

PEMBRIDGE PARISH COUNCIL Draft Minutes for the Meeting

Wednesday 18th December 2019, 7.00pm in Pembridge Parish Hall

Councillors Present: Cllrs Garfield Evans (Chairman), Andrew Pace (Vice Chairman), Tom Bennetto, Catherine Fothergill, Wendy Powell, Kevin Duggan, David Owens, Steve Jones, Roger Phillips, & Clerk R Bissell.

No Police representative present.

1 Member of the public.

103/19. Apologies for absence.

Apologies were received and accepted from Cllrs Michael Hancock, Philip Rogers, Philip Thomas and Julie Mifflin.

104/19. Declaration of interest and written requests for dispensation on agenda items.

The register of interest book was available to sign. There were two declarations made. Cllr Jones on agenda item 107/19 and Cllr Bennetto on agenda item 115/19.

105/19. Approval of the minutes.

The minutes of the meeting of 20th November 2019 were **approved** unanimously and signed.

106/19. Open session.

Ward Councillor report.

- No further news on the phosphate levels in the Lugg catchment area which is causing a hold on all planning application decisions.
- No judgement on the Swan House appeal.
- Parishioner concern with flooding on Noke Lane – The topography forces water onto the road. The landowner is co-operating but unable to work until the conditions improve. Balfour Beatty will be looking at remedial work with the drainage team in the new year.
- Annual speeding information will be circulated in next monthly report.
- Gigaclear broadband will be coming to Pembridge soon and assurances have been made they will use under road equipment.

107/19. Planning applications for comment.

It was **RESOLVED** to submit the following observations to Herefordshire Council regarding the following planning applications. The Parish Council response to the Swan house appeal has been forwarded.

Cllr Jones left the meeting.

Planning Report

Planning Application recently received:

- 193863 – Threshing Barn at Luntley Court, Pembridge HR6 9EH - **SUPPORT**
Conversion of agricultural threshing barn to domestic use with accommodation on 2 floors and construction of detached car port and store.
- 194008 - Land at The Old Oak House, East Street, Pembridge, Herefordshire, HR6 9HA - **SUPPORT**
The erection of three self-build dwellings and associated works including the demolition of the former doctor's surgery and access improvements.
- 193895 – The Pump House Cottage, Suckley Lane, Pembridge HR6 9DW. - **SUPPORT**
Proposed retaining wall to stabilise the collapsing embankment.

Recent Planning Applications recently considered awaiting determination:

- 193590 – Church House, Market Square, Pembridge HR6 9DZ. - **SUPPORT**
Various proposed internal & external works to include replacement doors
- 193126 – Fairfield Cottage, 12 Court Meadow, Pembridge HR6 9EW - **SUPPORT**
Fell Silver birch due to damage and falling sap.
- 191863 – 3 Glan Arrow Cottages, Bridge Street, Pembridge HR6 9EX - **SUPPORT**
Proposal to replace 8 existing window casements with like for like replacements.

- 182726 – Land forming part of Green Farm, Lyonshall, Kington – **NO COMMENT**
Hybrid planning – proposed erection of new poultry site with solar panels, biomass boilers, associated buildings and development to A480. Outline planning for a poultry managers' dwelling
- 183871 – The Grove, Noke Lane, Pembridge HR6 9HP. -**SUPPORT**
Installation of a waterwheel and channel adjacent to the existing weir.

Planning Decisions.

None.

Cllr Jones re-joined the meeting.

108/19. Finance Report and approve payments.

Bank reconciliation for 30th November 2019 complete using VT cashbook.

Balances at 30th November 2019:

Current Account:	£ 27832.12
Tracker Account:	£ 15973.80
National Savings Account:	£ 11925.98

Income since last meeting:

Advertiser Income for 2020	£ 500.00
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Requests for payment: Approval to be requested

Toilet Cleaner, Clerk salary & HMRC for December 2019 as previously agreed by Parish Council
NEST pension contribution as per agreed payment schedule

Clerks expenses	October/November/December 2019	£73.35	
West Mercia Energy	Elec toilets – October 19	£17.26	+VAT
Viking	Paper	£24.68	
Pembridge Amenity Trust	Extra insurance cost to raise public liability to £10M	£78.53	
Martin Jones	Christmas Trees	£500.00	+VAT
Royal British Legion	Poppy Wreath	£17.00	

109/19. Budget and Precept for 2020-21

Councillors further discussed the budget and proposed precept rise following publication of its intentions in the parish magazine, website and notice board. There were three written parishioner objections received suggesting reserves should be used before increasing the precept. The Responsible Financial Officer (RFO) circulated the Parish Council's current financial position as at 30th November 2019 holding £27728 of general reserves. The Parish Council does not have a reserves policy but is required to maintain adequate financial reserves to meet the needs of the organisation. Sections 32 and 43 of the Local Government Finance Act 1992 require local authorities to have regard to the level of reserves needed for meeting estimated future expenditure. The Governance and Accountability for Smaller Authorities in England - A Practitioners Guide March 2017 section 5.9 advises this should be considered as part of the budgeting process. However, there is no specified minimum level of reserves that an authority should hold and it is the responsibility of the Responsible Financial Officer to advise the Council about the level of reserves. Reserves should not be held to fund ongoing expenditure, this would be unsustainable as, at some point, the reserves would be exhausted. In 2020 Parish Council must consider use of reserves for proposed project works of £20k (including the bell tower winding system £ 7500+, playground £10,000, war memorial steps £2000, extra mowing £1000) and possible legal fees which may extend to over £20,000. It must also be noted the Parish Council has been working with a deficit over previous years without increasing the precept to cover this shortfall.

Councillor Pace proposed a greater explanation of the financial position as to why the precept should be increased in the minutes and **recommended a precept of £34,000 for 2020-21 be approved and the budget AGREED.** This was seconded by Cllr Owens and **AGREED** unanimously. *Clerk to confirm precept request with Herefordshire Council.*

110/19. Clerks report.

- Ordered car park drain jetting
- Viewed mowing areas with mowing contractors
- Attended Balfour Beatty Parish Briefing regarding their business planning.

- Met with Locality steward and drove parish. Reviewed flooding issues at lower Noke Lane and Sherrington. Also logged potholes and drain clearance including Weston corner for a third time this year.
- Completed advertising for the flyer sheet in the Pembridge Magazine.
- Neighbourhood Planning review questionnaire completed and letters written to Cllr John Harrington and Sebastian Bowen.

All other items are being dealt with and are ongoing.

111/19. Playground Working Group Report.

The group has visited playgrounds in Worcester, Bromsgrove and Telford to ascertain quality and gather ideas for configuration. The primary school Head Teacher supports proposals and further meetings are planned in the New Year to arrange quotations and funding requirements.

112/19. Bell Tower Working Group Report.

Currently waiting on further quotations for the electrics. Visits have been made to other similar sites to gather information for options on display and lighting examples.

113/19 Correspondence.

- Appleton asset management – enquiry on land opportunities – No response required.
- The great collaboration leading to a zero carbon Hereford workshops – emailed to all councillors to sign up if interested in attending.

114/19. Future Agenda from Councillors and members of the public.

None.

115/19. Village Green Matters.

Councillors agreed to follow legal advice given.

116/19. To confirm date of next meeting as

Date: Wednesday 15th January 2020 – Parish Council Meeting - Parish Hall at 7.00pm.

Meeting Closed 8.47pm.