



Belmont Rural Parish Council

12/17

Minutes of the Belmont Rural Parish Council meeting held Thursday 9th March 2017 held at Northolme Community, Northolme Road Belmont at 7pm.

Councillors Present

Cllr Adrian Bridges (Chairman)
Cllr Aimee Bridges
Cllr Andrew Cooper
Cllr Neil Hooper
Cllr Ron Loft
Cllr John Newman
Cllr Des Parish
Cllr Derek Preedy
Cllr Gemma Watkins

In Attendance

Cllr Tracy Bowes (Ward Councillor)
Tony Ford – Clerk.

Members of the Public – 4

Before the meeting formally stated the Chairman, Cllr Adrian Bridges, read out a statement (Appendix 1 refers) thanking Cllr Hooper for his support and hard work during the period when no Clerk was in post.

1. Apologies

All Councillors were present.

2. Declarations of Interest and written request for dispensation

Declarations of interest were made as follows

Councillor	Agenda Item		Disclosure
Cllr Adrian Bridges	10.3.5	Reimbursement for the purchase of seeds	Disclosable Pecuniary Interest
Cllr John Newman	10.3.10	Payment to South Wye Community Association	Disclosable Pecuniary Interest
Cllr Derek Preedy	10.3.8	Handyman Payment.	Disclosable Pecuniary Interest
Cllr Des Parish	10.3.2	Payment to Northolme Community Centre Association	Non-Disclosable Pecuniary Interest

There were no written requests for dispensation.

3. Minutes

3.1 To receive, approve and sign the Minutes of the Ordinary Meeting of the Parish Council held on 9th February 2017.

Subject to minor changes the minutes were signed by the Chairman as a correct record of the meeting

3.2 To receive, approve and sign the minutes of the Extraordinary Meeting of the Parish Council held on 23rd February 2017.

Subject to minor changes the minutes were signed by the Chairman as a correct record of the meeting

4. Public Participation

Questions from the public were as follows:-

4.1 A Parishioner raised the concern that he was not aware of the meeting when the decision to purchase the tractor was made. The Parishioner was informed that the required notices for the extraordinary meeting held on 23rd February 2017 were put on the Parish Council's Notice Boards and Website. The Parishioner also raised the query of not being able to see the Agenda on the Parish Council's Website and was informed that it was automatically deleted on the day after the meeting.

4.2 A Parishioner raised the issue of the overgrown hedge by the last three houses on Abbotsmead Road, near to the children's play area and that the bushes were growing through the railings.

4.3 A request was received from a Parishioner for the bench in the above Play Area to be relocated away from the bushes as there was a concern that people sitting on the bench were throwing cans and bottles into the bushes. Cllr Des Parish reported that she frequently carries out a litter pick in this area but with the bushes being very thorny it was difficult to remove the litter.

Action Clerk / Ward Councillor to ask Balfour Beatty to re-site the bench.

4.4 Cllr Ron Loft reported that he was unhappy with the lack of action from Balfour Beatty regarding the high level of rubbish in the overflow brook between Sydwall Road and Belmont Road (A465) and that this had been an issue for at least 12 months.

Action - Clerk to liaise with Balfour Beatty.

5. Ward Councillors Report

Councillor Tracy Bowes presented her Ward Councillor report, (Appendix 2 refers) which was noted by the Parish Council. Councillor Bowes also raised a safety issue in the hedgerow between Stoneleigh Drive and the A465. It was agreed that this would be an agenda item for the next meeting.

Action - Clerk to put an agenda item to cover the safety issue in the hedgerow between Stoneleigh Drive and the A465 for the April Parish Council meeting.

- 6. Planning Application – To consider Planning Application 170342 – 6 Tavistock Drive** - Proposed two storey extension and conservatory. Having considered the matter the Parish Council resolved to support the application.

Action - Clerk to inform Herefordshire Council of the Parish Council's decision.

