



Belmont Rural Parish Council

33/17

Minutes of the Ordinary Meeting of the Belmont Rural Parish Council held at Belmont Community Centre, Eastholme Road, Belmont, on Friday 9th June, 2017.

Councillors Present

Cllr Adrian Bridges (Chairman)
Cllr Andrew Cooper
Cllr Neil Hooper
Cllr Ron Loft
Cllr John Newman
Cllr Des Parish (Agendas Items 1-16, 23, 24)
Cllr Gemma Watkins

In Attendance

Tony Ford – Clerk.

Members of the Public – 2

Due to the recent incident in London the Chairman asked everyone to stand for a minute silence, all present stood for one minute.

1. Apologies

Apologies were received and accepted from Cllr Aimee Bridges and Cllr Derek Preedy.

2. Declarations of Interest and written request for dispensation

Declarations of interest were as follows:-

Councillor	Yes	No	Agenda Item		Disclosure
Cllr Adrian Bridges		√			
Cllr Andrew Cooper	√		11.3.4 11.3.6	Payment of invoice	DPI Trustee of SWCA
Cllr Neil Hooper		√			
Cllr Ron Loft		√			
Cllr John Newman	√		11.3.4 11.3.6	Payment of Invoice	DPI Trustee of SWCA
Cllr Des Parish	√		11.3.7	Payment of Invoice	DPI Trustee of NCCA
Cllr Gemma Watkins		√			

There were no requests for dispensation

3. Minutes - To receive, approve and sign the Minutes of the Annual Meeting of The Parish Council held on 11th May 2017.

The minutes were signed.

ADAC

4. Public Participation

A Parishioner stated that the Jubilee Management plan looked very nice; she felt that the plan should not be published until Herefordshire Wildlife Trust had a chance to look at it and comment. With regards to the Arboretum felt it had lost its inclusive feel with cutting back that has taken place, the original tree trunks should be allowed to re-grow and new trees planted.

Cllr Adrian Bridges highlighted drug use in this area in the past.

The Parishioner also felt that frequent cutting should be changed to infrequent cutting and that on the Western Side of Jubilee Field to the side of the gated area, wildlife was protected by Law, the unauthorised footpath should be closed and cordoned off as there was enough openings for walkers.

Cllr Neil Hooper informed the Parish Council that this entrance was used as it minimised the risk to volunteers being on the highway whilst using the mower.

The Parishioner felt that using this entrance meant driving over protected areas and that a grass snake was found in the area.

Cllr Adrian Bridges stated that discussions took place with Mr Hubbard and Ms Russell and that discussion included this access, which had not been cut, and informed the Parish Council that it was used for the safety of volunteer drivers. (B)

Cllr Adrian Bridges requested that things be left until for twelve months and if it did not come back action would be considered, in addition it would be advantageous to have an access from Jubilee Field to Abbey View East for the mower to cross the stream but would come at a cost to the Parish Council.

Cllr Neil Hooper informed the Parish Council that there had been two months of no cutting and that it was only used as an access point.

Cllr Parish agreed with the parishioner.

Cllr Neil Hooper referred everybody to an aerial photograph of Jubilee Field from 2009 that clearly showed a path over the access.

The other member of the public stated that it had to be in a conservation area and be logged as a site of Special Scientific Interest.

Cllr Andrew Cooper enquired as to the background of the member of the public who gave his summary of his agricultural background.

5. Ward Councillors Report

Cllr Tracy Bowes sent her apologies and there was no Ward Councillor report

6. Planning Application – To consider Planning Application 171646 – 8 Eastholme Avenue Belmont – Erection of a first floor extension to provide additional bedroom and lean to extension at ground floor level. Having considered the matter the Parish Council - **resolved to support the application**

Action- Clerk to inform Herefordshire Council of the decision

7. Previous Actions

The Clerk presented the updated schedule and informed the Parish Council that with regards to action reference 06/2 (Communication Policy) he intended to have one document covering Communication, Social Media and the Press and Media Policy. (Noted)

With regards to action reference 06/19 (Roadside Weeds) The Contractor informed the Parish Council that as the previous week was half-term he did not feel weed spraying was appropriate,

the current had rain, however the forecast for the following was favourable and the spraying would be carried out then. He also informed the Parish Council that his spray would have a blue dye to ensure that no weeds are missed. (Noted)

8. Internal Auditors Report

The Parish Council considered the Internal Auditors Report for 2016/17 and was pleased to note that all Control Objectives had been met.

9. Annual Governance Statement

The Parish Council considered and approved the Annual Governance Statement for 2016/17, which was signed by the Chairman and the Clerk.

10. Accounting Statements 2016/17

The Parish Council considered and approved the Accounting Statements for 2016/17 which was signed by the Chairman.

11. Finance

11.1. Account Balances as at 9th June 2017 (Appendix 1 refers)

Treasurers Account	£	500.00
Deposit Account	£	115,604.75
Total	£	116104.75

11.2. Receipts - None

11.3. To authorise payment of invoices as per payment schedule

Ref	Payee	Amount £	VAT	Detail
1	Close Invoice Finance	540.00	90.00	27/03/17 (50348) Hire of Flail 30/03/17 to 05/03/17 from Approved Hydraulics Ltd (invoice assigned to Close Invoice Finance) 30/03/17 to 05/3/17
2	Border Office Supplies & Office Systems Ltd	1,065.97	177.66	25/05/17 (SINV00106784) Purchase of Laptop
3	Kirkwells	720.00	120.00	31/05/2017 (512) Examination Post Examination Modifications
4	South Wye Community Association	24.00	n/a	01/05/17 (10937) Room Hire 14/04/17
5	Derek Preedy	1,224.00	n/a	Handyman duties May 2017
6	South Wye Community Association	5,500.00	n/a	Grant to support the Library, previously agreed
7	Northolme Community Centre Association	27.00	n/a	31/05/17 (01101) Hire of room Thursday 11 th May 2017

All payments authorised for payment and cheques to be signed

Noted Clerk Salary Payment by Standing Order on 30th May as agreed at Parish Council meeting 9th March 2017 - Agenda Item 24

12. Free BBQ 2017-29th April Financial Report

Cllr Neil Hooper introduced the final schedule of costs (Appendix 2 refers) and informed the Parish Council that the cost amounted to £ 960.24. In addition £35.89 was collected and donated to the Parish Councils chosen charity,

13. Public Spaces Protection Order-Dog Control

Having considered the matter the Parish Council identified that three enclosed play areas had been excluded.

2 sites adjacent to Northolme Community Centre

1 site at Coppin Rise

Action Clerk to inform Herefordshire Council of the omission

14. Landscaping, Shielding of Storage Containers

At the request of the Chairman this item was deferred until the August 2017 meeting.

15. Abbey View East and Abbey View West Footpaths

The Parish Council consider the need for weed spraying an agreed that weed spraying was required to cover the perimeter of footpath CH7 to Dorchester Way CH7 Style Belmont Abbey and agree the way forward.

Action Clerk to seek quotes for weed spraying.

16. Handyman Services

The Handyman's Report (Appendix 3) was noted.

Cllr Parish left the meeting after this item

17. Community Action Day 17th June

The Parish Council considered and agreed the sites for the Community Action Day, which were

- Jubilee Field on the bank – Prepare for planting
- Glastonbury Close

Action- Councillor Hooper to print the relevant leaflet.

18. Purchase Of Blower

The Parish Council considered quotations supplied by Cllr Hooper for the purchase of a 'Blower - Stihl BG86' to clear up grass cuttings:-

Supplier	Cost £	Notes
Ron Smith	£220 plus VAT	Cheque on delivery
Various Websites	£161.25 – £208.32 plus VAT	Payment in advance
Powells	£205 Plus VAT	Will take PC Order

Having considered the matter the Parish Council resolved to accept the quotation from Powells in the sum of £205 plus VAT.

In addition the Parish Council agreed to the purchase of straps to hold the blower when travelling at a cost of £20 plus VAT.

19. Hedge Cutting Equipment

The Chairman informed the Parish Council that the matter was being researched and requested that the matter be deferred until the July 2107 meeting, which was agreed

20. Purchase Of Small Tools

Having previously supplied quotations for consideration it was agreed by the Parish Council that a budget of £200 plus VAT be set with no item exceeding £10.00.

Action - Cllr Adrian Bridges to purchase on behalf of the Parish Council

21. Purchase Of Extra Litter Pickers

The Parish Council considered quotations from

- Complete Care Shop - £5.45 plus VAT and £5.95 plus VAT
- Tool Station – £12.45 plus VAT
- Screwfix - £14.99

Having considered the matter the Parish Council resolved to purchase 15 pickers from Tool Station.

Action – Cllr Adrian Bridges to purchase litter pickers

22. Purchase Of Handie Hoop Bag Openers

The Parish Council considered quotations as follows

- Ergonomic Handle - £15.20
- Foam Handle - £16.45
- Amazon £3.45 + P&P over £20 free delivery.

Having considered the matter the Parish Council resolved to purchase 10 openers to include Foam Handles for £16.45 each.

Action – Clerk to order Handie hoop Bag Openers.

23. Jubilee Field Management Plan

The Parish Council considered the draft Jubilee Field Management Plan, the Chairman went through comments received from Cllr Parish and indicated to the Parish Council how he had dealt with comments received. Cllr Parish also stated that there should be a time limit on when work done by volunteers was carried out as she felt that people had a right to a rest from disruptions on Sundays and Bank Holidays and if Balfour Beatty carried out on these days someone would complain.

The Chairman informed the Parish Council that Jubilee Field was cut every three weeks, Cllr Neil Hooper felt that if a time deadline was set there would be a loss of volunteers; he also stated that the work took about two hours.

Cllr Parish asked for the unauthorised opening to be closed and the tractor use the main gate.

Cllr Parish also complemented favourably about the wild flower beds; regarding the beds Cllr Parish informed the Parish Council that a parishioner had identified that Corn Cockle (reddish flower) a poisonous flower was in the bed,

Councillor felt that the Parish Council should take it easy with regards to work on Jubilee Field and that there should be no more cutting, trimming and if banks are to be mowed would like to have it planted, Cllr Adrian Bridges highlighted what was in the plan.

Action - Cllr Adrian Bridges to update the plan as agreed, and send to the Clerk for circulation.

24. Enhanced Management Plan

The Parish Council considered the draft Enhanced Management Plan, the Chairman went through comments received from Cllr Parish and indicated to the Parish Council how he had dealt with comments received.

Action - Cllr Adrian Bridges to update the plan as agreed, and send to the Clerk for circulation

25. HALC Training Schedule

The HALC Training Schedule for June to July 2017 was noted.

26. For information Items

To receive the Clerks Report on For Information Items (Noted)

Appendix 1**Bank Reconciliation as at 9th June 2017**

Opening 1 st April 2017	Treasures Account	500.00
Opening 1 st April 2017	Deposit Account	126,940.10
	Total	127,440.10
Add	Receipts	27,502.29
	Total	154,942.39
Less	Payments to 9 th June	38,837.64
BALANCE		116,104.75
31 st May 2017	Bank Statement Treasures Account	500.00
31 st May 2017	Bank Statement Deposit Account	125,474.40
TOTAL		125,974.40
Less Outstanding Cheques		
979	168.68	
980	600.00	
981	540.00	
982	1065.97	
983	720.00	
984	24.00	
985	1,224.00	
986	5,500.00	
987	27.00	
Total o/s payments		9,869.65
BALANCE		116104.75

2017 Parish BBQ Financial Report

Assets		
Gazebo	174.10	
Presentation Frames	228.60	
Total assets		402.70
Hired Equipment		
Bouncy Castle	212.50	
Total Hired Equipment		212.50
Consumables		
BBQ Charcoal & Lighting Fluid, cups, spoons, printing & Advertising	90.76	
Total Consumables		90.76
Food and Drink		
Food	181.36	
Drink	72.92	
Total food and drink		254.28
Total Expenditure		960.24

HANDYMAN REPORT FOR MONTH ENDING MAY 2017

This month has been a challenging month due to the rapid growth of everything around us.

The limited amount that Balfor Beatty now do is showing and it appears down to us as a Parish Council to undertake that which they will not do.

Whilst they are happy to attend to some flat surfaces for mowing they do not attend to any slopes that may impede their safety criteria. To this end I have had the task of doing all the banks along CH7 and other areas that have even a limited slope to try and ensure an aesthetic look around the Parish. Even with the extensions I have on my equipment there are places that are beyond my reach and perhaps on a community action day I will be able to second help.

Minor hedge trimming has also taken place around the Parish but this is limited due to the time of the year for wildlife. Some overhead branches have also been lopped as they were starting to be a burden to cyclists that are tall.

At the end of this month I am again attending to sloping areas on CH7 as well as other areas that have been left by Balfor Beatty.

Two other Councillors have helped considerably with the mowing using our new machine and this has lessened the burden on me to keep up with growth.

The time spent has exceeded the 10 hours per week but will not impact on the overall yearly allowance allocated.

June, July, August and September will exceed the 10 hours per week also and September especially will see a large amount of hedge trimming as the nesting birds will now have flown.

A bin on the A465 had to be re-fixed on its base. This is the third one I have done and I am afraid that the bases are getting beyond their sell by date. I can make do and mend but a time will come when they will need replacing.

I have researched the painting/restoration of the three footbridges along CH7. The biggest challenge is preparation and whilst I favour sandblasting them to clean them up it may not be prudent due to environmental issues. I will further research this but they will need to be done this year as they are looking shabby and in need of TLC.

There are many high hedges that need attending to, to reduce height, and I will itemise these areas and prepare a cost implication ready for the July meeting together with a game plan.

June will be a mirror image of May as this is the busiest time of the year. I have not forgotten about the Parish gates but they are not a priority at present.

Please note that anything that gets noticed by any committee members that need attention please inform the Clerk and he can instruct me.

Clement Baker