
PENCOMBE GROUP PARISH COUNCIL
Approved Minutes of the Ordinary Meeting of Pencombe Group Council held on
Tuesday 29th October 2019
Pencombe & Little Cowarne Parish Hall, 7.30pm

Councillors Present;

Cllr. T. Brazier (Chairman)
Cllr. C Hayes
Cllr. P. Hope
Cllr. C. Hadley
Cllr. David Legge
Cllr. J. Barrett

In Attendance: Allan Drew (Parish Clerk)

Members of the Public: Andrew Mottram (Chairman of Trustees, Parish Hall)
Susan Drew (Treasurer, Parish Hall)
Bill Bloxsome (Environmental & Planning Consultant)

297/19 Apologies for absence
None - all members present

298/19 Declarations of interest and written requests for dispensation
No declarations of interest and written requests for dispensation were received.

299/19 Draft minutes of the previous meeting on 24th September 2019
The Chairman signed the draft minutes as a true record of the meeting

300/19 Neighbourhood Development Plan (NDP)

Bill Bloxsome made a presentation to Council about creating a NDP for Pencombe and Little Cowarne. He emphasised that whilst a NDP is not compulsory, Council would have to inform Herefordshire if it did not intend to produce its own plan. It would then be possible, perhaps likely, that Herefordshire would produce its own plan for Pencombe & Little Cowarne and the opportunity to control the plan's content would have been lost. Within the Herefordshire Core Strategy (2011-2031) Pencombe lies within the Rural Areas' section of the strategy. In this section policy RA2 defines what may be allowed for development within the village and the policy is quite specific in defining the nature of development. Mr. Bloxsome pointed out that while Pencombe is included within the scope of RA2, Little Cowarne is not. However, the Core Strategy makes clear that for areas outside the scope of RA2 development will be very strictly controlled. It is also clear that significant planning conditions will be placed on any rural developments in areas such as Pencombe.

It seemed that the Core Strategy would require about 20 new homes in Pencombe and that since 2011 Pencombe has actually built 13 new homes and has 8 homes within the planning system waiting consent. On the face of it Pencombe has already met its obligations under the strategy.

Mr Bloxsome also commented that the absence of a 5 year land supply plan for Pencombe would result in the national strategy being applied. (The clerk has as yet been unable to find out the implications of such an application of national strategy to Pencombe).

An advantage of developing a NDP would be the ability to be closely involved with Community Led Housing (CLH) where the community can undertake or manage housing developments. Some funding is available to help communities make meaningful contributions to CLH projects to ensure the resulting development is in line with community requirements.

Council thanked Mr. Bloxsome for his contribution to our NDP debate and requested that he send his presentation to the clerk so that Council could undertake further discussions about the need and desirability of Pencombe creating a NDP.

289/19 Action Tracker.

The Clerk reported good progress with the action tracker and there were now only 2 actions remaining open. These were 272/19 - resident views on the NDP and 280/19 – involving the footpath officer regarding the loss of the footpath to the Parish Hall from the churchyard

290/19 Open session:

279.1/19 Cllr. Harington was not present to provide an update. Council noted that that the broken salt box in Little Cowarne had been replaced, but that the verge at the Ullingswick junction had still not been trimmed.

291/19 Parish Hall update

Andrew Mottram reported that John Reece had now been engaged to replace the Parish Hall fencing and the work was due to commence imminently. Also reported was that the new Hall electricity supplied was fully installed and working and as a result the Harvest lunch had been a considerable success. Kitchen renovation work was now considered complete and the Hall committee was working on information sheets to assist users get the best results from the new equipment which had been installed.

292/19 Finance – to receive an update.

292.1/19 HSBC bank balances

Members were informed that the bank balances on 22/10/2019 were as follows:-

- Community Account: £2645.92
- Business Money Manager Account: £18,067.50

292.2/19 To note income received/due.

No income has been received nor was due during the month

292.3/19 To consider and authorise payments due and note payments made since last meeting;

Payments due

No.	Name	Amount £	Details
1	HALC	66.00	Website hosting and domain name
2	A M Drew	300.63	Clerk's salary for October
3	A M Drew	7.32	Postage stamps 12 x second class
4	Autella Payroll	40.80	Payroll & HMRC services
5	PKF Littlejohn	96.00	Administration charge for late filing of accounts

Council signed cheque for item 2 and agreed the clerk make internet banking payments for the other items

Additionally with the Remembrance Day ceremony imminent the clerk requested that the usual Council donation of £25 be agreed by members. The clerk would deliver the donation and collect the wreath to be laid on 11th November at the village war memorial. Council agreed the donation and signed a cheque for £25 payable to the Royal British Legion.

Payments made since last meeting

No.	Name	Amount £	Details
1	Autela payroll	61.20	Payroll services
2	Mr.IanPardoe	30.00	External auditor
3	HMRC	68.00	PAYE (for Ms. J. Eva)
4	Parish Hall	1500.00	Loan to Parish Hall
5	HMRC	£225.51	PAYE (for Mr. A Drew)

293/19 Planning applications/decisions

No planning matters had been brought to the clerk's attention since the previous meeting

294/19 Lengthsman scheme

There was considerable concern that the unusually wet weather during October culminating in a particularly heavy downpour during 25th/26th October had caused a significant amount of standing water to gather in the centre of the village. Over the years residents and farmers had worked hard to create a sustainable drainage system for the village to prevent flooding as far as was practicable. However, since the creation of the Balfour Beatty contract and consequent removal of the grant to enable this local work, residents and the Council feared that maintenance work to keep the system in good order had fallen away and the village was now vulnerable to heavy rainfall.

295/19 Approval of Accounts for 2018-19 and Annual Governance and Accountability (AGAR)

Council noted that our internal auditor, Mr. Ian Pardoe had audited the accounts and was satisfied with the validity of the statements.

The Clerk stated he had received the first correspondence from Herefordshire Council regarding the precept for 2020-21. The precept request has to be lodged with Herefordshire by 31st December 2019. Members had a brief discussion on the broad financial position and it was agreed that they would consider suitable projects for discussion at the next meeting.

296/19 Matters raised for next meeting.

Council will progress the discussion on setting the precept for 2020-21

The date of next meeting is Tuesday 29th October, at 7.30pm

The meeting closed at 9.06pm.

Signed..... Chairman of the Parish Council

Dated