

# LYONSHALL PARISH COUNCIL

## Minutes of the Meeting

Thursday 10th November 2016, 7.30pm in the Memorial Hall

**Councillors Present:** Cllrs Avery (Chair), Richards, Oliver, Cottrell, Howard, Hutton, Lampitt, Pollock, Futchter and Clerk B Bissell & Projects Officer K Lomax. 1 member of the public.

Police report provided.

### REPORTS - POLICE

- The last reported crime of criminal damage to property in Lyonshall was on 3rd September.
- Halloween and Bonfire nights passed with no issues.
- Property marking event at Kington Market in November was successful - next event 9th December 11-1pm in Shobdon shop car park.
- Reminder to be vigilant during the winter months and make sure you leave lights on using timer switches, which can be obtained free from Kington Police station.

### 103/16. Apologies for Absence.

Apologies were received and accepted from Herefordshire Ward Councillor Phillips & Cllr Turner.

### 104/16. Declaration of Interest and Written Requests for Dispensation on agenda items.

There were no Declarations of Interest or Dispensation Requests. The Register of Interest was available to sign.

### 105/16. Approval of the Minutes of Meetings on 13th October 2016.

The minutes of the meeting 13th October 2016 were **approved** unanimously and signed.

### 106/16 Officers' Reports.

#### Clerk's Report.

- The budget of 2017/18 has been prepared.
- I attended a talk on Green Lanes with the Projects Officer on 17.10.16.
- The Defibrillator is now installed in the telephone kiosk in an insulated box and all the signs have been erected. The Defibrillator has been property marked by the Police. *Clerk to investigate heating source and electricity supply.*
- A request has been made for Perspex sign costings for light openings and weekly checks will be completed by Cllr Oliver. The defibrillator has been registered with the ambulance service.
- Sandbags are stored at Lyonshall Nurseries and by Burnt Orchard.
- Salt is stored at Burgoynes - The Lengthsman has been instructed to salt when necessary Nov-Feb 2017.
- A Heart-start course has been arranged for 24th November in the Memorial Hall.
- There is a meeting with builders to discuss the new bus stop by church on A480 on 19th November.
- Items required for December/January newsletter.

*All items from previous agenda have been dealt with or are in process.*

#### **Project Officer Report**

- All old NDP paperwork has now been sorted and handed to the clerk.
- Waiting to hear from Upper Bridge Farm regarding the website upgrade.
- Helped organise the disco event - Thanks to all, especially Weobley Ash for excellent food. *Clerk to write letter of thanks.*

### 107/16 Update on Finances & Approve Payments.

Bank reconciliation completed for 30<sup>th</sup> October 2016 using VT Cashbook

Clerk

Clerk

**Balances at end of October 2016:**

Community account	£16383.59
Savings account	£14045.34 (including interest received £6.15)
Playground account	£ 598.70
Business Saver account	£ 392.47 (including interest received £0.17)

**Income received since last meeting**

HMRC Vat return £ 405.07

**To approve the following payments - All APPROVED**

Clerk's Salary for November 2016 as previously agreed

Project officer's Salary for November 2016 as previously agreed

Mayglothing - Portaloo service (*Paid*) £ 40.00 + VAT

Clerk's expenses, R Bissell Oct £ 62.18

Cllr Howard- Disco expenses £ 21.62 + VAT

Upper Bridge Enterprises - Website upgrade £ 135.00 + VAT

KBS - Playground materials £ 67.82 + VAT

S Price - Playground fence work & last mow £ 82.50

S Price - Build cabinet and install for defibrillator £ 90.00

**S Price Total £ 172.50**

**108/16 Budget Forecast and Precept for 2017-18.**

Councillors discussed further items to be considered in the budget, including road signs, possible highway works and NDP expenditure including a housing survey. On examination, the current budget should accommodate these expenses. Cllrs **agreed** unanimously that the Precept should remain at £20,000, and Cllr Avery proposed acceptance of the Budget for 2016/17 which was also **APPROVED** unanimously.

