

Belmont Rural Parish Council

Minutes of the meeting held on Thursday 8th August 2013 At Northolme Community Centre, Northolme Road, Belmont

Present: Mr. A. Myatt Chairman
Mr. K. Baynham
Mr. D. Cook
Mr. P. Edwards
Mr. B. Hubbard
Ms. D. Parish

In attendance: Mrs. E. Kelso Clerk
Ms. S. Hall Representing South Wye Drug and Alcohol Forum
(agenda item 12 only)
Mr. J. Newman Representing South Wye Drug and Alcohol Forum
(agenda item 12 only)
Mrs. F. White Representing Northolme Community Centre Association
(agenda item 13 only)
1 member of the public

108/13 Public Participation

During the initial period of public participation, there were no items raised by members of the public present.

109/13 Apologies, Declarations of Interest and Requests for Dispensation

Apologies were noted from Councillor A. Bridges, Councillor R. Loft and Councillor M. Schoffer.

The following declarations of interest were made:

Name	Nature of Interest	Agenda item/Minute ref.
Councillor B. Hubbard	Non disclosable pecuniary interest as a resident living adjacent to the land under discussion	18 – 124/13 19 – 125/13 20 – 126/13
Councillor D. Parish	Non disclosable pecuniary interest as Director of Northolme Community Centre Association	11 – 118/13

Councillor A. Myatt	Non disclosable pecuniary interest as a resident living adjacent to the land under discussion	18 – 124/13 19 – 125/13 20 – 126/13
Councillor P. Edwards	Non disclosable pecuniary interest as a member of the Safer and Stronger Communities Group of the South Wye Partnership	12 – 119/13

There were no requests for dispensation.

110/13 Minutes of the meeting held on 27th June 2013

Minutes of the meeting held on 27th June had been previously circulated. It was agreed that the Chairman be authorised to sign the Minutes as a true record of proceedings at that meeting.

111/13 Clerk's Report

The Clerk's report had been previously circulated and was noted. It was further agreed that in connection with the sponsorship of the Tesco roundabout, the Clerk should report back to Hereford in Bloom that bulbs are currently planted about 1.5m from the roundabout edge. There is also a planned reshaping of the roundabout when a 1.5m strip on the incoming route is to be formalised and this should similarly be passed to Hereford in Bloom.

112/13 West Mercia Police/Parish Watch Report

West Mercia Police were not in attendance but Councillor Edwards, representing Parish Watch, reported that neighbouring parishes had reported thefts from vehicles in recent weeks. It was also noted that there had been a murder in the City and individuals living in nearby in Newton Farm had been charged in connection with this incident.

Members also noted current police advice to ensure doors and windows are kept closed and locked in the summer weather to avoid opportunist thefts.

113/13 Report from the Finance Working Party

The Report from the Finance Working Party was noted.

114/13 Correspondence

The following correspondence was noted:

- Correspondence from the Information Commissioners Office regarding a formal complaint arising out of the parish council email system being “hacked” last March. A copy of the correspondence has been provided to Members and it should be noted that the ICO held that the Parish Council had taken appropriate steps to comply with the requirements of the Data Protection Act and the email system was compromised by an unknown third party as a result of a security flaw within the Yahoo email system.
- A Herefordshire Council locality meeting will take place on 5th September in Burghill to look at parish experience of neighbourhood planning. The Chairman and Clerk will be attending this meeting and Councillor Edwards in his ward member role has also indicated he will attend this meeting.
- A funding application has been received from South Wye Community Association for funding towards the cost of a Christmas Concert to take place at Belmont Community Centre. This application will be considered at the September meeting.
- A funding application has also been received from South Wye Community Association for funding towards a craft and kidercize group at Belmont Community Centre. This application will be considered at the September meeting.

115/13 Financial Matters

(a) Payments

The following payments were approved:

Printing of Annual Report		£270.00
Printing of Quarterly Newsletter		£144.00
Delivery charges for newsletters, etc.		£120.00
Petty cash reimbursement		£85.05
Annual website hosting charge, plus application support	£429.25	
VAT thereon	£85.85	
Total payment		£515.10
Room hire for June meeting		£30.00

(b) Receipts since last meeting

£5.16 has been received in bank interest since the last meeting.

(c) **To note balances held as at the date of the meeting:**

Current account:	£500.00
Deposit account:	£54,049.14
Petty Cash:	£39.95

Current commitments amount to £7,085.36

116/13 Planning Matters

There have been no planning applications for consideration since the last meeting and no decisions on planning applications within the Parish made by the planning authority since the last meeting.

The date of the rescheduled Appeal in connection with the application for development on land at Home Farm is still awaited.

