

## Aymestrey Parish Council

### Minutes Scheduled Meeting of the Parish Council Wednesday 24 April 2019 at 7.30pm in Aymestrey Parish Hall

## MINUTES

Present: Cllrs Ian Banks, Ian Goddard (Chairman), Ken Holland (7:38)  
John Probert (7:45), and Eleanor Waldron.

Absent: Cllr Annaly Goodwin.

In attendance: 3 members of the public, 2 left & 1 arrived during the course of the meeting.  
Ward Cllr Carole Gandy; Maggie Brown (Clerk).

1. **Apologies:** Received from Cllr Helen Hamilton.
2. **Declarations of Interest:**
  - 2.1. No declaration of interest made.
  - 2.2. No requests for dispensations received.
3. **Open Discussion:**
  - 3.1. Ward Cllr Carole Gandy's [report](#) was circulated to Cllrs prior to the meeting. Cllr Gandy thanked Aymestrey Parish Council (APC) for its support over the last 4 years in case she is not re-elected. APC thanked her in return.
  - 3.2. No new concerns reported by residents present. AGREED Cllr Goddard to draft letter to the Gatley Estate before May meeting ref. leasehold of Leinthall Earls Quarry.
  - 3.3. Reported by Chairman:
    - 3.3.1. Thanks recorded to all volunteers who worked over 12/13/14 April on a spring clean of the parish.
    - 3.3.2. Attended Community Conference Neighbours on the Edge of Care.
    - 3.3.3. Door to phone box needs to be removed. To be discussed with Parish Hall. Deferred to May meeting.
 Reported by Councillors:
    - 3.3.4. Damage to 30mph sign by Corner House, Clerk to report to Balfour Beatty;
    - 3.3.5. Glass in notice board at Covenhope is broken.
4. **Minutes:** RESOLVED: Minutes of the scheduled meeting 27 March 2019 be signed as a true record.
5. **RESOLVED: To respond to** Housing Delivery Survey from Herefordshire Planning Department as follows. Aymestrey Parish Council is concerned the questionnaire invites developers to attribute lack of housing delivery to issues such as NDPs & Environmental Regulations, and wishes to draw Herefordshire Council's attention to the [Letwin Review](#), autumn 2018, which found the main impediment to be 'absorption' rates, with developers holding back from developing sites as houses already built could not be sold at the prices asked. The Review also found a problem with uniformity of houses being built, with too few affordable or low-cost homes.
6. **Neighbourhood Development Plan (NDP):**
  - 6.1. Noted: Referendum date of 30 May 2019.
  - 6.2. RESOLVED to promote the Referendum by delivering flyer to each household, website, Mailchimp, 'A' boards at parish hall & on Agenda for Aymestrey Parish Annual Meeting on 14 May 2019.
  - 6.3. Noted: Completion of Housing Delivery Test Questionnaire.
7. **2019 Election :** Noted: Parish Council election is uncontested.
8. **RESOLVED to adopt the following from May 2019:**
  - 8.1. Revised 2018 Herefordshire Code of Conduct.
  - 8.2. Asset Register 2019 with one amendment to current values.

9. **Good Neighbour Scheme:** Two volunteers have come forward. The Scheme will be on the Agenda for the Aymestrey Parish Annual Meeting, and posters have been produced for notice boards and the website. Once further volunteers are in place, flyers will be delivered to initiate requests.

10. **Notice Board:** RESOLVED: To obtain quotation for repair/maintenance to boards in Covenhope, Leinthall Earls, Yatton & Aymestrey Lodges; purchase board for Mortimers Cross (location to be confirmed) up to £800; and share cost with Parish Hall for new board in car park up to £1200.

11. RESOLVED Clerk to report damage to Fire Hydrant covers to Hereford & Worcester Fire & Rescue.

## 12. Highways

12.1. Noted: Refund of £2,847.40 net received from Balfour Beatty. Clerk to obtain update on progress of White Lining Scheme. Funds could be used to purchase a Speed Indicator Device (SID).

