

Minutes of the Ewyas Harold Group Parish Assembly
held on Tuesday 4th May 2004
in the Memorial Hall at 7.30p.m.

Present

Councillor Mrs E Overstall (Dulas) in the chair
Councillor G Sprackling
Councillor W Preece (Dulas)
Councillor Revd L Rickards
Councillor R Weaver
Councillor Mrs M Tovey
The Clerk

In the temporary absence of the Chairman, Councillor Weaver proposed that Councillor Sprackling took the Chair. This was seconded by Councillor Revd Rickards and carried unanimously.

1. Record of Attendance

In addition to the Councillors the following members of the public were present
Mr. R D Rose

2. Apologies for Absence

Councillors P Jinman, J Middle, W Lloyd
Councillors P Sheen, Mrs M Williams

3. Minutes

The minutes of the Annual Group Parish Assembly held on Tuesday 13th May 2003 were confirmed and signed.

Councillor Mrs E Overstall resumed the position of Chair

4. Matters Arising.

There were no matters arising.

5. Annual Financial Report.

The Clerk presented the report attached as Appendix 1. It was proposed by Councillor Sprackling and seconded by Councillor Lloyd and carried unanimously -

Resolved

That the financial report be accepted.

6. Chairman's Report

The Chairman's report is attached as Appendix 2

Resolved

That the report be accepted.

7. Public Forum

7.1. The Parish of Ewyas Harold

There were no matters raised.

7.2. The Parish of Dulas

There were no matters raised.

7.3. The Parish of Llancillo

There were no matters raised.

7.4. The Parish of Rowlstone

There were no matters raised.

The meeting closed at 7.55pm

Chairman

Date

Appendix 1

Annual Financial Report.

Report to follow after audit

Appendix 2

Chairman's Report

Our Parish Clerk Ray Rose, who has served us for a number of years, is moving on to enjoy his retirement more fully. We have also lost Councillor Thane Meldrun. We are grateful to both for their years of service to the GPC and the community. Ray has been replaced by Andy Shipp, whom we welcome and with whom we look forward to working with closely in the future.

Ewyas Harold Group Parish Council is moving towards achieving Quality Parish Council standards. To that end we have completed a Design Statement and we are in the process of producing a Parish Plan. Both these documents have involved a good deal of enquiry in the community and this has had a number of positive knock-on effects.

We have started a newsletter which is kindly edited by a generous volunteer, Isabelle Devereaux. It is currently carrying Parish Plan information but will also provide information about GPC activities. We shall be advertising shortly to find a volunteer from the community to assist us with a Community Website.

Thanks to the Parish Plan activities, we now know that residents are concerned and worried about traffic issues on the A465. Following a public meeting with Paul Keetch MP and a site meeting with the Highways Agency, the Police and Herefordshire Council, we hope to be in a stronger position, in future, to press for community-friendly policies.

The Recreation Ground continues to be a well-used local amenity. The GPC continues to monitor the safety of the Children's Play area as a priority and will be looking, in the future, to upgrading the equipment when finances allow.

The Lengthman's Scheme is progressing well although we note with concern that funding has been arbitrarily reduced by 25% by Herefordshire Council.

There remain a number of challenges to meet over the coming year. Combating apathy is important, and the best way of doing this is to keep in touch with people, encouraging them to air their opinions. We should consider holding the occasional GPC meeting combined with a surgery in Rowlestone Village Hall and make more effort to involve the parishes in the activities of the GPC.

Liz Overstall

Minutes of the Annual Meeting of Ewyas Harold Group Parish Council
held on Tuesday 4th May 2004
in the Memorial Hall at 7.55p.m.

Present

Councillor Mrs E Overstall (Dulas) in the chair
Councillor G Sprackling
Councillor W Preece (Dulas)
Councillor Revd L Rickards
Councillor R Weaver
Councillor Mrs M Tovey
The Clerk

1. Apologies for Absence

Councillors P Jinman, J Middle, W Lloyd
Councillors P Sheen, Mrs M Williams

2. Minutes

The minutes of the Annual Meeting of the Council held on Tuesday 13th May 2003 were noted.

Councillor Sprackling retook the Chair for the election of Officers.

3. Election of Chairman

Councillor Mrs E Overstall was proposed by Councillor Weaver and seconded by Councillor Mrs M Tovey. There were no other nominations. Councillor Mrs E Overstall was unanimously elected as Chairman for the ensuing year.

