

Aymestrey Parish Council
Minutes of the scheduled meeting of the Parish Council Wednesday 25 October 2023
7.00pm in Aymestrey Parish Hall

Present: Councillors Domenica Dunne, Ian Goddard (Chairman), Dan Hurcomb, Nicola Luscott, John Probert, Mike Snoswell and Eleanor Waldron.

In attendance: 5 Members of Public, Ward Councillor Carole Gandy and Mrs Maggie Brown, Clerk.

23/74. **Apologies** received from Cllr Helen Hamilton and the Footpaths Officer.

23/75. **Declarations of Interest.**

Declarations of Interest were received from Cllr Dunne in items 23/79.2 and 23/84, and Cllr Hurcomb in item 23/88. No written Dispensation requests were received.

23/76. **Open Discussion:**

23/76.1. Ward Cllr Carole Gandy's report was circulated prior to the meeting and can be seen on the website, aymestrey.org. In addition, Cllr Gandy reported that the Leinthall Earls quarry road is due to be resurfaced within 6-8 weeks (see item 23/86) and that she has been advised that the application for the extension to the quarry may include infrastructure which may impact upon residents.

23/76.2. Update on parish matters from Chairman.

- a) Traffic Calming group met 25 September. Feedback from Mr Ian Connolly and Mr Simon Hobbs to be incorporated into a revised version of the plan, to be considered by the Group on 30 October after which it will be made available to the public at the November parish council meeting. Noted: whether it can also be displayed at the Parish Hall's Autumn Fayre (11 November) to be confirmed.
- b) The Floral Group has started planning for next year and the Tidy Village Group is gaining traction.
- c) The Parish Council notice board is still to be refurbished.

23/76.3. Reports from Councillors.

Cllr Hurcomb.

During storm event, residents cleared grips by the A4110 to prevent flooding to their property. This was reported to Balfour Beatty (BBLP). Proposed that a regular reminder be sent to BBLP to ensure these grips are kept clear.

River Lugg sign post has broken. Clerk to report to BBLP.

Graffiti on 30mph sign and broadband box. Clerk to report to BBLP.

Cllr Dunne.

Signs to Leinthall Quarry (on the verge of the A4110) need to be cleaned. Clerk to report to BBLP.

23/76.4. Views of residents on parish matters.

- a) Request for vegetation around 30mph and other road signs to be cut back.
- b) The same resident, who has been clearing debris from the pavement in Aymestrey village requested that the task be completed before an accident occurs. See item 23/88 Lengthsman.
- c) Request for data from the speed indicator device. Clerk to follow up.

23/77. **Minutes: RESOLVED** minutes of the Scheduled meetings held 27 September 2023 were agreed as a true record and signed by the Chairman.

23/78. **Footpaths**

23/78.1. A written report from the Footpaths Officer was circulated prior to the meeting, and can be seen on the Parish Council's website. Ref steps at Pokehouse Wood, it was noted that an alternative route is available. Signage is needed, and the National Trust is to be approached to arrange this. The NT could also be asked to repair the steps. Clerk to liaise with the Footpaths Officer.
No expense claims received.

23/78.2. Works to be undertaken by the Footpaths Officer. No further works were recommended. The Footpaths Officer was thanked for his voluntary work on behalf of the Parish.

23/79. Planning Matters.

- 23/79.1. [P173692/F](#) land adjacent to the Village Hall, 5 no. dwellings with garages and treatment plant.
To consider potential response to letter emailed to Cllr Swinglehurst concerning the process taken in reaching a decision not to enforce the approval. Noted: A holding letter from the Interim Head of Planning & Building Control had been received by the Parish Council, and a further update is expected. Cllr Gandy advised that Cllr Swinglehurst is on leave until the beginning of November. Item deferred to the November meeting.
- 23/79.2. [P232900/EIB](#) Aymestrey, Mortimer, Leinthall Quarry Leinthall Earls Leominster Herefordshire HR6 9TR Scoping opinion for a western extension and consolidation of other operations/activities.
Comments not being accepted. Following discussion, it was **agreed** to submit comments relating to Transport, Environmental Health, Visual impact, and Ecology. Comments will be prepared by the Chairman, and submitted by the deadline of 26 October by the clerk.

