

Minutes of the Ordinary Meeting of Ewyas Harold Group Parish Council
held on Tuesday 6th April 2004
In the Memorial Hall at 7,30 p.m.

Present

Councillor Mrs J Addis
Councillor J Middle
Councillor Mrs E Overstall (Dulas) in the chair
Councillor G Sprackling
Councillor W Preece (Dulas)
Councillor W Lloyd (Llancillo)
The Clerk

1. **Apologies for Absence** Councillors P Jinman, Revd L Rickards, R Weaver
Councillors P Sheen, Mrs M Williams
2. **Declaration of Interest** None declared
3. **Minutes** The minutes of the ordinary meeting of the council held on Tuesday 2nd March 2004 were approved without amendment

4. Matters for report (Not covered by separate agenda items)

4.1. A465 Speed Limit

Following the Public Meeting held in the Memorial Hall on 27th February, the Clerk has written to thank all the Officers that attended, and also passed on to Dennis Wheeler, Highways Agency, the detail of the Public Meeting. He has also made the HA fully aware of the extent of the boundary of the GPC. The clerk has also sent a special letter of thanks Julie Elkerton for the big part that she played in preparing for the meeting.

A letter has been received from AmeyMouchel informing that improvement work on the junction Rowstone junction will commence in mid March 2004 and will be completed within 2 weeks.

Also a second letter has been received from them re the traffic signals at Llangua Bridge indicating that work will commence in mid March 2004 with the construction period estimated to be 8 to 10 weeks. Start date confirmed by letter from HC as being 22nd March.

Resolved

That this is noted.

4.2. Manhole Cover in road – U74428.

It had subsequently been established that the line of the adopted sewer in Dark Lane ends at the junction with Priorsfield. Both Chris Wright of HC and Wessex Water agree on this. Councillor Middle passed a letter to the Clerk, which had been obtained from Mr Meyrick in which SHDC confirmed that the sewer had been adopted by Welsh Water. The letter was dated 16th June 1988. This information has been sent on to Welsh Water with a view to resolving the matter of adoption of the sewer.

Welsh Water have now replied but the letter only confirms that their records have not been updated. They are also seeking to confirm the position of the manholes that require attention.

Resolved

That the Clerk writes to Welsh Water to arrange a site meeting with Councillor J Middle

ACTION CLERK

4.3. **Road Name**

The Clerk has sought information from HC regarding name of the section of the U74428 road between the junction of School Road and Dark Lane and EH Common. HC confirm that Dark Lane continues onto the common.

Resolved

That this item is completed and should be deleted

4.4. **A465 – ‘Cats Eyes’**

The Clerk reported that he had spoken to the Highways Agency about the lack of ‘cats eyes’ on the A465 between EH and Hereford. It appears that there is disagreement between HC, the Highways Agency and Amey Mouchel (the Agencies Contractor) about the backlog of maintenance on this section of road.

Brendon Pardoe at Amey Mouchel has had a letter complaining about the state of the ‘cats eyes’ and the debris on the road edge. He has replied giving details of the proposed work, which has already started. AmeyMouchel are still in dispute with HC over the volume of debris in the roadside gullies and who will pay for its removal. The Clerk reported that he had spoken to Andy Middlecote who had yet to report.

Reply received giving details of intended work.

Andrew Colby, Divisional Surveyor for HC, accepts that the responsibility lies with HC, but that Hereford Jarvis Services have the necessary funding in their original contract. He is having a meeting with HJS and AmeyMouchel on 9th March, and instructions will be given for the work to be carried out without delay.

The work has now been completed

Resolved

That this item is completed and should be deleted

4.5. **Christmas Lights**

Councillor Weaver reported that much trouble had been caused by water getting into the lights.

Councillor Weaver has yet to spend up to £300.00 on replacement lights but he reported that he was at present in negotiation with Rockfield Road DIY over the supply of suitable lights.

Resolved

That this noted

4.6. **Brook House Water Supply - Request to put water pipe through Recreation Ground**

That it is agreed subject to a Way-leave being drawn up, to the GPC’s satisfaction and at no cost to them, by the applicant’s solicitor.

No reply received.

