

EATON BISHOP PARISH COUNCIL

Minutes of the Annual Statutory Parish Council Meeting of Eaton Bishop Parish Council held via Zoom Platform, due to Covid 19 Lockdown, on Wednesday 13th May 2020 from 7.30 pm

Present at the Zoom meeting:

Cllr Becky Wall BEM (in the Chair)
Cllr Rupert Chatwin
Cllr Alan Tydeman
Cllr James Ball
Cllr David Richards
Cllr Beth Cross

In attendance:

Present were Parish Clerk Alison Wright, Ward Cllr David Hitchiner and two members of the public.

The meeting commenced at 7.30 pm. The Chair (Cllr Becky Wall BEM) welcomed everyone to the meeting.

1.0 Open Session – public questions:

There was no public input.

2.0 Election of Chair and receipt of Acceptance of Office form

Cllr Becky Wall MBE was nominated by Cllr Cross and seconded by Cllr Ball. There were no other nominations. Cllr Wall accepted the role. The acceptance was recorded.

3.0 Election of Vice Chairman and receipt of Acceptance of Office form

Cllr Ball was nominated by Cllr Tydeman and seconded by Cllr Wall. There were no other nominations. Cllr Ball accepted the role. The acceptance was recorded.

4.0 Apologies for Absence

There were no apologies. The councillors acknowledged the resignation of Matt Johnson. Thanks were recorded to Matt for his time as councillor. Advertisement for a new councillor would commence from 21/05/20.

5.0 Declarations of Interest

There were no declarations made.

6.0 Minutes of previous meeting held on 11th March 2020

The Minutes of the Parish Council Meeting, held on the 11th February 2020 were approved as a true and correct record of the meeting.

7.0 To receive reports from:

Ward Councillor

The **Ward Cllr** had sent his report. This was in fact the Leaders Report which had been circulated following the sending by another Ward Cllr. This contained updates about Herefordshire Council.

8.0 Finance and Policies

8.1) To note bank balances

The bank balances were noted as: Business Account £19659.64* and Treasurer's Account £3841.46, as at the meeting date.

*Contained within the Business Account total are the following amounts:

- 1) **The Cooks Charity** Deposit of £2144.51
- 2) **RPA Grant Funding** for the Commons Projects - balance £4339.23
- 3) **Defibrillator Fund** balance £457.41.

To resolve to accept payments, as per listing
The following payments were approved:

Resolved: that the payments were passed for payment: Unanimous.

Mrs A Wright (Clerk's salary paid in accordance with contract)	
HM Revenue & Customs (Tax)	£64.40
Longfield Services (Lengthsman bins)	£110.00
Information Commissioner (ICO)	£40.00

8.2) To approve exemption form for accounting statements and appoint internal auditor for end of year accounts 2020 - 2021

The exemption form was agreed and the appointment of the Internal Auditor subject to his acceptance of the role.

9.0 Village Matters

Honeymoon Common and Little Marsh Common – updates

Some ditching had been carried out as agreed and there was some time in credit for further works to be carried out. Cllr Richards would liaise regarding roadside ditches, Honeymoon House and a leaning poplar tree that had been advised. Sheep would be going on the common to graze once the flowering period had finished.

It was commented how that the flower meadow was coming on spectacularly at the Cooks Field and the Clerk was asked to write and congratulate the new tenant on this achievement.

Village Hall matters – no further items were raised.

10.0 Smart Water – to discuss roll out initiatives

The suggestion to ask the Police to post out the kits would be explored as the option of public meetings, to allocate and register the kits, was not available at the present time. Cllr Wall would contact the representative.

11.0 Parish Roads and Footpaths

11.1) To note any defects to be reported to Balfour Beatty.

Correspondence had been received from a resident concerning a pond and public right of way at Cagebrook House. The Parish Council discussed the information supplied and determined that they did not have authority to deal with the issues as raised. The Parish Council asked the Clerk to refer the correspondence to the Public Realm Contractor for their consideration of the matters that had been put forward and with a request for them to determine any course of action, such as may be deemed appropriate. The letter had been jointly sent to Clehonger Parish Council, as the area at question fell within both parishes, and they would be copied the response, as would the Locality Steward for the area. The Clerk was asked by the Parish Council to advise the resident of the Parish Council decision to refer the matter to the Public Realm Contractor.

The issue of road damage between the phone kiosk and Camp Villa was raised. Residents had been

carrying out temporary repairs with rubble and bricks to fill the potholes. This was an un-adopted road but the Locality Steward would try to fill the holes when spare material became available.

There had been an issue with the movement of a telegraph pole on common land at Ruckhall. It was reported that matters were in hand to resolve the issue.

11.2) To put forward work for the Lengthsman:
Cllr Ball was in negotiation regarding stiles that were required for Marsh Farm. Advice from the Locality Steward was that an application for a new stile over a public right of way would need to be made using a Form 147 Agreement. This would need to be followed up.

12.0 Information Sheet and Correspondence

12.1) To note Information and Correspondence sheet including:

Herefordshire Council Various, as circulated and including:

- Latest on local funding Covid 19 linked and extended Rural Services Delivery Grant deadline
- Remote meetings video/audio platforms and Fastershire 'Keep Connected' grant reminder
- Review of Neighbourhood Plans guidance note
- Neighbourhood Planning Material Weight and Review of made Neighbourhood Plans Guidance Notes
- Stop Loan Sharks Social Media Resources - Covid19
- Letter to local councils - regulatory changes as a result of Covid 19

HALC

HALC Information Corner

13.0 Matters to be raised on the Agenda for the next meeting

All the usual items would be on the Agenda.

14.0 Confirmation of the date of the next Meeting

The next Ordinary Parish Council Meeting will be held on Monday 15th June 2020, from 7.30pm, via Zoom Platform unless otherwise advised.

The meeting closed at 8.24 pm

Signed:

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Chairman

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Date

15th June 2020

Visit the Eaton Bishop Parish Website at: www.eatonbishoppcc.btck.co.uk