

EARDISLAND PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on
Thursday 10 October 2019 at 7.30 pm
in Eardisland Village Hall

Present: Cllrs Maryan Hanson (Chair), Elaine Harper, Richard Kirby, Reg Curtis, Merry Albright and Shelley Connop.

In Attendance: Ward Cllr Roger Phillips; Parish Clerk Alison Sutton; Footpath Officers Sue Wallis and Jo Watson; 3 members of public.

1. **Apologies of absence** – Cllr David Weir.
2. **Declarations of interest** – Cllr Hanson DECLARED a pecuniary interest in item 6.1 and left meeting while item considered.
3. **Minutes of the previous meeting** – 12 September 2019. These were ADOPTED and signed.
4. **Public Forum** –
 - 4.1. West Mercia Police – Report in Clerk's Information Sheet (CIS) NOTED: information and alerts no longer easily accessible from internet.
 - 4.2. Ward Councillor – Report in the CIS NOTED. Update: scheme at Lawtons Cross due to start March 2020; Herefordshire Council meeting reviewing governance; phosphate from agriculture and human sewage causing level in River Lugg above EU directive, planning approvals within River Lugg catchment area currently on hold till resolved; Eardisland not have public sewer with phosphate stripper; Natural England and Herefordshire need to resolve but difficult; roads for resurfacing next year – AGREED U93008 from A44 towards Lower Burton, C1035 from where previous work finished to A44, Golden Cross maintenance.
 - 4.3. Local Residents – NOTED IT backup available and white gates considered by resident a waste of time.
5. **Financial Procedures** – The balance of the current account of £49,685.84 as at 4 October 2019 was NOTED. Balance includes: committed reserves of £2,000 for insurance flood excess. Actual payments, receipts and variances against budget REVIEWED and AGREED as in appendix:
 - 5.1. eUKhost Ltd, Website security certificate, £29 (inc. £4.83 VAT), C/N 100975 – Paid 24/9/19 under Clerk's delegated powers.
 - 5.2. Hitrees Ltd, Lengthsman and parish maintenance, £50.40 (inc. £8.40 VAT), C/N 100976.
 - 5.3. Leominster Community Resource Centre, Magazine printing, £170.60, C/N 100977.
 - 5.4. Eardisland Village Hall, Room hire for PC and EVHDG, £24, C/N 100978.
 - 5.5. Income from magazine advertising, £90.
 - 5.6. Income from Herefordshire Council, Precept part 2, £12,704.
6. **Planning Applications** –
 - 6.1. Item Chaired by Vice Chair – P193070/FH, Burton Firs, Eardisland, HR6 9DN – Demolish existing single storey utility area and proposed single storey extension – RESOLVED to support and comment: complies with Eardisland NDP policy E1.
 - 6.2. P192250/F, Land adjoining Orchard Farm, Eardisland – Proposed self-build dwelling and garage. New access road. Demolition of outbuilding and close existing access – RESOLVED to object and comment: no Flood Risk Assessment submitted, no floor level height given to assess flood risk to build, non-compliance with Eardisland NDP policy E1(j), NPPF 161 (b) and Core Strategy (CS) SD3; no ecology assessment for barn submitted, non-compliance with NDP E4, NPPF 172 and CS LD2; no heritage statement submitted, non-compliance with NDP E2, NPPF 185-186, 188 and CS LD4; non-porous surface for access could exacerbate local flooding and no drainage plan for foul water and sewerage submitted in parish without mains sewerage, non-compliance with NDP E1(s) and E5, NPPF 161 and CS SD3; does not meet local building line, non-compliance with NDP E2 and CS LD1; will consider again if further information is submitted.

- 6.3. To note P190284/L, Hardwick House, Pembridge – Change of use of building from domestic ancillary to a venue for business and leisure uses – Permission not required.