Resolved

That no further action is required by the Council and therefore this item should be deleted

4.7. **Trees in Dulas Lane**

The trees in Dulas Lane continue to lean over the lane. It has been established that Glyn Prosser has not placed any instruction with Martin Roper to cut back or fell the trees. The matter has been reported to HC – no reply as yet

The Clerk has now written to Glyn Prosser

Resolved

That as no reply has been received from Glyn Prosser this item should be passed to Herefordshire Council

ACTION CLERK

4.8. Trappe House Pitch – retaining wall

Jarvis Services have been instructed to undertake the work as designed by the Divisional Surveyor and to complete it to the Divisional Surveyor's satisfaction as the wall will be maintained by the Highways Department in future. Verbal assurance had been received from Brian Wallace that work will commence on the 15th March and be completed by the end of the month.

The Clerk has now written requesting confirmation in writing from Jarvis

The work has now been completed and the Clerk has asked Michael Pearmain of Jarvis Services for the invoice to be sent.

Resolved

That the Clerk should write to the Divisional Surveyor requesting that HC confirm that the wall has been completed to their satisfaction

ACTION CLERK

4.9. Trappe House Pitch – slow road marking

Councillor Mrs Addis requested that the possibility of the road at the top of Trappe House Pitch being marked with the letters 'SLOW' be looked into. HC advise that road marking are only used in support of traffic signs

The Clerk has approached Andrew Jenkins in the traffic section of the Highways Department for advice.

No response has yet been made

Resolved

That this is noted

4.10. Footway in the region of Ashdown

Councillor Weaver raised the condition of the footway between Cherrytree Close and Lower House Farm. It was all in need of resurfacing particularly the section by Ashdown House. The matter has been raised with the Highways Department.

HC, (Dave Osbourne), have agreed that the work will be included in their summer program

Resolved

__That this item be moved to the Supplementary List

4.11. Proposed closure of the Charity

It was proposed by Councillor Middle and seconded by Councillor Sprackling that the charity was closed. This was carried unanimously by the Council

The forms have now been received from Kerri Simpson, Charity Commission, for formal closure and the Clerk sent these on to Councillor Overstall for signatures of the Trustees

Councillor Overstall confirmed that the paperwork has now been sent off and that notice of the closure has been placed on the GPC notice board

Resolved

That this item be moved to the Supplementary List

4.12. GPC Newsletter

The draft copy of the April Newsletter was presented at the meeting and was passed for publication. There was a discussion on what articles could be included in future Newsletters together with proposed deadlines for articles to be with the Editor, Isabelle Devereux. Councillor Middle volunteered to write articles on the Trappe House Pitch Wall and the playground slide, and other Councillors were encouraged to make contributions

Resolved

That the Clerk should print 600 copies of the April Newsletter and take these to Isabelle

ACTION CLERK

Isabelle will arrange distribution of Newsletter through Councillor Sprackling

ACTION ID + GS

Deadline for articles for the July 2004 Newsletter - June 15th

ACTION ALL

4.13 Llancillo boundary sign on the U74413 & U74415
The Clerk has requested 3 signs from HC, (Dave Osbourne)
Resolved
That this is noted

4.14 Roadside by Stonehouse Cottage
Councillor Middle raised the condition of the roadside by Stonehouse Cottage and sought to have it improved.
The Clerk has approached HC, (Dave Osbourne) for their proposals
Resolved
That the Clerk contacts Dave Osbourne to arrange a site visit with Councillor J Middle
ACTION CLERK

4.15 Elmdale development recreation area
Councillor Rickards raised the issue of “who was allowed to play on the area?” as he saw this as a potential source of community tension.
The Clerk has contacted Andrew Prior who will check with Mike Willmont and one or the other will phone back
No response has yet been received
A letter has been received from West Mercia Housing Group regarding an alleged announcement by the GPC in the Hereford Times in connection with the play area.
Resolved
That the Clerk and Chairman draft a response to the Housing Group

ACTION CLERK + EO

5. Local Security Matters

5.1. Street Light in Prill Orchard development
Councillor Sprackling informed the meeting that when he contacted the hotline to report a faulty street light he was told that as the road was not adopted no action would be taken by the Highways Agency.
Resolved
That the Clerk should write to the Highways Agency to clarify both the status of the road and the adoption process

