

## EARDISLAND PARISH COUNCIL

Minutes of the Meeting of the Parish Council held on  
Thursday 13 June 2019 at 7.30 pm  
in Eardisland Village Hall

**Present:** Cllrs Maryan Hanson (Chair), Reg Curtis, David Weir, and Merry Albright.

**In Attendance:** Parish Clerk Alison Sutton; no public.

**Apologies of absence** – Cllrs Elaine Harper due to prior meeting, Richard Kirby and Shelley Connop; Ward Cllr Roger Phillips; Footpath Officers Sue Wallis and Jo Watson.

**1. Declarations of interest** – None declared.

**2. Minutes of the previous meeting** – 16 May 2019. These were ADOPTED and signed.

**3. Public Forum** –

- 4.1. West Mercia Police – Report in Clerk's Information Sheet (CIS) NOTED.
- 4.2. Ward Councillor – Report in the CIS NOTED. Update: great news of community shop volunteers award; dressing works for Broome Lane this summer; traffic issues with Kingspan, arranging meeting and would like representative from council; working with Ward Cllr Bowen on Lawton Cross roundabout project; attended the dedication of another WW1 kissing gate. AGREED Cllr Albright will attend Kingspan meeting. Clerk INSTRUCTED to put information about septic tanks in magazine once checked Environment Agency website.
- 4.3. Local Residents – None.

**5. Financial Procedures** – The balance of the current account of £38,000.60 as at 31 May 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. Leominster Community Resource Centre, Magazine printing, £184.20, C/N 100951 – Paid 22/5/19 under Clerk's delegated powers.
- 5.2. Eardisland Village Hall, April room hire for PC, £38.50, C/N 100952.
- 5.3. Eardisland Village Hall, Donation for April hall hire for Share-a-Care made under General Power of Competence, £12, C/N 100952.
- 5.4. B Woodcock, Website hosting, £48.70C/N 100953.
- 5.5. Roundabout Stationery, Leaflet dispensers, £25.94 (inc. £4.32 VAT), C/N 10954.
- 5.6. BM Lowe Trust, Carpark rent, £10, C/N 100955.
- 5.7. J Knight, Bus shelter cleaning, £30, C/N 100956.
- 5.8. Alison Sutton, Salary, extra hours, expenses and refund for parish expenses for April-June, £1,359.39, C/N 100957.
- 5.9. HM Revenue and Customs, PAYE/NI paid on behalf of Clerk, £283.20, C/N 100958.
- 5.10. Income from magazine advertising, £85.
- 5.11. Income from Arrowbank Caravan Park, Website sponsorship, £150.

**6. Financial Advisory Working Group to complete Risk Register and Actions and add to next agenda for adoption** – RESOLVED that Group undertake work, Clerk INSTRUCTED to add to next agenda and arrange meeting for early July with Cllrs Kirby, Curtis and Connop.

**7. Proposal to adopt policies and documents dated June 2019** – RESOLVED to ADOPT and SIGN Standing Orders, Councillor Officer Protocol, Communication Policy, Email Policy, Expenses Policy and Minor Planning Matters Policy.

**8. Planning Applications** –

- 8.1. P191652/FH, The Oaks, Eardisland, HR6 9BG – Proposed conversion of garage to form annexed accommodation to main house – RESOLVED to support in principle and comment:

concerns about lack of evacuation plan in case of emergency flood event; external lighting should conform to NDP policy E6; condition to be placed that cannot be sold separately from main dwelling; no ecological survey provided; highway safety, access and visibility very difficult for this property; concerns about use of building generating extra traffic on lane already highlighted by residents as difficult.

- 8.2. NOTED P190005/FH, Green Lane Cottage, Eardisland, HR6 9BN – Proposed two bedroom ancillary detached granny annexe. Demolition of 3 outbuildings and replacement with a 3 bay garage with store above – Approved with conditions.
- 8.3. NOTED P190200/F, Arrowbank Caravan Park, Eardisland, HR6 9BG – Retrospective application for enlarging existing pond and disposal of excavated material on adjacent land – Approved with conditions.

## 9. Parish Reports and Issues –

- 9.1. Lengthsman Scheme – Report in CIS NOTED. RESOLVED to sign Lengthsman contract. Clerk INSTRUCTED to: pay invoice for May work; arrange clearance of vegetation round 30mph sign on Pembridge side and straightening of post; report drain outside Orchard Farm blocked.
- 9.2. Footpath Officers – Report NOTED: will contact caravan park as soon as possible; 2 successful walks led by Hugh Vernon; as both Footpath Officers now on shop committee, less time but will do their best with footpath work.
- 9.3. Eardisland in Bloom – Report IN CIS NOTED: recent bad weather but most of planting in place; trellis alongside Manor House wall for clematis nearly complete; £244 sponsorship grant made towards Children's Allotment.
- 9.4. Eardisland Village Hall Improvement Plan – AGREED first meeting of Working Party to be arranged when all current members available.
- 9.5. New fencing by river – RESOLVED to leave for month, monitor if problem with parking on grass.
- 9.6. Payment to church – Report in CIS NOTED: advice about not giving grant to religious organisation remains as before. RESOLVED that no payment be made until advice changes.
- 9.7. Distribution of parish leaflets – Report in CIS NOTED: boxes of leaflets removed from Dovecote; leaflet dispensers now in public houses, Rita's Tearoom, caravan park, and phone box, as well as dispenser in Dovecote. Clerk INSTRUCTED to purchase more dispensers and distribute with leaflets to accommodation venues.
- 9.8. Noticeboard by bus stop – Report NOTED: second episode of damage in exactly same place, door repaired, strengthened and replaced again; reported to police who will monitor activity by bus stop when in parish. RESOLVED that if vandalised again it should be removed.
- 9.9. Listing of war Memorial – NOTED that grade II listed.
- 9.10. 'The Public Sector Bodies (Websites and Mobile Applications) (No 2) Accessibility Regulations 2018' – Report in CIS NOTED: Clerk working with website manager; cost approx. £400-500 in total, extra hours for both, some work by Clerk, some by website manager. RESOLVED to pay use reserves to pay cost of extra hours for Clerk and invoice for website manager.
- 9.11. New slider board and board at C1035/A44 junction – NOTED: Hitrees unable to do work until end of July; quotes from Richard Mills of £452 +VAT for slider board and £385 +VAT for board at junction NOTED; RESOLVED to accept quote for new slider board but not replace board at Legions Cross; Clerk INSTRUCTED to action.

**10. New signatory mandate** – RESOLVED to ADOPT and SIGN new mandate, removing retired Councillor and adding Cllr Connop.

**11. Correspondence** – Correspondence in CIS NOTED.

## 10. Matters for the next agenda or action under Clerk's delegated powers –

Next agenda:

- Legal advice if available

Clerk's action:

- Pay Information Hitrees Ltd, £216 (inc. £36 VAT)
- Add copy to magazine that military helicopters overfly village and unable to be controlled by Shobdon, not from Shobdon airfield.
- As above.

**11. Date of next meeting** – Thursday 18 July 2019 at 7.30 pm.

This meeting was declared closed at 9.25 pm.

**SIGNED**.....  
(Chair)

**DATE**.....