

EASTNOR & DONNINGTON PARISH COUNCIL

Parish Clerk: Mrs J Chester, Mapleside, Ashperton, Ledbury, Herefordshire, HR8 2RZ Tel: 01531 670036
email: eastnordonningtonpc@hotmail.co.uk website:- <https://eastnordonningtonparishcouncil.co.uk>

Minutes of the meeting of the Parish Council held on Tuesday 23rd June 2020

Present

Councillors C Stallard-Daniels (Chairman) (CSD), S Howells (SH), S Roberts (SR) and R Smith (RS)

In Attendance

Janet Chester – Parish Clerk

Members of the Public: 0

The Chairman Cllr Stallard-Daniels welcomed everyone to the meeting

1. To Elect a Chairman and sign Declaration of Acceptance of Office

Cllr Stallard-Daniels proposed by Cllr Smith and seconded by Cllr Roberts. Unanimously supported. Cllr Stallard-Daniels accepted the position and being duly elected signed the Declaration of Acceptance of Office.

2. To Elect a Vice-Chairman and sign the Declaration of Acceptance of Office

Cllr Hall proposed by Cllr Stallard-Daniels and seconded by Cllr Howells. Cllr Hall had previously advised he would be willing to stand so was duly elected. His signature of the Declaration of Acceptance of Office form will be received in due course.

3. To Accept any Apologies for Absence and Note the Reason

Cllrs M Hall and C Layton (prior commitment). Jim Sandford

4. To Record any Declarations of Interest and Consider any Requests for Dispensations

None.

5. To Consider Approval of Minutes of Parish Council meeting held 4th February 2020

The minutes were APPROVED as accurate and duly signed by the chairman.

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*

No matters raised.

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)**

201608 – Castle Lodge, Eastnor, Ledbury, HR8 1RL

Internal alterations and refurbishment. Proposed removal of the existing internal wall between the separate Lounge and Dining Room, along with the redundant corner chimney breast within the Lounge, to create a single large “living” room.

PC Comment: The Parish Council have no objection to this application.

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

8. Finance:

a) To Receive 2019/20 End of Year Accounts

Opening Balance 1st April 2019 £4713.15. Income £5000.00 Expenditure £5489.14 un-presented cheques £142.80
Closing Balance £4366.81. All income and expenditure was within the budget figures and reserves are healthy.

b) To Consider Internal Auditors Report

It was RESOLVED to approve the Internal Auditors Report

c) To Approve the Annual Governance Statement for the External Auditor

It was RESOLVED to approve the Annual Return Governance Statement which were signed by the Chair and the clerk.

d) To Approve the Annual Accounting Statements for the External Auditor

It was RESOLVED to approve the Annual Return Accounting Statements and were signed by the Chair

e) To Consider Completing the Certificate of Exemption for External Audit of End of Year Accounts

It was RESOLVED, that as the parish council did meet the requirements, to approve the signing of the Certificate of Exemption from External Audit. The certificate was signed by the Chair and Responsible Finance Officer

f) To Note Finance Report and Bank Balances

Bank balances as at 28th May 2020 current account £3175.07 reserve account £3293.94

g) To Ratify Payments already made in accordance with PC policies during Covid-19

000551: Zurich Municipal – Annual Insurance - £257.60
000552: J Chester – reimbursement for Annual defibrillator service charge £142.80
000553: Autela Group – payroll services Q4 - £57.18

h) To Consider Payments of Outstanding Accounts

000554: Herefordshire Council – Election Charges May 2019 - £117.89
000555: Eyelid Productions – Website Accessibility Tech Support - £50.00
000556: J Chester – clerk salary & expenses Feb-June – as agreed
000557: HMRC – PAYE Feb – June - £15.20
000558: SLCC – annual membership - £126.00

All the above invoices were APPROVED for payment and the cheques signed.

9. Highways/Footpaths:

a) To Note Weekly Reports from Balfour Beatty Locality Steward – noted

b) To Note any new Highway and Footpath Defects

The depth gauge at Clenchers Mill has still not been reinstated. Balfour Beatty advise it is not their responsibility. The clerk has reported the road at Dinchall and Longbridge needing re-surfacing but Balfour Beatty have advised it is not a the point they would carry out repairs.

