



# Belmont Rural Parish Council

142/20

Minutes of the Virtual Ordinary Meeting of Belmont Rural Parish Council held Online on Thursday 8<sup>th</sup> October 2020 at 7.30 pm.

## Councillors Present

Cllr Adrian Bridges  
Cllr Aimee Bridges  
Cllr Michael Francis  
Cllr Neil Hooper  
Cllr Des Parish  
Cllr Philip Rudd  
Cllr Colin Warne

## In Attendance

Cllr Tracy Bowes (Ward Councillor)  
Tony Ford – Clerk

## Members of the Public -None

### 1. Apologies

All Councillors were present.

### 2. Written requests for Dispensation

There were no requests for dispensation

### 3. Declarations of Interest

To receive declarations of interest on agenda items.

Councillor	Yes	No	Agenda Item	Reason	Disclosure
Cllr Adrian Bridges		√			
Cllr Aimee Bridges		√			
Cllr Michael Francis		√			
Cllr Neil Hooper		√			
Cllr Des Parish		√			
Cllr Philip Rudd		√			
Cllr Colin Warne	√		13,14.3.1 & 14.3.2	Personal Interest/Payments	Disclosable Pecuniary Interest

### 4. Minutes

To receive, approve and sign the minutes of the Extraordinary Meeting of the Parish Council held on 25<sup>th</sup> August 2020.

The minutes were approved as a true record of the meeting and signed by the Chairman

### 5. Minutes

To receive, approve and sign the Minutes of the Ordinary Meeting of the Parish Council held on 10<sup>th</sup> September 2020

The minutes were approved as a true record of the meeting and signed by the Chairman.

## 6. Minutes

**To receive, approve and sign the Minutes of the Extraordinary Meeting of the Parish Council held on 25<sup>th</sup> September 2020.**

The minutes were approved as a true record of the meeting and signed by the Chairman.

## 7. Public Participation

Cllr Tracy Bowes (Ward Councillor) informed the Parish Council that

- Cllr Bernard Hunt (Ward Councillor -Newton Farm) had sadly died. The Parish Council expressed its condolences.
- she had received numerous complaints from parishioners about not being able to use the Northolme Community Centre car park and highlighted that as a Community Asset parishioners should be allowed to use the carpark, especially when using the play areas.
- The Herefordshire Transport Package was being scrutinised by Scrutiny Committee on Monday 9<sup>th</sup> November 2020, and questions should be submitted by Tuesday 3<sup>rd</sup> November 2020.

## 8. Councillor Vacancy

The Parish Council noted the update (Appendix 1) from the Clerk and agreed that Co-option would be a Standing Agenda item until the vacancies were filled.

**Action** Clerk to ensure that Co- option was a standing agenda item.

## 9. Previous Actions

It was agreed that with reference to item 10/03 that the two additional bins be ordered. The Parish Council noted the update from the clerk.

## 10. Ward Councillors Report

The Parish Council noted the Ward Councillors Report. (Appendix 2 refers)

## 11. Arrangements for dealing with complaints against councillors

Having considered the matter, as there were no comments from the Parish Council, it was agreed that the matter be noted.

## 12. Benjamin Park

The Parish Council considered quotations for tree work from

- **Acer Tree Services** in the sum of £275.00 plus VAT for the following work **Tree 1 Silver Birch** – reduce the tall main leader down by approximately five metres to leave at a good growth point and reduce the remaining branches and balance crown. **Tree 2 Cherry** – Reshape the crown and tidy the stobs. The brush to be removed leaving the areas in a tidy condition.
- **Tilbury Tree Care** in the sum of £350.00. As a minimum tidy up on already butchered cherry and a sympathetic reduction on the silver birch

Cllr Des Parish informed the Parish Council that she was against the trees being cut and that the money would be better spent on a new bench with a plaque.

Having considered the matter, the Parish Council accepted the quotation from Acer Tree Services.

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The Parish Council considered the general improvement works and agreed the following:-

- Re-stain woodwork
- Replenish the play-bark
- Install weed suppressant membrane
- Purchase a new Bench.
- Install a plaque under the Cherry tree ( wording - *Benjamin Park was erected in memory of Benjamin Wong to bring happiness to children, in a way that reflects the joy "Ben" brought to others during his short lifetime.*)

Cllr Des Parish suggested that a multicoloured bench would be better suited as everything else in the park was brown.

