

Eardisland Parish Council

Minutes of the Meeting of the Parish Council held on Thursday 9th February 2023 at 7.00 pm In Eardisland Village Hall

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

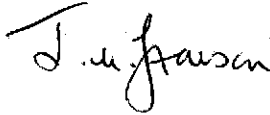
In Attendance: Parish Clerk Debbie Cottam



1. **Apologies for absence** - none
2. **Declarations of interest** - Merry Albright declared an interest in item 6.2 and left the meeting during this item.
3. **Minutes of previous meeting** - Minutes of 19 January 2023 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.
 - 4.3. Local Residents - none present.
5. **Financial Procedures** - To note the financial position and budget & consider the following payments and receipts:
 - 5.1. Vodafone, SIM card charge, £15.00 (inc £2.50 VAT) - Paid 25.01.23. by Direct Debit
 - 5.2. Hitrees Ltd, Repair of Play Equipment, £210.00 (inc £35.00 VAT) - paid online 20.01.23 following delegation at meeting on 19.01.23.
 - 5.3. PIP Printing, Parish Magazine, £181.14 (no VAT) - paid online 20.01.23 following delegation at meeting on 19.01.23.
 - 5.4. Eardisland Village Hall, Hire of hall for meetings, £58.00 - paid online 20.01.23 following delegation at meeting on 19.01.23.
 - 5.5. Ashridge Trees Ltd, Purchase of trees and sundries, £1330.14 (inc £87.24 VAT) - paid online 03.02.23 following delegation at meeting on 19.01.23.
 - 5.6. HALC, Subscription fee, £544.25 (inc £90.71 VAT) - paid online 10.02.23 following delegation at meeting on 09.02.23.
6. **Planning Applications** - to comment on applications to be determined by Herefordshire Council.
 - 6.1. NOTED - P230070/K - 1 Lynch Cottages Eardisland Leominster Herefordshire HR6 9BE - Removal of 1 coniferous tree and grind, resulting stump out. Supported under EPC Minor Planning Policy with recommendation that replacement tree of native species is planted on site.
 - 6.2. P230154/F - The Old Workshop, Earlslaen House Eardisland Leominster Herefordshire HR6 9BD - Proposed variation to condition 2 of planning permission 220444 (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). To allow design change to finish of house/weatherboard. RESOLVED to Support.
 - 6.3. NOTED - 223495/F - Lower Hardwick Cottage Pembridge Leominster Herefordshire HR6 9HF - Agricultural field shed to store tractor, trailer, electric fencing etc. (Part Retrospective). Approved with conditions.
 - 6.4. P224038L - Middlebrook Pembridge Leominster Herefordshire HR6 9HL - Retrospective Listed Building Consent for external alterations. RESOLVED to defer to Pembridge Parish Council on this application.
7. **Parish Reports and Issues** -
 - 7.1. Lengthsman Scheme - Report in CIS NOTED. RESOLVED to continue with current schedule of work.
 - 7.2. EVH Development Group and EVH work - Clerk to respond to letter from Harpers.
 - 7.3. EVH Energy Performance Certificate - Clerk to obtain EPC and DEC.
 - 7.4. War Memorial Car Park, Community Asset Transfer - nothing to report.
 - 7.5. Environment & Sustainability Group - Report received

- 7.6. Environment & Sustainability Policy - Cllrs Albright and Connop to work with Ben Woodcock on policy review.
 - 7.7. New Neighbourhood Development Plan - nothing to report.
 - 7.8. Cultivation licences - Clerk to make applications
 - 7.9. Parish Footpath Officer - seek new PFO.
 - 7.10. Public Realm Service Engagement Event - Cllr Hanson gave report. Slides from event yet to be received. Clerk to arrange meeting with Locality Steward and Cllrs.
 - 7.11. Avian Flu - Information in Ward Cllrs report in CIS noted. Clerk to draft article for Parish Magazine.
 - 7.13. Coronation - Clerk to arrange an open meeting to encourage and co-ordinate planned activities.
- 8. Correspondence - List in CIS NOTED**
- 10. To raise matters for next agenda or action under Clerk's delegated powers**
- Next agenda
- As above
- Clerk's Action
- Pay Invoice - Eardisland Village Hall, Hire of rooms for meetings, £51.00 - [paid online 10.02.23]
 - Pay Invoice - Hitrees Ltd, Lengthsman, £243.00 (inc £40.50 VAT) - [paid online 10.02.23]
- 11. To note date of next meetings - Thursday 9 March and Thursday 13 April 2023 at 7.00pm in Eardisland Village Hall.**

