

### PENCOMBE GROUP PARISH COUNCIL

**Approved Minutes of the Ordinary Meeting of Pencombe Group Council held on  
Tuesday 26<sup>th</sup> January 2021  
Video meeting 7.30pm**

**Councillors Present;**

|                             |                |
|-----------------------------|----------------|
| Cllr. T. Brazier (Chairman) | Cllr. P. Hope  |
| Cllr. C. Hayes (Vice Chair) | Cllr. D. Legge |
| Cllr. C. Hadley             |                |

**In Attendance:** John Harrington, (Ward Councillor) Allan Drew (Parish Clerk)

**Members of the Public:** Andrew Mottram (Chair, Parish Hall).

Due to difficulties with the Chairman's Zoom connection he was unable to use the audio facility. The Clerk asked the Vice Chair, Cllr. Hayes to conduct the meeting which she agreed to do.

**1/21 Apologies for absence**

Cllr. J. Barrett. Cllr. Hope joined the meeting but was no longer connected from this point for the remainder of the meeting.

**2/21 Declarations of interest and written requests for dispensation**

None were received

**3/21 Draft minutes of the previous meeting on 24<sup>th</sup> November 2020**

The minutes of the meeting of 24<sup>th</sup> November 2020 were agreed and the Chairman will sign the draft minutes as a true record of the meeting

**4/21 Action Tracker.**

**Neighbourhood Development Plan (59/20)**

The Clerk reported that due to the current third lockdown situation he had decided not to progress the Locality grant for the remainder of this financial year. A new application would be made to run from 1<sup>st</sup> April 2021 for the new financial year. Council agreed this action as sensible in the circumstances.

Road safety in Pencombe (61/20)

Cllr Harrington agreed to cover this item in his report (5.1/21)

AGAR Risk Assessment – Churchyard wall (36/20)

The Clerk had received suggestions for a suitable surveyor from residents (Mr Maynard and Mr Mottram) and would progress as soon as the current circumstances allowed.

Clearing of ditch at Little Cowarne opp. Phone kiosk.

Cllr. Legge reported that he had agreement from the resident to re-instate the fence after the ditch work was completed.

Outstanding invoice for £135 at Sparrington Farm for ditching work.(33.2/20)

Mr Graham Thomas refused to pay the outstanding invoice for the ditching work. Council resolved not to take the matter further and the Clerk was instructed to write the amount off as a bad debt.

Road deterioration at Hollybush Lane (13/20)

Locality Steward had reported that the area would receive attention. (Note 18 Feb 2021: Herefordshire progress map shows pothole repair work completed on 20 January 2021. Condition of road is still very poor)

### **5/21 To receive an update from Cllr. Harrington**

COVID Update. Herefordshire had 61 deaths since beginning of November 2020 and total deaths since the start of the pandemic is 203. 100 inpatients with COVID which significantly exceeds the previous peak of 36 inpatients. With vaccines on the horizon it is important to keep taking precautions over the next couple of months. Care homes have been badly affected accounting for roughly half the deaths. Vaccines are rolling out quickly and Herefordshire is one of the high performers with over 10% of the population vaccinated already.

Flooding. The last week has seen close to record flooding in Hereford almost reaching levels of February 2020 which was the worst flooding on record. Especially affected was Greyfriars Avenue where 25 properties were flooded. Council had discussed the area with the EA and properties should have been able to access the flooding resilience fund (£5000/property). Unfortunately the grants were not processed quickly enough but households are being supported as much as possible in difficult circumstances.

Budget setting. £12m of savings required for 2021-22 and the pandemic has reduced revenues particularly from parking.

Transport review. Will be voted on in early February and the cabinet is backing a new eastern crossing from Rotherwas to the Ledbury Rd. A new county wide bus system is being discussed with bus operators all of whom are keen to work the Council.

Locality Stewards. Council wishes to bring the Locality Stewards under Council control in order to achieve better in-house technical skills and improved contract management. Public Rights of Way (PROW) is not running well and will also be a candidate for return to in-house and the possible use of volunteers could improve cost effectiveness in this part of the BB contract. Other candidates for in-house are traffic regulation orders and street works permits where in some cases costs and bureaucracy have escalated considerably under the BB contract.

Drainage. Setting up a protocol for landowners to make their contribution to upkeep of drainage for which they are responsible. Ultimately charges may be levied on landowners who do not keep up with their obligations on drainage. A new drainage ditcher has been purchased which seems to be working well

though it does not yet have the “Brazier Seal of Approval (BSA). It may be brought to Pencombe for appraisal in the near future.

Footpath to Parish Hall. Councillor Harrington had spoken with Anthony Agate the current PROW officer who is aware of the issue and he has undertaken to speak with the Parish Council about solving this issue. (The Clerk contacted Mr Agate to arrange a discussion)

A417/A49 possible new roundabout. Cllr. Legge asked if there had been any progress on the suggestion that a roundabout at the A417/A49 junction would mitigate the traffic queuing problem. There has been no real progress for some time but Cllr. Harrington will obtain an update.