- 7. Planning Application – Hartland Close**

Councillor Tracy Bowes (Ward Councillor) informed the Parish Council that the Application - *(Retrospective) Change of use of land to residential curtilage. Retention of Garden Room, decking, timber stairs and steps* would be considered by Herefordshire Council's Planning Committee on 15th March 2017 at 10.00am. The Clerk informed the Parish Council that the Parish Council's previous comments had been forwarded to Herefordshire Council. (Noted)

- 8. Previous Actions**

The Clerk updated the Parish Council on the schedule of previous actions, which would ensure that actions should not be missed, over time the backlog of past actions should be cleared. Cllr Parish raised the issue of past planning applications not being logged. The Clerk informed the Parish Council that in the future a planning register would be developed. (Noted)

- 9. Annual Parish Meeting**

The Parish considered the new date for the Annual Parish Meeting and it was agreed that it would be held on Thursday 25th May 2017 at 6pm. It was also noted that the Annual Meeting of the Parish Council would be held on Thursday 11th May 2017 at 7pm.

10. Finance

- 10.1. To receive an update on account balances as at the date of the meeting.
- Deposit - £127508.46
 - Current - £500.00
 - Petty Cash - £6.52
- 10.2. Receipts – None
- 10.3. To authorise payment of invoices as per payment schedule

Payment Schedule 9 th March 2017					
Ref	Payee	Amount £	VAT £	Net £	Detail
1	Barrington Print	187.00	0.00	187.00	21/02/17 Printing Parish Newsletter
2	Northolme Community Centre Association	18.00	N/a	N/a	31/01/17 Hire of Hall
3	HALC	1,716.32	286.06	1,430.26	10/02/17 Affiliation and Subscription Fee (Two free training places)
4	R.A. Ford	596.46	N/a	N/a	February 2017- Clerks Salary
5	A Bridges	188.50	31.42	157.08	11/02/17 Reimbursement for the purchase of seeds from Meadow Mainia
6	Satrak Uk Ltd	687.60	114.60	573.00	28/02/17- Satrak Plant View and Installation Fee £568.80 28/02/17 – Plant View Annual Charge in advance £118.80
7	Parsons Containers Ltd	2,106.00	351.00	1755.00	Purchase of Container
8	Derek Preedy	100.00	N/a	N/a	Lowing height of Hedge due to safety issue including disposal
9	Cash	118.48	N/a	N/a	Petty Cash expenditure
10	South Wye Community Association	24.00	N/a	N/a	01/03/17 Room Hire for 9-02-17

Cllr Adrian Bridges left the room for item 10.3.5 only
 Cllr Derek Preedy left the room for item 10.3.8 only
 Cllr John Newman left the room for item 10.3.10 only

Resolved to approve for payment and cheques signed

11. Grant Application

The Parish Council considered a grant application from Wildplay in the sum of £600, during the discussion that took place Cllr Parish informed the Parish Council that the Northolme Community Centre Association would be supporting the project. **Having**

considered the matter the Parish Council - Resolved to approve a grant of £600.00 to WildPlay Rangers, along with the usual terms and conditions of the grant.

Action - Clerk to inform WildPlay Rangers of the Parish Council's decision.

12. Northolme Kick About Area

Having considered the matter the Parish Council resolved that Goalposts be purchased, within a budget of £509.00 ex VAT.

Action – Goal posts to be purchased

13. Handyman Services

The Parish Council noted the Handyman's Report.

Cllr Aimee Bridges reported that a pathway in Priory View was getting increasingly blocked by an overgrown hedge and needed cutting back and requested that the Handyman have a look at it with a view to cutting it back. It was mentioned that the hedge in question would need to be checked to see if it was privately owned before any work was carried out.

Action Cllr Derek Preedy to send his latest proposed work schedule to the Clerk

Action Cllr Derek Preedy / Clerk to ascertain ownership of the hedge.

