

## PEMBRIDGE PARISH COUNCIL

Wednesday 20th May 2015, 7.40pm in Pembridge School Hall

**Councillors Present:** Cllr. G. Evans, Cllr. T. Bennetto, Cllr. C. Fothergill, Cllr Pace, Cllr P Thomas, Cllr P Rogers, Cllr Duggan, Cllr D Owen, Cllr Phillips, Cllr Hancock and Clerk R Bissell.

No members of the public.

No Police representative present.

### Minutes of the Annual meeting of Pembridge Parish Council

#### 17/15. Elect a Chairperson

Cllr Evans was nominated by Cllr Phillips and seconded by Cllr Pace to be Chairman. There were no other nominations, Cllr Evans accepted the role and it was **unanimously agreed**.

#### 18/15. Chairperson's Declaration of Acceptance

Cllr Evans signed the declaration of office, and thanked outgoing Councillors and welcomed new Councillors.

#### 19/15. Co-opt councillor for current vacancy

Mr John Purslow has expressed an interest to join the Parish Council, Cllr Phillips proposed he fill the current vacancy this was seconded by Cllr Rogers and it was **agreed unanimously**.

#### 20/15. Elect a Vice-chairperson.

Cllr Pace was nominated by Cllr Phillips and seconded by Cllr Bennetto to be Vice-Chairman. There were no other nominations, Cllr Pace accepted the role and it was **unanimously agreed**.

#### 21/15. Councillor Areas of responsibility

Lengthsman & Highway - Cllr Stokes	Playground matters - Cllr Duggan
Footpaths - Cllr Hancock	Accounts & Finance - All Councillors
NDP - Cllr Pace	Village upkeep - Cllr Stokes/ Cllr Rogers
Police liaison - Cllr Evans	Website - Mr B Pierce
Shobdon Noise abatement - Cllr Rogers	Parish Hall Rep - Cllr Fothergill

#### 22/15. Apologies for absence

Apologies were accepted from Cllr J Mifflin, Cllr Stokes, Mr J Purslow.

#### 23/15. Declaration of interest and written requests for dispensation for items on the agenda.

The register of interest was available to sign and declarations were made.

#### 24/15. Open Session

The chairman closed the meeting at 7.50pm.

Police report. - No representative in attendance.

Ward Councillor Report - Cllr Phillips updated:

- Vince Playdon has left BBLP awaiting new locality steward. A meeting would be arranged with new steward and clerks in the near future.
- Information had been distributed with regard to road traffic accident earlier in the week.
- Highways - Cllr Phillips expressed his concern that planned work for the pavements may be stalled by Herefordshire Council funding issues. He urged all to write to MP and lobby for more funds in rural areas. *RP & Clerk to write for extra funding.*
- Agenda item 34/15 - He will follow up enforcement notice and progress of removal then report updates via email to Councillors & neighbours.
- Kington surgery FOI request was discussed and agreed that information was readily available. Cllr Phillips to follow up.

Meeting re-opened 8.00pm

RP/Clerk

RP

RP

**25/15. Approval and matters arising from the Minutes of Meeting 15th April 2015.**

The minutes of the meeting of 15th April 2015 were **approved** unanimously and signed. Cllr Duggan missed the previous meeting and was updated on several matters.

**26/15. Planning applications.**Applications received

- P150912/PDC Pembridge Carpets, West Street. HR6 9DX  
Proposed demolition of disused garage known as Arrow Motors  
COMMENT: SUPPORT this application on the condition that the site is left in a tidy and acceptable state and all contaminants removed.
- P151261 - Post House, Lyonshall HR5 3JZ  
Proposed rear extension comprising first floor and roof alterations

COMMENT: NO OBJECTION

Planning Decisions

- 150663- Roselea House, West Street, Pembridge, Leominster, Herefordshire HR6 9DX -  
Proposed replacement of door and casement with window

COMMENT NO OBJECTION

**DECISION: APPROVAL WITH CONDITIONS**

**27/15. Clerks report (for information only) and approve financial report.**

- Vince Playdon BBLP locality steward replaced with Lara Edwards from 8.5.15
- Written to Sue Thomas re Bridge Street awaiting response
- No response from HC health & safety report
- Grass cutting for amenity land in Pembridge starts in April - wk4, wk9, wk14, wk19, wk24
- Verge cuts will be in May and August - can report visibility cuts at any time through website
- New transparency legislation effects:

Agenda to be advertised on website from May 2015

Draft minutes to be published on website 30 days after meeting from April 2015.