The Parish Council then agreed to consider who would complete the agreed tasks Cllr Colin Warne was put in the Virtual Lobby and took no part in this discussion). It was agreed that a volunteer event would take place to complete all the above works other than the installation of the bench, which would be carried out by the Handyperson and the purchase of the plaque.

**Action** Clerk to inform the Locality Steward of the work to be carried out and wait for confirmation that the work can be done.

**Action** Cllr Des Parish to send the bench details to the Clerk prior to the meeting so that it can be considered at the next Parish Council meeting, plus the cost of purchase.

### 13. Handypersons Report

The Parish Council noted the Handypersons Report for September 2020 (Appendix 3 refers)

Cllr Colin Warne was put in the lobby for agenda item 13 and took no part in discussions.

### 14. Finance

14.1. Bank Reconciliation (Appendix 4 refers) as of 8<sup>th</sup> October 2020 was summarised as follows.

• Treasurers Account	£	500.00
• Deposit Account	£	133,721.14
<b>Total</b>	<b>£</b>	<b>134,221.14</b>

14.2. Receipts. Nil

14.3. To authorise payment of invoices as per payment schedule.

Ref	Payee	Amount £	VAT	Detail
1	Colin Warne	953.99	N/a	02/01/20 Handyperson Duty September 2020
2	Colin Warne	1,837.00	N/a	11/09/20 (187) Weed spraying as per quotation
3	HMRC	176.80	N/a	PAYE P.6

Resolved that payments be authorised, and cheques signed.

Noted Clerks Salary Payment by Standing Order on 28<sup>th</sup> September 2020 as agreed at Parish Council meeting 14/03/19 – Agenda Item 31

Cllr Colin Warne was put in the lobby for agenda item 14.3.1 & 14.3.2 and took no part in discussions.

### 15. Outstanding Items Balfour Beatty

During consideration of this agenda item the following comments were made:-

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- Cllr Adrian Bridges- no. 8 – resident has not ensured that the top has been taken out, and therefore creates some dark patches – the Locality Steward is aware of this.
- Cllr Adrian Bridges no 30 - The style CH7/Rock Lane has been repaired. However, two others were still outstanding, the Locality Steward is chasing the landowners.
- Cllr Des Parish – no 3 closed
- Cllr Des Parish – no 7 cut last week now closed.
- Cllr Des Parish – no 12 Homeowner alleges that she does not own the land in question.
- Cllr Des Parish – no 14 The lower branches have been cut by the Handyperson, now closed.
- Cllr Colin Warne – no 7 The Locality Steward has done a good job and should be thanked.

The update was noted

**Action** Clerk to pass on the Parish Councils thanks for the work done in relation to number 7.

### 16. Northside of Northolme Road

The Parish Council considered the cutting back and reduction in hedge height of the hedge and agreed that the entire hedge should be reduced to a height of three feet from ground level and tree work carried out to limit tree growth. Acer Tree Services would be asked for a quotation to carry out the relevant work. The quotation to be considered at the next Parish Council meeting.

**Action** Cllr Colin Warne to ask Acer Tree Services to send the relevant quotation to the Clerk.

### 17. Play Park Refurbishments

During consideration of the request ( Appendix 5 refers) for the refurbishment of both playparks on Northolme Road. The following discussion took place.

- Cllr Des Parish informed the Parish Council that the parks were well used by local residents , both parks needed refurbishment for some time. The Locality Steward only does the legally required weekly inspection of the equipment. Balfour Beatty will not do the work and only carries out health and Safety work. If the Parish Council was unable to do all the work a start should be made.
- Cllr Neil Hooper was of the view that all the work should be done as the Parish Council had the funds.
- Cllr Aimee Bridges was of the view that all the work should be done, however had a concern about the possible cost.
- Cllr Colin Warne – both playgrounds were in a poor state and something should be done.
- Cllr Michael Francis – The work needed doing.
- Cllr Philip Rudd - was not able to support Cllr Des Parish's request bearing in mind that Northolme Community Centre would not open the car park to the public and was therefore not encouraging visits to the playground.
- Cllr Adrian Bridges highlighted that the playpark was owned and maintained by Herefordshire Council, and a precedent would be set, with Herefordshire Council expecting the Parish Council to pay in the future for work at other sites. Purchase of play park was not the solution as there was a need to resolve the flooding issue, what was needed was all weather matting. Cllr Adrian proposed that the request should not be taken forward, and Herefordshire Council should be asked to address the flooding issue first.
- The Chairman during the debate was being interrupted by Councillor Parish who didn't agree with what was being discussed. He had to remind her that he was speaking and be respected for this.
- The Clerk reminded the Parish Council that it had already agreed to do work at Benjamin Park which was owned by Herefordshire Council

