

**EARDISLAND PARISH COUNCIL**

Minutes of the Meeting of the Parish Council held on  
Monday 26 September 2022 at 7.00 pm  
in Eardisland Village Hall

**Present:** Cllrs Richard Kirby (Chair), Maryan Hanson (Vice Chair), Merry Albright, Reg Curtis

**In Attendance:** Parish Clerk - Debbie Cottam. Ward Cllr Roger Phillips (part)

1. **Apologies of absence** – Cllrs Shelley Connop, Elaine Harper, David Weir
2. **Declarations of interest** – Cllr Kirby DECLARED an interest in item 6.1. and Merry Albright DECLARED an interest in item 5.4. As there was no discussion on either item, neither councillor left the meeting.
3. **Minutes of the previous meetings** – Minutes of 21 July 2022 were ADOPTED and signed.
4. **Public Forum** –
  - 4.1. West Mercia Police – Police contact details in Clerk’s Information Sheet (CIS) NOTED.
  - 4.2. Ward Councillor – Report in CIS NOTED. Councillors’ attention drawn to a) meeting with West Mercia Police on 12 October and b) Herefordshire Children’s Services report.
  - 4.3. Local Residents – no residents in attendance.
5. **Financial Procedures** – Bank balances on 31 August 22 of £25,061.44 and 26 September 22 of £37,394.54 were NOTED.
  - 5.1. Herefordshire Tree Warden Network, Subscription, £30 - Paid by C/N 000069 18/8/22
  - 5.2. SLCC, Training Courses, £108.00 (inc £18.00 VAT) - Paid by C/N 000070 18/8/22
  - 5.3. Vodafone, SIM card charge, £15.00 (inc. £2.50 VAT) - Paid 25/8/22 by Direct Debit
  - 5.4. M Albright, Bus shelter cleaning, £15.00 - Paid by C/N 000071 8/9/22
  - 5.5. L Connop, Bus shelter cleaning, £15.00 - Paid by C/N 000072 8/9/22
  - 5.6. D Cottam, Salary, extra hours, expenses, refund of payments made for PC, £1769.10 - Paid by C/N 000073 8/9/22
  - 5.7. HMRC, NI/PAYE paid on behalf of Clerk £29.80 - Paid by C/N 000080 13/9/22
  - 5.8. Community Heartbeat Trust, Annual Rental, £62.40 (inc £10.40 VAT) - Paid by C/N 000074 8/9/22
  - 5.9. MedUK, Defib Charge-Pak and Electrodes, £185.94 (inc 30.99 VAT) - Paid by C/N 000075 8/9/22
  - 5.10. eUKhost Ltd, Alpha SSL - Eardisland-pc.gov.uk, £29.00 (inc £4.83 VAT) - Paid by C/N 000076 8/9/22
  - 5.11. Eardisland Village Hall, Hire of Village Hall for meeting, £25.20 - Paid by C/N 000077 8/9/22
  - 5.12. PIP Printing, Eardisland leaflet, £296.64 (zero VAT) - Paid by C/N 000078 8/9/22
  - 5.13. Hitrees Ltd, Lengthsman work, £240.00 (inc £40.00 VAT) - Paid by C/N 000079 8/9/22
  - 5.14. PIP Printing, Parish Magazine, £154.46 (zero VAT) - Paid by BACS 27/9/22 following delegation at meeting 26/9/22
  - 5.15. PKF Littlejohn LLP, External Audit, £480.00 (inc £80.00 VAT) - Paid by BACS 27/9/22 following delegation at meeting 26/9/22
  - 5.16. Income from donation for magazine, £39.00
6. **Planning Applications** – To comment on applications to be determined by Herefordshire Council:
  - 6.1. P214073/F, Land adjacent to Arrow Lea, HR6 9BU – 6 no. dwellings with garages – No discussion.
  - 6.2. P222697/L, Lower Hardwick House Pembridge Leominster Herefordshire HR6 9HF - Proposed alterations and extension. RESOLVED to support as per PC support of P/221357/FH.

- 6.2. NOTED - P222500/K, 9 St Marys Walk, Eardisland, Herefordshire HR6 9BB – Birch Tree to be reduced all round by 20%. Over shading back garden and overhanging neighbour's garage. Clerk Supported under Minor Planning Matters Policy.
- 6.3. NOTED - P220444/F, The Old Workshop, Earlslaen House Eardisland Herefordshire HR6 9BD, The Old Workshop, Earlslaen House Eardisland Herefordshire HR6 9BD, Proposed erection of a 2-bedroom dwelling, the conversion of the existing dwelling to a workshop to be used in an ancillary manner to the new dwelling, and associated works. Determination made – Approved with Conditions.
- 6.4. NOTED – P222383/AM, Court House Eardisland Leominster Herefordshire HR6 9BW, Proposed non-material amendment to planning permission NW2000/3287/RM (New Dwelling and Garage) - to allow changes to external appearance to accommodate changes to internal layout. Determination made – Approved with Conditions.
- 6.5. NOTED - P222143/K, Orchard Cottage Eardisland Leominster Herefordshire HR6 9BJ, Large Conifer tree with a compromised trunk needing removal. Several Conifer trees to be lowered and topped again to gain safety and light. Determination made – works are allowed.

## 7. Parish Reports and Issues –

- 7.1. Lengthsman Scheme - report NOTED. Recent additional works to EVH car park, footpath to Church and War Memorial Car Park undertaken to high standard.
- 7.2. EVH Development Group and EVH work - Clerk INSTRUCTED to write to Harpers.
- 7.3. Parish Magazine, copy and publication dates 2023 - report NOTED.
- 7.4. Village Walk/Drive around - report NOTED. Clerk INSTRUCTED to write to residents as appropriate.
- 7.5. Environment Agency Zoom Meeting - Councillors wish to meet in person not by Zoom due to the seriousness and urgency of the matter. Clerk INSTRUCTED to contact EA to arrange.
- 7.6. Defibrillator - report NOTED.
- 7.7. Speedwatch – report NOTED
- 7.8. Enforcement issues – Hay Cottage, Lynch Court. Application P222872/F to be discussed at October PC meeting.
- 7.9. Place Shaping Consultation, Open Space Audits and Open Space Residents Survey - Audits completed and submitted.
- 7.10. New Neighbourhood Development Plan - work in progress..
- 7.11. Fence in Playground - Cllr not present to give update. Hedge could be considered rather than fence.
- 7.12. Benches – Item placed in parish magazine. 4 potential bench donations. PC to replace commemorative bench at War Memorial.
- 7.13. Parish Information Board - the Parish Council would like further information on the design of the new Board and assurance that the board from EVH will be returned in due course.
- 7.14. H&W Fire & Rescue Attendance Performance Measures - Clerk responded on behalf of PC.

## 8. Disciplinary & Grievance, Equal Opportunities, Health & Safety, Sickness and Absence, Staff Appraisal and Grants policies - policies dated September 2022 were ADOPTED and SIGNED.

## 9. Correspondence – List in CIS NOTED.

## 10. Matters for next agenda or action under Clerk's delegated powers (no discussion)

Next Agenda:

- As above.

Clerk's Action:

- Pay invoice – James Ross, mowing, £450.00 (no VAT)

## 11. Date of next meeting – 13 October 2022 at 7.00pm in Eardisland Village Hall.

The meeting was declared closed at 8.55 pm.

SIGNED.....

DATE.....

Chair