

EATON BISHOP PARISH COUNCIL.
MINUTES OF THE ANNUAL MEETING OF THE PARISH COUNCIL
HELD ON 11th May 2016

Present: Mr R Christopher (Chairman), Mr L Wolverson (Vice Chairman), Mr M Johnson,
16/35 Mrs C Hanks, Mr D Richards, Ms R Robinson Ms A Mick – No apologies for absence.
In Attendance; Mr S. Williams (Cllr) and Mr A Tydeman (Tree Warden)
Declarations of interest: – NDP Item - Interest was declared by Mr L Wolverson, (non-pecuniary)
and Ms R Robinson, (pecuniary).

Election of Chairman and Vice-Chairman for the year 2015 -2016:

16/36 Mr L Wolverson assumed the Chair. Mr R Christopher was proposed by Ms A Mick and seconded by Ms R Robinson - there were no other nominations and the proposal was agreed unanimously. Mr R Christopher duly signed the Declaration of Acceptance. (Original with file copy of Minutes). Mr RL Christopher resumed the Chair and proposed Mr L Wolverson as Vice-Chairman, this was seconded by Mrs C Hanks, again there were no other nominations and the proposal was agreed. Mr PJ Rowland was re-appointed as Clerk, the Proper Officer and Responsible Financial Officer unanimously, following a proposal by Mr RL Christopher which was seconded by Mr M Johnson.

Minutes: The minutes of the Meeting held on the 13th April 2016, which had been circulated,
16/37 were taken as read, approved and signed.

Matters arising

16/38 a. Neighbourhood Plan. The three week informal consultation period which followed the public meeting on April 2nd finished April 23rd with 77 replies from 81 individuals.:

The consultation resulted in 46 comments in support of the draft NDP for the Parish. The main issues of concern, which centre on Ruckhall have now been identified and work is on-going to address these concerns in the revised draft plan.

Comments were also received on the Eaton Bishop Sites that relate to access and density of the proposed housing. Issues with the exact line of the Eaton Bishop settlement Boundary have been identified and this will lead to some minor adjustment to include a garden that had previously been excluded from a dwelling that is included. Comment from Welsh Water, the Environment Agency and Herefordshire County Council will also be considered. The work involved in deciding amendments and redrawing the draft document may take longer than we first anticipated.

b. Littlemarsh Common. i. The Lead Adviser, Herefordshire Land Management, Natural England had visited the Common and was very complimentary regarding the work put in by Mrs Hanks and her team of volunteers.

ii. After discussion on the sale of firewood arising from the clearance the Chairman agreed to write and accept the offer of £75.00/tonne made by Mr Tomkins.

c. Tree Warden. The proposal to mark the birthday of Her Majesty, The Queen by purchasing and planting two trees at the cost of £75.24 was agreed.

d. Parish Clerk – The handover was currently 'on hold' due to the availability of the Parish Clerk Designate; it is anticipated that the handover will now commence in July. In the meantime a copy of the formal contract required for the new circumstances would be copied to all PC members.

e. Information Evening for Parish Councillors. This was discussed and the evening of 22nd June was agreed as the date suitable to members of the PC, timings would be 6.30 to 8.30pm at the Village Hall and the Clerk would confirm this to the CEO at HALC.

Planning: a. The Planning Application for Banbh Farm in Breinton, which although not in the Parish was on

16/39 the other side of the river opposite the Parish, had been brought to the attention of the Parish Council.

The size and appearance of the development across the river could be intrusive and it was agreed that progress on the application should be monitored.

Finance: a. The Unaudited Accounts for 2015 – 2016 were presented and agreed and approved.

16/40 b. The Parish Council had discussed, approved and signed the Annual Governance Statement at Section 2 of the Annual return on 13th April, and the Accounts having been approved by the Internal Auditor, were ready for forwarding to the External Auditors. It was noted that, as the total income/expenditure for the year had exceeded £10,000 due to NDP and RPA grants and costs, a fee of £100 would be owed to Grant Thornton in due course.

c. Payment of the Insurance for the Parish Council was approved and cheque signed for £370.05.

d. Lengthsman invoices TGC 1623 AND 1644 totalling £771.12 were discussed and payment deferred until the Chairman had discussed the detail with the Lengthsman further.

e. A VAT refund for the years 2013/14 to 2015/2016 of £1312.99 had been credited to the PC account.

Date of next meeting:- Wednesday 8th June 2016 @ 7.30pm