14. Community Action Day 1st April

14.1. To consider and agree final sites for the Community Action Day -The final sites for the Community Action Day were confirmed as

- Overhanging hedge over footpath at the junction of Westholme Road and Mulberry Close.
- Westholme Road – Litter pick
- Coppin Rise Play Area – General tidy up
- Leaflets to be delivered to local residents around the agreed sites numbering 140. Cllrs Gemma Watkins and Andrew Cooper assisted by Lyndsey Evans offered to deliver the leaflets.

14.2. To consider the hire of excavator & excavator mounted flail and diesel.

Cllr Neil Hooper informed the Parish Council that the excavator would be used

- To clear banks and tops of banks and difficult to reach areas of overgrown vegetation on Jubilee Field to allow for ongoing upkeep and to provide final positioning of the new mower container.
- To clear difficult vegetation alongside ramp at Northolme Community Centre.
- To clear vegetation further along bank towards river end.
- If time permitted to do a 'test' to clear vegetation from both sides of stream along CH7.

A query was raised regarding the stream running along CH7. Cllr Adrian Bridges informed the Parish Council that this was not in the Balfour Beatty contract. The Clerk highlighted that three estimates were required, Councillor Hooper informed the Parish Council that Arrow Plant was the only local company that supplied this

specialist piece of equipment, and this was the reason why only one estimate was available.

Councillor Hooper informed the Parish Council that a budget of £1,170 (Ex VAT) was required which was different to the figure contained in the agenda pack as there had been a price increase

Having considered the Parish Council resolved to approve the hire of the excavator and flail attachment within a budget of £1,170.00 plus Diesel as requested.

15. Free Parish BBQ 29th April 2017

Councillors Adrian Bridges, Neil Hooper and Gemma Watkins would meet and develop a draft work plan, which would be considered by the Parish Council on Thursday 13th April 2017.

Action Cllrs Adrian Bridges, Neil Hooper and Gemma Watkins to develop the draft plan.

16. Lap Top and Wireless Printer

Authority was given to the Clerk to obtain estimates for a new Laptop.

Action - Clerk to get estimates and present to the next meeting.

17. Wild Field Seeds

The Clerk presented a written report on the matter which was noted.

18. Councillor HALC Training Event

The Parish Council was informed that there was a choice of days for Councillor Training Given the choice of Monday 20th March 2017 and Wednesday 22nd March 2017 The Parish Council agreed to Monday 20th March with the location being Belmont Community Centre if available otherwise it would be held at HALC.

Action Clerk to inform HALC of the date

19. Boundary Review 2018 – West Midlands Region

The Clerk gave an update highlighting that it was proposed that Belmont Rural Parish would be part of the Hereford and South Herefordshire Parliamentary Constituency.
(Noted)

20. General Correspondence – For information only.

HALC – Information Corner 14th February 2017

21. Matters relayed to the Clerk for the agenda of the next meeting.

- Northolme Play Area – Bench
- Stoneleigh Drive / A465 - Safety Issue
- Quotations for Bulbs – Cllr Parish.

22. Confirmation of date, time, and venue of the next Parish Council Meeting - 13th April 2017, 7pm at Belmont Community Centre Eastholme Avenue, Belmont.

23. Purchase Of Wild Flower Plug Plants

The Parish Council considered three estimates for Wild Flower Plug Plants for planting on Jubilee Field. Having considered the matter the estimate of £94.50p from company B (Meadow Media) was accepted as the company was willing to accept a cheque once the invoice was sent.

Cllr Des Parish requested that early flowering bulbs be planted on Jubilee Field and offered to seek quotes.

Action – Clerk to sign an order

Action – Cllr Des Parish to seek quotes for bulbs

The Public Meeting was closed at 20.20

Due to the confidential nature of the business to be transacted the Parish Council resolved go into private session and to exclude the public and press for the following agenda item

24. Clerks Salary

The Parish Council considered and approved Standing Order payments to the Clerk but not the Inland Revenue.

