
PENCOMBE GROUP PARISH COUNCIL
Councillors' are duly summoned to attend a meeting of the Parish Council
Tuesday 27th November 2018
Pencombe & Little Cowarne Parish Hall, 7.30pm

- 179/18** To receive and consider apologies for absence.
- 180/18** To receive declarations of interest and written requests for dispensation.
- 181/18** To receive, approve and sign the minutes of the Ordinary Meeting of the Parish Council held on 23rd October 2018 – *copy herewith appx 1.*
- 182/18** To note updates on action tracker – *copy herewith appx 2.*
- 183/18** **Open session:**
183.1/18 To receive a verbal update from the Ward Councillor.
183.2/18 To receive queries or concerns by local residents on parish matters.
183.3/18 To receive a verbal update on the parish hall – repairs/kitchen.
- 184/18** **Finance** – to receive an update.
184.1/18 To note HSBC bank balances.
184.2/18 To note spend against budget.
184.3/18 To note income received.
184.4/18 To consider and authorise payments;
 - Clerk's salary - to consider outsourcing payroll to Autela as HALC recommended.
 - Debrillator (Parish Hall) – to agree the purchase of replacement defib. pads.
- 185/18** **Cemetery** – to receive and consider an update.
- 186/18** **Defibrillators** – receive an update.
Little Cowarne & Sparrington – to receive an update and consider costs and location options for the installation of a defibrillator – as discussed at the last meeting – *appx 3.*
- 187/18** **Planning applications/decisions:**
187.1/18 To comment on new planning applications to be determined by Herefordshire Council.
187.2/18 Application [P183631/FH](#), The Heath, Little Cowarne - proposed single storey courtyard infill.

187.3/18 Application [P183748/F](#), Shortwood, Pencombe - building 1 from agricultural machinery store to workshop for the maintenance and repair of farm machinery and equipment. Building 2 from agricultural storage to machinery retailing division including new mezzanine floor. New two storey modular office.

188/18 Matters raised for discussion at next meeting.

189/18 To note the date of next meeting is 22nd January 2019, 7.30pm

APPX 1

Minutes of the Ordinary Meeting of Pencombe Group Parish Council held on Tuesday 23rd October 2018 held Pencombe & Little Cowarne Parish Hall at 7.30pm

Councillors Present

Cllr Tony Brazier (Chairman)

Cllr John Barrett

Cllr Tony French

Cllr Phil Hope

In Attendance

Tony Ford – Temporary Clerk

Members of the Public 4

At the request of the Chairman it was agreed that Agenda Item **177/18 Parish Clerk/ Responsible Finance Officer/Recruitment** be considered first. The Chairman then read a short written statement recommending Jennifer Eva to the post. Having considered the matter the Parish Council resolved to appoint Jennifer Eva as Parish Clerk and & Responsible Finance Officer on Spinal Column Point 23 with effect from 23rd October 2018.

162/18 To receive and consider apologies for absence

The Parish Council received and approved apologies for absence from Cllr Chris Hayes.

163/18 To receive, approve and sign minutes of the Ordinary Meeting of the Parish Council held on 25th September 2018

The minutes were signed by the Chairman as a true record of the meeting

164/18 Disclosable Pecuniary interest Dispensations

There were no requests for dispensations

165/18 Declarations of Interest

Cllr Phil Hope declared a Disclosable Pecuniary interest in agenda item 173/18 as he was the property owner.

166/18 Report from the Clerk on Actions from previous meetings

The Parish Council noted the update (Appendix 1 refers)

167/18 Open Session

167.1/18 To receive a verbal update from the Ward Councillor

Cllr Bruce Baker (Ward Councillor) informed the Parish Council that:-

- Regarding the West Mercia Youth Justice Plan he highlighted less than half of the youths had committed a crime, and youth custody has **increased**.
- A review by Ofsted of the Councils Fostering Service was found to be good and that children requiring has increased. A child in special needs costs £200.00 per year to support. There is a shortage of Foster carers
- Herefordshire Council had a robust Balance Sheet, with a budget overspend of £1.5m
- There has been an increase in the number of looked after children to some 500.
- Parishioners were asked to report potholes.
- The monthly magazine which costed £500 is on the Councils website.

167.2/18 To receive queries/concerns by local residents on parish matters

- The Parish Council was informed that regarding the Parish Hall external repairs – temporary
- Kitchen upgrade can be simplified
- Total upgrade cost estimated to be between £12,000 to £15,000

Cllr Bruce Baker left the meeting after this item

168/18 Finance:

168.1/18 HSBC bank balances

The Parish Council was informed that the Bank Balances as at 15/10/2018 were as follows:-

- Community Account £ 2,919.62
- Business Money Manager Account £20,439.58

168.2/18 Spend against Budget

The Parish Council noted the update (Appendix 2 refers)

168.3/18 To note income received/due:

	Name	Amount £	Details
1	Herefordshire Council	6,000.00	2 nd instalment of precept

168.4/18 To consider payments due:

	Name	Amount £	VAT £	Details

1	HALC	771.84	128.64	Clerk services
2	AC Garden Services	620.00	0	Grass cutting

Resolved that payment be made and that the Temporary Clerk be authorised to inform Mrs Karen Hodges that payment can be made.

169/18 Cemetery

The Clerk informed the Parish Council that at the last meeting it approved an inscription of an existing Memorial (157/18), however the applicant was in contact with the previous Clerk and some paper work was still outstanding, under the circumstances N.C.Pegler had been informed and asked not to proceed.

Mrs Karen Hodges (previous Parish Clerk) informed the Parish Council that the work on the procedures and documents relating to Cemetery management was almost complete and would be put on the Parish Councils website. The Parish Council noted the update.

170/18 Defibrillator- Little Cowarne

The Parish Council was asked to consider a request to support the siting of a defibrillator in Little Cowarne. A paper was table outlining purchase options, costs, maintenance, Insurance Electricity, training and links with the Ambulance Service. The Parish Council resolved that the matter be deferred to the next meeting to allow the Parish Council to consider the detailed paper tabled.

Action Clerk to have an agenda item at the next

171/18 Defibrillator – Parish Hall

The Parish Council was informed that the pads went out of date in September 2018, but would still work if need, however there was a need to order new ones.

Action Clerk to new pads

172/18 Fastershire Rollout

The Parish Council was informed and noted that correspondence had been received from Herefordshire Council that they would raise the Parish Councils concerns with Gigaclear and Complete Utilities

173/18 Planning Application – The Mill Pencombe Bromyard HR7 4S0 (183647) Proposed agricultural building and infill between two existing buildings.

Having been informed that this was a prior approval application and that Herefordshire Council was not accepting comments, the Parish Council noted the application. .

174/18 Dog Fouling signs

The Clerk showed the Parish Council a sample of a sign supplied by Signs & Labels Hereford Ltd and informed that they were about £3.00 each

The Parish Council approved the purchase of signs from Signs & Labels Hereford Ltd.

Action Clerk to purchase signs

175/18 Items for Information

- Locality Steward Briefing
- Herefordshire Council summary 2017/18 Annual Report

176/18 Matters relayed to the Clerk for the Agenda of the next meeting

- Parish Hall – Repairs/Kitchen
- Defibrillator – Little Cowarne

177/18 Parish Clerk/ Responsible Finance Officer Recruitment

See above

178/18 Date of next meeting Tuesday 27th November 2018 7.30pm at Pencombe & Little Cowarne Parish Hall

The meeting closed at 9.04pm