ACTION CLERK

6. Correspondence (Not covered by separate agenda items)

6.1. **DCSW2004/0543/F Planning Permission** Single storey extension to EH Primary School
Resolved
That this is noted

6.2. **DCSW2004/0594/F Planning Permission** Construction of art studio at Vroe Farm
Rowlestone
Resolved
That this is noted

6.3. **DCSW2004/0665F Planning Permission** Conversion of Agricultural Outbuilding at
Llancillo Hall Farm
Resolved
That this is noted

6.4. **DCSW2004/0666/L Planning Permission** Listed Building Consent at Llancillo Hall Farm
Resolved

That this is noted

- 6.5. **Clerks & Councils** **Issue 32 March 2004**
Resolved
In future copy to be sent to Chairman with second copy to be circulated to Councillors at Parish Meeting
- 6.6. **Welsh Water** **Response re sewers at Ewyas Harold**
See 4.2
- 6.7. Herefordshire Partnership Quarterly Economic Report
6.8. HO - Building Civil Renewal Consultation paper on government support for community capacity building
6.9. Community First Invitation to meeting on 18th March re: Building Civil Renewal
- 6.10. **Government Office WM** **Questionnaire re Renewable Energy and Planning**
Clerk has responded to this and requested further information
- 6.11. HALC Information Corner Training courses, Annual Parish Meetings
6.12. **HC Lengthsman Scheme** **Minor Highways Initiative**
Letter identifies funding decrease for Lengthsman Scheme from £100 to £75 per kilometre from April 2005.
Resolved
That this is noted
- 6.13. **AmeyMouchel** **Improvement works to Llangua Bridge on the A465**
Resolved
That this is noted
- 6.14. **AmeyMouchel** **Improvement works to Rowlestone Junction on the A465**
Resolved
That this is noted
- 6.15. HC Local Area Forums Timetable of meetings
6.16. **HC Environment** **Consultation document re Countryside Access** (response due by 31st May)
Paperwork passed to Councillor Overstall
Resolved
That Councillor Overstall will make a report at the next Council Meeting
- ACTION EO***
- 6.17. **DEFRA** **Information on Broadband for Rural Communities**
Paperwork passed to Councillor Overstall
- 6.18. HC Parish Council Liaison Request for Clerk's details under Data Protection Act
- 6.19. **HC Casual Vacancy** **Notice of Vacancy for Councillor in EHGPC**
Clerk has posted notice on GPC notice board with a closing date of 13th April
Resolved
That this is noted
- 6.20. HC Register of Electors Monthly update for Dulas Parish
6.21. HC Register of Electors Monthly update of Ewyas Harold Parish
6.22. HC Register of Electors Monthly update of Rowlestone Parish
6.23. HC Register of Electors Monthly update of Llancillo Parish

- 6.24. **HC Parish Election Costs** **Revised invoice and notice of future costs**
Reduction of election costs for May 2003 from £400 to £250 and notice of increase cost to GPC for 2007 elections due to implementation of all-postal ballot.
Resolved
That this is noted
- 6.25. **DC Gardening Services** **Offer of Grass cutting service**
Resolved
That the Clerk should request a quotation for cutting the recreation area grass.
ACTION CLERK
- 6.26. **West Mercia Housing Group** **Complaint re play area consultation**
See 4.15
- 6.27. **HC** **Improvements at Llangua Bridge**
Resolved
That this is noted
- 6.28. **NatWest Bank** **On-line banking application form**
Paperwork passed to Councillor Sprackling for signatures
- 6.29. HALC Welcome letter to new Clerk
6.30. Herefordshire V A Social Enterprise Form for Parish Noticeboard
6.31. **Work list from Martin Roper** **Photocopy of outstanding work for Jarvis Services**
The Clerk has contacted Sarah Pennington at HC (Engineering + Transportation) and has been informed that Andrew Middlecote is looking into the problems.
Resolved
That the Clerk will check with Martin whether this work has now been satisfactorily completed and if not will pursue further.
ACTION CLERK
- 6.32. **Letter from R J Mailes** **Water + electricity readings for Ewyas Harold FC**
Excess water use was identified as being due to a tap being left on in the toilet. Vandalism was seen as a possible cause and the GPC agreed to write off £237 of the bill.
Resolved
That the Clerk would contact Welsh Water to see if they would be sympathetic to plea that the water usage was caused by vandalism
ACTION CLERK
- 6.33. **Community First** **Newsline - April 2004 issue**
Copy passed to Councillor Overstall
- 6.34. Community First Questionnaire requesting input re services provided
6.35. Community First Training for Voluntary Organisations
6.36. **Calor Village of the Year** **Reminder for entry pack**
Resolved
That this is noted
- 6.37. **DCSW2004/0021/F Planning Permission** Single storey extension – Fairview, Ewyas Harold
Resolved
That this is noted
- 6.38. **CPRE** **Transport Campaign Group News – March 2004**
6.39. **CPRE** **Planning Update - March 2004**
6.40. **CPRE** **Rural Matters - March 2004**
All CPRE paperwork passed to Councillor Overstall
- 6.41. **Dore Community Transport** **Funding update**
Resolved

