

PEMBRIDGE PARISH COUNCIL

Parish Councillors are hereby summoned to attend the meeting of Pembridge Parish Council.
Held on Wednesday 18th May 2022, at 7.30pm in the Parish Hall

AGENDA FOR MEETING OF PARISH COUNCIL

Wednesday 18th May 2022, 7.30pm.

- 1/22. To Elect a Chairperson
- 2/22. To receive the Chairperson's Declaration of Acceptance of Office or, if not then received, to decide when it shall be received
- 3/22. To elect a Vice-chairperson.
- 4/22. All Councillors to complete the declaration of office of councillor forms to be returned to clerk.
- 5/22. To accept apologies for absence
- 6/22. To decide on Councillor Areas of responsibility
Lengthsman, Playground, Footpaths, Village Green, Accounts & Finance & Parish Hall etc.
- 7/22. To receive declaration of interest and written requests for dispensation for items on the agenda.
- 8/22. To consider approval of the Minutes of Meeting 13th April 2022.
- 9/22. Open Session
Police report.
Ward Councillor Report.
- 10/22. To consider approval of the Minutes of Meeting 13th April 2022.
- 11/22. To consider Planning applications received.
- 12/22. To receive Clerks report (for information only) and approve financial report & payments.
- 13/22. To receive & adopt the accounts and financial statements 2021-221 for year ended 31st March 2022.
 - 13/22a. To consider the internal auditor report
 - 13/22b. Sign Section 1 - The Annual Governance
 - 13/22c. Sign Section 2 - The Accounting Statement.
- 14/22. To review and adopt the following policies & procedures
Standing Orders and Financial Regulations
Complaints procedure
Information policy
Volunteer policy
Equality & diversity policy
Risk assessments
GDPR Policies
- 15/22. To confirm eligibility and adopt the General Power of Competence.
- 16/22. To review financial risk and appoint the internal auditor for 2022/23.
- 17/22. To approve the land & assets register for 2022-23.
- 18/22. To decide on Playground works for pre-inspection.
- 19/22. To decide on the talk parish reference group representation.
- 20/22. To discuss and decide on allocation of donated funds in the parish
- 21/22. To discuss and decide on the management of the conservation area.
- 22/22. To review correspondence.
- 23/22. To discuss and decide on pay award for the clerk and toilet cleaner.
- 24/22. To note items for Future Agenda from Councillors and members of the public.
- 25/22. To confirm date of next meeting as

Wednesday 15th June 2022 meeting of the Parish Council, the Parish Hall at 7.30pm

Rebecca Bissell, Parish Clerk



Firbanks, Lyonshall HR5 3LN.

Circulated and displayed on 7th May 2022.

Planning Report

Planning Application recently received:

- 220646 – Turnpike Caravan Site, Pembridge, Herefordshire HR6 9JZ
Proposed extension of turnpike traveller site.
- 221052 – Townsend Farm, East Street, Pembridge HR6 9HB.
Proposed erection of 19dwellings and associated infrastructure.

Recent Planning Applications recently considered awaiting determination:

- 220870 – Land at Bearwood Cross, Bearwood, Pembridge, HR6 9ED- **OBJECT**
Proposed agricultural building for hay and machinery storage
- 220892 – Marysmere, Wooton, Hereford HR3 6QS- **SUPPORT**
Proposed single storey gardening room extension
- 220056 – Luntley Court Farm, Pembridge HR6 9EH. - **SUPPORT**
Conversion of existing barns into holiday accommodation including link structure, treatment plant removal of bays of modern buildings and pumping station and auxiliary works.
- 213249 – Lower green Farm, Pembridge, HR6 9JG -- **SUPPORT**
Amended – proposed siting of 3 holiday accommodation units with landscaping, drainage & parking.
- 213500 – Bearwood Farm House, Bearwood, HR6 9EE -**SUPPORT**
Proposed demolition of existing two storey and replace with single storey.
- 213249 – Lower Green Farm, Pembridge, HR6 9JG -**SUPPORT**
Siting of 3 holiday accommodation units with landscaping, drainage and parking.
- 212917 – Court of Noke, Noke Lane, Pembridge, HR6 9HW. -**SUPPORT**
Erection of eighteenth-century reused porch and insertion of stable door to replace brickwork.
- 201102 – Land adjacent to Pembridge Village Hall, Bearwood Lane, HR6 9EB - **SUPPORT**
Fell 3-4 Leylandii trees T4 due to excessive shading to be replaced with mixed hedging
- 193126 – Fairfield Cottage, 12 Court Meadow, Pembridge HR6 9EW - **SUPPORT**
Fell Silver birch due to damage and falling sap.

Planning Decisions

- 220735 – Townsend Farm house, East Street, Pembridge HR6 9HB- **SUPPORT - APPROVED**
Remove apple tree and replace with apple tree. Remove 2 conifers - too close to house and neighbour property All at risk following recent storms
- 220107 – The Green, Pembridge, HR6 9HL. – **SUPPORT - APPROVED**
Proposed works to a mature willow tree that recently dropped a trunk over the road is to be coppiced. 5 young willows to be coppiced.

Financial Report

Year-end accounts have been completed and checked by the internal auditor & Cllr Evans.

Parish council spend was lower than income for 2021-22 with a small surplus of £357. The precept was reduced back to £24000 following a rise the previous year. Parish Council received a generous £10000 One off donation this year. Extra spend was made on the Market Hall and Bell Tower of £10158. First half precept received for 2021-22. Bank reconciliation for April 2022 complete using VT cashbook.

Financial Report

Bank reconciliation for 31st May 2022 complete using VT cashbook.

Balances at 31st May 2022

Current Account:	£ 35135.48
Tracker Account:	£ 16011.27
National Savings Account:	£ 12109.15

Income since last meeting:

RBL Jubilee apple tree purchases	£ 275.00
1 st half precept	£ 12000.00
VAT reclaim 1.10.21-31.3.22	£ 1099.74

Requests for payment: Approval to be requested

Toilet Cleaner, Clerk salary & HMRC for May 2022 as previously agreed by Parish Council

NEST pension contribution as per agreed payment schedule

Clerks Expenses	May 2022		
Welsh Water	Toilet water Oct – Apr 21	£271.87	<i>Paid</i>
One stop Print	Parish magazine printing	£324.00	<i>Paid</i>
SLCC	50% annual subscription	£93.00	
West Mercia Energy	Elec toilets Mar 22	£20.15	+ VAT
Pembridge PCC	Donation towards mowing community used grass	£500.00	
Pembridge PCC	Bell Ringer Donation	20.00	
James Ross	Mowing	£675.00	
HALC	Annual Subscription 22-23	£803.12	
Royal British Legion	Falkland 40 th Anniversary wreath	£18.50	

Clerks Report

- The Parish Magazine editor will be retiring in July.
- Grant awarded from Balfour Beatty for drainage works in Marston to be completed by September.
- Signs at Broxwood included in the village safety initiative scheme request with Balfour Beatty.
- Works are due to start on the Memorial Steps w/c 16th May, weather permitting.

Correspondence

Herefordshire Council – Weekly Balfour Beatty locality updates, Talk Community Information & Covid 19 updates, Village safety initiative request, Local plan options information, road closures.