

# **Minutes of Annual Parish and Annual Statutory Allensmore Parish Council Meetings held on 15th May 2014 from 7.30pm at Allensmore Village Hall**

**Present:** Cllrs J Lawrence (Chairman), S Lawrence, J Lawrence, S Williams, D Cooke, C Watkinson and T Cramp (Vice Chair)

**In attendance:** Mrs A Wright (Clerk), Ward Councillor Jim Knipe, P3 Footpath Contractor Paul Wright and Footpath Officer Debbie Mumford

## **1. Annual Parish Meeting - Introduction and welcome by the Chairman**

The Chairman welcomed everyone to the meeting and reflected on what had been happening in the Parish over the last year. There had been nine planning applications reviewed, the precept had been raised to meet budget requirements. Charitable donations had been requested and fulfilled. The P3 Footpath Scheme had a new co-ordinator, Debbie Mumford, and the Lengthsman Scheme was started with Terry Griffiths as contractor and an annual grant of £1760.00. Both of these schemes were continuing and the grants had tackled some of the problems faced but works would be ongoing. Flooding issues had caused lots of problems for residents in the parish and the Chair paid tribute for all of the hard work, neighbourliness and time spent by those who had helped each other through the difficult weather conditions.

Denise Donovan, the Parish Clerk for three years had resigned, thank you to Denise for all of her work as Clerk and, following a recruitment process, the council welcomed Alison Wright as the new Parish Clerk from 1<sup>st</sup> December 2013. A new councillor had been appointed since the last annual meeting too, Mr Charles Watkinson.

Cllr Steve Williams then presented three reports as follows:

## **2. Annual Reports**

### **Allensmore Young Farmers Report**

“Josh Harris has been chairman for the past 12 months and led the club very well. Numbers are steadily increasing and many of the competitions for the forthcoming County Rally are entered. Members have had several social events, fund raisers and meet regularly at Pateshall Hall every other week on a Wednesday”.

**Pateshall Hall** has once again been very busy this year with our regular users of The WI, Afternoon Club, YFC, Ballet, Keep Fit, Cycle Club and the monthly Whist Drives all managing to keep going.

The fabric and repair of Pateshall Hall both remains very good and under the secretarial skills of Mrs Diana Tricklebank things have once again run smoothly, we are ever grateful to her for all the time and effort she puts in.

Our Treasurer Mrs Janet Smith reports that we are running at a small profit, no mean achievement with having to cope with rising utility and energy bills.

We as a committee feel strongly that the Hall should be offered to local users at a nominal rate and we will try to do this for as long as is possible. Bearing this in mind this year we are looking at our costs very closely and possibly reviewing the hire charges.

I would like to thank all those who help in the running and upkeep of this valuable Village facility".

**"St Andrews** is at the moment without an incumbent following the Rev Clare Dyson moving to Cheltenham to take up a new post there at the beginning of May.

We do however still have four services per month which are equally led by Clergy and Lay people. The Church Council remains at eight people with the officers being the same as last year. Our electoral role stands at 23.

The Parish Share has once again been paid in full and as with most organisations the running costs have risen, we now need in the region of £1200 annually to survive.

We feel that St Andrews plays an important part of village life here in Allensmore and to that cause we continue to receive fantastic support from our parishioners in the way of fundraising for the Church.

St Andrews plays an active role within the Cagebrook Group of Churches, to which we are a part of, especially during this time of being in an inter-regnum.

Our Bellringers are still very active and we practice fortnightly as well as encourage new ringers to join in and keep this long standing art alive. We are at the moment teaching two new people to ring Church Bells.

I would like to take this opportunity to thank every one in and around Allensmore for their support for St Andrews".

### **3. Election of Chair and acceptance of office**

Cllr J. Lawrence proposed by Cllr S Williams and seconded by Cllr T. Cramp, accepted and declaration form signed and witnessed.

### **4. Election of Vice Chair and acceptance of office**

Cllr T. Cramp proposed by Cllr S Williams and seconded by Cllr S. Lawrence, accepted and declaration form signed and witnessed.

## **5. Election of Parish Council Officers**

The Planning Sub Committee was confirmed as comprising Cllrs Jeremy Lawrence, T Cramp, C Watkinson, Jim Lawrence and S Williams.

Footpath Office was confirmed as Debbie Mumford

Internal Auditor was confirmed as Trefor Edwards

## **6. Apologies for absence**

There were no apologies for absence

## **7. To note Declarations of Interest**

There were no declarations of interest

## **8. Brief Verbal Reports:**

**8.1 Local Policing Team.** Not present, would need to remind PCSO of meeting dates

**8.2 Footpath Officer** The Footpath Officer presented the following report:

“Since our last meeting I have heard nothing from Balfour Beatty, despite emailing them three times. I therefore do not know when we will receive our 2014/2015 budget. I am pleased to report however that Paul Wright has completed the work on AN2 and would ask the Committee to approve his invoice for £43.48. I am also pleased to report that Terry Griffiths has inserted two sets of gates and finger posts at either end of AN5. His estimate for this work had been £250.00 but his first invoice was significantly higher. Following a conversation with me he has submitted a revised invoice of £317.80 plus VAT. Once the gates were fitted I instructed Paul Wright to put in a footbridge (that he had in stock) along AN5 and to fit cross steps to AN15. Unfortunately the footbridge is not large enough and the work will have to be referred to Balfour Beatty. I would ask the Committee to approve Mr Wright’s invoice for £39.50 for this work. Mr Griffiths is holding gates for the work planned for AN26, but given the size of the initial invoice and delays in receiving this year’s budget I am not confident that we will have sufficient funds left in this year’s budget to cover the work and so have asked Mr Griffiths not to progress the work.

