

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.


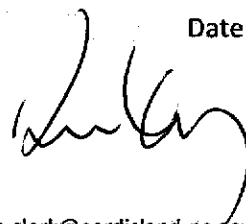
7. **Asset Register -**
- 7.1. RESOLVED - to adopt document dated November 2022.
8. **Planning Applications -** to comment on applications to be determined by Herefordshire Council.
- 8.1. P223517/K - Staick House Eardisland Leominster Herefordshire HR6 9BU - T5 - Beech Tree. To dismantle to ground level - 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:

19.1.23



Debbie Cottam - Parish Clerk

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