- That this is noted
- 6.42. **Highways Agency** **Rowlestone Junction Improvement letter and map**
Resolved
 That this is noted
- 6.43. **HC** **Municipal Waste Strategy booklet and CD Rom**
 Paperwork + CD Rom passed on to Councillor Overstall
- 6.44. **West Mercia Police** **Community Policing Questionnaire**
 Paper work passed on to Councillors for them to send their responses direct to WM Police
- 6.45. **EHGPC** **Newsletter**
 See 4.12
- 6.46. **HC** **Forward Plan – April-July 2004**
 Paperwork passed to Councillor Overstall
- 6.47. **HC** **Poster for Made in the Middle Exhibition at Hereford Museum**
 Paperwork passed on to Councillor Sprackling. All future non-council information requesting GPC notice board space to be passed on to Councillor Sprackling for his decision.
Resolved
That Councillors Sprackling and Middle would agree policy on what was allowed on GPC notice board.

ACTION JM + GS
- 6.48. **Nat West Bank** **Application form for signature addition**
 Paper work to Councillor Sprackling for signatures. It was decided that before the next Parish Meeting there would be a review of the banking procedures for the GPC

ACTION GPC
- 6.49. **HC** **Herefordshire Unitary Development Plan – Revised Deposit Draft**
Resolved
 That this is noted
- 6.50. **ROSPA** **Play Area Safety Report**
 Paperwork passed on to Councillor Middle
- 6.51. **Laura Prowse** **Expression of interest in vacancy on Parish Council**
Resolved
 That the Clerk would send and acknowledgement and inform her of the timetable for a decision

ACTION CLERK
- 6.52. **R. E. Daniel** **Application to provide grass maintenance**
Resolved
 That a decision would be deferred until a quotation was received from DC Gardening Services
- 6.53. **nPower** **Contract for supply of electricity**
Resolved
 That Clerk would sign new contract until Nov 2005

ACTION CLERK
- EW Memorial Management Committee** **Acknowledgement of £100 contribution and request for a representative for Dulas on committee**
Resolved
 That this is noted

7. Lengthsman Scheme

Councillor Middle proposed that, in order to simplify the matter of instructions to the Lengthsman, a standing instruction should be issued that would be renewed annually and should contain the following:

- a) Clean Road Signs
- b) Touch-up damaged and rusty paintwork in the village centre
- c) Cut the grass verges on a regular basis
- d) Clear all vegetation from visibility fencing
- e) Strim the agreed areas of the Recreation Ground
- f) Check for blockage, and rectify as necessary, all drains
- g) Sweep gutter in village centre
- h) Clean toilets on Recreation Ground (not chargeable to Lengthsman scheme)
- i) Empty litter bins on the Recreation Ground (not chargeable to the Lengthmans scheme)
- j)

Councillor Middle identified the following as needing to be added to the standing instruction:

Application of weedkiller to kerb lines and footways

Resolved

That the Clerk should contact Martin Roper to check if other activities needed to be added to the standing instruction

