

Eardisland Parish Council

**Draft Minutes of the Meeting of the Parish Council held on
Thursday 18 January 2024 at 7.00 pm
In Eardisland Village Hall**

Present: Cllrs Maryan Hanson (Chair), Richard Kirby, Shelley Connop, Richard Davies and Rebecca Rhys-Evans

In Attendance: 6 members of the public and Parish Clerk Amber Littleworth

1. **Apologies for absence** – Cllr Jerry Blyth
2. **Declarations of interest** – Rebecca Rhys-Evans declared an interest at 7.1 and 7.2 and signed the Declarations of Interest book
3. **Minutes of previous meeting** – APPROVED and SIGNED by Chair
4. **Public Forum** –
 - 4.1 **West Mercia Police** – Update provided by email covering fraud and scam acts
 - 4.2 **Ward Councillor** – Roger Phillips sends his apologies. He provided an update via email including the Lugg catchment housing development, council tax increase, library relocation to Shirehall and Capital Programme.
 - 4.3 **Local Residents** – No comments were made during this item.
5. **Financial Procedures** – The Bank balance as of 2nd December 2023 was NOTED as £46,678.31
 - 5.1 It was RESOLVED to make the following payments save for 5.1.8 as it was AGREED we would apply for a Grant to claim this money back first:
 - 5.1.1 Autela Payroll Services Limited – Invoice Number 13063 £69.09
 - 5.1.2 Clerk January Salary as per Contract of Employment
 - 5.1.3 Clerk expenses – postage 2nd class stamps £6.00
 - 5.1.4 Herefordshire Council Elections - Invoice Number 7570086 £1,134.13
 - 5.1.5 HiTrees Limited – Invoice Number 5230 £750.00
 - 5.1.6 Eardisland Village Hall Management Committee - Invoice Number 551 £46.00
 - 5.1.7 PIP Printing – January PC Edition - Invoice Number 76311 £203.31
 - 5.1.8 Leominster Carpet Cleaning – Village Hall flood - £475.00
 - 5.1.9 Numbers Plus Ltd- Defib phonline – Invoice Number 52600 £118.80
 - 5.1.10 Bernard Lowe Trust Village Hall Car Park Rent 2023 £10.00
 - 5.2 It was NOTED all of the invoices paid between meetings as per the budget:
 - 5.2.1 Previous Clerk – back pay claim 2023 £134.25
 - 5.2.2 PIP Printing – November PC Edition – Invoice Number 76100 £178.62
 - 5.2.3 Eardisland Village Hall Management Committee - Invoice Number 547 £45.00

- 5.2.4 Eardisland PCC – Churchyard maintenance £1,000.00
- 5.2.5 Mr C Bivand – reimbursement of Parish Magazine paper supply £6.95
- 5.2.6 Mr B Woodcock – bus shelter cleaning April – Dec 2023 £90.00
- 5.2.7 Eardisland Bowling Club – Small Grant £200.00
- 5.2.8 Clerk December Salary as per Contract of Employment
- 5.2.9 Martin Jones – Christmas Trees £403.20
- 5.2.10 Vodafone Direct Debit November £17.16
- 5.2.11 Vodafone Direct Debit December £17.16

5.3 The following receipts were NOTED:

- 5.3.1 Donations for Christmas Trees £187.00
- 5.3.2 J Woodward Village Hall £100.00
- 5.3.3 J Simmonds PC Magazine £22.00
- 5.3.4 Eardisland Bowling Club rent £171.00
- 5.3.5 Hereford ME PC Magazine £22.00

Councillors discussed the outcome of the Christmas Tree event which took place in December 2023. It was AGREED by all, on such short circumstances, the event went well. If the Parish Council were to take part in the same event for 2024 and beyond, the Council will discuss closer to the time how things could be done differently for a smoother transaction.

6. Planning Applications

6.1 The following Planning Applications determined by Herefordshire Council were NOTED:

- 6.1.1 P232936/XA2 - PP - Approval of details reserved by condition
Staick Cottage, Eardisland, Herefordshire, HR6 9BU - Application for approval of details reserved by conditions 3 5 6 9 & 10 attached to planning permission 224070.
Determination Made
- 6.1.2 P231545/FH – Planning Permission
1 Lynch Cottages, Eardisland, Herefordshire, HR6 9BE – Proposed extensions and detached garage. Determination Made – Granted

Comments were made by the Parish Council via email during this Christmas period and the Parish Council SUPPORTS this application.

7. Village Hall

- 7.1 **Village Hall Lease** – Chair of the Parish Council and Chair of Eardisland Village Hall Management Committee met with Lucy Rea, Lloyds Cooper on 18th February 2024 and arrangements have been made to renew the Lease to include Grants for EVHMC.
- 7.2 **Village Hall extension update** – It was CONFIRMED that a meeting will take place with the County Officer, Lynda Wilcox on Friday 2nd February 2024 at 11:00am.

8. Environmental and Sustainability Group –

- 8.1 **Village Hall Improvements Working Group** – It was AGREED Ben Woodcock of the E&SG Team would become a member of this Working Group.
- 8.2 **Charging Points** – The only feedback received regarding this opportunity was negative. It was AGREED this is too large an opportunity for this village with lack of demand, electricity infrastructure, placements, interest.
- 8.3 **Benches** – An update was provided to the Councillors with one bench already purchased.