7. Parish Reports and Issues –

- 7.1. Lengthsman Scheme – Report in CIS NOTED: work in September – strimming footpath to church. Costs of oak posts for recreation ground gate NOTED, Clerk INSTRUCTED to arrange Lengthsman to contact Cllr Albright re posts at less cost.
- 7.2. Footpath Officers – attended meeting at caravan park re ED5/6; part of ED5 close to property previously maintained at resident's expense and time, Lengthsman will maintain in future, Clerk INSTRUCTED to write and thank resident; permissive path from Broome Lane to ED7 now accessible as potato crop harvested, but complaints about mud on Broome Lane, reported to Locality Steward; thanks to landowner for ED& by weir for responding quickly to concerns and strimming area; complaints about first field on ED7, Clerk INSTRUCTED to: contact landowner and offer to invoice for Lengthsman to undertake clearance if landowner cannot undertake with 2 weeks; contact landowner re cutting back hedge.
- 7.3. Meeting for ED5/6 – Report in CIS NOTED: temporary closure in 2000 following stile being demolished into river; once footpath gone, no legal responsibility on landowner to reinstate; many discussions over years with successive landowners; application for Definitive Map Modification Order (DMMO) made 2004 to change definitive route to walked route; DMMO still in system but low priority and obstacles to getting change – not one walked route but various, landowner does not have to agree, can object and go to Public Inquiry which would examine evidence and cross-examine those who submitted it but many have died or moved; at recent meeting current landowner suggested long permissive route from Lyme Lane to Broome Lane, but fraught with difficulty as would involve at least 3 other landowners; current landowner has concerns about security and perception by park residents and not willing to have any path through park. Clerk INSTRUCTED to ask Herefordshire: PC met with landowner but resistant to allowing permissive route through park, therefore can new evidence be added to DMMO to refresh and strengthen case and get DMMO reclassified. NOTED: Footpath Officer to collect information about previous Public Inquiry etc from parishioner and hand to Clerk; Councillors and council to ensure no conflict of interest with future applications from/discussions with landowner; statements made by member of public at this meeting unacceptable.
- 7.4. Eardisland in Bloom – Report in CIS NOTED: routine maintenance in last few weeks as numbers down; preparations for Craft and Produce Fair in place, but lack of volunteers for event. NOTED Fair is big commitment and more volunteers needed if to continue.
- 7.5. Eardisland Village Hall Development Group – Report NOTED: camera survey undertaken, problems found – blockage in storm drain system on edge of car park, needs clearing before vacuum jetting of system and then further camera survey to check for other damage; 2 cracks in outflow to septic tank need repair when other work done; outflow from kitchen goes into storm drain system, needs rerouting to septic tank outflow when work done, will need pump as outflow lower than septic tank; outflow from proposed conversion of shower to sluice sink currently draining into storm drain system, will need connection to septic tank outflow before used. Clerk INSTRUCTED to inform EVH committee of last point.
- 7.6. Play area – NOTED quotes for work on zip wire, removal of fencing and gates and replacement of boards on slide unit. AGREED wait for further quotes, Clerk INSTRUCTED to add to next meeting.
- 7.7. Village entry gates – Report and quote in CIS NOTED. Clerk INSTRUCTED to get detailed quote for gate with curve and finals but without return gate from Vinyl Fencing and arrange site visit with Balfour Beatty.
- 7.8. Free door stickers – Report in CIS NOTED. Clerk INSTRUCTED to obtain 50 stickers.
- 7.9. Commercial signage – Report in CIS NOTED. AGREED no action.
- 7.10. Noise from events in village – Report in CIS NOTED: Noise nuisance needs to be reported at time to Herefordshire.
- 7.11. Rewilding part of recreation ground – Report NOTED: 2 triangles of grass either side of line of footpath past community garden area, 10% of currently mown area, possibly mow only 3 times a year. RESOLVED to support in principle; AGREED more work to be done to confirm best mowing pattern and wild flowers to plant.

- 7.12. Herefordshire Public Green Space grant – Report in CIS NOTED: limited funds for equipment to maintain green spaces etc but closes 25 October. AGREED no application now but prepare for next funding round.
- 7.13. Noise from grain dryer – Clerk INSTRUCTED to write to landowner again.
- 7.14. A44/Burton Road junction – Report in CIS NOTED: Balfour Beatty will fund tree and vegetation removal but not new road signs. Clerk INSTRUCTED to add to next agenda when cost for signs available.

8. Feedback from Parish Councils Summit meeting and representation at NDP review meeting –
Defer feedback to next meeting: Clerk INSTRUCTED to book places on NDP meeting for Cllrs Hanson, Kirby and Albright.

9. Correspondence – Correspondence in CIS NOTED: issue with closeness of Clowes gate to pipeline; Clerk INSTRUCTED to book places for Parish Footpath Officers on briefing meeting.

10. Matters for the next agenda or action under Clerk’s delegated powers –
Next agenda:

- Cultivation of ED1 round oak
- Climate and nature emergency
- As above.

Clerk’s action:

- Report Cadent repair by Orchard Farm
- Send legal advice to relevant householders, delay meeting till spring
- Pay invoice for Community Heartbeat Trust Ltd, Emergency telephone rental, £62.40 (inc. £10.40 VAT)
- As above.

11. Date of next meeting – Thursday 14 November at 7.30 pm.

This meeting was declared closed at 9.52 pm.

SIGNED.....20/11/19.....
(Chair)

DATE.....J. W. Hanson.....

