

Belmont Rural Parish Council

Minutes of a Meeting of the Parish Council, held on Thursday 5th June 2014 At Northolme Community Centre, Northolme Road, Belmont

Present: Mr. A. Myatt Chairman
Mr. K. Baynham
Mr. A. Bridges
Mr. D. Cook
Mr. P. Edwards
Ms. D. Parish
Mr. M. Schoffer

In attendance: Mrs. E. Kelso
2 members of the public

65/14 Apologies, Declarations of Interest and requests for dispensation

The following declarations of interest were received:

Name	Nature of Interest	Agenda item/Minute ref.
Mr. A. Bridges	Non-disclosable interest as a director of Northolme Community Centre Association Disclosable pecuniary interest as family member delivers on behalf of the parish council	Agenda items 7.2 and 11 Min. ref. 71.2.14 & 75/14 Agenda item 12.2 Min. ref. 76/14
Ms. D. Parish	Non-disclosable interest as a director of Northolme Community Centre Association	Agenda items 7.2 and 11 Min. ref. 71.2.14 & 75/14
Mr. M. Schoffer	Non-disclosable interest as a resident of a nearby property	Agenda item 8.1 Min. ref. 72/14
Mr. A. Myatt	Non-disclosable interest as a trustee of the South Wye Community Association	Agenda item 7.2 Min. ref. 71/2

There were no further declarations of interest.

Apologies were noted from Councillor Hubbard and Councillor Loft.

There were no requests for dispensation.

66/14 Public Participation

There were no matters raised by members of the public in attendance for this section of the meeting. Members noted that the Locality Steward, Mike Gill, of Balfour Beatty Living Places was expected at the meeting to introduce himself but was not in attendance.

67/14 To approve the Minutes of the meeting held on 1st May

Draft Minutes had been circulated. Subject to two small amendments, it was agreed that the Chairman be authorised to sign the Minutes as a true record of proceedings at that meeting.

68/14 Clerks Report

The Clerks report was noted. The following points were raised:

(a) Bus Shelter

It was agreed that the Clerk seek further clarification with regard to the half end panel and to confirm that entrance to the shelter would be via the rear.

(b) Abbey View Park

The Clerk was instructed to obtain alternative quotations from other suppliers for the footpath and land drains.

(c) Grass Cutting

In reviewing the provided schedule grass cuts, it was confirmed that although the schedule appeared to suggest weekly cuts in July, only one cut was expected. A response was still awaited from Balfour Beatty with regard to the purchase of an enhanced grass cutting service to some areas.

The Clerk has received a call from a resident regarding the voluntary cutting of public amenity land by members of the public. Fran White in attendance at the meeting confirmed that the proposal was for community groups and registered charities to be offered a licence to maintain areas of amenity/public open space land. The Clerk was instructed to check the position with Tony Featherstone of Herefordshire Council.

(d) Litter Bins

A litter bin is missing from the CH7 footpath close to Tavistock Drive.

It was proposed that one solution to issue of the additional bin on Abbey View Park not being emptied might be to move the bin to a roadside/highway location, thus ensuring that the bin is emptied by Focsa. The Clerk noted that she would not recommend such a move without permission and that the issue was not location of the bin but the anticipated contents.

It was agreed that the handyman be instructed to relocate the litter bin closer to the roadside.

69/14 West Mercia Police/Parish Watch

Members noted the dates for forthcoming police surgery events, as presented to the meeting.

On behalf of Parish Watch, Councillor Edwards noted little criminal activity within the parish since the last meeting although it was reported that a trailer had been stolen from a property opposite Tesco earlier in the week and there were press reports of an attempted theft on the footpath towards Hunderton earlier in the week. No further information was available regarding these items.

It was noted that a leather chair has been left close to the CH7 footpath linking Abbotsmead Road with Hunderton.

70/14 Information Item: Correspondence

Other than items that have been routinely circulated or the subject of a separate agenda item, the only item of correspondence to note was the announcement from Herefordshire Council about the consultation on the pre-submission publication of the Herefordshire Local Plan – Core Strategy from 22nd May to 3rd July.

71/14 Financial Matters

71.1.14 Report from the Finance Working Party

Members noted the report from the Finance Working party which met on 27th May.

