

ORCOP PARISH COUNCIL Minutes of a Parish Council Meeting held on Wednesday 18th September 2019 at 19.30 hrs in Orcop Village Hall

Councillors Present ... Ben Thomas (Chairman), Jane Rigler, Ian Garlick, Margaret Serle, Peter Garratt and Barry Shaw. Also, in attendance were Ward Councillor Toni Fagan and ten residents.

1. Apologies for absence - none.

2. Declarations of interest & written dispensation requests: There were none.

3. Minutes of the previous meeting... 17th July 2019.

It was RESOLVED to adopt the minutes as a true record of meeting held and they were signed by the Chairman.

4. Public Forum

4.1 Verbal report from the Ward Councillor Toni Fagan covered the following issues:

- Recycling facility/waste service is currently under review.
- Beryl bikes scheme launched in August 2019.
- A Ward Councillor surgery will be held on 4th October 2019 in the Fountain Inn.

4.2 Views of local residents on parish matters included:

4.2.1 Bus Shelter – Following discussion the Chairman agreed to speak to the resident who uses the bus shelter to sell produce to desist following complaints received from residents.

5. **NDP** – As Chairman of the NDP Steering Group, Councillor Margaret Serle reported that David Nicholson was the preferred choice for providing planning consultancy. It was RESOLVED that the clerk would contact Mr Nicholson confirming his appointment but, at the same time, seeking an assurance that, should the Steering Group undertake some of the tasks listed in his proposal, there would be a corresponding adjustment in his fees. All costs incurred during 2019/20 would be funded from the £4700 grant. Councillor Serle also reported that Kirkwells were not owed any outstanding fees. It was also RESOLVED that the AECOM report plus an introductory statement would be uploaded onto the Parish Council website; a hard copy of the report would also be made available. Next steps included establishing a dialogue with the landowners who responded to the “call for sites” exercise plus devising a questionnaire designed to capture the views of residents.

6. Planning - Comments on applications to be determined by Herefordshire Council

6.1 Planning Consultation 192826 – Site adjacent The Fountain Inn, Orcop Hill, Hereford – Proposed dwelling tied to Public House. Following discussion, Councillors were content to approve the proposals with one important caveat namely that they would expect to see clear evidence that issues around drainage have been resolved satisfactorily before approval is granted by the LPA. It was RESOLVED that the clerk would write to the LPA accordingly.

6.2 Planning Consultation 192605 – Upper Sun Cottage, Garway Hill, Hereford – Proposed off road parking bays. Councillors registered no objections to the proposal, and it was RESOLVED that the clerk would confirm with the LPA accordingly.

6.3 – The Trees – There was a brief discussion over concerns around building control regarding the development at The Trees and Ward Councillor Fagan agreed to raise the issue with Simon Withers asking specifically if all relevant records will be open to the public.

7. Finance

7.1 – The bank balance as at 31st August 2019 was £29,183.35

7.2 It was RESOLVED to pay the following invoices in line with budget:

7.2.1 Clerk's Aug & Sep 2019 salary in line with their employment contract.

7.2.2 Autela Group - £47.08

7.2.3 PAYE (Aug & Sept 2019)- £170.20

7.2.4 Stationery -£42.94

7.2.5 Postage - £7.32

7.2.6 Travel - £23.40

7.2.7 Purchase of Block Map - £13.20

7.2.8 DC Gardening Services - £108.00

7.2.9 HALC (Internal Audit) - £240.00

7.2.10 Publication of Planning Permission - £371.52

7.2.11 NDP Printing (Graham Bowen) - £8.26

7.3 – The clerk reported that the deadline for the precept (2020-21) is the end of December 2019 and it was RESOLVED that it draft submission would be presented to the November 2019 meeting of the Parish Council.

8. Lengthsman - The Chairman agreed to speak to the Lengthsman to discuss and agree future work in the village.

9. Footpaths - The Footpaths Officer (FPO) reported that a new bridge was in place at Stoggle Oak. Other issues raised included a broken stile at Stoggle Farm and an incident where two walkers allowed

their dogs to roam free despite it being a requirement for such animals to be on a lead where livestock are present. Finally, Ward Councillor Fagan agreed to speak to the landowner to clear his fields so that the path at OC5 was accessible.

10. Highway Issues – No further issues were raised.

11. Issues at Copywell Corner – It was RESOLVED that the clerk writes to the contractor developing The Trees asking that when mud, arising from the building work, spills onto the road it is removed on a regular basis. It was also RESOLVED that the clerk notifies the lengthsman that the Parish Council has authorised the work set out in his e-mail dated 21st July 2019. There was also some discussion on replacing the bench at Copywell.

12. The War Memorial – The Clerk reported that an application has been submitted to Herefordshire Council seeking planning permission to restore the war memorial. Councillor Peter Garratt updated progress on seeking funding streams for the restoration work, but all were contingent on acquiring a detailed methodology statement. It was RESOLVED therefore that Councillor Garrett should contact Mareva Conservation Limited to organise an assessment of the monument at a cost of £400.

13. Adoption of Standing Orders and Financial Regulations 2019 – It was RESOLVED to adopt both the Standing Orders and Financial Regulations and arrange for the publication on the Parish Council website.

14. Clerk Correspondence - It was RESOLVED for the clerk to approach VOW to arrange a speaker for a future meeting of the Parish Council.

15. Neighbourhood Watch Scheme – It was RESOLVED that the clerk arrange for a speaker to attend a future meeting of the Parish Council to provide a briefing on the Neighbourhood Watch Scheme.

16. Date of the next meeting and matters for discussion - The next Parish Council meeting will take place on 20th November 2019. No matters for discussion were raised.

17. Information items – none were submitted.

18. Employment – It was RESOLVED that the clerk’s salary should increase to SCP25 following his acquisition of the CiLCA qualification.

SIGNED DATE

DRAFT