

**Minutes of a meeting of the Parish Council held on
Tuesday 19th June 2018 at 7.30 p.m. at Adforton Village Hall.**

Present:

Councillors: Phillip Barnett, Maggie Brown, Steve Chilman, Tom Dixon, Clive Gurney, Susan Harley, Trevor Pritchard, John Walker, Simon Whiteman (Chair)

In attendance:

Clerk/RFO Maureen Robinson

Ward Cllr Carole Gandy

1 member of public

1. Apologies for absence: None

2. Declarations of Interest and written requests for dispensations: None. No requests for dispensations.

3. Open Session – brief verbal reports received from:

3.1 Ward Cllr Gandy presented her report which can be seen in full on the Border Group website. The issue of the 498 bus service to Leominster/Hereford was raised. It currently attracts a subsidy of £4 per passenger but this may have to rise, making the service unviable. Ward Cllr Gandy stressed the importance of this service for residents from Leintwardine and Wigmore too and promised to support its retention. One solution would be to ‘bundle’ it with more profitable services at retendering or for BGPC (and other PC’s along the route) to make a contribution towards the subsidy. Guidance on polytunnels is still awaited

3.2 Chair and Councillors reports – Cllr Gurney reported that a blocked gully in Adforton had been cleared. There had been an incident at Mill Cottage with footballs being kicked against the fence and breaking it. He had also assisted with a fallen tree and car on its roof. A lorry had done significant damage to the roof and guttering of a house in Adforton. Police had caught the suspect.

3.3 Local residents – an Adforton resident raised the issue of speeding since the road through the village was re-surfaced. A suggestion was made of a ‘road narrows’ sign at entrance to Adforton. Clerk to ask Locality Steward. It was felt important that any SID should capture actual speeds

4. Minutes of the previous meeting – 15th May 2018

These were **APPROVED** and signed by the Chairman.

5. To receive an update on GDPR (General Data Protection Legislation) and to consider adopting the following policies:

- Information and Data Protection Policy
- Privacy Policy
- Privacy Notices
- Data Subject Access Notices
- To appoint a Data Protection Officer (if required)
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It was **AGREED** to adopt the above policies whilst remaining aware that more changes could be made by central government. It was **AGREED** to await further advice on the DPO. Cllrs were reminded of the need to set up discrete email addresses for Parish Council business.

6. Highways

- 6.1 To consider work to be undertaken under P3 scheme – the footbridge at Abbey Court Farm in Adforton is to be replaced by Balfour Beatty
- 6.2 To consider work to be undertaken by Lengthsman – grass cutting by Balfour Beatty is imminent. Adforton Green to be cut and road signs cleaned. Vegetation to be cut back.
- 6.3 To consider purchase of a SID (Speed indicator Device)- Cllr Chilman to seek advice re locations in the 4 villages and BGPC will decide on SID purchase at July meeting. Clerk to ask Kingsland PC re siting of their device on existing posts on highway.

7. Finance – the following payments and invoices were approved for payment

- 7.1 The report from the Internal Auditor was noted
- 7.2 The Annual Governance Statement was approved and signed
- 7.3 The Annual Accounts were approved and dates set for Exercise of Electors Rights from 25th June to 3rd August
- 7.4 Clerk's expenses of £61.96 for June, May salary of £372.94 (incl £40 towards home office costs) (chq no 101712/3)
- 7.5 VAT reclaim of £1,273.10 applied for **NOTED**
- 7.6 £24.00 to Lingen Village Hall (inv 1199) (chq no 101715)
- 7.7 £40.00 to Brampton Bryan Parish Hall (inv 005, x2 meetings in April and May 18)(chq no 101714)
- 7.8 £195.00 to SDH Accounting for Internal Audit (inv A0088) (chq no 101717)

All in favour.

8. Neighbourhood Plan – it was **RESOLVED** to select Deborah McCann as first choice for Examiner for the Plan with John Parminter second choice. All in favour.

9. Planning

APPLICATION NO & SITE ADDRESS:	Planning Consultation - 181967 - Church House, Leintwardine, Herefordshire SY7 0ND
DESCRIPTION:	Proposed extension to replace 20th century conservatory
APPLICANT(S):	Mr J Curtis
GRID REF:	OS 340184, 271022
APPLICATION TYPE:	Full Householder
WEBSITE LINK:	<u>http://www.herefordshire.gov.uk/searchplanningapplications</u>


APPLICATION NO & SITE ADDRESS:	Planning Consultation - 181968 - Church Ho From C1017 To Walford Ro, Leintwardine, S
DESCRIPTION:	Proposed extension to replace 20th century
APPLICANT(S):	Mr J Curtis
GRID REF:	OS 340177, 270987
APPLICATION TYPE:	Listed Building Consent
WEBSITE LINK:	http://www.herefordshire.gov.uk/searchplanning

BGPC supported the application

10. To consider maintenance to all 6 Parish Notice Boards – **AGREED** to ask Joe Thomas for a quote for repairs to the boards in Walford and Adforton initially.

11. To consider request from resident for roadside ‘Remembrance Poppies’ (as at Aymestrey). Following discussion it was felt that this was not the role of the Parish Council.

12. To review condition/siting of grit bins and replace where necessary – Clerk to advise Locality Steward at Balfour Beatty of following:

- 3x Knighton Lane
- 1x ~~Stocking Farm~~ Stocker farm 
- 1x Oak Bank
- 3x Deerfold
- 1x Adforton

13. To review role of webmaster for BGPC website – Cllr Walker agreed to help run the site with the Clerk as Cllr Brown wished to step down. Thanks were recorded to Cllr Brown for the thorough way in which she had managed the website for the last 3 years. Cllr Brown offered to support anyone taking on the role and it was agreed to set up a meeting with Clerk and Cllrs Walker and Brown

14. To review frequency of PC meetings - **AGREED** not to hold a meeting in March, August or December and to put dates on BGPC website.

15. To consider the drainage report from Walford – the idea of a sluice was raised again. BGPC would have to pay for this. The legal implications were discussed but it was felt we are only replacing what is there. Cllr Chilman to get quotes for a sluice for July meeting and Cllr Barnett to speak to landowner.

16. To consider adopting new Code of Conduct from HC (25th May) – deferred to July meeting

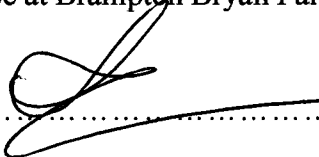
17. To consider the proposed holiday development in Mortimer Forest – no formal comment possible as to date no planning application had been received. The meeting heard that 2 local groups had been set up to oppose the development. One wished to have the area designated a Community Asset with a planning application submitted for a resource centre.

18. To note Information sheet/ Correspondence received and responded to. **NOTED (No correspondence received)**

19. To raise matters for next meeting agenda. No discussion

- 498 bus service
- New Code of Conduct
- SIDs
- Review/ update Financial Regulations
- Sluice at Walford

There being no further business the Chairman closed the Meeting at 9.30 p.m. The next Meeting will take place at Brampton Bryan Parish Hall at 7.30pm on Tuesday 17th July 2018

Signed..........Date 17th July 2018.....