- SID application made.

Financial Report - Year-end accounts have been completed and checked by the internal auditor  
Parish council spend exceeded income for 2014/15 with an overspend of £2091

Bank reconciliation for April complete using VT cashbook.

Balances at end April 2015:

Current Account:	£33488.95
Tracker Account:	£ 5937.91
National Savings Account:	£11627.00

All request for payment were **APPROVED**

**28/15. Adopt the accounts and financial statements 2014-15 and complete annual return for the year ended 31st March 2015.**

Information for the Year end Accounts have been circulated to all Councillors for viewing prior to the meeting. There were no questions. The Annual statement of Accounts for 2014-15 was completed with all required supporting documentation attached. Cllr Pace proposed the accounts be adopted this was seconded by Cllr Bennetto and **agreed unanimously**. The Chairman and Clerk signed the paperwork to be returned by 6th June 2015.

**29/15. Adopt Standing Orders and Financial Regulations.**

The Standing Orders and Financial Regulations were circulated before the meeting. It was **Agreed unanimously** to adopt both documents.

**30/15. Adopt the Code of Conduct.**

It was **Agreed Unanimously** to adopt the revised Code of Conduct.

**31/15. Annual insurance cover.**

The insurance renewal information had been circulated before the meeting. Councillors have

Clerk

received the quote from Hiscox, a second year of a three year contract. Councillors were happy Hiscox were a good insurer. Cllr Pace requested sight of the policy wording and **all Approved** Payment for annual insurance cover from 16th June 2015 of £692.16.

**32/15. Update regarding concerns with Bridge Street traffic.**

There had been no response from Super Intendant Sue Thomas. Clerk to chase. Councillors were advised that Tarmac lorries travelling through Eardisley & Winforton have been asked to adhere to a 20mph speed limit. Cllr Phillips to investigate for Pembridge.

**33/15. Approve the annual plan for lengthsman scheme.**

The Annual Plan for the lengthsman scheme had been circulated before the meeting. It was approved by all. Clerk to forward to BBLP.

**34/15. Corner plot at Bearwood Crossroads.**

This item was covered in Ward Councillor report 24/15.

**35/15. Update on the Neighbourhood Development Planning.**

Cllr Pace advised Mr Ken Myers had joined the steering group and he would be calling a meeting soon. The group will be looking to apply for more funding grants. It will consider the implication on rural housing area growth, some local villages may have reason not to use the developments quota and some villages may change or confirm settlement boundaries. It is expected the Core Strategy will be adopted this summer.

**36/15. Dog poo survey**

The Clerk advised information received from Cllr Stokes. The survey found that 2 bins were required, one in the millennium meadow and one at the village hall entrance. Cllr Rogers will clear the bin in Bridge Street of overgrowth. The council **Approved** purchase of 2 dog poo bins.

**37/15. Bell Tower ownership**

A Conveyance from 1982 states full transfer of ownership to Pembridge Parish Council of the Bell Tower building including the bells. The building was renovated by the Parish Council, the bells serviced and repairs made. However, on advice from English Heritage the building is not insured. Rev Jacobs has expressed concern at this and suggested the ownership be transferred back to the Church. This was discussed and **agreed** that the bell tower should stay in the ownership of the parish Council who would ensure its upkeep. Clerk to copy conveyance for all Councillors and Rev Jacobs. Amenity Trust to consider quinquennial inspection to justify the choice not to insure.

**38/15. Correspondence.**

- Invitation from CPRE to Neighbourhood plans meeting 26th June Breinton V Hall - No members wish to attend clerk to advise.
- Visit Herefordshire plan - It **was agreed** to register an interest and be kept informed in the revival of the Black and White trial as it supports and benefits local business.
- Cllr Rogers raised that the Shobdon noise abatement group had received a complaint regarding helicopters over Noke Lane. He would respond accordingly.

**39/15. Future Agenda from Councillors and members of the public.**

None.

**40/15. To confirm date of next meeting as**

**Wednesday 17th June 2015 - meeting of the Parish Council the Parish Hall at 7.30pm**

Meeting Closed 9.40pm

**ACTION**

Clerk

Clerk

RP

Clerk

Clerk

Clerk

Amenity

Clerk

PR