

# LYONSHALL PARISH COUNCIL

## Minutes of the Meeting

Thursday 8<sup>th</sup> December 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

- No reported crimes in the last month, However Councillor Pollock advised one empty property burglary very recently which may not have been registered.
- PACT surgery at Kington Market was very successful.
- Favourable response from the police commissioner to install CCTV in Kington with funds to cover the whole town.
- 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.

### 117/16. Apologies for Absence.

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

### 118/16. 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.

### 119/16. Approval of the Minutes of Meeting on 10<sup>th</sup> November 2016.

The minutes of the meeting on 10th November 2016 were discussed. Minute items 110/16 & 112/16 to be amended and presented for approval at the next meeting in January.

### 120/16 Officers' Reports.

#### Clerk's Report.

- A request has been made to Balfour Beatty for the designed works at the George Corner & Nursery bend on A44 to be included in the capital program for 2017.
- There was a successful and well attended Heart-start course for 24th November in the Memorial Hall.
- I met with builders to discuss the new bus stop by church on A480, hopefully work will start after Christmas installing a wooden shelter. Works will be completed before end March 2017.
- The newsletter has been prepared and printed ready for delivering.

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

#### Project Officer Report

Roger Withnell has built the template for the new website and created a Site Map of blank pages. The site shall be populated with information over the next few weeks.

**Lengthsman** - Received copy of current insurance certificate from lengthsman.

A news item has been published advising the following: In recent years, the Parish Council has been gritting/salting the pavements in the village when needed under the Lengthsman Scheme. Before this when Herefordshire Council was solely responsible no gritting was carried out. Gritting pavements has been carried out early on several cold, frosty mornings recently which has been appreciated by many people. However, the final decision must be made at the time in response to the conditions. A decision will be made on the morning by the Parish Council. The general principle being applied is that if it is 0 or below and damp on the pavements then grit will be applied as early as is reasonable. When it is damp but not freezing, or freezing but not damp then it is not usually slippery.

**Remember it is your responsibility to assess conditions on pavements and to take extra care if it is frosty or freezing.**

A notice to be posted on the board – *Clerk to arrange*

Clerk

**121/16 Update on Finances & Approve Payments.****Financial Report & Payments for Approval**

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

**Balances at end of November 2016:**

Community account	£17229.79
Savings account	£14050.92 (including interest received £5.58)
Playground account	£ 598.70
Business saver account	£ 392.47

**Income received since last meeting**

Event Takings Disco 5.11.16	£ 317.10
Lengthsman Qtr1&2 Grant	£ 1747.95

**The following payments were approved unanimously.**

Clerk's Salary for December 2016 as previously agreed

Project officer's Salary for December 2016 as previously agreed

Clerk's expenses, R Bissell	£ 62.18
Lyonshall PCC - Newsletter Distribution	£ 50.00
HMRC	£ 85.40

**122/16. Planning****Planning Application recently received:**

None

**Recent Planning Applications still awaiting determination:**

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

**Planning Decisions**

None

**123/16. NDP Update**

Cllr Avery reported a successful meeting of the steering group with the start of a housing survey which will be prepared for finalisation at the next meeting on December 13<sup>th</sup>, 7.00pm at Wildwood. This should be ready to deliver in January as planned. The group will be looking to interview consultants for services to support the development of the Plan in the New Year.

**124/16. Future Events.**

There had been no response to the newsletter request for future event ideas in the parish. Councillors agreed the Christmas and new year period are busy for many people, who may be unavailable to attend an event. Further discussion to consider a February event to be discussed at the next meeting in January.

**125/16. Village Flower Boxes.**

Lyonshall Garden Centre are willing to support the planting of village flower boxes again, however they will need maintaining and watering through the season. Councillors discussed the box locations and agreed to dismantle the box at windy corner due to lack of maintenance. *Clerk to arrange.*

**126/16. Herefordshire Council Flood Risk Survey.**

Councillors decided not to make comment.

**127/16. Reports on Councillor Areas of Responsibility.**

Cllr Cottrell has been approached by the Hereford Times to comment on the positive impact made by the installation of the HGV sign at Bullocks Mill.

**128/16. Items for Future Agenda/ Councillor or Member of Public Items.**

Future events

**129/16. Correspondence Items.**

The clerk advised details of Herefordshire Council Speed Indicator Device program.

**130/16. Clerk Salary Increment. (The clerk left the room for this item.)**

Councillors agreed a rise for the clerk to Scale point 24 from January 2017.

**131/16 Date of the Next Meeting.**

The Date of the Next Meeting for the Parish Council was confirmed as **Thursday 12th January 2017 at 7.30pm** in the Memorial Hall.

Meeting Closed 8.30pm