ACTION CLERK

8. Financial Report

8.1. Payments for approval

	SLCC Membership Subscriptions	£	83.00
	Retiring Clerk for postage (cheque to R. Rose)	£	7.35
	Purchase of copy printer + ink (cheque to R. Rose)	£	350.00
	Purchase of filing cabinet + filing box (cheque to R. Rose)	£	43.00
	Stationery order (cheque to R. Rose)	£	43.98
(Parish Plan)	Herefordshire Council for preparation of Parish Map	£	77.80
	Playground Management Ltd - ROSPA inspection of playground	£	154.51
	Graham Haines for work on Recreation Ground toilets	£	49.35
	Clerk postage (R. Rose)	£	1.01
	Clerk postage (A. Shipp)	£	11.58
	Clerk travel (A. Shipp) 123 miles @ 49.4p	£	60.76
(Lengthsman)	Martin Roper Lengthsman work for March	£	122.88
	Martin Roper Rubbish disposal from Recreation Ground	£	26.00
	R T G PITT for boards in play area and tiles in pavilion	£	57.00
(Parish Plan)	E W Memorial Hall hire of hall for Parish Plan Meeting	£	45.00

8.2.	<u>Balances as at 23rd March</u>	
	Current account	£ 448.33
	Unpresented cheques	£ (165.00)
	Business reserve	£ 4245.88
8.3.	<u>Lengthsman Scheme</u>	
	Balance	£ 1409.71
	Unpresented cheques	£ 854.73
	Balance available but not yet claimed	£
	Total available to spend in current year (Allocation £4,245.00)	£ 2264.44

Resolved

That the financial statement is accepted and payments should be made

9. Planning

9.1 Application Number DCSW2004/0958/F

SITE	Unit 5, Long Meadow Industrial Estate, Ewyas Harold
DESCRIPTION	Temporary change of use to fire station
APPLICATION TYPE	Full
APPLICANT	Property Department, H + W Fire Brigade

Resolved

That there are no objections to the application

ACTION CLERK

10. Road Maintenance and Related Matters

10.1. Potholes C1221 Elm Green

Resolved

That the Clerk writes to the Highways Department requesting action over these potholes

ACTION CLERK

11. Footpaths

11.1. Stile near Little Walk Mill

Councillor Preece reported that the stile between Little Walk Mill and Home Farm was removed 18 months ago and the gap left has still to be made stock proof.

Resolved

That the Clerk writes to Mr Rogers, Footpaths Officer HC, to request that this work is completed

ACTION CLERK

12. Recreation Ground

The roundabout has now been repaired.

Councillor Middle will make a report on the ROSPA inspection of the play area at the next Parish Meeting

ACTION JM

13. William Pye Charity

See 4.11

14. Parish Newsletter

See 4.12

15. Local Area Forum

15.1. Meeting at Memorial Hall 24th March 2004

Councillor Middle attended the meeting on the 24th March and raised several concerns over the format of these meetings, namely:

- lack of advertisement of meeting
- insufficient time for public consultation at the meeting
- agenda not available prior to the meeting
- decisions apparently made before consultation

Resolved

That the Clerk would write to Roger Phillips highlighting these concerns

ACTION CLERK

16. Purchase of Copy Printer

The Clerk gave an evaluation of the proposed purchase of a copier for the GPC.

Resolved

That the GPC should purchase the second hand Gestetner copier from Belmont Parish Council

17. Matters for further discussion.

17.1. Freedom of Information Act

Councillor Middle pointed out that this would become law in January 2005 and as yet we had not received any information on how this would affect Parish Councils

Resolved

That the Clerk asks HC for advice on the GPC's likely involvement and how we should prepare for next year.

ACTION CLERK

The Meeting concluded at 10.10pm

Chairman

Date

NEXT MEETING

Tuesday April 6th 2004

Meetings for the remainder of the year and 2005

May 4th 2004

June 8th 2004 (not the 1st Tuesday)

July 6th 2004

August 3rd 2004

September 7th 2004 provisional

October 5th 2004

November 2nd 2004

December 7th 2004

January 4th 2005

February 1st 2005

March 1st 2005