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- Cllr Des Parish felt that all-weather matting would never be installed by Herefordshire Council due to the likely cost.
- Cllr Neil Hooper pointed out that the flooding issue would never be resolved as previous suggestions put forward to alleviate the problem had been rejected.
- Cllr Adrian Bridges felt that health and Safety issues should be considered and addressed by Herefordshire Council.
- Cllr Des Parish felt that her refurbishment submission was asking for nothing more than was agreed for Benjamin Park.
- Cllr Aimee Bridges suggested that the Parish Council write to Herefordshire Council regarding the need for the flooding issue to be sorted, and also send them the defects list identified and Herefordshire Council be asked what action they intend to take, the Parish Council can then reconsider the matter.

The Parish Council agreed that Herefordshire Council be written to regarding the flooding issue, and the list of defects to be sent to Herefordshire Council, requesting that action be taken on the defects identified.

**Acton** Clerk to send details to Herefordshire Council as agreed

### 18. For Information Items

The Parish Council noted the Clerks report on For Information Items.

### 19. Matters relayed to the Clerk for agenda Items at the next meeting.

- **Northolme Road** - Parking Issue due to the closure of Northolme Community Centre carpark.
- **Electronic Banking**
- **Prepaid Credit Card** – (December meeting).
- **Purchase of two litter bins**
- **Northside of Northolme Road** The complete length from the community centre to No1 Northolme Road– quotation for tree and hedge work.

### 20. Confirmation of Date, time, and Location of the next meeting

**Thursday 12<sup>th</sup> November 2020** @7.30 pm to be held **Online Only**

The meeting closed at 8.59 pm



Chairman Belmont Rural Parish Council  
12th November 2020

**Belmont Rural Parish Council 08-10-20  
Councillor Vacancy Update**

Dear Parish Clerk,

I wish to advise you that following the last day to request an election for the recent Casual Vacancy/Vacancies in Belmont Rural parish there has been no request for an election and therefore you may now co-opt member/s to serve. The appointment/s must be made as soon as practicable. Each new member must complete a declaration of acceptance of office and a notice of registrable interests form:

**Declaration of Acceptance of Office**

A person elected to the office of chairman of a parish or community council or parish or community council shall - (a)in the case of the chairman, at the meeting at which he is elected; (b)in the case of a councillor, before or at the first meeting of the parish or community council after this election; or (c)in either case if the council at that meeting so permit, before or at a later meeting fixed by the council; make in the presence of a member of the council or of the proper officer of the council and deliver to the council a declaration of acceptance of office in a form prescribed by [an order made by the Secretary of State] and if he fails to do so his office shall thereupon become vacant, which then has to be advertised as a casual vacancy. You will need to inform me immediately.

We now ask that the Parish Council retains the 'Declaration of Acceptance of Office' for all members for your own records. We no longer require copies but we do need to be aware of the date it was signed.

**Notice of Registrable Interest Form**

You are reminded that all new members will need to register their interests as required by the Code within 28 days of their election. If they refuse to or fail to complete and sign the form it is now a criminal offence.

The Register of Interests forms will need to be collected by you from the elected member and sent to the Monitoring Officer at the address on the form. This is to ensure that these declarations are recorded in the Register of Interests which Herefordshire Council is required, by legislation, to keep and include on the Council website available for public inspection.

I would be grateful if you would complete the attached 'Notification of Arrangement to Comply with Local Government Act 2000' form, and return to us at [elections@herefordshire.gov.uk](mailto:elections@herefordshire.gov.uk). This informs us of the new Councillors that have been elected/co-opted with their contact details and the date they signed their declaration of acceptance of office.

