Reduce the canopy to reduce the likelihood of limb failure. 2. Taxus baccata (nearest to the entrance)- Reduce upper canopy overhanging the road. 3. Taxus baccata- Reduce the canopy protruding towards the church and upper canopy overhanging the road. 4. Tilia x europaea- Raise the canopy to improve the appearance, allow light underneath and to facilitate mowing. 5. Pinus sylvestris - Thin the canopy on the church side to mitigate the lean of the main stem in that direction. Also remove deadwood.
It was RESOLVED to support this application

7.2.2 **202554 - Land Adjacent to Hopleys Green Road, Woonton, Herefordshire**,
Proposed 3 no. detached cottages with garages
It was RESOLVED to object to this application and to submit the report from the NDP Steering Group as grounds for the objection. – appendix 2

7.2.3 **202818/PA7 Stone Farm, Woonton, HR3 6QT**
Application for prior notification of agricultural development – proposed building.
The Clerk REPORTED that no comment was requested for this application, however if the Parish had something to say they should submit a comment. It was RESOLVED to suggest that landscape screening of the building would be welcomed.

7.3 To consider a response to Herefordshire Council's HALAA 2020
It was RESOLVED to submit the following response:
"Further to Herefordshire Council's enquiry regarding the Herefordshire HELAA study, the information required for Almeley Parish is contained in the NDP document.

The conclusion is summarised in the table at para 8.1 of the NDP.

The background is outlined in para's 3.13 to 3.21 and 4.1 to 4.5.

Part 8 of the document details the land identified during the Call For Land process, two sites of five houses each.

The site referred to in Policy ALM12 has planning consent but no work has yet commenced.

The land in Policy ALM10 is more problematical. The land owner at the time of the Call For Land has since died. His estate, which includes this land, is regrettably the subject of a dispute between his beneficiaries and no planning application has yet been submitted. As this land now lies within the revised Almeley Village settlement boundary we are hopeful that it will eventually come forward for development."

8. Parish Maintenance

8.1 To consider any lengthsman or footpaths jobs that need undertaking.
The following tasks were NOTED
- Balfour Beatty have not rectified many of the drainage issues logged recently. It was AGREED that a meeting should be set up with the Locality Steward. Cllr Andy Cross agreed to meet her.

8.2 To consider an update on the upkeep of the telephone box.
It was AGREED that the phone box should remain place.

8.3 To thank Mr Dave McAndrew for his time and energy whilst being the Parish Footpath Officer over the past years and consider appointing Mr Laurie Barnett as the new PFO
Mr McAndrew was thanked warmly for his energy in the role. It was RESOLVED that Mr Laurie Barnett be APPOINTED as PFO. He was thanked for volunteering.

9. Highways

9.1 To consider any highways issue that needs reporting

The following items were NOTED:

- The speed vehicles are coming through the village. It was AGREED that the clerk should write to the farms.

9.2 To receive an update on the Traffic Regulation Order's and Community Commissioning Application submit

The clerk REPORTED that Balfour Beatty have been onsite and made a few alterations to the requested applicatio These are now with the Commercial Team for a quote.

10. Commons

10.1To consider an update on the restoration of the Common and the issue of traffic parking on the common

The Clerk REPORTED, that despite chasing, she had not received any further information from Herefordshire Cour Commons Team. It was AGREED she should email Cllr Graham Jones the details so he could follow this up.

11. Finance

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

The clerk REPORTED that spend against budget was low for the period. The report was APPROVED as evidence budget monitoring and bank reconciliation.

11.2To note the following payments made between meetings under Clerks Delegated Authority (Finance Regulations item 5.5):-

11.2.1 Clerks August Salary

11.2.2 Eyelid Productions – web support - £325 as agreed 8/7/20 item 10.4)

The above items were NOTED

11.3To consider the following invoices for payment

11.3.1 Clerk's September salary

11.3.2 Clerk's September expenses £60.69 previously circulated

11.3.3 HMRC – PAYE £592

11.3.4 HALC – web hosting and domain name £66

11.3.5 G. Keeble – Almeley Maintenance £157.50 – The Clerk apologised that this had been missed off the agenda.

The above invoices were APPROVED for payment and the cheques were written.

11.4To consider updating Bank Signatories

It was RESOLVED that bank signatories need updating due to the recent change in Cllrs. It was AGREED that the following Councillors – Michael Handley; Monica Jones; John Crippin and Andy Cross should be added as signatori and all those plus the clerk (Emma Thomas) should have online access to the bank account and payment facilities. was AGREED that Elizabeth Tucker and Barry Hall should be removed as signatories. The mandate would otherwis remain unchanged. It was AGREED that Cllr Bee Held would continue to sign cheques on behalf of the Council unti such a time as the new signatories were appointed, when she would be removed.

12. Correspondence – Car Park Charges Review 2020 Consultation

The clerk REPORTED that the consultation had taken place over the summer and although an extension to comment h been agreed the decision has already been made.

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

None

14. To note date of next scheduled meeting – online via Zoom - 11th November 2020

NOTED

The meeting closed at 9.01pm

Signed: [redacted] Dated: 12th November 2020