As to the future, I feel we are at an impasse. Until I am able to make contact with Balfour Beatty, I can not do anything further”.

### 8.3 Lengthsman

The co-ordinator reported that the budget had been used. A VAT reclaim was in progress. Cllr Lawrence would speak to the Lengthsman to plan the future projects in line with available funding and projected costs.

### 9. To approve minutes of the Meeting held on 27/03/14.

**Resolved:** - The Minutes of the meeting, held on 27<sup>th</sup> March 2014, were approved by the Council and then signed by the Chairman

### 10. Clerk Update on Action Items

The Clerk updated the meeting re the action items including logs received for issues reported previously re culverts and flooding problems. At Blackhall Lane opposite Leaso Bungalow, sign posted Winnal, off the A465 and approximately 100 yards down this road and on the "bend" the road had subsided into the ditch.

The Neighbourhood Plan joined up meeting with Clehonger, to discuss in particular Poplar Road, would be arranged for a time and date to suit all parties.

### 11. To note correspondence

The Clerk advised re some of the correspondence received. These included a letter from the Monitoring Officer, at Herefordshire Council, concerning take up of the payment of allowances and expenses to members. The Parish Council resolved not to pay these at the present time and the Clerk would inform Herefordshire Council of this decision.

It was resolved that there were no objections to proposed communications mast installations for the local area.

### 12. Finance

12.1 **Resolved:** The following list of payments was approved and it was resolved to accept the three year loyalty discount offered by AON UK Limited for the Parish Council Insurance.

Longfield Services (P3 Footpaths)	£39.50
Longfield Services (P3 Footpaths)	£43.48
Herefordshire Council (Planning paper apps)	£4.00
Mrs A Wright (salary £271.40, mileage £11.70, stamps £6.36)	£289.46
Tax due on salary payment (Payable to The Post Office)	£67.80
Village Hall hire	£35.00

Mr T Griffiths (gate installation)		£381.36
	<b>Total</b>	<b>£860.60</b>

12.2 **Resolved:** The bank balance was noted. It was decided that the Clerk should suppress paper planning applications being sent automatically and would request paper copies if and when required.

### 12.3 To approve end of year accounts

The Clerk had completed the end of year accounts and read out the statements on the Audit Form to Council for their acceptance. The End of Year papers were then signed by the Clerk and Chair. Thank you to Trefor Edwards for agreeing to remain as Internal Auditor of the accounts.

## 13. Planning

The alterations to planning at Landimore in Poplar Road had no objections raised.

The application detailed here:

<b>SITE:</b>	<b>Willox Bridge Farm, Allensmore, Hereford, Herefordshire HR2 9AP</b>
<b>DESCRIPTION:</b>	<b>Proposed 30 m x 50 m all weather Ménage for private use only</b>
<b>APPLICANT(S):</b>	<b>Mrs Jessica Powell</b>
<b>APPLICATION NO:</b>	<b>P141074/F</b>
<b>GRID REF:</b>	<b>OS 345885, 233506</b>
<b>APPLICATION TYPE:</b>	<b>Planning Permission</b>
<b>WEBSITE LINK:</b>	<a href="http://www.herefordshire.gov.uk/searchplanningapplications">http://www.herefordshire.gov.uk/searchplanningapplications</a>

Councillors would advise their comments.

## 14. Ward Councillor's Report

The Ward Councillor updated the meeting. He had met with the acting Locality Steward for the area, Vince Playdon of Balfour Beatty, and they had driven around the Parish looking at flooding issues, Kingstone Surgery had 6" deep flooding. Roads had been closed for ditching purposes. Pot holes opposite Pool farm had been filled. Trees at Didley yielded a "false perspective" to road users and were believed to be "likely to cause an accident".

The absence of a 5 year land supply in Herefordshire was subject to various stories on how to calculate it. The current position is believed to be that only 2.5 years supply has been identified and the remainder is still to be found. The Core Strategy is some way from being ratified but identifies methodology for ways to identify the 5 year land supply.

**15. Village Matters**

Cllr Cramp reported that the website is "ticking along".

**16. Items for next Agenda**

All usual items and Winnal Lane bus shelter is smothered in ivy (Cllr Williams would look at this). Following on from P3 report, footbridge to be investigated and installed. Cllr S Lawrence gave her apologies for the next meeting.

**17. Setting of dates of future meetings**

The next Ordinary Meeting of the Parish Council was confirmed as 24<sup>th</sup> July 2014, at the Allensmore Village Hall, 8.00pm.

The Meeting closed at 8.55pm

Allensmore Parish Council Meeting

15<sup>th</sup> May 2014

Signed .....as a true record by Councillor Jeremy Lawrence (Chairman)

Dated: - 24<sup>th</sup> July 2014

For information about what's going on, local groups and businesses, the Church, some local history and the Parish Council, including minutes of past meetings and dates for future meetings, visit the Allensmore website.

[www.allensmore.org.uk](http://www.allensmore.org.uk)