
PENCOMBE GROUP PARISH COUNCIL

Minutes of the Ordinary Meeting of Pencombe Group Council held on Tuesday 23rd March 2021 Video meeting 7.30pm

Councillors Present;

Cllr. T. Brazier (Chairman) Cllr. D. Legge.
Cllr. C. Hayes (Vice Chair)
Cllr. C. Hadley

In Attendance: Allan Drew (Parish Clerk)

Members of the Public: Mr. Frank Nicholson, Ms. Margaret Simcock

25/21 **Apologies for absence**

Cllr. Hope had given his apologies for absence. Cllr. Barrett joined the meeting but had problems with the audio connection and other members could not hear his comments.

26/21 **Declarations of interest and written requests for dispensation**

Cllr. Hayes, as Chair of Pencombe School Governors declared a schedule 2 interest in agenda items 35/21 and 36/21.

27/21 **Draft minutes of the previous meeting on 23rd February 2021.**

The minutes of the meeting of 23rd February 2021 were agreed and the Chairman will sign the draft minutes as a true record of the meeting.

28/21 **Action Tracker.**

Road safety in Pencombe (61/20)

To be considered as part of agenda item 35/21.

Neighbourhood Development Plan (59/20)

The Clerk reported that Locality are not yet taking applications for next financial year but Council will be advised when applications open.

Clearing of ditch at Little Cowarne opp. Phone kiosk. (35.2/20)

The Chairman and Cllr. Legge reported that work had not yet started. It would be carried out later in the Spring.

Road deterioration at Hollybush Lane (13/20)

The Clerk reported that Cllr. Harrington had put him in contact with a Highways officer, Bruce Evans. The Clerk had explained the frustrations of the defect reporting and monitoring system to Mr Evans who had undertaken to look into the matter and see if improvements can be made. However, nothing had been heard from Mr Evans since and although an update was requested from him for this meeting nothing was received.

29/21 **Open Session**

29.1/21 **To receive an update from Cllr. Harrington**

Cllr. Harrington was not present at the meeting.

29.2/21 To receive queries and questions from local residents.

Ms Simcock was present for a particular item (35/21) later in the agenda. Mr Nicholson was keen to receive an update about Road Safety in Pencombe from Cllr. Harrington. The Clerk explained that this item had been wrapped into the footpath issue across the school playing field and would be discussed later under item 35/21. However, he agreed with Mr Nicholson that this issue partly lay with Cllr. Harrington who had undertaken to discuss opening the school gate with the LEA. The Clerk would write to Cllr. Harrington requesting an update.

Mr Nicholson also raised the issue of dog faeces which was also a concern for other residents. A number of residents are collecting dog faeces as a matter of public duty. Blackspots identified include the Causey, footpath from the Causey to the Old Post Office and on the verge of the road leading up to Pencombe Hall. Council agreed that more signage reminding dog owners of their responsibilities in law and the penalties for breaching the law would be beneficial. The Clerk had suitable signs and possible sites included entrances to the Causey. The Chairman undertook to check the supply of bags. Cllr. Hadley suggested fitting bins for collecting dog faeces but problems arranging for emptying had been a problem in the past. It was also noted that dogs were often seen running loose around the village. The Clerk informed the meeting that under current legislation owners of dogs fouling public spaces face an on-the-spot fine of £80 and if this is not paid magistrates can fine the owner up to £1000. It was agreed that more warning signs would be erected including the possibility of erecting CCTV warning signs.

30/21 Parish Hall update

In view of the limited activity with the Parish Hall the Clerk had invited Mr. Mottram, Chair of Hall Trustees to send a written update. "The Hall Trustees expect the Hall will re-open for public events under social distancing rules, as soon as the rules allow. This will be after May 17th or at worst case June 21st. It is hoped to re-start Lunch in Company on the first Saturday in July. The Hall Trustees are meeting on April 14th by which time the advice may be clearer"

31/21 Finance – to receive a report from the RFO.

31.1/21 Bank balances & spend against budget

HSBC Bank balances on 19/03/2021 were as follows:-

- Community Account: £80
- Business Money Manager Account: £0

Unity Trust current account £18892.50

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.

31.2/21 Payments made, receipts and payments for authorisation

1. Payments made since last meeting.

No.	Name	Amount £	Details
1	HALC	£444.92	Annual subscriptions authorised 19.1/21

2. Payments received since last meeting

No.	Name	Amount £	Details
1	Parish Hall	£62.50	24/02/2021 Loan repayment

3. Payments for authorisation.

No.	Name	Amount £	Details
1	A M Drew	£300.63	Clerk's Salary February 2021
2	A M Drew	£300.83	Clerk's salary March 2021
3	HMRC	£225.40	PAYE on Clerk salary
4	A M Drew	£720.00	Refund on payment for 2 skips
5	A M Drew	£115.10	Refund for purchase of ZOOM ideoconferencing 28/10/2020

The Clerk had also just received the usual quarterly invoice from Autela for payroll work (£61.45). If Council was happy to agree payment then additional discount would be available for early payment.

Council agreed all the above payments including Autela.

4. Other Finance

The Clerk presented his forecast of the year's financial outturn which included the above payments except for the Autela payments-

Income & Expenditure Forecasts & Actuals – As at 31st March 2021

	Budget 2020-21	Year to Date	Forecast Outturn	Variance from Budget
Income	17458	19420	19373	1915
Expenditure	16010	14357	16237	-227
Income- Expenditure	1448	5063	3136	1688

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- 32/21 Planning applications/decisions to be determined by Herefordshire Council**
- 32.1/21 Planning applications received.
- 210212 Pencombe School – retention of mobile classroom.
- Council discussed the position of the classroom and agreed there was no concerns and the application should be supported. The Clerk would submit appropriate comments to Herefordshire Council
- 32.2/21 Planning permissions granted
None received
- 32.3/21 Planning refusals
None received
- 33/21 Lengthsman scheme/Grass cutting**
- 33.1/21 The Clerk had informed the grass cutting contractor, A C Garden Services that his contract has been extended on the current terms.
- The Chairman reported that a limb of a walnut tree growing on the Causey needed attention before it broke and destroyed the bridge underneath. It was also overhanging the gardens of Ms Brown and Mr & Mrs Maynard. Matt Padden Tree Services had quoted £150 to have the limb removed and the Chairman sought Council agreement for the expenditure. Council agreed the expenditure.
- 33.2/21 **To consider payment of invoices**
There are no outstanding invoices
- 34/21 Launching the NDP**
- See Action Tracker item 28/21. Additionally the Clerk reported that due to the phosphate issues in the River Lugg meant that no new plans can be approved. NDPs can still be written but will have to await resolution of the phosphate issues before the plans can be approved. Cllr. Hadley reported that Welsh farmers had recently been instructed to stop spreading slurry which in due course would improve water quality in the rivers
- 35/21 To consider applying for a Public Right of Way between St. John's Church, Pencombe and the Parish Hall**
- Cllr. Hayes declared a schedule 2 interest in this and the following items and withdrew from the meeting at this point. The Clerk outlined the process for establishing that the right of way by custom from the churchyard to the Parish Hall to become formally recorded on the Definitive Map as a definite public right of way. The possibility was discussed of the Council funding a project to improve the school field as part of an agreement to move the fence, which is currently blocking the path. The drainage problems (see 36/21) would be a worthwhile project to improve facilities at the school.
- After some discussion Council resolved the following-
- The drainage problems in the school field result in flooding of the Parish Hall steps and present a significant hazard.
- Disability access to the Hall is extremely difficult when the steps are hazardous and the traditional path from the churchyard is closed.
- To make an application for the footpath from the churchyard to the Parish Hall to be re-established as a formal public right of way but to delay this application pending a further attempt to co-operate with the school in finding a solution to the above issues.
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The Clerk would draft an open letter to all school governors and other stakeholders offering to co-operate and possibly fund an improvement project in the school field in order to resolve the issues described above.

36/21 To consider the drainage problems around the access steps to the Parish Hall

Discussion of this item is now included in item 35/21


37 /21 Matters for discussion at next meeting.

At this stage no matters were raised for discussion at the next meeting

The date of next meeting is Tuesday 27th April 2021, at 7.30pm

The meeting closed at 8.55pm

Signed



Chairman of the Parish Council

Dated 27th April 2021