117/13 Update on Neighbourhood Planning

It was noted that the presentation at the Northolme Summer Fun Day had generated some interest in neighbourhood planning but unfortunately not from those living within the parish who were able to join the steering group. The next stage is for the steering group to invite members of the public to join that a balance of parish council and non- parish council members are represented. Advice from Herefordshire Council is being sought on an appropriate way forward with this.

118/13 To consider request for funding for a Childrens' Summer Holiday Club from Northolme Community Centre Association

A request for funding from Northolme Community Centre Association towards the cost of room hire for a Children's Summer Holiday Club was considered, noting that the total amount requested was reduced to £357.00 as the Club had already commenced.

After taking into consideration advice from the Clerk on the limitations of section 137 payments, the funding was agreed under the usual terms and conditions for grants and donations.

Councillor Parish abstained from voting on this item.

119/13 To consider request for funding from the South Wye Drug and Alcohol Forum for £380.00 towards the cost of running an Alcohol Awareness Day at Belmont Tesco

A request for funding towards the cost of running an Alcohol Awareness Day at Belmont Tesco had been previously circulated to Members. After some discussion, it was agreed to offer the grant of £380.00 under the usual terms and conditions for grants and donations plus the following term:

“that in the event that the proposed activity be moved to an alternative location, any funding paid be repaid in full to Belmont Rural Parish Council.”

Councillor Edwards abstained from voting on this item.

120/13 To consider project to plant bulbs for the Westholme Road planter at a total cost not to exceed £40.00

It was resolved that bulbs be purchased as specified by Councillor Hubbard up to a total cost of £40.00 for the Westholme Road planter.

121/13 Training

(a) To receive reports from training sessions attended

Members noted a verbal report from the Clerk following her attendance on a CiLCA training session on Procedures and Finance.

(b) To receive requests for further training

It was resolved to arrange for training on the Code of Conduct to be arranged for later this year for all members.

121/13 Proposal to repair or replace bus shelter outside Brook Farm Court

Following consideration of an option to repair or replace the bus shelter outside Brook Farm Court, it was resolved to replace the shelter at a quoted cost of £3,924.00 to include a new bus stop flat bracket and time table case. It was further noted that Herefordshire Council had agreed to fund any civil work required to bring the bus stop up to Disability Discrimination Act compliance.

122/13 Proposal for repairs to the two larger notice boards

It was resolved that the Parish Handyman be authorised to apply a wood preservative to the notice board in Dorchester Way and the notice board in Northolme Road, at an estimated cost of £110.00 per unit.

It was further agreed that the remaining wooden notice boards should also receive a wood preservative treatment.

123/13 To note the Annual Risk Management Review

The Annual Risk Management Review carried out by the Finance Working Party was noted and agreed.

It was further agreed to clarify the position with regard to work carried out by volunteers and appropriate cover under the Parish Council insurance policies.

124/13 To consider proposal for watering and bramble cutting on Jubilee Field by volunteers

Members discussed whether volunteers could be asked to water plants/trees and cut back brambles on Jubilee Field. It was agreed that the Clerk write to Herefordshire Council to ascertain the extent of the work that should be completed under the Management Plan for this area. Councillor Hubbard and Councillor Myatt abstained from voting on this item.

125/13 Proposals for work on culvert outflow area on Jubilee Field at a cost of £990.00

It was resolved to accept the quotation for the installation of boulders on the culvert outflow area on Jubilee Field at a cost of £990.00. When indicating acceptance of the quotation, the Clerk was instructed to ensure that the boulders would start below the water outflow pipe. Councillor Hubbard and Councillor Myatt abstained from voting on this item.

126/13 Proposal to consider additional work on existing footpath

It was resolved to accept the offer by Amey of £500 towards the total cost of £1,109.35 for additional work on the footpath towards alleviating some of the drainage issues along the path closest to the River Wye. It was further resolved that the Chairman, Clerk and Councillor Edwards be authorised to liaise with Amey in connection with this work. Councillor Hubbard and Councillor Myatt abstained from voting on this item.

127/13 To note 2013/2014 National Salary Awards for Local Council Clerks

Members noted that the 2013/2014 National Salary Award has been set at an increase of 1%, effective 1st April 2013. The Clerk's salary is to be adjusted accordingly.

128/13 Information item: Parish Matters

Members noted:

- A verbal report from Councillor Edwards on activities in his Ward Councillor role
- A question relating to progress by Herefordshire Council/Amey in identifying a resolution to the drainage issues for the kick about area at Northolme

129/13 Date of Next Meeting

The next meeting will be held on Thursday 19th September 2013 at Belmont Community Centre, Eastholme Avenue, Belmont, commencing at 7pm.

130/13 Confidential item: Update on Code of Conduct complaint

In accordance with Standing Orders, this item was considered without members of the public in attendance. Members noted a verbal report from the Clerk on a meeting with Monitoring Officer John Jones.