**109/16. Planning****Planning Applications recently received:**

None

**Recent Planning Applications still awaiting determination:**

- 150230 Land opposite the Close  
Development of 8 houses - **OBJECTION**

**Planning Decisions**

- 162020 - Penrhos Court, Lyonshall Kington HR5 3LH  
Proposed advertisement signs - **NO OBJECTION - GRANTED**

**110/16. Progress for Works at George Corner & A44 Nursery Bend.**

Balfour Beatty are the highway contractor as employed by Herefordshire Council and the only contractor who can work on the highway, therefore no other quotes were obtained. The Parish Council has taken all opportunities possible for improving the two sites given the restrictions of the highways department. Councillors reviewed the breakdown of costs for works to the George Corner totalling 6,654.84 + VAT. The largest cost being the bell bollards costing £1032 + VAT, other costing appeared reasonable. Councillors discussed the quote and various options. It was **AGREED** that the Parish Council could not pay for the works to be undertaken as a priority due the high cost and the number of parishioners that would benefit. It was also **AGREED** to formally request a Traffic Regulation Order (TRO) for the works to be done with the possibility of including a STOP sign at the junction of the C1031 onto the A480 at the George Corner. It was noted the timescale for this work could be as long as two years. *Clerk to request TRO.* Works on the A44 signage improvement will be included in the TRO and a further request to site a Speed Indicator Device (SID) will be made. *Clerk to arrange.*

Clerk

Clerk

Councillors discussed the S106 funds in regard to the Land adjacent to Burnt Orchard application 151909 (White Lion Meadow). Cllr Phillips had not followed this up, as he believed that was the wishes of the Parish Council. The Planning conditions do not request any S106 improvements. Cllr Avery advised that the applicant had already gifted land to the Parish. However further developments could provide S106/S278 funding for highways works in the future. *Clerk to clarify what S106 is and how it is held for parish use once obtained.*

Clerk

**111/16. Report and Review Action Plan for NDP.**

Cllr Avery reported a positive meeting of the Steering group. A high level action/project plan was circulated and he advised that the group would be looking to undertake a housing survey to provide an understanding of what future housing is required. This will be followed by the production of draft objectives and policies documents later into next year.

He also advised the Plan would address the parish wishes for a village centre, village hall and shop. He continued by reporting details of a meeting held with Mr Hern , Cllrs Avery & Howard, Cllr Phillips and Mr G Hughes from Herefordshire Council to discuss the planning process for the George pub refurbishment application, which will be progressing very soon. On questioning, Cllr Avery explained that the small steering group was formed to achieve the NDP in a timely manner, which would be open and transparent. Meetings would be open and all information will be posted on the NDP website page and minutes of steering group meetings will be forwarded with the Parish Council agenda.

**112/16. Future Events.**

The Project Officer received formal thanks for stepping in to help arrange the disco in Cllr Howard's absence and Cllr Oliver was thanked for his DJ support. The event was down on numbers, believed to be caused by the date, bonfire night, and the use of the word disco. However, it was still a great night with excellent food making a surplus of £58.79. All events require help and support to make them a success and Cllr Howard requested the next event be shared between all Councillors. It was suggested parishioners were asked what they might like for the next event. A news article will be prepared for the website and a written report for the newsletter. *Projects Officer to prepare newsletter article.*

It was agreed there would be no Christmas tree erected in the Burnt Orchard wild garden and no carol service in the absence of a parish vicar, the poor location and lack of support.

KL

**113/16. Reports on Councillor Areas of Responsibility.**

None

**114/16. Items for Future Agenda/ Councillor or Member of Public Items.**

None.

**115/16 Correspondence Items.**

The Clerk advised the following correspondence.

- The opening of a Healthwatch survey for all to visit and have their say. *Clerk to post on website.*
- Details of a local flood risk management strategy from Herefordshire Council to be discussed at the next Parish Council meeting.
- An update briefing from Herefordshire Council on refugees and asylum seekers.

Clerk

West Midland Ambulance Service defibrillator accreditation scheme form to complete as part of identifying defibrillators in the public domain. *Clerk to complete and return.*

Clerk

**116/16 Date of the Next Meeting.**

The Date of the Next Meeting for the Parish Council was confirmed as **Thursday 8th December 2016 at 7.30pm** in the Memorial Hall.

Meeting Closed 9.15pm