4. Election of Vice-Chairman

Councillor Revd L Rickards was proposed by Councillor Sprackling and seconded by Councillor Weaver. There were no other nominations. Councillor Revd L Rickards was unanimously elected as Vice-Chairman for the ensuing year.

The meeting closed at 8.05pm

Chairman

Date

Minutes of the Ordinary Meeting of Ewyas Harold Group Parish Council
held on Tuesday 4th May 2004
In the Memorial Hall at 8.05 p.m.

Present

Councillor Mrs E Overstall (Dulas) in the chair
Councillor G Sprackling
Councillor W Preece (Dulas)
Councillor Revd L Rickards
Councillor R Weaver
Councillor Mrs M Tovey
The Clerk

1. **Apologies for Absence** Councillors P Jinman, J Middle, W Lloyd
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 6th April 2004 were approved with the following amendments:

4.1 delete" junction" at the beginning of line 7

7 delete" j)" at the beginning of line 14

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

4.1. **A465 Speed Limit**

The improvement work on the Rowstone junction and Llangula Bridge commenced in mid March 2004 and the contractor, AmeyMouchel, have indicated that the work will be completed within 8 to 10 weeks.

4.2. **Manhole Cover in road – U74428.**

Both Chris Wright of HC and Wessex Water agree that the line of the adopted sewer in Dark Lane ends at the junction with Priorsfield. Welsh Water have been sent a letter dated 16th June 1988 in which SHDC confirmed that the sewer had been adopted by Welsh Water. In response, Welsh Water have admitted that their records have not yet been updated and that they are also seeking to confirm the position of the manholes that require attention. The Clerk has now written to them to arrange a site meeting with Councillor Middle. *No response has been received.*

Resolved

That this is noted

4.3. Christmas Lights

Councillor Weaver has yet to spend up to £300.00 on replacement lights but he is at present in negotiation with Rockfield Road DIY over the supply of suitable lights. *Councillor Weaver reported that it could be several months before these lights will be available.*

Resolved

That this item be removed to the Supplementary List.

4.4. 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 was reported to HC and a letter was sent to Mr Prosser in March.

As no action has been taken, the Clerk has written to Andrew Culley, HC, requesting that an order be issued for the work to be carried out.

No response has been received from HC

Resolved

That this is noted.

4.5. Trappe House Pitch – retaining wall

Jarvis Services have completed the work on the wall and the invoice has been received. The Clerk has written to Andrew Culley requesting that he confirm that the wall has been completed to his satisfaction. The Clerk has also written to Andrew Culley to request a written response to the report given to Stephen Oates in March, expressing the Parish Council's concern over the involvement of Jarvis Services in this project.

Following a site visit by HC and a complaint from a local resident with regards to access, the Clerk has written to Michael Pearmain of Jarvis Services identifying the need to reinstate the footway and carry out appropriate dressing to the wall's coping stones.

Michael Pearmain has written to advise that the outstanding work has been passed to Brian Wallace.

Resolved

That this is noted

4.6. 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 but no response has yet been made

It is now three months since the original request for advice was made and no information has been forthcoming

Resolved

That the Clerk contacts the Highways Department again.

ACTION CLERK

4.7. GPC Newsletter

Most of the copies of the April Newsletter have been distributed. Councillors were reminded that the deadline for articles for the July 2004 Newsletter was June 15th

4.8. Llancillo boundary sign on the U74413 & U74415

The Clerk has requested 3 signs from Dave Osborne of HC.

These have still not been delivered but HC have reported that the backlog of orders is being cleared.

Resolved.

That this is noted.

4.9. Roadside by Stonehouse Cottage

Councillor Middle raised the condition of the roadside by Stonehouse Cottage and sought to have it improved. *Representatives from the Divisional Surveyor of HC met with Councillor Middle and it was agreed that the surface would be improved.*

Resolved.

That this is noted.

4.10. 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 was received from West Mercia Housing Group complaining of an entry in the Hereford Times stating that the Parish Council did not wish to support the play area. The Clerk has written to emphasize the background to the creation of this play area and to explain the Council’s position with regard to this issue.

Resolved

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

4.11. 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.

The Clerk has spoken to Andy Byng of Herefordshire Council, who confirmed that:

- The road had not yet been adopted.
- The faulty light has been reported to the developer, Merediths, and they have been informed that they will be liable if an incident occurs because of failure to put this right.
- A visit was made to the site at the end of 2003 by HC, and the developer was made aware of the work that was necessary before adoption could take place.
- He would chase the builders again and point out that money for this work is still being held in a bond by the Council, and will not be released until the work necessary for adoption has been carried out.