Signed:



Date: 16/3/23

2023/24

APPENDIX FOR 9.2.23

Receipts	2021-22	Budget	Virements	Additional Virement?	Budget 2022	2022-23	Variance	%	Notes	Expected yr. end	DRAFT Budget 2023-24
	Actual	2022-23 as at 1.4.22			23 as at 3/11/22		2022-23	2022-23 budget to actual			
Precept	£27,854.00	£27,854.00			£27,854.00	£27,854.00	£0.00	100.0%	Paid April & Sept	£27,854.00	£27,854.00
Parish magazine and other advertising donations	£1,216.00	£400.00			£400.00	£622.00	£222.00	155.5%	As donated	£575.00	£400.00
Bowling Club rent	£130.00	£130.00			£171.00	£171.00	£0.00	131.5%	As received	£171.00	£171.00
Wayleaves	£7.26	£7.00			£7.00	£7.26	£0.26	103.7%	As received	£7.26	£7.00
VAT reclaim	£22,486.89					£1,842.56	£1,842.56		From 2021-22	£1,842.56	
Drainage grant											
Climate and Nature grant	£0.00					£1,453.94	£1,453.94		Refund from grant award	£1,453.94	
Sundry	£75.00					£536.00	£536.00		from Natwest & SLCC refund	£536.00	
Donation for defibrillator	£1,000.00										
From reserves for river work		£6,454.00			£0.00						
From reserves for Grants/donations											
From reserves for EVH refurbishment		£1,750.00					£0.00				
Public Works Loan	£49,975.00										
Awards for All & other grants & donations for EVH work	£21,170.00										
	£123,913.95	£36,595.00			£28,432.00	£32,486.76	£4,054.76	88.8%		£32,439.76	£28,432.00
Payments											
STAFF AND CLLR											
Salary & PAYE	£8,459.41	£7,949.00		£3,166.03	£7,949.00	£8,596.07	£647.07	108.1%	3 of 4 payments made	£11,115.03	£10,100.00
Clerk's expenses - mileage, parking, SLCC	£631.50	£600.00	£400.00		£1,000.00	£952.04	£47.96	158.7%	3 of 4 payments made	£1,000.00	£1,000.00
Training	£0.00	£400.00			£400.00	£225.00	£175.00	56.3%	As booked	£400.00	£400.00
ADMINISTRATION AND MANAGEMENT											
Audit	£398.00	£400.00		£250.00	£400.00	£499.00	£99.00	124.8%	2 of 3 payments made	£749.00	£400.00
Insurance	£1,016.25	£1,000.00	£8.00		£1,008.00	£1,007.37	£0.63	100.7%	As invoice received	£1,007.37	£1,200.00
Subscription - HALC, ICO, HTWN	£499.84	£550.00			£550.00	£70.00	£480.00	12.7%	As invoice received	£550.00	£600.00
Car park	£10.00	£10.00			£10.00	£10.00	£0.00	100.0%	As invoice received	£10.00	£10.00
Drainage rates	£7.38	£8.00			£8.00	£6.97	£1.03	87.1%	As invoice received	£8.00	£8.00
Parish Expenses - postage, stationery, sundries	£476.25	£400.00		£400.00	£400.00	£826.80	£426.80	206.7%	9 of 12 mths paid	£800.00	£400.00
Election	£0.00										£1,900.00
Room hire for PC meetings	£212.00	£200.00		£294.00	£200.00	£428.00	£228.00	214.0%	As invoice received	£600.00	£500.00
Website and communication	£414.24	£400.00		£176.10	£400.00	£675.76	£275.76	168.9%	9 of 12 mths paid	£576.10	£500.00