All co-option paperwork can be downloaded from our website at [https://www.herefordshire.gov.uk/info/200152/elections/701/forthcoming\\_elections\\_and\\_referendums/3](https://www.herefordshire.gov.uk/info/200152/elections/701/forthcoming_elections_and_referendums/3)

I am grateful for your assistance in this matter.  
Kind regards.

14/09/20

Belmont Rural Parish Council 8<sup>th</sup> October 2020

Ward Councillors Update October 2020

**Complaints about People being unable to park Vehicles/Access the Car Park at Northolme Community Centre**

I have received several complaints from residents who say they are unable to access the car park during the daytime to take their children/elderly relatives/families to the park and access the open space. Everyone I have been in communication with has explained they agree the barrier is a good thing for stopping boy racers in the evening, but they are frustrated and upset that they can't use the car park in the day.

We have been sent several photographs which show where people are parked on the side of the road outside the centre and residents are having to travel on the wrong side of the road, around a bend to access their homes/driveways. The issue has also been reported to the police and the Solicitor to the Council. The land was transferred to Northolme Community Centre as part of an Asset Transfer Agreement some years ago.

I have written to the Chairperson of the centre who confirms she has passed on the email to other members of the committee. She explained when the car park is open they get complaints from neighbouring properties and when it is closed, we receive complaints. The committee at Northolme feel that the open space and playground are within easy walking distance of the people the area serves.

One suggestion was the car park could be open on reduced hours and the Chairperson said she would let me know about how the committee felt about that. The email was sent on 21 September and I have received no further updates. **More updates to follow on this....**

**20 Golden Post, Hunderton**

The Environmental Health Officers are currently reviewing the noise monitoring equipment which was installed for a week at one property in Glastonbury Close. Only two noise nuisance sheets were ever received back, despite numerous being sent out. Environmental Health are considering what action, if any can be taken against the homeowner.

Planning Enforcement have been to the site and watched the homeowner remove the concrete post which was blocking the free flow of water from the brook. Mr M (main complainant) confirmed the water is now flowing freely.

**Transport Review** – Hereford Transport Report is scheduled to go before the scrutiny committee at Herefordshire Council on **Monday 12<sup>th</sup> October 2020**. I would encourage as many people as possible to read the review documents and submit questions to the scrutiny meeting. The deadline for submitting questions will be on the website and I will try and contact resident who might be affected by any potential bypass within the next few days, once the report has been published. There is also guidance on how to submit the questions, so they are not rejected.

**Action Log for BBLP** – this has been returned with updates from Natalie.

**Style** – a resident from outside of the ward has been in touch to ask that two of the styles (footpath from the old tip to Belmont Priory) and Access to Ruckall Lane asking if the styles could be replaced by self-

shutting gates or kissing gates. The gentleman leads walkers and says some of them are having difficulty using the styles because of their age. The gentleman that has contacted us lives outside of the ward.

The rights of way officer have said they can't be replaced as they belong to the landowner and defects must be rectified by them if there are any issues. Natalie confirmed the styles by Ruckall have been reported as defective and style packs sent out to the landowner. She has tried to contact them since but hasn't been successful.

**Noise Complaints – Tesco** – There have been several complaints about noise which have been sent to the Environmental Health Team. The Team have written to Tesco asking them to review the matter and their management controls of noise in their delivery area. Tesco have been given two weeks to provide the council with an update. Noise Nuisance sheets have also been sent out to residents who have raised complaints. The council have also requested a meeting with Tesco in October.

**Benjamin Park** – I have been in contact with a representative of the family. They have said they would like a plaque to be installed anonymously without their names on. I have asked them to provide wording for the Council to consider. I am awaiting further updates.

**Belmont Community Centre/Library** – The Trustees have met with Council Representatives about the possibility of a click and collect service for the library. The Council officers felt this would be a positive step forward and are in discussion with Trustees currently. They may also be able to have a limited number of people in the library and are looking into ways of this working as part of their Health and Safety review. Other locations across Herefordshire have received very positive reviews about the click and collect service.