8.4 Terms of Reference – The content was APPROVED and AGREED by all Councillors.

8.5 Tree of Recreation Ground – It was NOTED by Councillors the recently planted Mulberry Tree may have died from overwatering. It will be discussed at the next Parish Council meeting to replace the same with like for like costs.

It was AGREED by all Councillors to opt for Location 2 for the E Team Memorial Tree. It was APPROVED for the type of tree to be Dogwood provided it is a tree and not a shrub. Discussions were made with the limit of trees that could be planted in the Recreation Ground and to keep in mind that area is often used for car parking for events.

It was AGREED that the Clerk would instruct for a Village Tree Inspection to be carried out.

ACTION: CLERK TO OBTAIN COSTS FOR REPLACEMENT MULBERRY TREE

CLERK TO CONFIRM LOCATION 2

CLERK TO INSTRUCT VILLAGE TREE SURVEY

9. Flooding –

9.1 Cllr Kirby provided a detailed briefing as to the Eardisland Flood Response Group action. It was NOTED even when the roads were officially closed, traffic still took the opportunity to risk going through the flood waters, creating bow waves. A Massey Ferguson tractor has been caught on camera creating destructive bow waves through the village.

It was AGREED a meeting will be held inviting current members and inviting new parishioners to join the Group. It was AGREED the Group would benefit from quicker responses, updating the vulnerability list and approaching social media to keep parishioners informed.

Twyford Cottages will be added to the list and Cllr Connop will visit the owners to agree going forward signs will be placed near their property informing people the road is flooded/closed. It was NOTED the ditches beyond Stonelea Cottage towards Crown Farm require works. It was AGREED the Clerk will source reliable contractors to desilt the Millstream once permission has been obtained and will request a meeting with the Environment Agency to discuss river maintenance. MP Bill Wiggin will visit Eardisland in the very near future to discuss the severity of flooding in Eardisland. A meeting date will be confirmed to all Councillors.

ACTION: TO ARRANGE A FLOOD RESPONSE GROUP MEETING

CLERK TO OBTAIN CONTRACTORS FROM EA

9.2 Scaffolding – The Councillors discussed the scaffolding surrounding Staick House and AGREE with sufficient maintaining, they are happy with its placement.

9.3 Flood Defence Scheme update – Clerk provided an update confirming the Environment Agency have launched a website for parishioners to stay updated on the Scheme. The Scheme has been reopened due to the recent flood event and all properties who suffered are urged to put themselves forward. The deadline for the Scheme is Friday 26 January 2024.

ACTION: CLERK TO LIAISE WITH GEORGE

9.4 Meeting with MP – Suggested date of 2 February declined as Clerk, Chair and 2 Councillors are engaged in a meeting with County Officer. Clerk to rearrange meeting.

ACTION: CLERK TO REARRANGE MEETING THROUGH ROGER PHILLIPS

1 member of the public left the meeting

10. Lengthsman

10.1 2024/2025 Lengthsman Scheme – This was CONSIDERED and AGREED to go forward with the Scheme.

- 10.2 To consider necessary works for the Lengthsman and to allocate said works to HiTrees or Balfour Beatty** – Discussions were made regarding our Locality Steward and how the Parish felt rather neglected following the flood despite numerous attempts to get in contact. It was AGREED the ditches, drain covers and grips require works as soon as possible throughout the entire village. It was AGREED the drains need to be jetted as a matter of urgency by Balfour Beatty specifically outside The White Swan and the roads need to be cleaned. Clerk to get in touch with BB Living Places to enquire about re-tarmacking the road outside of the Village Hall. It was AGREED the Village Hall Car Park will be added to the Agenda for the next Parish Council meeting.

*ACTION: CLERK TO ARRANGE MEETING WITH LENGTHSMAN
CLERK TO REQUEST WORKS TO DITCHES ETC WITH LENGTHSMAN
CLERK TO REPORT ROAD CLEANING AND DRAIN JETTING TO BALFOUR BEATTY
CLERK TO GET IN CONTACT WITH BB LIVING PLACES*

- 11. Lighting** – It was NOTED by members of the Council several properties aren't adhering to our Dark Skies Policy as mentioned in our 2014 NDP. It was CONFIRMED external lighting are allowed for security purposes. The Parish Council encourage people to respect neighbours with appropriate lighting to comply with our NDP Dark Skies Policy.
- 12. Time Schedule** – It was AGREED we would focus on river works as mentioned above and Clerk will begin actioning the permission and obtaining reliable contractors. Cllr Connop confirmed quotes will be reobtained/renewed for the playground fencing.

ACTION: CLLR CONNOP TO OBTAIN FRESH QUOTES FOR PLAYGROUND FENCING

- 13. Village Benches** – an update was provided as above

- 14. Clerk Pension** – AGREED

- 15. Correspondence** – all correspondence had been discussed during Item 9.

Items for next Agenda - Village Hall inc lease and harpers, terms of reference, river works update to include licenses, village hall car park, co-option, flood response group, carbon reduction plan and biodiversity plan – report from E&SG, playgroup fencing update, Lengthsman update

- 16. Date of next meeting – 8th February 2024**

The Chair closed the meeting at 20:47

Signed:

Date: