

Minutes of The Annual Meeting of Orcop Parish Council

Wednesday 13th May 2015 7.30pm at Orcop Village Hall

1. Election of Chairman

Cllr Ben Thomas elected as Chairman .Acceptance of office was signed by the chairman

2. Election of Vice Chairman

Cllr B Davies elected as Vice Chairman

3. Apologies for absence

None

4. To receive declarations of interest and consider dispensation requests on agenda items

None declared

5. To agree and sign the minutes of the Parish Council Meeting 18/03/2015

It was **RESOLVED** to agree and sign the minutes of 18/03/2015

5. To co opt to fill current vacancies.

It was **RESOLVED** to Co opt Jane Rigler and Dave Jones as Parish Councillors

6. To agree and sign the minutes of the Parish Council meeting 18/03/2015

It was **RESOLVED** to: agree and sign the minutes of 18/03/2015

7. Members elected to the following working groups:

7.1Planning working group: Cllrs Thomas, Watkins & Garlick

7.2Finance working Group: Cllrs Thomas, Davies &Watkins

7.3Employment working group: Cllrs Thomas, Jones & Watkins

7.4 Rep for village Hall Cllr Jane Rigler, Cllr Ben Thomas

8. Public forum

Members of the public may raise subjects they wish to bring to the attention of the Parish Council (this period is restricted to 10 minutes). Please note that decisions cannot be made at this meeting on items not on the agenda

8.1Ward Cllr report

Orcop is now part of Birch Ward and the Ward Cllr is Cllr David Harlow.

Cllr Harlow would work with the PC on matters that they wished him to take up on PC's behalf and he would try to attend PC meetings as an when he is able.

Ward Cllrs info to go on parish website

9. Clerks report

Nothing to report

10. Lengthsman

10.1 It was **RESOLVED** to: Agree and sign the New Lengthsman & P3 Scheme contract between Balfour Beatty and Orcop Parish Council

10.2 It was **RESOLVED** to agree and sign the new lengthsman contract between PC & Parish Lengthsman (DC Gardening Services) Lengthsman had also signed the new contract and supplied the relevant insurance documentation and associated documents as requested by the Parish council clerk.

10.3 It was **RESOLVED** to: delegate the responsibility to the clerk work to be carried out by the lengthsman, in accordance with the lengthsman's budget

10.4 It was **RESOLVED** that: the following work was to be carried out by the lengthsman during May inspect ditches in the village area of Orcop and report back on work required.

Check and clear drain tops and grids of any debris. Report back any defects - work required. Attend to strimming of C & U road junctions and pull ins in the parish where they are obstructed by overgrown vegetation.

Designated areas as required – verge by the monument verge, area by village hall, cut back overgrown grass around parish noticeboards and telephone box where the metal fencing is adjoining the highway.

11. Road Defects/ Highways issues

11.1 Highways issues to be reported to Balfour Beatty: Moat Farm area: drain is blocked. The culvert near Lark Cottage needs attending to. Locality Officer (Dave Atkinson) to meet up with Ian to and inspect the areas.

The locality officer informed the PC that B/B will be undertaking 2 cuts this year of the verges in the parish

12. It was **RESOLVED** that: the clerk contact BT to request adoption of the phone box located near the village green at the cost of £1.

13. Orcop Neighbourhood plan

13.1 The results of the neighborhood plan questionnaire

No 76% to a neighborhood plan **Yes** 19.5% for a neighborhood plan **No opinion** 4.5%

It was **RESOLVED**: that the Parish council would not continue to undertake a Neighbourhood Plan.

13.2 To consider contacting Kirkwells with regard to consultancy support of Orcop neighbourhood plan.

13.3 To consider applying for a locality grant for Neighbourhood plan –

It was **RESOLVED**: No decision required

13.4 To consider a date for Neighbourhood Plan Steering group to meet -

It was **RESOLVED**: No decision required

No decision required

14. Planning

14.1 Planning applications for comment

141559 – Land at Etna, Orcop Hill Much Dewchurch Hereford

Description: Outline application for 8 affordable dwellings, use of and amendments to access and provision of treatment plant

It was **RESOLVED**: Not to Support the application for the following reasons:

The proposed development is in open countryside, not in keeping with the rural setting of the parish, there would be an increase in traffic on Lyson Lane which is very narrow. Concerns with regard to the bio disc system and the effluent treated by the bio disc as there is no water course nearby to which the treated effluent can flow into. The proposed development is considered unsustainable and therefore is contrary to policy SS1 .

15. Footpaths

15.1 The footpaths gave a report on footpaths walked to date and would email a copy of the report to the clerk Way markers were requested for placing at strategic points along the footpaths .Some stiles needed attending to These would be supplied by B/B .The locality officer informed the PC /footpaths officer that they would need to liaise with the relevant landowner concerning replacement & instillation of stiles along footpaths .Landowner can install the stile if he/she is happy to at their own cost or this could be undertaken by the lengthsman under the P3 scheme , However permission from the landowner would be required.

15.2 It was **RESOLVED** that the clerk contact the PC's insurers to seek clarity on insurance for volunteers carrying out vegetation clearance along the footpaths as well as risk assessment requirements.

16. Finance

16.1 Bank Balance at 27/04/2015 noted as: £12066.41

16.2 It was **RESOLVED** to pay: Aon Insurance renewal £454.48

16.3 It was **RESOLVED** to pay HALC subscription 2015/16 £272.46 + VAT

16.4 It was **RESOLVED** to pay invoice from HALC for training evening £30.00

16.5 It was **RESOLVED** pay: Information Commissioners Office Annual Fee £35.00

16.6 It as **RESOLVED** to pay invoice from A4 Office products £17.94

16.7 BAC's Payment of 1st Precept Payment 2015/165 £6000.00 **Noted**

16.8 It was **RESOLVED** to: appoint HALC as internal auditor for end of year accounts 2014/15

16.9 It was **RESOLVED** to: give a donation of £200.00 to Orcop PCC towards the churchyard maintenance

16.10It was **RESOLVED** that: Cllr Richard Watkins and Cllr Bob Davies were to be added as bank signatories on the PC bank a/c

17. Correspondence

All correspondence received has been sent to Cllrs in their agenda packs or emailed as appropriate

17.1 HALC information corner and associated documents **Noted**

17.2 Information from Department for Communities and Local Government – Transparency code for smaller authorities. **Noted**

18. Matters raised for consideration for placing on the next meetings agenda (no discussion)
Speed limit through parish

19 Next scheduled PC meeting: **Noted** as Wednesday 15th July @ 7.30pm

20. To pass a resolution to exclude members of the public and press due to a confidential employment matter

It was **RESOLVED** to: Pass a resolution to exclude the public and press due to a confidential employment matter to be discussed

Signed.....

Date.....

B Thomas Chairman