

Stretton Grandison Group Parish Council

**Minutes of the meeting of the parish council
held at The Stables, Canon Frome, HR8 2UN
On Monday 12th November 2018 at 7.30pm**

Present: Cllrs: Douglas Smith (Chairman); Jess Davies; Charles Pudge; Rob Manning, Mark Strachan and Malcolm Davies.

In attendance: Emma Thomas – Parish Clerk and Ward Cllr Jonathon Lester

Public: 4

1. **To accept any apologies for absence and note the reason**
All present
2. **To record any Declarations of Interest and consider any written Requests for Dispensations**
Cllr Malcolm Davies declared an DPI against item 7 and signed the Register of Interest Book
3. **To approve the minutes of the meeting held on the 10th September 2018**
The minutes were APPROVED as accurate and signed by the Chair.
4. **To receive a brief report from the Ward Councillor – Cllr. Jonathan Lester**
Cllr Lester had not yet arrived so this item was postponed.
5. **Public participation session for local residents to raise matters relevant to the parish council**
One parishioner had a highways query to ask Cllr Lester. It was AGREED he could ask him when Cllr Lester arrived.
6. **Planning**
6.1 To note any planning applications approved/refused by Herefordshire Council since the last meeting
The application below was NOTED

<u>DATE</u>	<u>APPLICATION NUMBER</u>	<u>DESCRIPTION</u>	<u>PC COMMENT</u>	<u>HFD COUNCIL DECISION</u>
Sept 2018	182954/182763	Church Cottage, Stretton Grandison, HR8 2TW – Installation of air source pump for central heating and listed building consent.	Support	Awaited

7. **NDP**
7.1 To receive an update on steering group and next steps
The clerk gave a brief report on the Steering Group Meeting held on the 17th October 2018. The next Steering Group meeting will be held on 3rd December 2018 at which the first draft of the NDP will be discussed as well as the amended AECOM report. It was RESOLVED that the clerk should contact all those site-submitters who had yet to confirm that they were happy with the technical accuracy of their site in the report.

Cllr Jonathan Lester arrived.

7.2 To approve the members of the Steering Group

The following names have volunteered to sit on the Steering Group – Mr. Doug Smith; Mr. Mark Strachan; Mr. Richard Crompton; Mr. Richard Henson; Ms Marjie Evans; Mr. Andy Towers and Mr. Brian Wilder.

It was queried why they were mainly drawn from the Stretton Grandison Parish. The clerk REPORTED that they were the only ones to have come forward to volunteer. It was RESOLVED that councillors would approach other parishioners to ask if they wished to be a Steering Group Member. It was RESOLVED to approve the above names to sit on the Steering Group (4 for; 2 abstentions) – with the hope additional parishioners would come forward.

7.3 To approve the Terms of Reference

The clerk REPORTED that the Terms of Reference had been taken to the first Steering Group meeting and AGREED by the members. All councillors RESOLVED to approve the Terms as the basis for the Steering Group to act under.

It was RESOLVED to take item 4 now.

4. **To receive a brief report from the Ward Councillor – Cllr. Jonathan Lester**

The report from Cllr Lester included the following:

- The number of children in the Youth Justice System had decreased from 2016.
- Primary schools within Herefordshire are performing well – with several being over the top 25% benchmark.
- 3 young people who had recently left the care system were going to university.
- The OFSTED judgement for safeguarding was looked at during the latest cabinet meeting on the 18th October. Improvement is still required although no children are deemed unsafe. Adoption practices within Herefordshire are held in high regard.
- The Autism Strategy for Herefordshire is being looked at.
- 77 Parish Councillors attended the summit meeting on the 17th October. The next one is on the 24th January 2019.
- Budget detail from Central Government is due shortly. Grant monies to Local Councils have decreased since 2011. In 2011 the grant received by Herefordshire Council was over £60million. In 2019 it is due to be just over £600,000.

Cllr Lester offered to take queries from the floor. He left the meeting to discuss the highway issue with the parishioner.

8. **Finance**

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

The clerk REPORTED that finances and spend against budget were all in order. The expenditure was only listed until the end of July as a statement had yet to be received. It was RESOLVED to approve the report and the bank statement and report were signed as evidence of budget monitoring and bank reconciliation.

8.2 To consider invoices for payment

- 8.2.1 Clerks expenses £128.87
- 8.2.2 Clerks salary for October and November
- 8.2.3 Autela Group Ltd – for payroll services £46.80
- 8.2.4 D. Kaner for postage for communications postcard £128.18
- 8.2.5 The Stables – Meeting Room Hire £100.80
- 8.2.6 Monster-creative – Postcard design and printing £114

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

8.3 To consider the 2019-20 budget and precept – Appendix 2

The clerk EXPLAINED the draft budget. It was RESOLVED to note the draft budget as it stands but to wait to approve it until after some costings have been received for speed highway measures in Stretton Grandison.

8.4 To consider online bank access for the clerk

Following on from item 8.2 the clerk REQUESTED that she have non-signatory online bank access to allow her to look at the statements at any time. It was RESOLVED that Cllr Malcolm Davies would obtain the relevant forms.

9. **Highways and footpaths**

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

It was RESOLVED that the clerk should log the issue of the blocked ditch and culvert by Redcastle Farm with Balfour Beatty.

It was REQUESTED that the Footpath Officer be requested to replace the footpath signs by St Lawrence Church.

9.2 To consider an update on traffic speed measures through Stretton Grandison

The clerk REPORTED that she had a meeting set for the 21st November with Ray Wallace from Balfour Beatty to discuss speed measure schemes and costs through Stretton Grandison. An information sheet that had been received by the clerk was passed to all Councillors. It detailed police activity in monitoring speed in the area – see Appendix 3. It was RESOLVED that the clerk would take this information to the meeting. Cllr Doug Smith REQUESTED that he attend the meeting too.

10. **To consider remaining 2 council vacancies**

The clerk REPORTED that the Council now had 3 councillor vacancies. Although an election was coming on 2019 it would be wise to think about possible councillors to co-opt. One parishioner present AGREED to become a councillor. This will be an agenda item at the January meeting.

11. **To consider an update on the litter-pick in the parishes**

Deferred until the January meeting as Richard Crompton was not present.

12. **To receive an update on communications from the Parish Council**

The clerk REPORTED that the postcard had gone out to all parishioners. So far she had had six responses back from parishioners wishing to be kept informed. It was REPORTED that the FaceBook page was now operational. It was RESOLVED that the clerk should email Cllr Jess Davies items to be posted.

13. To consider any outstanding actions and updates

The following item was NOTED as ongoing.

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

14. Correspondence**14.1 To consider any correspondence received by the clerk**

Apart from the correspondence from Ms Marjie Evans dealt with under item 9.2, the clerk had received no correspondence.

15. To consider any items for the next agenda – no discussion

Councillors were REQUESTED to email the clerk.

16. To note the date of the next meeting Monday 14th January 2019 at 7.30pm

Noted

There was no need to pass a resolution to exclude the public from the following confidential item as the appraisal had not yet taken place.

17. Employment Matters – to consider the clerks annual review.

Deferred to the January meeting

The meeting closed at 20.45

Signed: _____ Dated: _____

Meeting Dates for 2019 (unless otherwise stated all meetings start at 7.30pm at The Stables in Canon Frome)

14th January 2019

11th March 2019

13th May 2019 – to include the Annual Parish Meeting – 7pm start

8th July 2019

9th September 2019

11th November 2019