71.2.14 Payments for June 2014

Authority was given to make the following payments:

Datacentre Hosting		
Renewal of domain name for website		
2 year payment	£125.00	
VAT	£25.00	
Total payment		£150.00
Northolme Community Centre Association		
Room hire for April meeting		£25.50
ABC Print		
Print costs for NDP Flyer		£125.00
Cash		
Petty Cash Reimbursement		£96.32

South Wye Community Association Room hire – April NDP meeting & May PC meeting	£37.50
Northolme Community Centre Association Room hire for meetings held on 29 th May	£25.50
Information Commissioners Office Data protection registration renewal	£35.00
Mrs. K. Bridges Distribution of the flyers for the Annual Parish Meeting	£120.00

71.3.14 Balances

Current account	£500.00
Deposit account:	£84,409.16
Petty cash	£28.68

71.4.14 Adoption of revised Financial Standing Orders

Members noted the requirement for Revised financial standing orders are to enable the Parish Council to take advantage of the relaxation of rules with regard to internet banking and other administrative financial matters. The draft produced to the meeting followed the NALC model code in so far as it applies to the Parish Council. The revised regulations have been extensively reviewed by the Finance Working Party which recommended adoption.

After some discussion it was agreed that the draft Financial Regulations as produced to the meeting be formally adopted by the parish council.

72/14 Planning Matters

72.1.14 Current Applications

Ref:	P141293/J
Site:	4 Silver Fir Close, Belmont
Development:	Reduce an Oak Tree and Ash Tree.
Comments:	Concern was expressed that the stated reasons for the proposal to reduce the tree by 50% did not appear to be borne out during the site visit and the extent of the proposals appeared excessive. It was agreed (with Councillor Schoffer abstaining) that the Clerk notify Herefordshire Council accordingly.

72.2.14 Applications notified for permitted development

There were none since the last meeting.

72.3.14 Update on Neighbourhood Planning Process

Members noted that an update on the NDP progress from Councillor Bridges as Chairman of the Steering Group. The next meeting of the NDP Steering Group is scheduled for Friday 6th June and would be attended by representatives from Kirkwells.

73/14 Training

73.1.14 There have been no training sessions attended by Members since the last meeting.

73.2.14 Members noted that the Code of Conduct briefing at Brockington on 10th June has been cancelled and will be rescheduled.

74/14 To note Ward Councillors Reports

Verbal reports from Councillor Bridges and Councillor Edwards were noted.

75/14 To consider request for funding to run a summer club for children at Northolme Community Centre

Members considered the request from Northolme Community Centre Association for funding towards the cost of room hire for a summer club for children to run at Northolme Community Centre during the school holidays. It was noted that in the past few children from the Parish had attended the summer children's club although the Northolme Community Centre Association had indicated more marketing would be undertaken this year. After some discussion it was agreed to offer 75% of the requested amount – a total of £567 – on condition that NCCA clearly demonstrate extensive marketing of the opportunity within the parish and, in accordance with the standard terms and conditions of grant funding, that a full report on numbers of children attending and their postcodes be provided to the parish council after the activities have run.

76/14 Annual Report

(a) To approve the draft Annual Report for the year ended 31st March 2014

The draft Annual Report as presented to the meeting and attached to these Minutes was approved.

(b) To approve the printing and distribution of the Annual Report

It was agreed that the Annual Report be printed at a cost of £268.00 and delivered to all households by the usual means at a cost of £120.00.

77/14 To consider whether to request Herefordshire council establishes a remuneration committee for parish councillors

Members considered a letter from Herefordshire Council regarding the requirement for Herefordshire Council to set up a remuneration committee if the parish council was likely to consider the payment of a parish allowance to Members. Noting that an allowance would be subject to the payment of tax and national insurance, it was agreed that the Clerk write to Herefordshire Council to ask if a grant or provision of IT equipment to members for the purposes of carrying out their functions as a parish councillor would amount to an allowance requiring a remuneration committee to be set up.

78/14 To elect HALC representative and Emergency Co-ordinator

It was agreed that Councillor Schoffer be elected as the Parish Council representative to attend meetings of Herefordshire Association of Local Councils for the forthcoming year.

It was further agreed that the role of Emergency Co-ordinator would be deferred pending further work on a Parish Resillience Plan. The Finance Working Party was requested to undertake a preliminary review of the plan template with a view to making suggestions to the full parish council at a later date.

79/14 Date of next meeting

The next meeting will be held on Thursday 3rd July at Northolme Community Centre, Northolme Road, Belmont commencing at 7pm.