23/80. Financial Matters

- 23/80.1. A report from the Responsible Financial Officer to end September 2023 (Quarter 2) was noted, and it was **RESOLVED** to agree recommendations, as discussed at the Finance Working Group meeting on Monday 16 October, listed below:
- Dates on Reserves Policy to be updated.
 - Online Banking Policy to include option to use Multiple Payments List.
 - To accept online statements from Lloyds Bank rather than paper statements.
 - To accept recommendation on purchase of parish council laptop. See item 23/82.
- 23/80.2. Noted. Cllr Snoswell confirmed the bank reconciliation had been verified to the end of Quarter 2. Cllr Snoswell was thanked for completing this task.
- 23/80.3. Application for a Lloyds Charge card, or a Lloyds Debit Card.
Noted: Financial Regulations allow for lending (by a bank) via a debit, pre-paid or corporate credit card. As a debit card cannot have a spending limit set on it, it was not discussed further.
RESOLVED to re-affirm decision taken in June 2023, in accordance with Financial Regulation 6.20 to apply for a card with an initial limit of £1,000, to be reduced, if possible, to £500. The card will be for the Clerk's use only, and will be paid in full by Direct Debit at the end of every month.
- 23/80.4. Noted: payments since the September meeting: Payments £300 donation to Aymestrey Fete, £288 Aymestrey Matters September edition, £80.24 donation to the Commons Association reimbursing costs of Billhooks, sharpening stone and first aid kit.
- 23/80.5. Noted: Balances on 18 October 2023 Lloyds Current a/c £6,671.35, and 32-Day Notice a/c £16,199.43.
- 23/80.6. Noted: Reserves and Ringfenced Funds.
Reserve Fund £5,000, General Revenue Reserve £4,986.86. Total reserves £9,986.86.
Ringfenced funds:
- | | |
|---|------------|
| Traffic Calming Schemes | £2,795.98 |
| Election Fund | £1,000.00 |
| IT replacement | £300.00 |
| Total ringfenced | £4,095.98. |
| Non reserve/ringfenced funds available: £8,787.94 | |
- 23/80.7. **RESOLVED** to approve payments below
- | | Amount | VAT |
|--|-----------|-------|
| Cllr Eleanor Waldon, reimbursement for AGNS phone top-up | £10.00 | £1.67 |
| Clerk's Payroll Month 7 | £264.78 | |
| HMRC PAYE Month 7 | £66.20 | |
| Clerk's expenses* | £20.99 | 0.50 |
| Total Payments | £361.97 | |
| Non reserve/ringfenced balance after October Payments: | £8,425.97 | |

- 23/81. **Draft Budget for 2024/25** was discussed. It was agreed that a copy be placed on the website, prior to agreeing a final version and setting the Precept at the November meeting. Residents are encouraged to view the draft budget and comment, either via the clerk, or at the November meeting.
- 23/82. **Purchase of replacement Parish Council laptop. RESOLVED** to purchase a laptop, most likely a re-conditioned DELL, with Microsoft 365 and any other software required. An upper limit of £750 was agreed, to include £300 accumulated in a ringfenced fund over the last three years. A former councillor is thanked for helping the clerk with the purchase and setting up of the computer.
- 23/83. **Good Neighbour Scheme (GNS).** One call had been received this month to which Cllr Goddard responded. The resident asking for assistance lives in Wigmore village.
- 23/84. **Breedon Quarry Liaison Meetings.** Representative to attend meetings on behalf of Aymestrey Parish Council. Two councillors gave specific reasons for being unable to represent the Parish Council. As no other councillor put their name forward, The Chairman agreed that either he, or if agreed Cllr Helen Hamilton, will represent the Parish Council.
- 23/85. **Consultation.** Climate and Ecology Bill due for its second reading on 24 November. Following discussion, it was agreed to not support the Bill, as it is political in nature, and the Parish Council is a-political.
- 23/86. **Highways.** Carriageway repairs at Quarry Road Leinthall Earls. Cllr Gandy reported that the road is due to be resurfaced within 6-8 weeks.
- 23/87. **Commons Association.** An update was received. A constitution has been agreed, and tree planting is underway including Black Poplars and a Red Oak at Yatton Marsh Common. Paths have been strimmed and a survey of Scots Pines carried out the intention being to replace trees evident in illustrations from the 1840s to ensure continuity.
- 23/88. **Lengthsman.** Works to be undertaken by the Lengthsman.
- 23/88.1. Having first advised the clerk of potential cost of booking 'road space' with Streetworks, the lengthsman will be asked to clear debris from pavement and kerbs between 30mph signs in Aymestrey, and where possible in Mortimers Cross.
- 23/88.2. Trim vegetation around 30pmh and other road signs in Aymestrey village.
- 23/89. **Contents of the Information Sheet** were noted. No matters arising.
- 23/90. Confirmed: date of next scheduled meeting of the Parish Council, Wednesday 22 November 2023.

Meeting closed 20:47

Original signed and on file

Signed

DATE 22 November 2023

Cllr Ian Goddard. Chairman, Aymestrey Parish Council.