Councillor Sprackling reported that the light had still not been repaired.

Resolved

That the Clerk should contact HC again to request further action.

ACTION CLERK

4.12. Councillor Vacancy

The Clerk has written to Laura Prowse acknowledging her expression of interest in the current vacancy. Permission has been received from HC for EHGPC to co-opt a member to serve. *This item was held over to give prospective candidates time to contact Councillors.*

4.13. Potholes C1221 Elm Green

The Clerk has written to HC requesting action over these potholes and others identified within the Parish. *Representatives from the Divisional Surveyor of HC met with Councillor Middle and the work required will be attended to, together with others in the area.*

Resolved.

That this is noted.

4.14. 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 still has to be made stock proof.

It was later ascertained that the exact location was on Footpath 12/13 Ewyas Harold to Dulas. The Clerk has contacted Robert George who has agreed to make a report to HC who will then inform the Clerk of their actions.

Resolved

That this is noted

4.15. LAF Meeting at Memorial Hall

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

The Clerk has written to Roger Phillips to highlight these concerns. Councillor Phillips has responded, thanking EHGPC for their views and stating that the points raised would be passed on to the appropriate party.

Resolved

That this is noted

4.16. 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

A proposed scheme was circulated and accepted at the Parish Meeting of 3/12/02.

Copies of this scheme and the relevant minutes are attached as Appendices A + B. The Clerk has also acquired a copy of the NALC legal topic note 54 from Parish Council files which gives advice on how this Act will affect local authorities. Further information can be obtained from the Department for Constitutional Affairs website.

The Clerk has written to the Information Commissioner's office to register the change in contact details for the Parish Council.

To comply with this Act, it was agreed that a Parish website needed to be set up. It was suggested that an interested volunteer may be found by advertising in the Newsletter.

Resolved

That this is noted

4.17. Outstanding Work for Jarvis Services

The Clerk had contacted Andrew Middlecote, HC, and reported the outstanding work as identified by Martin Roper. Andrew Middlecote has now responded as follows:

- Jetting of pipe under road at bottom of Belpha Drive. “Unfortunately this is blocked and has been added to our programme to be repaired”_
- Road signs in Rowlstone and on the Dark Lane Triangle needing replacement “This has been passed on to Dave Osborne. Unfortunately there is a backlog in the manufacture of signs”
- Broken gully grating in Pudding Street “We are not aware of this but will arrange to have it inspected and any repairs carried out”

Resolved

That this is noted

4.18. Countryside Consultation Document

Councillor Overstall gave report on this document. (see attachment).

Resolved

That Councillors Mrs E Overstall + Mrs M Tovey would complete and return the questionnaire.

ACTION ES + MT

That Councillor Sprackling would verify the boundary of the Common with the Records Office.

ACTION GS

That the Clerk would write to the Lord of the Manor, Mr John Rogers, to inform him of the Council’s need to check the boundary of the Common

ACTION CLERK

4.19. Parish Plan Meeting 21st April

Councillor Mrs E Overstall reported that the meeting at Rowlstone was well attended and that a written report would be available for the next Parish Meeting.

5. Local Security Matters

There were no local security matters to discuss

6. Correspondence (Not covered by separate agenda items)

- 6.1. **DCSW2004/0594/F** Refusal of Planning Permission for Art Studio at Vroe Farm

Resolved

That this noted

- 6.2. **DCSW2004/0543/F** Planning Permission Single storey extension at EH Primary School

Resolved

That this noted

- 6.3. Calor Village of the Year 2nd application pack reminder

- 6.4. HC Highway + Street Services leaflet

- 6.5. HC Letter from Andrew Culley confirming work to remove kerbside debris on A465

- 6.6. npower Spring/Summer brochure –“ the source”

- 6.7. HC Register of Electors Monthly update for Ewyas Harold Parish

- 6.8. HC Register of Electors Monthly update for Dulas Parish

- 6.9. Cllr Roger Phillips Response to letter sent highlighting concerns with LAF
 6.10. **HC Casual Vacancy** Paperwork allowing co-option of Councillor

Resolved

That this is noted

- 6.11. HALC Information Corner Traffic calming, Employment equality, Election costs
 6.12. Winged Fellowship Trust Letter explaining their work for disabled people and carers
 6.13. West Midland R.A. Speaking Out – Issue 5 Winter 2003
 6.14. HALC Minutes for meeting 12th February 2004
 6.15. Marches Housing Low cost housing for local people
 6.16. **HC Environment Public Rights of Way Strategy - Consultation Draft
 (comments by 11th June 2004)**

