

## YARPOLE GROUP PARISH COUNCIL

Minutes of the scheduled meeting of the Parish Council  
on Tuesday 7 September 2021 7.30pm at the Parish Hall.

**Present:** Cllrs Audrey Bott; Andrew Daniels; Michael Denny; Duncan Grant (Acting Chairman); Harold Holder; Linda Middleton; Barbara Nurse. Geoff Trotter and Jane Prail after co-option at item 4.

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

1. **Nomination and election of Office of Chairman.** Linda Middleton was nominated and seconded, agreed to accept the position and signed her declaration of acceptance of office. The new Chairman thanked councillors for their vote of confidence, and the outgoing Chairman, Ian Salmon, for his contributions to the parish council. He is wished well in his new role.
2. **Apologies for absence.** All councillors present.
3. **Declarations of interest and written requests for dispensation.** None received.
4. **Co-option. RESOLVED** to co-opt two candidates present at the meeting. Geoff Trotter for Lucton and Jane Prail for Croft and Yarpole. Having signed their declarations of acceptance of office, they were welcomed to the Council and joined the meeting.
5. **Volunteer Tree Wardens. RESOLVED** to appoint three volunteer Tree Wardens with the most experienced acting as mentor; and to arrange membership of the Tree Warden's Network. Clerk to contact Wardens to confirm their agreement to this arrangement.
6. **Public Participation**
  - 6.1. Ward Councillor Sebastian Bowen reported on problems with Herefordshire's Children's Services; Corporate Parenting; and the need to recruit foster parents. Repairs to the Shire Hall may cost up to £7.2m. The Town Hall is also in poor condition. More Planning Officers are being hired.
  - 6.2. The resident present did not make any views known.  
Comments from residents received by email and were discussed under relevant items.  
One email raised concerns about a resident of the Parish. **Agreed:** that these concerns be forwarded to Social Services and Environmental Health departments without delay.
7. **Minutes** of Parish Council meeting held on 6 July 2021 were agreed and signed by the Chairman.
8. **Finance**
  - 8.1. The Financial Statement was agreed – see Appendix 1, attached to these Minutes.
  - 8.2. Clarification: The Clerk's devolved power to raise cheques below value of £500 allows for payments, within budget, to be made without delay. Such payments to be reported at the next meeting.
  - 8.3. **Draft Budget for 2022/23. Agreed:** meeting to be arranged for discussion by the Chairman and Vice Chairman and any councillor who wishes to be present. Clerk to discuss dates with the Chairman.
  - 8.4. Noted. Payments made since July meeting: £808.97 Aston gates for public rights of way (PROW); £402.50 and £347 PROW maintenance; £50 installing dog bin on Community Field; Clerk payroll Month 4 £532.83 & PAYE £133.20.
  - 8.5. Cheques in accordance with the budget. **RESOLVED** the following be signed: Kevin Davies Inv. 1.9.21 installation of stile on LK14 £150; Clerk Payroll Month 5 £532.83; PAYE £133.20; Clerk's expenses & reimbursements £538.08\*. Total £1,354.11. \* Mileage £13.50; postage £3.98; Planning Fee £259; Dog friendly Stile from Jacksons Fencing £261.60
9. **Planning applications.** Noted: none received this month.

