

Eardisland Parish Council

Minutes of the Meeting of the Parish Council held on Thursday 10th November 2022 at 7.00 pm In Eardisland Village Hall

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

In Attendance: Ward Cllr Roger Phillips, Parish Clerk Debbie Cottam, Chair of Environment & Sustainability Group Ben Woodcock.

1. **Apologies for absence** - David Weir
2. **Declarations of interest** - Merry Albright declared an interest in items 8.1 and 8.2 and did not participate in discussion.
3. **Minutes of previous meeting** - Minutes of 13 October 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. Following meeting with police on 13 October, police motorcyclists have been issuing tickets and cautions to motorists in the area.
 - 4.3. Local Residents - no comments made.
5. **Financial Procedures** - To note the financial position and budget & consider the following payments and receipts: undertake virements from uncommitted reserves - £3166.03 Salary & PAYE, £250.00 Audit, £400.00 Parish expenses, £294.00 Room Hire for PC meetings, £176.10 Website & Communications, £206.95 Defibrillator.
 - 5.1. Vodafone, SIM card charge, £15.00 (inc £2.50 VAT) - Paid 26/10/22 by Direct Debit
 - 5.2. Hitrees, Lengthsman, £1020.00 (inc £170.00 VAT) - Paid online 14/10/22 following delegation at meeting on 13/10/22
 - 5.3. Eardisland Village Shop, Stamps, £7.60 - Paid by Debit Card 17/10/22 Retrospective authorisation granted by two signatories.
 - 5.4. Woodcock Web Services, Eardisland Community Website, £53.70 (No VAT) - Paid online 11/11/22 following delegation at meeting on 10/11/22.
 - 5.5. Hitrees, Lengthsman, £118.80 (inc £19.80 VAT) - Paid online 11/11/22 following delegation at meeting on 10/11/22.
 - 5.6. Eardisland Village Hall, hire of rooms for meetings, £64.00 - Paid online 11/11/22 following delegation at meeting on 10/11/22
 - 5.7. B M Lowe Trust, Car Park rent £10.00 - Paid online 11/11/22 following delegation at meeting on 10/11/22.
 - 5.8. AGREED estimate from Hitrees for repairs to play equipment using Resin Coated Plywood option.
 - 5.9. F White, Parks and Playgrounds Inspection, £63.40 (No VAT) - Paid online 11/11/22 following delegation at meeting on 10/11/22.
 - 5.10 A Sutton, Back Pay of National Pay Award, £110.10 - Paid online 14/11/22 following delegation at meeting on 10/11/22.
6. **Report of Financial Advisory Working Group** -
 - 6.1. RESOLVED - to adopt Financial Regulations and Electronic Banking Policy dated November 2022.
 - 6.2. RESOLVED - to pay Clerk for actual hours worked and review contracted hours at Staff Appraisal.
 - 6.3. RESOLVED - Clerk to undertake FILCA training, £120 + VAT.
 - 6.4. RESOLVED - Physical combined Internal audit in early 2023. Paul Russell to visit Clerk to undertake audit/training day, £250 + VAT.
 - 6.5. RESOLVED - to set 2023/24 Precept at £40,500.

7. Asset Register -

7.1. RESOLVED - to adopt document dated November 2022.

8. Planning Applications - to comment on applications to be determined by Herefordshire Council.

8.1. P223517/K - Staick House Eardisland Leominster Herefordshire HR6 9BU - T5 - Beech Tree. To dismantle to ground level - Has Meripilus Giganteus Fungus, making the root system unstable and liable to failure. RESOLVED to support and recommend planting of another tree within site.

8.2. NOTED - Staick House Eardisland Leominster Herefordshire HR6 9BU - Application for approval of details reserved by condition 5 (part) attached to Listed Building Consent 214003.

9. Parish Reports and Issues -

9.1. Lengthsman Scheme - Report in CIS NOTED.

9.2. EVH Development Group and EVH work - Clerk INSTRUCTED to respond to letter from Harpers.

9.3. Environment Agency Meeting 31 October 22 - Report NOTED. The EA are still in agreement to match fund 50% of the desilting costs with the PC. Household surveys for Property Flood Resilience options to be completed in early 2023. Await response from EA regarding operation of sluice gate by community.

9.4. War Memorial Car Park, Community Asset Transfer - Cllr Phillips to enquire about liability for Business Rates and possible Legal fees before proceeding further.

9.5. EPC Website/Server space - RESOLVED to increase server space to 30GB and remove duplicates.

9.6. Environment & Sustainability Group - Proposals for tree/hedge planting considered. RESOLVED to support Environment & Sustainability Group seeking grant funding for tree/hedgerow planting at the following sites:

Site 3 - Recreation ground, western boundary of play area - 3 trees.

Site 5 - Recreation ground - group of trees.

Site 7 - Community garden - "Jam" hedge.

Site 8 - Side of Bowling Green - hedge along boundary and extending to behind club house and community garden.

Site 9 - Riverside East - hedge along boundary with Staick House garden.

Sites 11 & 12 - Hay Bridge - hedging.

Site 13 - Burton Lane Junction - "Specimen" tree (subject to ownership confirmation).

9.7. Annual Playground Inspection - Report NOTED.

9.8. Smart Water - Parish Clerk to investigate possibility of funding from West Mercia Police.

9.9. New Neighbourhood Development Plan - Cllr Albright and Parish Clerk attended Rural Spatial Strategy Hierarchy Workshop - Report NOTED.

9.10 Pavements - Clerk INSTRUCTED to arrange meeting with Simon Hobbs, Senior Accident Investigation Officer at Herefordshire Council.

9.11. Mowing - RESOLVED to split into two contracts to be tendered separately; a) Recreation Ground and b) Central Village areas.

10. Communication Policy and Email Policy - Policies dated November 2022 ADOPTED and SIGNED.**11. Meeting dates 2023 -** January 12, February 9, March 9, April 13, May 11, June 8, July 13, August 10 (if required), September 14, October 12, November 9, December 14 (if required) - AGREED.**12. Correspondence -** List in CIS NOTED**13. To raise matters for next agenda or action under Clerk's delegated powers**

Next agenda

- As above

Clerk's Action

- Pay invoice - F White, Playground Inspection £63.40 (No VAT)
- Pay A Sutton Back Pay following National Pay Award.
- Arrange meeting of Eardisland Flood Response Group for 8 December 22.

14. To note date of next meeting - Thursday 12 January 2023 at 7.00pm in Eardisland Village Hall.

Signed:

Date:

Debbie Cottam - Parish Clerk
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