

PEMBRIDGE PARISH COUNCIL

Minutes of the meeting held on

Wednesday 17th December 2014, 7.30pm in Pembridge Parish Hall

Councillors Present: Cllr. G. Evans (Chair) Cllr. T. Bennetto, Cllr. R. Phillips, Cllr. P. Rogers, Cllr. Ms. C. Fothergill, Cllr. D. Williams, Cllr Pace, Cllr Thomas, Cllr Stokes and Clerk R Bissell.
PC Alford present.

22/14. To accept apologies for absence

Cllr. Mrs J. Miffillin, Cllr Kevin Duggan, Cllr Mark Ratcliffe, Cllr D Owen & Mr K Wheeler.

23/14. To receive declaration of interest and written requests for dispensation.

The Register of Interest was available to sign and declarations were made.

24/14. Open Session – meeting closed 7.35pm

- **To receive Police report.**

PC Alford advised and updated on two recent crimes reported in Pembridge. He also provided an update on lorries using Bridge Street. Maximum weight limit on the bridge is 17te. Proof is required by examination of any lorry deemed overweight using the route. Photographic evidence can still be taken into consideration. There is currently one incident under investigation and Cllr Phillips advised he would be meeting Bob Harnett at Hereford Police Dept. on the 18th December 2014 to discuss.

- **Ward Councillor Report**

Cllr Phillips reported he was hopeful to obtain a prosecution from photographic evidence obtained on an oversized lorry using Bridge Street from the impending meeting with Bob Harnett. He advised very short notice received from Hereford Council regarding changes to the Kington centre and the introduction of a well-being centre, he felt the community needed to be informed and involved. He reported on local roads to be included in the capital highways program for 2015 and he reiterated that the Kington Surgery Patients Participation group were still looking for new members. After a meeting with the Cabinet member on issues regarding the raised pavements in the village, costing are to be arranged on kerbing for inclusion in the 2015 capital program, full works still to be agreed.

Meeting re-opened 7.55pm**31/14. To report on risk assessment for raised pavement and decide future.**

This item was brought forward to follow on from Ward councillors report.

Cllr Rogers reported that the Hereford Council risk assessment was inadequate and he has provided information to Carl Dakin to provide a health and safety report to support works to be done. Cllr Phillips will provided costing of various kerbing options at next meeting and advised Paul Rone will agree this spend.

25/14. To confirm and take matters arising from the Minutes of Meeting 19th November.

Cllr Phillips advised the new dog waste bin had been erected at Manley Lane. Clerk to advise bin emptying by cleaner. Cllr Phillips advised works at the junction of Rhyse lane/Marston had been completed.

26/14. To receive Clerks report and agree archiving.

The Clerk Reported

- Councillors agreed to extra hours for archiving and VT cashbook data input.
- Purchase of Governance & Accountability for Local Councils 2014 book £23.00 - agreed
- Up and coming training courses in January 2015 at HALC Funding Funfair £25.00 & Cat Flap - Asset transfer course £60 and asked councillors if interested.
- BBLP unable to repair bin in Bearwood Lane - request now made to Hereford Council.
- Trade waste collections have commenced.

PR / RP

Clerk

- All other outstanding items are being dealt with by the clerk.

27/14. To receive and approve financial report.

Bank reconciliation for November 2014 Completed

Balances at end November 2014:

Current Account:	£38,822.12
Tracker Account:	£5,936.49
National Savings Account:	£11,540.45

All requests for payment were **APPROVED**.

28/14. To approve budget spend for 2015/16 - and agree Precept.

- Clerk provided information on lengthsman spend to date from information provided by administrator. Outstanding balance of £3922 including balance carried forward from previous year. Councillors to consider and inform Cllr Stokes of any work required for the lengthsman to complete before year end. A village tour/drive was suggested. No date set.
- Clerk to confirm lengthsman funds are available to carry forward.
- Costs were provided to stone Manley Lane at £500. It was agreed Cllr Stokes would meet with Lengthsman and arrange for hedge to be cut and pathway to be cleared promptly before any further works are undertaken.
- Quarter 3 budget was discussed and **Approved**.
- The budget for 2015/16 was discussed to include £500 grant for church mowing grant and **Approved**.
- **The Precept was unanimously APPROVED at £18000.**

29/14. To consider Planning applications received and note decisions on applications

No planning application received. Planning decisions advised.

