

Stretton Grandison Group Parish Council

Minutes of the meeting of the parish council held at The Stables, Canon Frome, HR8 2UN On Monday 5th March 2018 at 7.30pm

Present: Cllrs: Douglas Smith (Chairman); David Kaner; Charles Pudge and Malcolm Davies

In attendance: Emma Thomas – Parish Clerk and Jessica Davies – Co-opted Councillor Candidate.

Public: 3

1. **To accept any apologies for absence and note the reason**
None
2. **To record any Declarations of Interest and consider any written Requests for Dispensations**
Cllr Malcolm Davies declared a DPI against item 7.1 and a NPI against item 10 – he signed the book.
Cllr David Kaner declared a DPI against item 7.1 and signed the book.
Cllr Charles Pudge declared a DPI against item 7.1 and a NPI against item 8.4 and signed the book
3. **To approve the minutes of the meeting held on the 3rd January 2018**
The minutes were APPROVED and signed by the Chair
4. **To receive a brief report from the Ward Councillor – Cllr. Jonathan Lester**
Not present
5. **Public participation session for local residents to raise matters relevant to the parish council – Decisions can not be made on these items. Item to be limited at the discretion of the Chair.**

A query about which submissions had been received during the Call for Sites NDP process was raised. It was agreed to answer this under item 7.1.

6. **Planning**
 - 6.1 **To note any planning applications approved/refused by Herefordshire Council since the last meeting.**
Noted

Planning record – (previous six months)

<u>DATE</u>	<u>APPLICATION NUMBER</u>	<u>DESCRIPTION</u>	<u>PC COMMENT</u>	<u>HFD COUNCIL DECISION</u>
3.1.18	174520	Rosebank, Bosbury, HR8 1HF Proposed Annexe	Support	Awaited
3.1.18	173965	Filings Bridge, Stable Yard, Stretton Grandison. Change of use at field – Make a riding menage.	Support	Approved with conditions
Feb 2018	174749	Frome Barn, Birchend Farm, Bosbury, HR8 1HF	Support	Awaited

- 6.2 **To consider any new planning applications.**
None

7. **NDP**
 - 7.1 **To receive an update on the “Call for Sites” process.**
The Clerk REPORTED that 9 Call for Sites submissions had been received. She would now forward these to the relevant person for ranking. Timescales on this would be noted on the website.

The public left the meeting.

7.2 To reimburse the clerk for advertising charges for adverts placed in Ledbury Reporter and Hereford Times. £549.72

It was RESOLVED to approve this payment and the cheque was signed.

8. Finance

8.1 Confirmation of bank balances and note and sign finance report – Appendix 1

The clerk REPORTED that the spend against budget was on track for the end of the financial year and that reserves were at a healthy level. It was RESOLVED to approve and sign the report as an accurate record of Council finances.

8.2 To consider invoices for payment

8.2.1 Clerks expenses £16.52

8.2.2 Clerks salary for January and February

8.2.3 HALC for Clerks Training session – “Planning” £120

8.2.4 Stables for meeting hire £100.80

8.2.5 Almeley Parish Council – reimburse for HALC clerk cover invoice £190.80 mistakenly charged to APC

It was RESOLVED to approve the above payments and the cheques were signed.

8.3 To consider an update on the Poorland Meadow Trust bank account

The opening of the account should have occurred by the next meeting. Cllr Malcolm Davies AGREED to approach Lloyds Bank to ask for the Trusts balance cheque to be re-written as the paying in date had now passed. It was RESOLVED that the clerk would request that Mr Cox do the same for his rent cheque.

8.4 To consider donations to PCC’s

The Clerk REPORTED that the Parish Council cannot donate money to Parish Churches. It was RESOLVED to re-visit this should the Council become eligible to use the General Power of Competence.

9. Highways and footpaths

9.1 To consider any highway or footpath issues for reporting to Balfour Beatty

Cllr David Kaner raised a large pothole on the Canon Frome road. It was RESOLVED that he would log this on the Hereford Council website.

9.2 To note the Public Path Creation Agreement – Land at Hill Farm – Castle Frome

Noted

10. To consider council vacancies

It was RESOLVED to co-opt Jessica Davies as Councillor for Stretton Grandison. She agreed and was welcomed to the meeting. She was given the Register of Interests and Declaration of Acceptance of Office forms to complete.

It was NOTED that Brian Willder was no longer a councillor because of self-disqualification due to non-attendance. It was NOTED that if possible he would like to be co-opted back onto the council. It was RESOLVED that he be co-opted back onto the council, as Councillor for Eggleton, in place of Ben Skinner, at the May meeting – assuming he was still willing.

11. To consider any outstanding actions and updates

Noted

Outstanding Actions – These are the consolidated actions outstanding after the last meeting, not included in the agenda:

Date/ Meeting	Minute	Action	Status	Comments
October 2016	10.3	MD/DS/JHP	Ongoing	Complete new bank mandate for Poorlands Meadow Trust

Highways and Footpaths Record

Meeting	Minute	Action	Status	Comments
March 2017	10.3	Clerk		White Lines to be reinstated at Hop Pocket CAS614174T6K2J2
June 2017	9c	clerk		Culvert needs clearing Townsend Farm
January 2018	10.1	Clerk		Clerk to Log: Potholes between the Hop Pocket and the Crossroads CAS660147-G7Q6N6 Potholes by Old Rectory on the C1158 CAS660148-R9Z2J1

- 12. To consider eligibility to use the General Power of Competence.**
Although the clerk is now qualified, not enough councillors were elected at the last relevant election to be eligible to use the General Power of Competence. This will be revisited at the meeting in May.
- 13. Correspondence**
13.1 To consider any correspondence received by the clerk
- Received from the River Lugg IDB. It was RESOLVED to nominate Cllr Malcom Davies as representative of the Parish Council.
- An invoice had been received too late for the agenda from Eyelid Productions for website maintenance of £100. Due the end of the financial year being before the next meeting – it was RESOLVED to pay the invoice.
- Planning application 180658 had arrive too late for the agenda. It was RESOLVED that Cllrs would email comments to the clerk as soon as possible.
- 14. Training**
14.1 To note any dates for forthcoming training courses
Cllrs David Kaner and Jess Davies AGREED to attend the training courses on the new Data Protection legislation to be run by HALC. They would confirm dates they could attend.

Cllr. Doug Smith AGREED to attend the new audit process training to be run by HALC and would confirm dates available.
- 15. To consider adopting an equality policy – Appendix 2**
It was RESOLVED to approve and adopt the Equality Policy

A resolution was passed to exclude the public from the following confidential matter
- 16. Clerks Employment**
To consider the clerks salary with regard to contractual obligations following achievement of CiLCA qualification.
It was RESOLVED to increase the clerk's salary to SCP 25 in light of this achievement.
- 17. To consider any items for the next agenda**
- 18. To note the date of the next meeting Monday 14th May 2018 at 7.30pm**
Noted

Signed: _____ Dated: _____