Paperwork passed to Councillor Mrs E Overstall

- 6.17. SLCC Welcome pack for New Clerk
 6.18. **Community First Membership renewal forms**

Resolved

That the membership is renewed

- 6.19. HC Committee Services Notice of meetings 29th March – 17th June 2004
 6.20. HC Forward Plan 1st May 2004 – 31st August 2004
 6.21. **HC Policy + Community. Audit of open space and recreation provision. Respond
 (respond by 12th May 2004)**

Paperwork passed to Councillor R Weaver

- 6.22. **Allianz Cornhill Insurance Quote for renewal of Local Council Insurance.
 (Renewal date 1st June 2004)**

Resolved

That the Clerk contact HC to check whether EHGPC should consider getting other quotes.

- 6.23. DC Gardening Services Letter declining to provide quote for grass cutting
 6.24. HALC (Southern Area) Minutes of meeting held 26th January 2004
 6.25. HALC (Southern Area) Agenda for meeting to be held 26th April 2004
 6.26. **Alliance + Leicester Application forms to open bank account**

Resolved

That, given the improved interest rates with the A+L, the Clerk should open an account with them for EHGPC to replace that with the NatWest.

ACTION CLERK

- 6.27. HC Policy + Community Local Area Forum dates
 6.28. **Charity Commission** Request for information required prior to closure of
 William Pye Charity

Resolved

That the Clerk contact Ray Rose to request help with obtaining this information

ACTION CLERK

- 6.29. **HC Environment Invitation to meeting on 11th May re Rights of Way
 Consultations**

Paperwork given to Councillor Mrs E Overstall

- 6.30. H+W Fire Authority Performance Plan Summary 2004 – 2005
 6.31. HC Policy + Community Bus and Train Timetable for Hereford & Bromyard
 Update No 3 25/4/04
 6.32. **HC Policy + Community Road Works Schedule**

Resolved

That this is noted.

- 6.33. Herefordshire Partnership Herefordshire Funding Directory – 11th edition April 2004
6.34. **Herefordshire Partnership** 2004 Course Programme
Paperwork passed to Councillor Mrs E Overstall
6.35. West Mercia Police Newsbeat March + April
Paperwork circulated to Councillors

7. Lengthsman Scheme

7.1. Reduction in Lengthsman Payments

There was a discussion regarding the decision by HC to reduce future payments to this scheme from £100 to £75 per kilometre.

Resolved

That the Clerk should write a formal letter expressing the GPC's objection in principle to this reduction

ACTION CLERK

- 7.2. Lengthsman work undertaken in April still to be identified

8. Financial Report

8.1. Payments for approval

Renewal of Annual subscription to Community First	£	30.00
Brian Ball – Various work October 2003 to March 2004	£	118.85
Allianz Cornhill – Renewal of Local Council Policy	£	1946.86
Electricity bill from npower	£	31.70
Parish Freighter payment 2004-2005	£	232.68
Clerk postage	£	6.72
Clerk travel 48 miles @ 49.4p£		23.71
(Parish Plan) Ian Howard Associates – Village Plan	£	29.96
Jarvis Services – Road Sweep Ewyas Harold Village	£	35.25
Clerk postage (agendas)	£	4.62
Clerk stationery	£	4.99
Falcon Woodwork – Public Notice Board at Rowlestone	£	380.00
Collins Services –bearings on playing field equipment	£	362.96
(Lengthsman)Jarvis Services – Trappe House Retaining Wall	£	3469.95

8.2. Balances as at 23rd March

Current account	£	990.02
Unpresented cheques	£	(567.03)
Business Reserve	£	9484.52

8.3. Lengthsman Scheme

Balance	£	2104.55
Balance available but not yet claimed	£	4245.00
Total available in current year (allocation £4,245.00)	£	6349.55

Resolved

That the financial statement is accepted and payments should be made excepting:

Payment to Jarvis Services for Trappe House Retaining Wall should not be made until

HC sign this job off as complete.

Payment to Allianz Cornhill for of Local Council Policy should not be made until the Clerk has verified with HC that they are not recommending that Councils seek other quotes.

8.4. Annual Return

8.4.1. Statement of Accounts

The statement of accounts, attached as Appendix A, was presented by the Clerk, who explained the significance of the statement and the figures contained in it.

Resolved

That the Statement of Accounts are approved

8.4.2. Statement of Assurance

The eight sections of the Statement of Assurance in the Annual Return were each considered separately.

