

YARPOLE GROUP PARISH COUNCIL

Minutes of the scheduled meeting of the Parish Council on Tuesday 1 June 2021 7.30pm at the Parish Hall.

Present: Cllrs Audrey Bott; Andrew Daniels; Michael Denny; Duncan Grant; Harold Holder; Linda Middleton and Ian Salmon (Chairman).

In attendance: 1 member of public; Ward Cllr Sebastian Bowen and Parish Clerk Mrs Maggie Brown.

1. Apologies for absence received from Cllr Barbara Nurse.
2. No declarations of interest or written requests for dispensation received.
3. **Public Participation**
 - 3.1. **Report from Ward Councillor:** Herefordshire Council's (HC) Annual Meeting - Cllr Bowen re-elected as Chairman of HC, councillors' allowances debated. Roads - HC managing deteriorating asset, new JCB machine acquired for repairs, in addition to the 'jetpatcher' which works best in dry conditions.
 - 3.2. **Report from West Mercia Police:** None received.
 - 3.3. **Views of local residents on Parish matters:** The resident present asked Cllr Bowen what is being done about Knoll Cottage in Bircher. Dismantling of this listed building and structures within its curtilage has been happening for a number of years. Cllr Bowen assured the resident HC is aware of the problem and is following due process in getting the building repaired, after which it can be sold to recover costs. Clerk to find out for how many years this has been discussed by YGPC.
4. **Minutes** of Parish Council Annual Meeting 4 May 2021 were agreed and signed by the Chairman.
5. **Finance:**
 - 5.1. The Annual Internal Auditor's Report, page 3 of the Annual Governance and Accountability Return (AGAR) was noted.
 - 5.2. **RESOLVED** to approve the Annual Governance Statement, section 1 of the (AGAR).
 - 5.3. **RESOLVED** to approve the Accounting Statement, section 2 of the AGAR.
 - 5.4. **Agreed** proposed dates for the exercise of public rights, 14/6/2021 – 23/7/2021.
 - 5.5. **Financial statement to date.** The financial statement was agreed. Current account balance is £34,290 and business reserve £15,088.69. Noted: £12,500 precept and £60 for Yarpole Community Walking Books received in May.
 - 5.6. Cheques in accordance with the budget: **Agreed** that cheques be signed as follows: Eyelid Productions £100 Annual Website Support; Gillian Vaughan FCC £150 Internal Audit; Clerk £532.83 Payroll Month 2; HMRC £133.20 PAYE Month 2; Clerk's Expenses £199.49 (including Stamps £18.12; Stationery £31.32; SLCC membership £75.80; mileage £74.25). Total payments £1115.52. In addition to payments listed on the Agenda, it was **Agreed** to pay £539.50 to Kevin Davies for Lucton footpath maintenance during May. Noted: Payment in line with budget.
 - 5.7. **RESOLVED** to appoint SDH Accounting as internal auditor for 2021/22.

6. Planning:

6.1. [P211311/F - Planning Permission](#) Croft and Yarpole, Bircher. Land at the Rear of Yarpole Village Hall Green Lane Yarpole Leominster Herefordshire, Proposed variation of condition 2 of planning permission 173484 (Proposed 2 no. self-build dwellings and garages. Parking area for village hall. Dressage arena). - To allow a change to the design and location of both garages. **RESOLVED** No response to be submitted.

7. **Update on current planning applications/matters. Knoll Cottage** discussed under item 3.3. Noted: **Application P211613/L** Lower House, Yarpole, proposed cladding to upper southwest gable of original farmhouse, received after Agenda circulated. **Agreed** No extraordinary meeting to be called and no response submitted.

8. Report from Finance Group on maintenance contributions to Burial Grounds in Yarpole and Lucton received. Advice from Clerk regarding financial contributions to the Church was noted. The following were **RESOLVED**

(a) **Yarpole.** To adhere to agreed 75% of Yarpole costs, with a limit of £1.5k.

(b) **Lucton.** To fund mowing costs at Lucton up to a limit of £500, but not the maintenance of railings.