EFRP	£0.00	£500.00			£500.00	£0.00	£500.00	0.0%	As invoice received	£500.00	£500.00
E&SG	£1,392.00	£250.00			£250.00	£130.94	£119.06	52.4%	From Grant + ongoing	£250.00	£250.00
MAINTENANCE											
Lengthsman and PROW	£3,570.00	£3,838.00			£3,838.00	£3,729.80	£108.20	97.2%	8 of 12 payments made	£3,838.00	£4,500.00
Work on river & millstream	£515.00	£9,132.00			£2,678.00	£0.00	£2,678.00	0.0%	As invoice received	£2,678.00	£5,000.00
Drainage grant work	£0.00					£0.00	£0.00				
Maintenance - mowing, SIDs, bus shelter, other	£2,161.00	£4,000.00			£4,000.00	£1,935.00	£2,065.00	48.4%	As invoice received	£4,000.00	£4,000.00
Play area	£522.15	£250.00			£250.00	£238.40	£11.60	95.4%	As invoice received	£250.00	£250.00
Village hall refurbishment and repair	£86,627.55	£2,000.00			£2,000.00	£969.00	£1,031.00	48.5%	As invoice received	£2,000.00	£2,000.00
GRANTS											
Grants/donations	£1,367.42	£100.00			£100.00	£0.00	£100.00	0.0%	As requested	£100.00	£100.00
Parish magazine	£879.78	£800.00			£800.00	£868.38	£68.38	108.5%	As invoice received	£800.00	£850.00
Contribution towards Burial Ground mowing	£1,000.00	£1,000.00			£0.00	£0.00	£0.00	0.0%	As requested	£0.00	£1,000.00
Defibrillator	£1,566.00			£206.95		£206.95	£206.95			£206.95	£500.00
VAT AND CONTINGENCY											
VAT	£18,838.19					£1,314.06	£1,314.06		As paid		
Contingency	£0.00	£500.82		£408.00	£1,133.82	£0.00	£1,133.82	0.0%		£1,133.82	£2,260.00
LOAN REPAYMENT at £2,307.18/pa											
Interest payment		£1,128.35			£1,128.35	£1,135.00	£6.65			£1,128.35	£1,101.44
Capital repayment		£1,178.83			£1,178.83	£1,172.18	£6.65			£1,178.83	£1,205.74
	£130,563.96	£36,595.00			£30,182.00	£24,996.72	£5,185.28	68.3%		£34,629.45	£40,535.18

Handwritten initials/signature

2023/10.

Bank reconciliation

	£	
Balance per bank statement at 31 December 2022	£28,069.74	
Includes:		£28,069.74
Committed reserves for insurance flood excess £2,500 - all years		£2,500.00
Committed reserves for Loan Repayment £2,307.18		
Committed reserves for EVH refurbishment £1,750		£1,750.00
Committed reserves for parish leaflet reprint £575		
Committed reserves for final Harpers payment £5,064.09		£5,064.09
Less: unrepresented payments at 31 December 2022		£15.00
Total committed reserves		£9,329.09
C/N	£0.00	£0.00
Net balances as at 31 October 2022		£18,740.65
Cash book		
Opening balance at 1 April 2022	£20,182.36	£20,182.36
Add: receipts in the year		£32,368.76
Less: payments in the year		£18,878.49
Committed reserves	£9,329.09	
Uncommitted reserves at 31 October 2022	£10,853.27	
Closing balance per cash book as 31 October 2022		£28,069.74
Uncommitted reserves at 1/4/22	£5,496.59	
Uncommitted reserves at 9/6/22	£7,986.09	

J. Kelly