Resolved

That the Council was able to make a yes declaration to each section. The Statement shall be completed and sent for audit

9. Planning

Councillor Mrs E Overstall presented the planning appeal made by the owners of Cwm Farm, Walterstone, against a refusal by HC to give planning consent for the construction of a large country house. The appeal was dismissed following an inquiry by the Secretary of State which sets an important legal precedent. In his summing up the Inspector describes the countryside of South Herefordshire as “highly distinctive” and “fragile” The ruling underlines the importance of refusing planning permission where damage to this landscape may occur.

Resolved

That this is noted.

10. Road Maintenance and Related Matters

10.1. Puddles on B4347 Ewyas Harold

Councillor Mrs M Tovey reported that on the main road into Ewyas Harold outside the Bungalow Ty Bony there was often a large puddle after rain and questioned the need for additional drainage at this site

Resolved

That the Clerk should report this problem to the Highways Department.

ACTION CLERK

10.2. Drains near Little Walk Mill Farm

Councillor W Preece reported that there appeared to be insufficient drainage on the Dulas Road to Longtown opposite the entrance to Little Walk Mill Farm as this often flooded after heavy rain.

Resolved

That the Clerk should report this problem to the Highways Department.

ACTION CLERK

10.3. Potholes at Pool Farm

Councillor W Lloyd, through the Clerk, has identified large potholes outside Pool Farm on the Rowlestone to Walterstone Road.

Resolved

That the Clerk should report this problem to the Highways Department.

ACTION CLERK

10.4. Overhanging Trees A465

The Clerk reported that he had spoken to Mark Potter of Berringtons the Kentchurch Estate managers regarding overhanging trees south of Pontrilas Garden Centre on the A465. Mr Potter stated that the trees had been cut back twice but that they were planning to cut them back severely within the next 3 weeks.

Resolved

That this is noted

10.5. Dead Trees near Fire Station

The Clerk reported that two trees near to the fire station had been marked as due for removal and that this work would be undertaken by Aquilla

Resolved

That this is noted

10.6. Ewyas Harold Site Visit by HC

While inspecting the Trappe House Retaining Wall and the roadside at Stonehouse Cottage it was noted that a headwall on Dulas Brook at Horsecroft had collapsed and that the footway below Dark Lane required sweeping. It was agreed with Councillor Middle that this work would be carried out.

Resolved

That this is noted. It was agreed that the Clerk should write a letter of thanks to HC for their attendance, also confirming all the work agreed at the site visit

ACTION CLERK

10.7. Pavement Obstruction

Complaints have been received by the GPC concerning obstruction of the pavement outside the Dog public house by benches, chairs, tables and a dog kennel. This matter has been referred to HC Highways Department.

Resolved

That this is noted

11. Footpaths

There were no issues raised under this section

12. Recreation Ground

Councillor Mrs E Overstall highlighted faults found during the weekly inspection of the play area. Councillor Sprackling agreed to arrange for them to be put right. Councillor Overstall also identified problems with the surfaces around the various childrens' amenities and it was agreed that more bark was required in these areas.

ACTION GS + CLERK

In advance of his report at the June Parish Council Meeting, Councillor Middle, submitted the following written comments on the recent ROSPA report:

- "Slide fails mainly because of lack of an impact surface in the fall area"
- "Other aspects of slide require attention"
- "Because of age and costs of compliance I propose we arrange for its removal"

Resolved

That the Clerk would write to HC to seek advice on safety aspects of play area and equipment.

ACTION CLERK

13. Parish Newsletter

13.1. See item 4.7

14. Matters for further discussion.

Councillor Mrs M Tovey questioned whether Rowlestone had received this year's payment for the upkeep of the Churchyard.

Resolved

That the Clerk would check whether any payment had been made.

ACTION CLERK

Councillor Mrs E Overstall questioned whether a grant had been made to Rowlestone Village Hall

Resolved

That the Clerk would check whether any payment had been made

ACTION CLERK

Meeting closed at 10.40pm

Chairman

Date

<p>NEXT MEETING Tuesday June 8th 2004 (NOT 1STTUESDAY)</p> <p>Meetings for the remainder of the year and 2005</p> <p>July 6th 2004</p> <p>August 3rd 2004</p> <p>September 7th 2004 provisional</p> <p>October 5th 2004</p> <p>November 2nd 2004</p> <p>December 7th 2004</p> <p>January 4th 2005</p> <p>February 1st 2005</p> <p>March 1st 2005</p>
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