

# EASTNOR & DONNINGTON PARISH COUNCIL

Parish Clerk: Mrs J Chester, Mapleside, Ashperton, Ledbury, Herefordshire, HR8 2RZ Tel: 01531 670036  
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## Minutes of the Parish Council meeting held on Tuesday 9th October 2018

### Present

Councillors C Stallard-Daniels (Chairman) (CSD), C George – (Vice-Chairman) (CG), S Howells (SH), C Layton (CL), S Roberts (SR) and R Smith (RS).

### In Attendance

Janet Chester – Parish Clerk

### Members of the Public: 2

The Vice-Chairman Cllr Stallard-Daniels welcomed everyone to the meeting

### 1. Apologies for Absence

None.

### 2. Declarations of Interest and Requests for Dispensations

None.

### 3. Councillor Vacancies

It was noted that Cllrs Brandt & Puddock had handed in their resignations since the previous meeting. The clerk had notified Herefordshire Council and the vacancies advertised. As no one had come forward the parish council are now able to co-opt new councillors on to the parish council.

### 4. To Consider Approval of Minutes of Parish Council meeting held 9<sup>th</sup> July 2018

**RESOLUTION:** After adding Cllr Smiths apologies and the alteration being initialled by the chairman, the minutes of the meeting were considered a true and accurate statement of what took place and were duly signed by the chairman.

### 5. To Receive a Brief Report from Ledbury South Ward Councillor, Emma Holton

Ward Councillor Holton was not present and had not sent through a report.

The Parish Council are very disappointed by the lack of communication and commitment of the Ward Councillor. She had not attended a meeting for over a year and the clerk had asked her to send through a monthly report so that the parish council is aware of Herefordshire Council matters but had no success.

**6. Public Participation Session for Local Residents to raise matters relevant to the Parish Council**  
(Please note: Decisions cannot be made on items not on the agenda) *This item to be limited at the discretion of the chairman*

A local resident advised that a phone number should be placed onto the defibrillator so that in the event of it being used and taken away by the ambulance service it could be returned.

**RESOLUTION:** The clerk will explore if this is correct as it was felt that ambulances have their own defibrillator on board so should not need to take it away.

**7. Planning: NB: no paper copies of applications are available to view at the meeting unless specified**

a) To Consider Planning Applications referred for comment: **(to be viewed online prior to the meeting)**

**183471 - Westleigh, Eastnor, Ledbury, Herefordshire HR8 1ER**  
Partial demolition of existing extension and erection of 2 storey extension.

**RESOLUTION:** The Parish Council have no objection to this application.

b) To Note Details of Decision Notices Received from Hereford Council: as per planning record

No new decisions reached.

**8. Information Section / Correspondence / Discussion:**

a) To Review Information and Outstanding Actions

Reviewed and updated. The clerk has contacted Bromsberrow Parish Council clerk regarding the depth gauge at Clenchers Mill as it is in the Forest of Dean area. A new salt/grit bin has been requested for between the A417 and Smallends Farm. Balfour Beatty will assess if the request meets the criteria.

b) To Consider Request from Eastnor Cricket Club for Donation towards CCTV for pavilion

After two recent break ins at the cricket pavilion the clerk has received a request for a donation towards the £1400 approximate cost of installing 5 CCTV cameras and door alarms. (Parish Councillors saw sight of the quotes the cricket club had obtained).

**RESOLUTION / ACTION:** A donation was AGREED in principle. The amount will be decided at the next parish council meeting.

c) To Consider Defibrillator Service Agreement

**RESOLUTION / ACTION:** It was AGREED for the clerk to arrange a professional defibrillator service at a cost of £120 per annum.

d) To Discuss if Fuel Poverty is an issue in the Parishes

**RESOLUTION / ACTION:** Councillors were not aware of any problem but it was agreed to put a notice publicising the help people could get if needed on the noticeboards.

e) To Discuss Malvern Hills AONB Management Plan 2019-2024 Consultation

**RESOLUTION / ACTION:** The Parish Council were happy with the contents of the plan and had no further comments to make.

**9. Finance:**

a) To Decide New Bank Signatories and complete Bank Mandates

**RESOLUTION:** It was AGREED that Cllrs Stallard-Daniels and George are added as signatories to both the Lloyds and Scottish Widows bank accounts. Cllrs Smith, Howells and Layton are currently signatories on the Lloyds account. Signatories who are no longer councillors are to be removed from both accounts.

**b) To Review the Parish Council Budget**

The Parish Council has made a loss in recent years and is forecast to make a loss this year. Ideally it should break even each year.

**RESOLUTION:** It was AGREED to include an amount in the budget for the defibrillator maintenance plan.

**c) To Consider Parish Precept Requirement for 2019-2020**

**RESOLUTION / ACTION:** A draft budget for 2019-20 had been circulated which was discussed at length. As the Parish Council wish to break even in future years it was AGREED to request £5000 parish precept for 2019-2020.

**d) To Note Finance Report and Bank Balances**

**RESOLUTION:** Finance Report showing payments and receipts noted. Current bank balances are unknown as the clerk is still awaiting bank statements to be forwarded to her.