Eardisland Parish Council
Receipts and Payments against Budget 2019-20

APPENDIX FOR MINUTES OF 10 OCTOBER 2019

Budget 2018-19 at 1.4.18	2018-2019 Actual	Budget 2019-20 at 1.4.19	2019-20 Actual	Receipts	Variance 2019-20 budget to actual	% Variance 2019-20 budget to actual	Notes	Budget 2020-21
£25,408.00	£25,408.00	£25,408.00	£25,408.00	Precept	£0.00	0.0%	Received in full	
£395.00	£3.00		£395.00	Lengthsman and P3 from HC	£395.00		Paid in arrears from 2018-19	
£400.00	£603.69	£400.00	£424.00	Parish magazine and other advertising	£424.00		As received, no budget	
£130.00	£130.00	£130.00	£130.00	Bowling Club rent	£0.00	0.0%	Received in full	
£7.00	£7.26	£7.00	£7.26	Wayleaves	£0.26	0.0%	Received in full	
£3,592.48				Heritage Lottery Fund Grant Eardisland Memorial Walks				
	£4,147.63		£4,161.69	VAT reclaim	£4,161.69		Paid in arrears from 2018-19	
	£0.00		£11,146.32	Community Housing Fund grant			Paid in arrears from 2018-19	
	£217.34		£0.00	Condon for work by shop				
£29,932.48	£30,613.43	£25,945.00	£41,671.77		£15,726.27			
Payments								
				STAFF AND DLLR				
£4,500.00	£6,278.39	£5,500.00	£2,680.32	Salary & PAYE	£2,619.68	52.4%	2 of 4 payments made	
£600.00	£558.70	£500.00	£294.61	Clerk's expenses - mileage parking S...C	£205.39	38.8%	2 of 4 payments made	
£400.00	£166.20	£400.00	£0.00	Training	£400.00	0.0%	Not yet arranged	
				ADMINISTRATION AND MANAGEMENT				
£200.00	£350.00	£500.00	£400.00	Acc...	£100.00	80.0%	2 out of 3 paid	
£1,000.00	£868.65	£1,000.00	£894.92	Insurance	£105.08	89.5%	No further payments due	
£550.00	£484.54	£550.00	£40.00	Subscription - HAUC, JCC, Community First, H&WV	£510.00	7.3%	Due in March	
£1,000.00	£10.00	£10.00	£10.00	Car park	£0.00	100.0%	No further payments due	
£9.00	£7.38	£9.00	£7.79	Drainage rates	£1.21	86.5%	No further payments due	
£900.00	£803.45	£700.00	£198.38	Parish Expenses - postage stationery sundries	£501.62	28.3%	6 of 12 mths paid	
£500.00	£0.00	£1,000.00	£0.00	Election	£1,000.00	0.0%	Not yet invoiced	
£280.00	£226.50	£290.00	£60.50	Room hire for PC meetings	£169.50	32.2%	4 of 12 mths paid	
£190.00	£0.00	£100.00	£99.51	Website	£0.49	89.5%	Ongoing	
	£1,173.24	£300.00	£0.00	GDPR	£300.00	0.0%	No work yet	
				MAINTENANCE				
£4,814.00	£2,979.00	£3,500.00	£1,422.00	Lengthsman and P3	£2,098.00	40.0%	Tot 12 mths paid	
£4,000.00	£3,491.60	£4,000.00	£1,766.50	Maintenance - moving S.D.s bus shelter other	£2,213.50	44.6%	5 of 12 mths paid	
£500.00	£82.82	£500.00	£58.60	Play area	£441.40	1.1%	Ongoing	
£3,007.00	£1,695.00	£2,200.00	£45.60	Village hall refurbishment and repair	£2,154.40	2.1%	Ongoing	
				GRANTS				
£1,500.00	£478.03	£1,500.00	£12.00	Grants/donations	£1,488.00	1.0%	Ongoing	
£800.00	£995.89	£1,200.00	£544.99	Parish magazine	£655.01	45.4%	3 of 6 payments made	
£1,000.00	£1,900.00	£0.00	£0.00	Burial ground mowing	£0.00			
				VAT AND CONTINGENCY				
	£4,161.69		£442.93	VAT	-£442.93			
£1,000.00	£169.14	£1,625.00	£0.00	Contingency	£1,625.00	0.0%	Ongoing	
£600.00	£0.00	£600.00	£0.00	Planning contingency	£600.00	0.0%	Ongoing	
				PREVIOUS EXPENSES				
	£217.34			Projects - work by shop				
£3,592.48	£3,592.48			Eardisland Memorial Walks				
	£11,146.32			Community Housing Fund grant				
£29,932.48	£40,773.43	£25,945.00	£9,199.65		£16,746.35	35.4%		

Payments and receipts for current meeting included

* in bold = payment may be required

Bank reconciliation

	£	
Balance per bank statement at 4 October 2019	£46,685.84	
Includes	£43,685.84	
Committed reserves for flood excess £2,000		
Less: unpresented cheques at 4 October 2019		
C/N		
C/N	£0.00	
Net balances as at 4 October 2019	£49,685.84	
Cash book		
Opening balance at 1 April 2019	£16,968.22	
	£16,968.22	
Add: receipts in the year	£41,671.27	
Less: payments in the year	-£8,953.55	
Closing balance per cash book as at 4 October 2019	£49,685.84	

Uncommitted reserves approx. £33,200 at 10.10.19 - includes paying VAT

SALARY ANALYSIS gross figures

	Budget	Current month	Running total
Contracted hrs at £10.57/hr for 10hrs/week	£4,500.00		£2,746.20
Extra hours at £10.57/hr			£132.12
TOTAL COST ALL HRS			£2,880.32

JJA