RESOLUTION / ACTION:

The clerk will advise Balfour that the gauge was previously installed on Herefordshire side of the ford and that the ford is the boundary between counties and ask them to reconsider or liaise with Gloucestershire County Council.

10. Information Section / Correspondence / Discussion:

a) To Review Information and Outstanding Actions – reviewed and updated

11. Reports: To receive any reports from meetings attended

None.

12. Training: To note any forthcoming training dates

The latest HALC training diary has been circulated. The training will be provided via Zoom. If councillors are interested in attending they are to let clerk know.

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

None

14. To Confirm Dates and Time of Next Meeting

Tuesday 8th September 2020 at Eastnor Cricket Club Pavillion (TBC) and/or via Zoom

The chairman declared the meeting closed at 20.05pm

Signed.....
Chairman

Dated.....

INFORMATION SHEET

MEETING DATES

2020 / 2021– TBC

PARISH CLERK UPDATE

- Road defects reported to Locality Steward / Herefordshire Council via website
- Website updated
- Missing “Unsuitable for HGV’s” sign for Donnington reported [CAS711392 Y5J1V2 11065630](#)
- 2020-2021 Precept of £5250 requested
- Eastnor Castle and Mr Hervey-Bathurst contacted re broadband and mobile signal without success. Fastershire latest quarter 2 2021.

GENERAL CORRESPONDENCE RECEIVED

- Balfour Beatty – Weekly Locality briefings *
- Balfour Beatty – road closure notices *
- Balfour Beatty – Parish Briefing Notes *
- HALC – Information Corner & Training Schedule *
- Herefordshire Council – Covid-19 Correspondence *

* Circulated to Cllrs.

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

DATE	ACTION	STATUS	AGENDA ITEM	DETAIL
May 2019	Clerk	Ongoing	12h	Arrange new mandate with Scottish Widows
May 2019	Clerk	Ongoing	13b	Chase “Not suitable for HGV’s” signs
Oct 2019	Clerk	Ongoing	10b	The clerk will report open drain cover on Home Farm corner to Balfour Beatty

Oct 2019	Clerk	Ongoing	11d	and ask Bromsberrow PC to arrange replacement depth gauge at Clenchers Mill Ford
Feb 2020	Clerk	Reported	10b	Report broken grit bin by Deans Hill Cottage. Request new git bin by Smallends Farm
Feb 2020	Clerk	Reported	10b	Road needs resurfacing by Dinchall Farm CAS763772J4B2F6 11087713
Feb 2020	Clerk	Reported	10b	Open drain by Home Farm Eastnor CAS763775H7J7R5 11087716
Feb 2020	Clerk	Reported	10b	New depth gauge required in Clenchers Mill Ford CAS763777Z4Q7N2 11087719

PLANNING RECORD – (last six months)

[173431 – Land off Ridgeway, Eastnor, Herefordshire, HR8 1RA](#) 15th Sept 2017

Proposed new visitor café and parking area

Herefordshire Council Determination Made – GRANTED 30.11.18

[P191734/N Eastnor Castle Eastnor Ledbury Herefordshire HR8 1RL](#)

Proposed replacement sewage treatment plant.

PC Comment: The Parish Council have no objections

Herefordshire Council Decision: GRANTED 11.9.19

[P191975/K Eastnor Castle Eastnor Ledbury Herefordshire HR8 1RL](#)

Proposed works to T539, T541 Oak, T6 Oak, T393 Cedar, T390 Lucombe Oak, T396 Cedar, T472 Oak. Reasons: Work recommended in recent tree safety report report

PC Comment: The Parish Council have no objections

Herefordshire Council Decision: GRANTED

[192926 Gold Hill Farm, Clenchers Mill Lane, Eastnor, HR8 1RE](#)

Repairs / reinstatement works to barn (building 3)

Herefordshire Council Decision: WITHDRAWN 24.10.19