(c) Before the budget for 2022/23 is set, to invite applications from the Parochial Church Council for funding, to be accompanied by supporting documentation confirming actual costs incurred in 2021/22.

(d) To consider grant applications received prior to setting the budget.

9. **Vacancies.** Noted: two vacancies have arisen, one for Lucton and one for Croft & Yarpole. Diane Russell and Geoff Trotter were thanked for their contributions to the Parish and it was **agreed** that letters be sent. If an election is not requested, applications for co-option will be invited, and an advertisement placed in The Parishioner.

10. **Tree Warden.** Thanks were recorded to the former Warden. Agreed to advertise the role in The Parishioner.

11. **Traffic Calming.** Noted: the TRO Scheme at Yarpole (Yellow Line Scheme) will not go ahead.

12. The **Platinum Jubilee 2022**, The Queen's Green Canopy, and the possibility of planting a tree on the Community Field was discussed. Saplings may be available from the Woodland Trust, to be planted in October.

13. **Community Field.** Noted: report from Working Group on proposals received. **Agreed:** Cllr Daniels to join Cllrs Salmon, Bott and Denny on the Working Group.

13.1. **Water and Electricity.** Reported: Possibility of connecting utilities at the same time as Border Oak. Suggested location in left hand corner of field, next to proposed car park.

13.2. **Car Park.** 9 or 10 cars to be accommodated, agreed location north west corner of field.

13.3. **Location of Path.** A level all-weather path around the perimeter was agreed.

13.4. **Vehicle Barrier.** Noted: Design to be in keeping with the location. Councillors asked to photograph suitable examples and report back.

Community Field Actions:

Utilities – contact Border Oak about timescales; contact Western Power and Welsh Water.

Car Park – discuss offer of groundwork with resident to clarify costs. Investigate suitable surfacing, e.g., ‘mesh’ allowing grass to grow through.

Path – Investigate surfaces, to be suitable for all age groups.

Clerk to check Insurance implications of the above.

Border Oak to be asked whether a gazebo, or assistance in other areas, might be offered.

14. **Community Field Dog Fouling. RESOLVED** to purchase a Glasdon Fido 25 litre green bin and research suitable signs asking dog owners to pick up faeces, take them home or use bins provided.

15. **Public Rights of Way and Lengthsman –**

15.1. No actions reported for the Lengthsman.

15.2. **Permissive footpath to the east of Croft Crescent development.** Maps were provided by Cllr Salmon, and a discussion took place. **Agreed:** Cllr Salmon to consult Peter Greer prior to contacting land owners and developers asking if route for a permissive path can be agreed. See also page 25 of the Neighbourhood Development Plan.

16. **Keep Britain Tidy. [Great British Clean](#)** – 28 May to 13 June 2021. **Agreed:** No YGPC litter pick to be arranged this year due to COVID-19. Residents are encouraged to support the campaign as individuals. Noted: One resident has 2 sets of equipment and is willing to help. Cllr Bowen also has equipment which could be borrowed.

17. **Parish Hall** (Cllr Daniels). Reported: (a) The Parish Hall is likely to approach the Parish Council for a grant in support of further storage facilities. Clerk to investigate VAT regulations. (b) The Clerk has contacted Lloyds Cooper LLP about the transfer of land from the Parish Hall to the Parish Council, and is expecting an update before the July meeting.

18. **Information, Consultation & Response:**

18.1. **Herefordshire Council consultation on housing in the county. RESOLVED** to not submit a response to this consultation. Noted: Individuals may do so if they wish.

19. **Updates on Lucton & Bircher Matters.** Noted: Traffic speeds are reduced when the Speed Indicator Devices are in action. Cllr Daniels removes and recharges the batteries when required.

20. **Items for next agenda.**

Cattle grid preventing pedestrians/cyclists leaving Croft Castle via designated exit.

21. Noted: **Date of next meeting:** Scheduled Parish Council Meeting Tuesday 6 July 2021, 7.30pm

Meeting closed 21:17

ORIGINAL SIGNED AND ON FILE

Signed

Cllr Ian Salmon, Chairman

Date: 6 July 2021