10. **Updates on current planning applications/matters. 10.1 to 10.4 All approved with conditions.**
- 10.1. [P211800/F - Planning Permission](#) Lower House Yarpole To amend garage design Plot 2.
- 10.2. [P211613/L - Listed Building Consent](#) Lower House Yarpole, Cladding to gable of the original farmhouse.
- 10.3. [P210812/L - Listed Building Consent and P210811/F - Planning Permission](#) St Leonards Church, Proposed removal of redundant wood pellet boiler along with associated flue and pellet storage container. To site 2 no. external ASHP units,
- 10.4. [P211946/F - Planning Permission](#) Meadow Lea Luston Change of use from agricultural tie to 3-year temporary use as holiday let.  
Also **NOTED**: [P204317/F - Planning Permission](#). This application was considered by Herefordshire Council Planning Committee on 1 September. A decision was deferred pending further information.
11. **Community Field.**
- 11.1. **RESOLVED** to alter the submitted planning application to change of use only, and
- 11.2. **RESOLVED** to purchase site and location plans from Marches Conservation Services.
- 11.3. **Community Field Working Group.** Cllr Linda Middleton agreed to join Cllrs Audrey Bott; Andrew Daniels and Michael Denney on the Working Group. Clerk to arrange meeting to discuss proposals prior to 6 October. A public meeting will be arranged at a later date. Noted: Results of the Community Field Consultation in 2020 were collated, and The Parish Council is considering the most popular suggestions including additional car parking; green/open space; children's play area; trees/small orchard. Concerns received about a barrier at the site were noted. A barrier has been suggested to improve security. A design sympathetic to the site will be researched.
- 11.4. Dog bin on Community Field. Noted: bin not of highest quality and is not fixed in vertical position. Clerk to arrange for position to be rectified. **RESOLVED** to ask Leo Pest Control, to empty the bin fortnightly on a trial basis and ascertain whether the £30 charge (per visit) quoted can be reduced to £20. **Agreed** that as this facility is well used; stickers should not be put up asking residents to use their own bin.
12. **Parish Council laptop. RESOLVED** Clerk to get the Parish Council computer serviced/updated at an estimated cost of £138. Noted: Windows 365 may not be included in this figure.
13. **Public Rights of Way (PROW) and Lengthsman.**
- 13.1. **PROW**
- 13.1.1. Walkers are leaving gates open on PROW at Stocken Farm, Lucton. The Footpaths Officer will visit to see if a stile can be installed.
- 13.1.2. Mr Kevin Davies has offered to check condition of Lucton footpaths. Agreed: Clerk to write on behalf of YGPC to thank Mr Davies.
- 13.1.3. The bottom step leading to PROW YP7 at the Community Field is in need of repair. **RESOLVED** Clerk to ask Kevin Davies to follow this up. Note: Reflectors to draw attention to the step could be provided by the Parish Hall.
- 13.2. **Lengthsman**
- 13.2.1. **RESOLVED** to ask the Lengthsman to clear debris from the pavement outside the Church once a month; from The Old Stores to Vicarage Farm.
- 13.2.2. Clerk to send letters reminding residents to cut hedges obstructing pavements.
14. **Parish Hall**
- 14.1. Transfer of land from the Parish Hall to the Parish Council. Noted: Lloyds Cooper Solicitors confirmed receipt of signed paperwork on 8 July. An update on progress was requested prior to this meeting.
- 14.2. Additional storage at the Parish Hall. Noted: various items ~~belonging to The Community~~ are housed by individuals in the Parish. It would be preferable if these were stored together. Agreed: that an inventory be drawn up to ensure any new storage has sufficient capacity. Jane Prail offered to complete the inventory, to include sizes of items in addition to quantity. Once the requirement is known, the Parish Hall is invited to make a grant application to the Parish Council.

15. **Information, Consultation & Response - To receive updates and agree action on:**

15.1. Response to Herefordshire Council on Strategic Housing Provision in the Parishes. **Agreed:** YGPC knows of no further sites to be suggested.

15.2. Request from Herefordshire Council for a YGPC wish list for Section 106 planning agreements. **Agreed:** YGPC has no suggestions at this stage.

16. **Lucton & Bircher Matters**

**Reported:** Cllr Bowen advised there is no update on Knoll Cottage. Due process is being followed; also reported that railings at Knoll House have been restored. Cllr Grant reported: Telephone box at Bircher is not going to be removed, it is British Telecom's responsibility to smarten it up.

The light in the telephone box at Yarpole is not working. This is a listed building, and the light will be repaired by British Telecom.

16.1. Replacement Yarpole sign for approach to Yarpole village from Bircher, by Turnpike Lane. **Agreed:** Clerk to contact Balfour Beatty to ask for this sign to be replaced.

16.2. Repair of notice board on Bircher Common. **Agreed:** the board needs refurbishment. Clerk to contact *The Men's Shed Group* to ask if they will undertake the work.

17. **Items for next agenda. Asset Register.**

18. **Date of next meeting:** Tuesday 5 October 2021, 7.30pm.

Meeting closed 21:23

Original signed and on file.

Signed .....  
Cllr Linda Middleton, Chairman

Date: 5 October 2021

## Appendix 1

Yarpole Group Parish Council

Financial Statement

September 2021

### 1. Current Account

**Opening Balance (start of financial year)**

**£23,280.37**

Expenditure to Date

**£7,387.50\***

Income to Date

**£12,861.97**

Current Balance

**£28,754.84**

#### 1.1 Cheques to be signed after meeting

Kevin Davies Inv. 1.9.21	1112	150.00
Payroll Month 5	1113	532.83
PAYE Month 5	1114	133.20
Clerk's Expenses/Reimbursement	1115	538.08

**£1,354.11**

### 2. Business Reserve

**Opening Balance (start of financial year)**

**£15,088.57**

Expenditure to Date

**£0.00**

Income to Date

**£0.50**

Current Balance

**£15,089.07**

Total combined balances

**£43,843.91**

\* Corrected from £7125.90