ALMELEY PARISH COUNCIL
Minutes of the Meeting of the Parish Council
Held on Wednesday 10th November 2021
at Almeley Village Hall at 7.30pm

Present: Councillors: Michael Handley (Chair), Andy Cross, Colin Powell and John Crippin

In attendance: Emma Thomas – Clerk
Ward Cllr Mr. Sebastian Bowen – Bircher Ward

Public: 34

1. **To receive apologies for absence**
   Apologies were RECEIVED and ACCEPTED from Cllrs: Rose Proctor and Martin Skyrme

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

3. **To approve the minutes of the previous meetings – 8th September and 6th October 2021**
   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
   Ward Cllr Jones had sent his apologies as he was unable to attend the meeting.

2 further parishioners joined the meeting

4.2 To receive views of local residents on parish matters

- Almeley Green Group requested that parishioners take note of the news with regards Glasgow COP26 and the implications on peoples actions for the future.
- Concerns were raised about the cricket club plans to install netting on the Common. The clerk confirmed that nothing will be done until a meeting with HC Commons Department has taken place. This will be advertised on the website and notice boards. All are welcome to attend.

5.Planning

5.1 To note applications determined by Herefordshire Council
The following table was NOTED

Date - minute	Application	Details	Parish Council Decision	Hereford Council Decision
13.01.21 05.05.21	204136	**Land adjacent to Lower Wootton Farm, Wootton Lane, Almeley, HR3 6PX** Outline planning application for the erection of a single dwelling house, garage and access with all matters reserved save access	Object	Approved with conditions
08.09.21	213049	**18 Bells Orchard, Almeley, Hereford, HR3 6NE** Proposed single storey rear extension.	Support	Approved with conditions

5.2 To consider applications for determination by Herefordshire Council

5.2.1 213042 - Land forming Green Farm, Lyonshall, Kington, Herefordshire HR5 3JY
Hybrid planning application; Full planning application for the proposed erection of a new poultry site with solar panels, associated buildings & development and connection to the A480.
Outline planning application for a poultry managers' dwelling including Access and Layout with matters of appearance, landscaping, and scale reserved.
Cllr Crippin read a report regarding this application. – Appendix 4. Ward Cllr summarised his role in supporting the Parish Council and parishioners with this application. Parishioners raised relevant points thereafter.
It was RESOLVED to submit Appendix 4 in its entirety as the Parish Council objection to this application. The clerk confirmed that if the application did go to Planning Committee it would be advertised on the Parish Council website and notice boards. Parishioners were urged to submit comments to HC planning department if they had not already done so.

25 parishioners left the meeting

5.2.2 213944 - Land adjacent to Lower Wootton Farm, Wootton Lane, Almeley, Herefordshire, HR3 6PX
Reserved matters following outline approval 204136 - Erection of a single dwelling house, garage and access with all matters reserved save access.
It was RESOLVED to request an extension to comment on this application, as the documents had not been uploaded onto the HC website in time to be considered at this meeting.

5.3 To consider an S106 Parish Wish List for submission to Herefordshire Council
It was RESOLVED to submit the following items:
- Bus shelter
- Installation of passing places on narrow highways
- Footways installing along the highways in Woontton

5.4 To note the number of dwellings submitted for planning, committed or completed since 2011
Appendix 5 was NOTED. Thanks were given to Mr and Mrs Charles for maintaining this spreadsheet.

5.5 To consider a response to Herefordshire Councils Local Plan Update – Pre-consultation survey
It was RESOLVED to defer this item so that it could be filled in and represented at the January meeting

6. Finance

6.1 To note the November bank balance and finance report and sign both. – Appendix 1
The clerk REPORTED that finances were healthy for the period. The report was approved and signed as evidence of budget monitoring and bank reconciliation

6.2 To note the following payments made between meetings under Clerks Delegated Authority (Finance Regulations item 5.5):-
6.2.1 Clerks October Salary
NOTED

6.3 To consider the following invoices for payment
6.3.1 Clerk's November salary
6.3.2 Clerk's November expenses £174.50 previously circulated
6.3.3 Almeley Village Hall Meeting Hire – 8th September 2021 - £15
6.3.4 Graeme Keeble – Lengthsman tasks £632.86
The above invoices (6.3.1; 6.3.2 and 6.3.3) were APPROVED for payment by BACS. It was RESOLVED that the clerk and Chair should meet with the lengthsman to discuss his timesheets and invoices before payment is made.

6.4 To consider the 2022-23 budget and precept alongside the Reserves Policy – Appendix 2 and 3
It was RESOLVED to approve the draft budget.

6.5 To note the direct debit payment to the ICO £35
NOTED

2 parishioners left the meeting

7. Parish Maintenance

7.1 To consider any lengthsman or footpaths jobs that need undertaking.
None until item 6.3.4 is resolved.
The clerk REPORTED that she has received information that drainage projects may be funded by grant money from Herefordshire Council over the coming financial years. It was AGREED that Cllrs should consider a list of projects that funding could be applied for so that quotes could be sought.

7.2 To consider using the timesheet for lengthsman tasks alongside the invoice.
To be discussed with the lengthsman under 6.3.4

7.3 To receive a report from the Parish Footpaths Officer.
The following report had been received by email:
The Herefordshire Ramblers volunteers' group has recently repaired the dilapidated footbridge across the stream adjacent to Eccles Alley on path AM22, which runs from opposite Sunnybrook Cottage, Woonton to Logaston Farm. All repairs were carried out using timber previously purchased by Almeley PC and stored at Hazelcroft, Hopley's Green. Thanks to Alan Payne for transporting the timber to site.

7.4 To consider issues caused by dog mess

It was NOTED that some dog mess was not being picked up in public areas. It was RESOLVED that the clerk should obtain prices of signs that could be erected. It was further RESOLVED that the clerk should find out if bylaws existed on these areas to allow enforcement to take place if need be.

7.5 To consider reporting trees that need checking for safety

It was REPORTED that the trees between the Common and pub had been checked and appeared sound.

8. Highways and Footpaths

8.1 To consider any highways issue that needs reporting

- Drainage near Cherry Tree Farm – Cllr Cross will email the clerk specific details for the Locality Steward.

8.2 To consider an update on the sharing of a SID with Kinnersley PC

It was REPORTED that the rota seemed to be about to begin.

9. Correspondence –

- **Planning Office response to query regarding planning application 203683**
  The clerk REPORTED that the Planning Officer had looked at the query raised and found no breach as yet.
- **Resignation Letter from Monica Jones**
  Cllr Monica Jones has resigned as a Cllr. It was RESOLVED to thank her for her efforts while serving as aCllr and to start the process of finding a replacement.

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

Almeley Green Group

11. To note date of next scheduled meeting – 12th January 2022 at Almeley Village Hall

NOTED

A resolution was passed to exclude the press and public from the following confidential item – Clerk's Annual Appraisal and Salary Review

All remaining parishioners left the meeting

12. Clerk's Annual Appraisal and Salary Review.

The clerks Annual Appraisal was successful and she was thanked for her hard work. It was REQUESTED that she email Cllrs details of her salary for consideration at the January meeting

The meeting closed at 9.35pm

Signed: [redacted] Dated: 12-01-22