The centre is currently operating on a closed door policy for some groups who wish to meet. Awaiting decision on library and hirers feeling ok to return. A plastic shield has been installed at the Reception desk to protect volunteers/visitors.

South Wye Community Association have their AGM on Monday 5<sup>th</sup> October at 7 pm if anyone would like to attend, they would be very welcome.

### **Leader and Cabinet Member Updates**

**These will be forwarded on once received.**





**BELMONT RURAL PARISH COUNCIL HANDYMAN WORKSHEET  
MONTH - September**

<b>Date</b>	<b>Site Location</b>	<b>Work Completed</b>	<b>Hours</b>	<b>Rate/Hr</b>	<b>Total Amount</b>
10-Sep	Tool shed & Jubilee Field	3 post cemented and erected. 1 apple tree secured by post (+ B Williams)	4	22.85	91.4
10-Sep	Locks Garage	Collect fuel	0.5	22.85	11.425
14-Sep	Abbey View East & Jubilee Field	Pathways cut	6.5	22.85	148.525
15-Sep	Abbey View West, CH7 Northolme End	Mow & litter	4.5	22.85	102.825
16-Sep	Abbey View East & West, Jubilee Field	Strim, benches & signs, trees	2	22.85	45.7
23-Sep	Abbotsmead Road & Jubilee Field	Clean up salt bin (tipped), mow bank in Jubilee Field. Plant 4 trees (+ B Williams)	9.75	22.85	222.7875
24-Sep	Jubilee Field bridge	Remove, make good, rebuild and replace bridge (+ B Williams)	14.5	22.85	331.325
					0
					0
					0
			41.75		<b>953.9875</b>

## Belmont Rural Parish Council

Bank Reconciliation as at 8<sup>th</sup> October 2020

<b>Opening 1st April 2020</b>	Deposit	131,697.83
	Treasurers a/c	500.00
<b>Total</b>		<b>132,197.83</b>
Add		
	Receipts	30,591.65
		<b>162,789.48</b>
	Payments	
	to	
Less	08/10/20/20	28,568.34
<b>TOTAL</b>		<b>134,221.14</b>

Bank statement as at 01/09/20	Treasurers a/c	500.00
Bank statement as at 01/09/20	Deposit a/c	140,900.42
		<b>141,400.42</b>
Outstanding cheques		

1213	2,372.72
1226	40.00
1239	515.10
1241	325.33
1242	144.00
1243	536.98
1244	176.80
1245	100.56
1246	953.99
1247	1,837.00
1248	176.80

7,179.28

**BALANCE** **134,221.14**

## Refurbishment of Infant and Junior Playparks at Northolme Open Space

The above playparks are very well used by our residents and by families from the surrounding areas. Herefordshire Council does monitor these parks for Health & Safety issues but only carry out necessary repairs. The actual play equipment is fine but due to age and frequent usage there are areas on the ground that is in need of some refurbishment.

If Herefordshire Council is agreeable I would like Belmont Rural Parish Council to consider refurbishment of the two playparks as follows:-

### Infant Playpark

**Tunnel:** At both ends of the tunnel there is a rubber grass mat which allows the grass to grow through. Over the years this has now sunk into the ground and becomes boggy and unusable during the winter months.

Suggestion: replace with solid rubber mats.

There is a rubber walkway over the tunnel held together by wood. In some parts the wood has fallen or rotted away.

Suggestion: replace with new wood.

From the tunnel there is a walkway which originally contained bark but is now empty and the grass has taken over.

In the winter this area becomes very boggy and muddy.

Suggestion: Apply black weed suppressant material and replace bark.

**Slide:** At the bottom of the slide there is rubber grass mats but in the winter months this area becomes very boggy.

Suggestion: replace with solid rubber mats.

**Swings:** Rubber grass mats. Very muddy in winter.

Suggestion: Replace with solid rubber mats

### Junior Playpark

**Slide:** There is rubber grass mats at the bottom of the slide but this area is under water during the winter months.

Suggestion: Can this area be raised and replaced with solid rubber mats?

### Large Rectangular Seat Swing & Climbing Frame:

This large area initially contained bark, now all gone, exposing bare soil and overgrown with grass. This area becomes very boggy during the winter.

Suggestion: Replace black weed suppressant material and replace bark. Would need several tons???