Action Clerk to draft letter for the bank

Signed *Clairmain Byles* Date *13th April 2017*

Chairman's Announcements

As most of the Councillors and our Ward Councillor present will be aware that for many months from September 2016 we were without a Clerk due to the resignation of two in as many months, one moving on to pastures new and the second resigning after one meeting.

During this tenure period Councillor Hopper took up the challenge of looking after the day to day running of this Council, along with myself helping where I could.

During this time he has admirably sorted the filing system out and the accounts so they were all chronologically sorted and easy to understand when the time came for these to be handed over to the new Clerk.

This work not only involved looking after the accounts etc but Councillor Hopper has issued the AGENDA to everyone in a timely manner, printed all the necessary paperwork off and in accordance with our Standing Orders. He has also populated the notice cases and also the WEBSITE has been updated accordingly to. This is despite at one stage we were being accused of failing as a Council because we did not have a Clerk.

I know he has spent many late nights in ensuring that the Parish Council was run efficiently as possible but always consulted myself and HALC where either of us were not quite sure if something was LAWFUL or we were permitted to do this.

Lynda Wilcox also commended both us of ensuring that this Council despite our difficulties and challenges continued to operate within the LAW and without Councillor Hooper's help I would have certainly not been able as the Chairman to continue running the Parish Council alone.

Also without Councillor Hooper's help and as the Chairman of this Parish Council personally I know certainly we would not have almost certainly cancelled the meetings until we had a new Clerk in post.

If these meetings had been cancelled then when we did have the new Clerk appointed the next meeting would have been extended beyond the two hours to ensure that all the required business was caught up with and the standing orders suspended for this.

So as the Chairman of this Council and I am sure the Councillors around this table would personally like to thank you Councillor Hooper for all the time and effort you have put in to this Council since you were co-opted during the latter part of 2016.

I personally do not know how you have done it but without your passion we would have failed as a Council.

So thank you on behalf of everyone present.

Any comments from the other Councillors

I contacted Matt at BBLP about the number/schedule of cuts that will be taking place during this year. He advised me by telephone that there were six cuts planned, but I have asked him to forward the details. He explained that the cuts will probably be undertaken by contractors this year so he may be unable to give us dates.

I also asked Matt to obtain some prices for replacement road signs in the Westholme Road area. He has asked that you give him numbers of signs you wish to replace so that he can provide you with an accurate price.

No further updates on the planning application for Hartland Close, I have contacted the planning Officer and asked for a re direction.

A planning application has been submitted for Tavistock Drive in Hereford.

The library grant application is being discussed again by Hereford City Grants Committee with a view to it going to full Council for consideration in March 2017.

South Wye Community Association are trying to arrange a meeting with Herefordshire Council to discuss the one off capital grant and opening hours/days for the library. We anticipate more information to follow next month.

Herefordshire Council is hoping to appoint contractors shortly who will replace some monitoring equipment in existing boreholes and modify existing boreholes on the former Belmont Landfill site. They will replace monitoring equipment where the areas have become overgrown/or the equipment is defective and will install new equipment which can monitor 24/7. The work will cause very little disruption to residents (if any) and it is hoped that the work will be carried out in a few months. I have asked to be kept updated so that I can advise you of exact dates.

General Updates

Maylord Orchard car park is being changed from 'pay as you exit / pay on foot' to a 'pay and display' system to fall in line with all our other car parks.

Merton Meadow car park will now be offering a £1 per hour option up to a max of £5 per day, a weekly commuter ticket – buy a five day ticket on a Monday and park for the working week for £20 – is also available. We are maintaining the early bird all day for £4 if the ticket is purchased before 8am.

Litter – Displays have been arranged to go in two of the remaining empty shop units in the City centre. The Great British Spring Clean is on weekend of March 3rd to 5th –BBLP will be carrying out a high profile litter pick along the A40 and A49 in the week leading up to this weekend and a couple of their new fleet of vehicles will be sporting our 'STOP the DROP' campaign slogan.

