
PENCOMBE GROUP PARISH COUNCIL
Approved Minutes of the Ordinary Meeting of Pencombe Group Council held on
Tuesday 27th August 2019
Pencombe & Little Cowarne Parish Hall, 7.30pm

Councillors Present;

Cllr. T. Brazier (Chairman)
Cllr. C Hayes
Cllr. P. Hope
Cllr. C. Hadley
Cllr. D. Legge

In Attendance: Allan Drew (Parish Clerk)
Ward Councillor: Cllr. John Harrington

Members of the Public: Andrew Mottram (Chairman of Trustees, Parish Hall)
Susan Drew (Treasurer, Parish Hall)

275/19 Apologies for absence

Apologies of absence had been received from Cllr. Barrett

276/19 Declarations of interest and written requests for dispensation

No declarations of interest and written requests for dispensation were received.

277/19 Draft minutes of the previous meeting on 23rd July

The Chairman signed the draft minutes as a true record of the meeting

278/19 Action Tracker.

The action tracker was updated with comments from the meeting. Andrew Mottram contributed the only live update stating that John Rees had been approached to quote for repairs to the Parish Hall boundary fencing. The Clerk reported good progress with closing actions from previous meetings. Of the 13 actions recorded since the June meeting, 9 had been closed and 4 remained in progress.

279/19 Open session:

279.1/19 Cllr. Harrington provided an update-

- The complaint raised by residents at the July meeting concerning excessive transport movements connected with the Two Hoots farm digester. Enforcement officer, Lucy Bond had visited Two Hoots today as part of her investigation into the complaint. There had been a number of complaints and she had asked that farmers alter their route to avoid the village. The case remains open.
- The diversions caused by repairs to Stoke Lacy bridge had been updated to ban HGVs from driving through Little Cowarne and Pencombe.
- Herefordshire Council is unhappy with aspects of performance on the Balfour Beatty public realm contract. The Council is considering re-financing the Lengthsman scheme to carry out more of the public realm work locally, on the basis that local people know far more about the issues and the background than a contractor.

- The Hereford western bypass was raised and Cllr. Harrington updated Council on recent discussions. No decision has yet been reached on whether the western bypass should progress and there is neither funding nor planning consent for the project. The southern link road was a more immediate project and action had been taken to renew planning consent to prevent the project being halted by default. Although funding for the link road was available it had not yet been released and would need to be drawn down by September 2021. With the western bypass not likely before 2027 at the earliest, Council was looking at other options to help traffic flow. A new bridge across the Wye at Rotherwas and linking to the Ledbury Road is being considered as a relatively quick way to provide traffic relief. Research showed that 56% of people in Hereford travel less than 2 miles so as part of rounded approach Council is considering a fleet of 100 electric buses to facilitate these short journeys.
- Cllr. Harrington concluded by saying he was always happy to listen to ideas and concerns related to these topics. He left the meeting at 8.20pm.

279.2/19 To receive queries or concerns by local residents on parish matters.

No queries or concerns were raised by residents.

280/19 Parish Hall update

Andrew Mottram, Chairman of the Parish Hall Trustees gave an update on the Parish Hall-

- The new kitchen was progressing well and completion of most of the work would be by end of August. The new electricity supply had been ordered and an additional cost of providing the new electric meter for the supply had been identified. Mr. Mottram asked if Council would consider adding to the funding already provided for the new supply to cover the cost of the new meter, which would be £182.12 including VAT. After some discussion it was proposed by Cllr. Hayes that Council should pay for the new meter. Cllr. Legge seconded the motion which was carried unanimously.
- Mr. Mottram then summarised a letter he had sent to Council concerning level access to the Parish Hall via the churchyard. It was considered possible that this access route had become a right of way through regular use over many years but had now been closed by the school erecting fences and gates. Equal access had been a key issue for the National Lottery funding of the new Hall and the provisions made to satisfy funders were now in jeopardy. The residents' questionnaire concerning the Hall had highlighted the importance residents attached to this access issue and the Hall trustees were seeking solutions. The possible solutions to ease the access problems were now also bound up with the repair work required to the boundary fencing so Mr Mottram suggested that the Hall trustees would progress the project to the next stage and that he would also contact the relevant department Head at Herefordshire Council to discuss the Right of Way issues

Action: Hall Trustees Chairman

281/19 Finance – to receive an update.

281.1/19 HSBC bank balances

Members were informed that the bank balances on 22/07/2019 were as follows:-

- Community Account: £3,867.59
- Business Money Manager Account: £18,067.50

281.2/19 To note income received/due.

No receipts during the month

281.3/19 To consider and authorise payments due and note payments made since last meeting;

Payments due

No.	Name	Amount £	Details
1	AC Garden Services	£310.00	Council grass cutting contract
2	Clerk's salary		For June, July & August
3	Clerk's stationery expenses	£53.90	For members' folders and printing paper
4	HALC	£253.50	Clerk cover for meeting of 21 st May 2019
5	Stryker UK	£873.94	Little Cowarne defibrillator
6	Pawle & Co	£438.00	Cabinet for Little Cowarne defibrillator

Council signed cheques for all the above payments

Payments made since last meeting

None

282/19 Planning applications/decisions

Council noted the application 191113 for Hennerwood where in fact planning approval was not required.

283/19 Lengthsman scheme

There had been no activity under the Lengthsman scheme since the previous meeting

284/19 Approval of Accounts for 2018-19 and Annual Governance and Accountability (AGAR)

The clerk distributed copies of the completed annual accounts for 2018-19. The key points of the accounts were-

Item	Budget 2018-19	Actual 2018-19	Variance from Budget
Income	14779	14894	115
Expenditure	14736	7031	(7705)

The large variance on expenditure was accounted for by the following major underspends-

Parish clerk salary – £1634

Training - £300

Maintenance - £500

Lengthsman scheme - £1628

Loan repayments - £1311

Parish Hall improvements - £2500

The Chairman and Clerk then signed the necessary AGAR forms including registering Pencombe Group as an exempt smaller authority. The Clerk undertook to forward the accounts to the Council's internal auditor Mr. Ian Pardoe

Action: Clerk

285/19 Matters raised for next meeting.

Cllr Hayes had been introduced to a planning consultant (Mr. William Bloxsome) who had been helpful to other Councils in determining the way ahead with Neighbourhood Development Plans. It was agreed that members would appreciate advice from Mr. Bloxsome and the Clerk was actioned to invite him to the next meeting.

Action: Clerk

The Clerk raised the issue of an upcoming holiday which would prevent his attendance at the October meeting. Council agreed to defer the meeting by one week to enable the Clerk to attend. The date of the October meeting would be 29th October

The date of next meeting is Tuesday 24th September, at 7.30pm

The meeting closed at 9.12pm.

Signed..... Chairman of the Parish Council

Dated