

Border Group Parish Council

Minutes of the Annual meeting of the Parish Council held on Tuesday 15th May 2018 at 7.00 pm at Lingen Village Hall. (Incorporating the monthly Parish Council Meeting)

Present

Councillors: Philip Barnett, Maggie Brown, Steve Chilman, Clive Gurney, Trevor Pritchard, John Walker & Simon Whiteman.

In attendance:

Clerk Maureen Robinson

Ward Councillor Carole Gandy

1. Election of Chairman

Nominations were requested with Cllr Gurney proposing Cllr Whiteman. Following a vote with all in favour, Cllr Whiteman was elected unopposed and signed the Declaration of Acceptance of Office.

2. Election of Vice- Chairman

Cllr Chilman was the only nomination and therefore elected to the office of Vice – Chairman. Proposed by Cllr Walker and seconded by Cllr Pritchard

3. Apologies for absence

Apologies were received and accepted from Cllrs Harley and Dixon

4. Cllrs were reminded to update their Register of interests

5. The composition of the Employment and Finance Working groups was confirmed as Cllrs Brown, Gurney and Whiteman and Cllrs Chilman, Walker and the Clerk respectively. Cllr Dixon was suggested as a member of the latter but he was not present. This will be confirmed in June.

6. To receive Declarations of Interest and written requests for dispensations. None received

7. Open Discussion

To receive brief verbal reports from:

7.1 Ward Cllr Carole Gandy – the report can be seen in full on the BGPC website. In addition, Ward Cllr Gandy said more money would be available for roads and pothole repairs as a result of the court settlement with Amey. Evidence showed repairs were being carried out more quickly and widely but the overall priorities will not change. It was too early to gauge how long repairs may last e.g. if there is another harsh winter. The impact of Utility Companies digging up the road was raised and the meeting heard that Balfour Beatty would chase up those where remedial action was needed to repair defects. Cllrs were asked to complete an online Crime Survey.

7.2 Chairman & other councillors – incl. feedback from Parish Meetings and Chair's report.

Outgoing Chair, Cllr Brown, had circulated her report prior to the meeting. Verbal reports were received from individual Cllrs for Adforton, Brampton Bryan and Lingen incorporating their respective hamlets. Copies of all reports can be found on BGPC website www.bordergroup-pc.org.

7.3 To hear views of local residents on Parish matters - nothing raised

S. P. G.

8. Minutes of the previous meeting – 17th April 2018

The minutes of the April meeting were agreed as a true record and signed by the Chairman with amendments. It was **AGREED** that the Clerk would record the meeting to assist with the Minutes in future

9. **Concerns re dog fouling in Adforton** – new signs were in the process of being made by Herefordshire Council. Ward Cllr Gandy had been in touch with the resident who initially raised the issue to update them.

10. Finance: The Council **RESOLVED** to pay the following :

10.1 £167.44 to renew insurance with Zurich for 1 year as premium substantially less than other quotes (chq no 101711)

10.2 £ 372. 90 for Clerk's salary for April (incl £40 contribution to home office costs) (chq no 101707) and expenses of £36.39 (chq no 101708)

10.3 £56 to Groundwork (repayment of NP grant) (chq no 101710)

10.4 £100.80 to Mr Beavan for hedge cutting (chq no 101709)

10.5 £102.60 to Clerk for 10 hours overtime from September 2016 (noted already paid). Chair (Cllr Whiteman) agreed to write to the Payroll manager to add to payroll and Cllr Brown (as former Chair) to write to the Internal Auditor.

It was **AGREED** that any future overtime would be discussed directly with BGPC.

10.6 Risk Management Policy updated and approved

10.7 Asset register updated and approved

Payments were approved – all in favour.

11. **Neighbourhood Plan** – Consultation has now finished on the Herefordshire Council website. The next step is for BGPC to appoint an Inspector to examine the Plan (from a list supplied by Herefordshire Council)

12. **SIDs** – Cllr Whiteman had circulated some information from a company in Cumbria where the SID clips onto an existing post and is either battery powered or solar powered. It was **AGREED** to ask for a quote by June meeting. The possibility of sponsorship from local companies was also suggested

13. Planning - to consider comments to Herefordshire Council on the following applications:

13.1 **P181046/F**

Field at Adforton Leintwardine Craven Arms Shropshire SY7 0NH, Proposed erection of two domestic size polytunnels and an agricultural shed., Valid

13.2

Application no and site address: Planning Consultation -181222- Lane Cottage, Birtley, Deerfold, Bucknell, Herefordshire SY7 0EF

Description : Erection of 2 poly-tunnels

Applicant : Mr Richard Sidgwick

Grid Ref : OS 337668, 268800

Application type : Planning Permission

Website link: <http://www.herefordshire.gov.uk/searchplanningapplications>

BGPC supported both applications unanimously. The difference between commercial and domestic polytunnels was queried as Cllrs unclear re specification

14. Highways

- 14.1. Lengthsman - grips opened on the Brampton Bryan to Birtley road. Vegetation to be cut back as necessary. Signs to be cleaned and Adforton Green to be cut. There is a problem with drains

needing jetting by the church in Lingen. They have been done in the past but has not resolved the problem. Mike Brookes (Locality Steward) is aware. Cllr Chilman also agreed to provide a breakdown of costs associated with the Lengthsman in consultation with the Clerk.

14.2 P3 – The Footpaths Officer was away but the bridges on the footpath next to Abbey Court farm towards Wigmore Abbey were discussed. The footpath has been closed for some years and cannot reopen until the bridges are repaired/replaced. It was **AGREED** to contact Balfour Beatty to see if any progress could be made.

14.3 **The Contract** between the Lengthsman and Herefordshire Council was signed and a copy returned to Balfour Beatty

15. Revised Standing Orders May 18 - ADOPTED

16. General Data Protection Regulations – the Council noted the Clerk’s update but decided to wait until June meeting to adopt new policies as there may be changes to legislation in short term e.g. no requirement to employ a Data Protection Officer. Cllrs brought historical personal information for shredding. It was pointed out that Cllrs should have a PC email address rather than a personal one in line with the new regulations. It will also need to be password/PIN protected

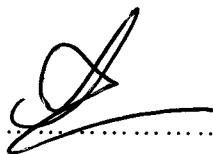
17. BGPCs Freedom of Information (FOI) procedure – Cllrs and Clerk noted the process to be followed in the event of a request

18. The Information Sheet was noted.

19. Matters raised for the next meeting: Thursday 19th June at Adforton VH at 7.30 pm

- NP Examiner
- SIDs
- Frequency of PC meetings
- BGPC website
- Salt Bins – replacements
- Flooding report from Walford
- Mortimer Forest proposed Holiday Development
- Repairs to Parish noticeboards

There being no further business, the Chairman closed the meeting at 8.56 p.m.

SIGNED  DATE 19.6.18.....

S.L.W.