The council has been awarded £1.5million pounds over the next 3 years to deliver safety training for cyclists as well as running bike repair and maintenance courses, improving parking and secure cycle storage and encouraging thousands more people bake into the saddle for commuting, fun and improved health reasons. More info on the 'Destination Hereford' website.



Belmont Rural Parish Council

To: All members of Belmont Rural

Dear Member,

NOTICE IS HEREBY GIVEN that a meeting of the **Belmont Rural Parish Council** will be held at **Northolme Community Centre**, Northolme Road, Belmont on **Thursday 9th March, 2017** starting at **7.00pm**. All members are summoned to attend.

The business to be transacted is set out in the agenda, which is detailed below.

AGENDA

1. Apologies

To receive and consider apologies for absence.

2. Declarations of Interest and written request for dispensation

To receive declarations of interest and to consider written requests for dispensation.

3. Minutes

3.1 To receive, approve and sign the Minutes of the Ordinary Meeting of the Parish Council held on 9th February 2017.

3.2 To receive, approve and sign the minutes of the Extraordinary Meeting of the Parish Council held on 23rd February 2017.

4. Public Participation

To receive and consider questions from the public.

5. Ward Councillors Report

To receive and consider the Ward Councillors Report.

6. Planning Application – To consider Planning Application 170342 – 6 Tavistock Drive - Proposed two storey extension and conservatory

7. Planning Application – Hartland Close

To receive an update from the Ward Councillor and agree the way forward.

8. Previous Actions

To receive an update from the Clerk on previous actions.

9. Annual Parish Meeting

To consider and approve new date for the Annual Parish Meeting.

10. Finance

10.1. To receive an update on account balances as at the date of the meeting.

10.2. Receipts

10.3. To authorise payment of invoices as per payment schedule

11. Grant Application

To consider a grant application from Wildplay in the sum of £600.

12. Northolme Kick About Area

To consider the purchase of Goalposts.

13. Handyman Services

To receive and consider the Handyman's Report

14. Community Action Day 1st April

14.1. To consider and agree final sites for the Community Action Day.

14.2. To consider the hire of excavator & excavator mounted flail and diesel.

15. Free Parish BBQ 29th April 2017

To review and agree the format, roles and responsibilities for the Parish Council Open Day.

16. Lap Top and Wireless Printer

Due to space constraints to consider a request from the Clerk to get quotations for a laptop and a wireless printer.

17. Wild Field Seeds

To receive an update on the query raised by Cllr Parish at the meeting held on 9th February 2017.

18. Councillor HALC Training Event

To consider and agree date for Councillor training event at HALC offices.

19. Boundary Review 2018 – West Midlands Region

To receive an update and agree the way forward

20. General Correspondence – For information only.

21. Matters relayed to the Clerk for the agenda of the next meeting.

22. Confirmation of date, time, and venue of the next Parish Council Meeting - 13th April 2017, 7pm at Belmont Community Centre Eastholme Avenue, Belmont.

23. Purchase Of Wild Flower Plug Plants

To consider quotations for Wild Flower Plug Plants for planting on Jubilee Field.

24. Clerks Salary

To consider and approve Standing Order payments to Clerk and the Inland Revenue.

Tony Ford
Clerk, Belmont Rural Parish Council
c/o 20 Willow Rise, Sutton St Nicholas, Hereford HR1 3DH
Tel: 07722 872 180
e-mail: clerk@belmontrural-pc.gov.uk
Website: www.belmontrural-pc.gov.uk
04th March 2017



Belmont Rural Parish Council

Payment Schedule 9 th March 2017			
Ref	Payee	Amount £	Detail
1	Barrington Print	187.00	21/02/17 Printing Parish Newsletter
2	Northolme Community Centre Association	18.00	31/01/17 Hire of Hall
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