12.2. RESOLVED: Chairman & Clerk to prepare draft Annual Maintenance Plan 2019/20 for consideration at 22 May 2019 meeting. Cllr John Probert to arrange inspection of the parish with the Lengthsman, Clerk to provide map showing location of grit bins.

12.3. No works for Lengthsman reported. Noted: Query over best method of keeping village gates clean.

12.4. No works for Footpaths Officer reported.

## 13. Planning Applications

13.1. [P191235/XA2 - PP - Approval of details reserved by condition](#) on April 5, 2019 at 12:00 am Hill Barn Farm Aymestrey Leominster Herefordshire HR6 9SR, Application for approval of details reserved by conditions 3, 4, 5, 7 & 8 attached to planning permission 181218. , Valid [...]

13.2. [P191236/XA2 - PP - Approval of details reserved by condition](#) on April 5, 2019 at 12:00 am Hill Barn Farm Aymestrey Leominster Herefordshire HR6 9SR, Application for approval of details reserved by conditions 3 & 4 attached to planning permission 182025. , Valid [...]

RESOLVED: The Parish Council has no comment to make on these applications. Noted: Clerk to advise Cllrs of applications 'not accepting comments' and be advised whether to include in the Agenda.

## 14. Financial Matters. RESOLVED: To approve items 14.3 to 14.6

14.1. Noted: Quarter and year-end report from Responsible Financial Officer (RFO).

14.2. Noted: The Annual Internal Auditor's Report, including suggestion of a Reserves Policy.

14.3. Annual Governance Statement, section 1 of the Annual Governance and Accountability Return (AGAR), approved and signed by Chairman & Clerk.

14.4. To approve Accounting Statement, section 2 of the AGAR, approved & signed by Chairman.

14.5. Noted: Commencement date for the exercise of public rights, set by the RFO.

14.6. Return of Certification of Exemption from External Audit authorised, and signed by RFO & Chairman.

14.7. RESOLVED For the financial year 2019/20 – that payment of *PlusNet* (broadband) invoices be made by Direct Debit and invoices from *One Stop Print Shop* (for Aymestrey Matters printing) be paid upon receipt.

- 14.8. Noted: Account balances were noted. Reported: Error in Agenda, Clerk's expenses should read £55.47 not £89.53. RESOLVED: to approve payments as listed below.

<b>Balance at 31 March 2019</b>	<b>Lloyds Bank</b>	<b>12,938.34</b>
<b>TOTAL ABOVE INCLUDES RINGFENCED FUNDS :</b>		
	For Traffic Calming Schemes	3,010.03
	Parish initiatives	936.00
	Election Fund	500.00
	Reserve Fund	3,000.00
	General Reserve	5,492.31
	<b>TOTAL ringfenced @ 1 April 2019</b>	<b>£ 12,938.34</b>

<b>PAYMENTS: approved - to be paid from 2019/20 Precept</b>	<b>Amount (incl. VAT)</b>	<b>Chq No</b>
SDH Accounting (Internal Audit 2018/19)	140.00	000013
Refund to Cllr Holland (refreshments for Litter Picking Event 14/4)	13.60	000014
Clerk's Expenses (mileage £48.15, stamps £7.32)*	55.47	000015
Subscription to Society of Local Council Clerks	89.00	000016
Plusnet - Direct Debit payment for broadband	19.20	DD
<b>TOTAL</b>	<b>£ 317.27</b>	<b>£ -</b>

\*Mileage: Delivery & collection re Audit, 1 APC meeting.

15. Noted: Contents of Information Sheet.
16. Noted: dates of the next meetings, Aymestrey Parish Annual Meeting on Tuesday 14 May 2019 & Annual Meeting of the Parish Council (incorporating scheduled Parish Council Meeting) on Wednesday 22 May 2019.

Meeting closed at 21:42

**Signed** .....  
Chairman, Aymestrey Parish Council.

**DATE** 22 May 2019