30/14. To discuss and approve land asset transfer from Herefordshire Council

Correspondence from Tony Featherstone includes the wall in the land transfer of the car park with no intention for repairs to the site now or after transfer. The current lease states in section 14 the landlord will maintain. Cllr Stokes will obtain costs to repair the wall and make safe before approval of transfer and discussions of a possible party wall agreement with neighbour.

31/14. To report on risk assessment for raised pavement and decide future.

Discussed earlier in the meeting.

32/14. To discuss & decide on procedure for monthly lengthsman reporting to Vince Playdon.

Cllr Stokes to advise on emailing Vince on works being done to save on duplication

33/14. To discuss and decide on joining new lengthsman scheme.

The new scheme aims to make payment in arrears. Works will need to be completed and signed off to obtain funding. There are still concerns were regarding liability of works completed. Cllr Phillips to clarify. There is no option but to join, however potholing is optional and unlikely to be taken. Decision at next meeting,

34/14. To report and decide on member to join Patient Participation Group re: Kington Surgery

Information was provided as to the expectations of group participants. Cllr Phillips advised new members were still required. Cllr Phillips offered to join the group, however he is not currently a patient at the surgery. Clerk will provide information to Joy Boyles and confirm.

35/14. To receive an update on the Neighbourhood Development Planning- AP

Cllr Pace advised that 35% of the questionnaires had been returned. The next stage is to hold an open meeting for consultation. Grant funding needs to be spent by end of December and underspend returned to Hereford Council. A new grant application can be made in April, however a bridging loan is available for the interim period. Cllr Pace requested printing of the survey and results and an open dated banner to advertise NDP meetings. This was agreed. Clerk to arrange quote and commitment for 25 A4 copies of each file and 1 A3 card copy of each file for display purposes. Cllr pace has details of offers of land for development and suggested this be kept confidential until the plan has been refined and the parish needs have been decided.

ALL

Clerk
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AS

RP

Clerk

Clerk

36/14. To confirm purchase of Speed Indicator Devices with Titley PC.

Cllr Evans advised no progress made at present. Titley Parish Council are not VAT registered therefore it was likely Pembridge would purchase the unit and claim the 50% VAT and bill Titley.

37/14. To decide involvement in the Mortimer History Trail.

Clerk provided further information on the trail and it was agreed to Support. Clerk to write to John Grove.

38/14. To discuss Bio digester traffic issues

Cllr Phillips advised this would be discussed at the intended meeting in January of local farmers, hauliers and Parish Council representatives.

39/14. To discuss Mowing Millennium Meadow/Village Green/ Church Yard - KD

A suggestion was made that all mowing could be done under one contract, with the possibility of including the church. Cllr Stokes will arrange quotes for mowing options.

40/14. To decide on installation of Kingspan sign at Bridge Street.

It was agreed to accept an offer from Kingspan to erect a sign forwarding traffic through the village up to Rhyse lane preventing entrance to their site along Bridge Street. This to be in agreement with Highways and Parish Council. It was also suggested discussion should take place regarding site exit with the consideration of road alteration.

41.14. To consider making Pembridge a dementia friendly village.

The Chairman requested Pembridge should embrace and become more dementia friendly. Next steps would include awareness training sessions which Councillors should attend. The Chairman proposed the hall costs for these meeting/training sessions should be funded by the Parish Council. All Councillors **agreed unanimously**. Cllr Phillips stated that this covered a broad issue of good community involvement and supports the Good neighbour scheme.

42/14. To consider retirement of winder of the church clock and discuss and agree alternatives.

Resignation of the current clock winder has been received and services will cease on 31st March 2015. Several parishioners have offered to take over the winding service. It was felt that all should be asked to engage to share the duties between themselves.

43/14. Correspondence

An invitation from Pembridge Primary school was read and discussed. It was agreed to accept the school tour and hold February meeting at the school. Clerk to advertise meeting venue change.

44/14. Items for Future Agenda

Capital spend/funding for Playground- Cllr Bennetto is meeting a rep on 6th January 2015.

45/14. To Confirm date of next meeting as Wednesday 21st January 2015, 7.30pm in Pembridge Parish Hall.

Meeting Closed 9.52pm

ACTION

GE

Clerk

RP

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Clerk

Clerk

Clerk