**e) To Consider Payments of Outstanding Accounts**

000526: J Chester – clerk salary and expenses July, August & September – as agreed  
000527: HMRC – PAYE June – Sept - £151.80

**RESOLUTION:** All above payments AGREED.

**10. Highways/Footpaths:**

**a) To Note Weekly Reports from Balfour Beatty Locality Steward**

Noted.

**b) To Discuss Herefordshire Council Pothole Repairs & Public Realm Services**

It was felt that it was not cost effective to fill in the larger potholes along a stretch of road and leave the smaller potholes until they grew larger and needed a revisit to the same road a few weeks later. It was also felt that the repair process needs improvement as the repairs don't last long.

**c) To Note any new Highway and Footpath Defects**

A BT drain is still leaking on the pavement corner by the castle wall and once the drain is sorted the road needs re-tarmac. Potholes in Donnington in need repair have been marked. A depth gauge is required for Clenchers Mill but the clerk has been told this is in Gloucestershire so has requested that Bromsberrow Parish Council make the request. There is a pothole in need of repair on the railway bridge.

**RESOLUTION:** The clerk will report and monitor the above defects.

**11. Reports:** To receive any reports from meetings attended

The clerk attended the HALC Eastern Area meeting. Keith Francis of Ledbury was re-elected chairman.

**12. Training/Meetings:** To note any forthcoming training dates

A new HALC autumn training schedule is expected shortly. A Parish Council summit takes place on 17<sup>th</sup> October 6.30pm in The Shire Hall, Hereford.

**13. To Raise Items for next scheduled Parish Council Meeting (no discussion)**

- Speaker on Crime Prevention – PC Paul Crumpton – Annual Parish Meeting in April.

**14. To Note Dates, Location and Time of Ordinary Meetings for the ensuing year**

Tuesday 7<sup>th</sup> February 2019 at Brooms Green  
 Tuesday 4<sup>th</sup> April 2019 – Annual Parishes Meeting at Eastnor  
 Tuesday 9<sup>th</sup> May 2019 at Eastnor

All meetings to be held at 7.30pm

The meeting was declared closed at 8.41pm

**Signed:**..... **Dated:**.....

**INFORMATION SHEET**

**PARISH CLERK UPDATE**

- Road defects reported to Locality Steward / Herefordshire Council via website
- Website updated
- Emma Holton Ledbury South Ward Councillor invited to attend next meeting
  - Parish Council Budget prepared
- HALC Eastern Area Annual meeting attended
  - Resignations of D Brant & I Pudduck forwarded to Herefordshire Council and Vacancy Notices arranged

**GENERAL CORRESPONDENCE RECEIVED**

- Balfour Beatty – Weekly Locality briefings \*
  - Balfour Beatty – road closure notices \*
  - Balfour Beatty – Parish Footpath Officers Briefing Q&A Notes\*
- Herefordshire Council – Pothole Repairs & Public Realm Services Consultation\*
  - Herefordshire Council – Invitation to Herefordshire Council Parish Council summit 17<sup>th</sup> October \*
  - Herefordshire Council – Invitation to NMiTE Fri 19<sup>th</sup> October \*
  - Herefordshire Council – Cabinet Updates \*
  - Herefordshire Council – Digital Support \*
  - Herefordshire Council – Remembrance Sunday Programme of Events \*
  - Herefordshire Council – Fuel Poverty \*
  - Malvern Hills AONB – Management Pan 2019-2024 Consultation \*
  - HALC – Training Diary \*

\* Circulated to Cllrs.

**OUTSTANDING ACTIONS** - These are the consolidated actions outstanding after the last meeting:-

DATE	ACTION	STATUS	AGENDA ITEM	DETAIL
May 2018	RS / Clerk	Ongoing	10	New salt bin required in Donnington
May 2018	Clerk	Reported	10	Leaky Drain still problem at Eastnor
July 2018	Clerk	Complete	5	Eldorado complaint letters to be sent
July 2018	Clerk	Reported	11b	Potholes need repair in Donnington
July 2018	Clerk	Reported	11b	Report that a new depth gauge required for Clenchers Mill Ford <b>CAS-700143-L5R8T8 11061798</b>

**PLANNING RECORD – (last six months)**

[P182012/L - Listed Building Consent](#) 1st June 2018

**3 Hillend Cottages Eastnor Ledbury Herefordshire HR8 1RF**, Proposed internal alteration of outhouses, to create internal Utility/Shower Room. Herefordshire Council Determination Made – Approved 20.9.18

[P183196/K - Works to Trees in a Conservation Area](#) 21st August 2018

**Land at castle boundary wall to Clenchers Mill Lane and boundary of Old Post Office to Highway A438 Eastnor Ledbury Herefordshire** , Proposed works to trees on boundary of estate property with highway, crown lifting to trees/cutting back of overgrown hedges required to provide sufficient clearance for high-sided vehicles accessing the highway (indicated blue on plan). Felling of single dead Yew Tree adjacent to castle boundary wall, required on the interests of health and safety due to proximity to public road and public access to castle grounds (indicated orange on plan). Herefordshire Council Determination Made – Approved 19.9.18