Two Hoots Farm digester. Cllr. Harrington noted that comments on the application to vary the condition relating to transport movements were now possible, but he was not able to discuss the matter fully in a public meeting before the application had been determined and perhaps called in by committee. Mr Mottram was able to provide more detail having been involved in the measurement of traffic movements. The nub of the objection to the application is that the current traffic movements are 3-4 times that granted in the original approval back in 2013. The belief is that had the current movements been properly described in the original application consent would probably not have been granted.

5.2/21 No matters were raised by residents.

**6/21 Parish Hall update**

The Parish Hall Chairman reported that the Hall was still closed pending the imminent end of lockdown. The Hall was eligible for a further lockdown grant of a size not yet known and Mr Mottram complimented Herefordshire on the speed and level of support provided to the Hall during these difficult times.

**7/21 Finance** – to receive an update.

**7.1/21 Bank balances & spend against budget**

HSBC Bank balances on 22/01/2021 were as follows:-

- Community Account: £1056.22
- Business Money Manager Account: £0

Unity Trust current account £18582.00

Councillors to note that in due course Unity Trust will close the HSBC current account and transfer the balance to the Unity Trust current account. The present balance in the Unity Trust account was transferred over the past few months by the RFO using normal banking transfers.

Detailed spending and income was presented as part of the RFO report and a surplus of £2134 was forecast for the year which is £686 better than budget. The

RFO considered the position to be satisfactory given the difficulties of the past 12 months.

### 1. Payments made since last meeting.

| No. | Name                      | Amount £ | Details                             |
|-----|---------------------------|----------|-------------------------------------|
| 1   | A M Drew                  |          | Clerk's salary for November 2020    |
| 2   | A M Drew                  |          | Clerk's salary for December 2020    |
| 3   | HMRC                      | £225.60  | 12/1/2021 PAYE                      |
| 4   | Autela                    | £58.91   | 12/1/2021 Payroll                   |
| 5   | Community Heartbeat Trust | £162.00  | 12/1/2021 Sparrington defibrillator |

### 2. Payments received since last meeting

| No. | Name                  | Amount £ | Details                            |
|-----|-----------------------|----------|------------------------------------|
| 1   | Parish Hall           | £62.50   | 24/11/2020 Loan repayment          |
| 2   | Memory Lane memorials | £400     | 26/11/2020 Mary Wood               |
| 2   | Emma Bouston          | £600.00  | 24/12/2020 Interment of Mr. Colley |
| 3   | Parish Hall           | £62.50   | 24/12/2020 Loan repayment          |

### 3. Payments due but not yet received

26/5/2020 Mr G. Thomas, Sparrington Farm (Ditching) £135.00

This issue had already been discussed and Council had resolved to write off the invoice as a bad debt.

### 8/21 Planning applications/decisions

8.1/21 Planning applications received.

202692 – Land at Three Horseshoes, Little Cowarne. This application was to vary the conditions associated with the consent granted in 2016, in particular to remove the tie from the consent. Although planning had stated they were not accepting comments HALC had advised that if Council wished to it should submit comments anyway. Council concerns included –

- Arrangements for disposing of both grey and black water.
- Access to the land from a bridleway.
- Conflict between removal of tie and Herefordshire Core Strategy.

The Clerk would undertake to pass these comments to the case officer, Ollie Jones

8.2/21 Planning permissions granted

202626 The Coach House, Pencombe, part change of use for holiday let

8.3/21 Planning refusals

None since last meeting

### 9/21 Lengthsman scheme/Grass cutting

73.1/20 The Chairman reported that the Lengthsman had been unable to start work on the Causeway or at Little Cowarne due to the very wet and wintery conditions. It seemed prudent to delay this work until March.

The Chairman had contacted Paul Rayner to inspect drainage problems but Mr Rayner had not yet responded.

Cllr. Harrington undertook to chase Mr Raynor. The Chairman commented on the number of times BB came to look at problems without actually doing anything about them.

The Chairman also commented on the negative reception his ideas on GPS logging of drains had received by BB.

### 73.2/20 To consider payment of invoices

The Clerk had received an invoice from the Lengthsman for work done many months before. Council agreed payment of £200+VAT

**74/20      Launching the NDP**

See Action Tracker item 4/21

**75/20      Setting the precept for 2021-22**

The RFO outlined the process for setting the precept. Council discussed the RFO's estimates of income and expenditure and Council were satisfied with these estimates. After some discussion Council resolved to hold the precept at the current level of £13750. The RFO undertook to advise Herefordshire Council of the precept requirement for 2021-22

**64/20      Matters for discussion at next meeting.**

Footpath to the Parish Hall via the school field  
Drainage from the school field onto the Parish Hall steps

The date of next meeting is Tuesday 23<sup>rd</sup> February 2021, at 7.30pm  
The meeting closed at 9.10pm

Signed



**Chairman of the Parish Council**

**Dated 23 February 2021**