

# Abbeydore & Bacton Group Parish Council

## Minutes of an Ordinary “ZOOM” Meeting of Abbeydore and Bacton Group Parish Council held on Tuesday 4<sup>th</sup> August 2020

No ABPC/MW/104z

### Present

Councillor Mr D Watkins Chairman  
Councillor Mr T Murcott Vice - Chairman  
Councillor Mr D Bannister  
Councillor Mrs A Booth  
Councillor Mr D Cook  
Councillor Mr R Fenton  
Councillor Mrs W Gunn  
Councillor Mr M Jenkins  
  
Clerk Mr M Walker

### Also Present

Golden Valley South Ward Councillor Mr Peter Jinman and one further member of the public

**The Parish Council Meeting was formally opened by the Chairman at 7.30pm**

### **1.0 Apologies for Absence**

No apologies received as all Parish Councillors joined the “ZOOM” meeting  
Parish Lengthsman/Contractor Mr Terry Griffiths and Locality Steward Mr Paul Norris not present

### **2.0 Minutes**

The Minutes of the Ordinary Group Parish Council Meeting No ABPC/MW/103 held on Tuesday 3<sup>rd</sup> March 2020 were unanimously confirmed as a true record and would be signed by the Chairman  
(Clerk to obtain signature from Chairman when convenient)

### **3.0 Declarations of Interest and Dispensations**

**3.1** To receive any declarations of interest in agenda items from Councillors  
No Declarations of Interest were made

**3.2** To consider any written applications for dispensation  
There were no written applications for dispensation made

### **4.0 Financial Report – External Audit Form**

**4.1** To sign Certificate of Exemption AGAR 2019-2020 Part 2\*  
Certificate of Exemption AGAR 2019-2020 Part 2 to be signed by the Clerk and the Chairman when convenient\*

**4.2** Parish Council to consider Annual Governance Statement\*  
Parish Council unanimously approved Section 1 of the Annual Governance Statement 2019/2020 to be signed by the Clerk and Chairman when convenient\*

**4.3** Clerk to present end of year Accounts for Ratification\*  
Unanimously approved and to be signed by the Clerk and Chairman when convenient\*

**4.4** To sign Section 2 Accounting Statement 2019/2020\*  
Unanimously approved and to be signed by the Clerk and the Chairman when convenient\*

Notice of Public Rights and Publication of Annual Governance & Accountability Return  
(Exempt Authority) Accounts for the year ended 31st March 2020  
Monday 10<sup>th</sup> August 2020 – Tuesday 22<sup>nd</sup> September 2020

#### 4.5 Confirmation of Receipts / Invoices for Payment / Bank Balances

##### **Receipts**

Herefordshire Council Ref 2774281 Precept 15<sup>th</sup> April 2020 £4,600.00

##### **Payments**

Clerk's Salary March 2020 Gross £360.04  
 Mileage £6.98  
 Postage £0.61 pence

TAX £72.00 NIC £0.00

Nett Pay £295.63

##### **Cheque Number 000882**

HMR&C 4<sup>th</sup> ¼ Payment January February March £216.00

##### **Cheque Number 000883**

Terry Griffiths Contracts Invoice No TGC1025 £600.00

##### **Cheque Number 000884**

Clerk's Salary April 2020 Gross £360.04

Mileage £11.30

Postage £1.37

Village Hall Heating £3.00

TAX £72.00 NIC £0.00

Nett Pay £303.71

##### **Cheque Number 000885**

Clerk's Salary May 2020 Gross £360.04

TAX £72.00 NIC £0.00

Nett Pay £288.04

##### **Cheque Number 000886**

Herefordshire Council 2<sup>nd</sup> May 2019 Elections Invoice No 91351424 £1,062.73

##### **Cheque Number 000887**

Zurich Town & Parish Insurer Trust Invoice No 44974274 £231.41

01/06/2020 – 31/05/2021

##### **Faster Payment 29/05/2020 11.40am**

(Authorised private transaction)

Reimbursement from Parish Council

##### **Cheque Number 000888**

Mrs Janet Watson Internal Auditor ref A&BGPC 06/01/20 £40.00

##### **Cheque Number 000889**

Clerk's Salary June 2020 Gross £360.04

Postage £2.29

TAX £72.00 NIC £0.00

Nett Pay £290.33

##### **Cheque Number 000890**

HMR&C 1<sup>st</sup> ¼ Payment April May June £216.00

##### **Cheque Number 000891**

TEEC Limited Invoice 3398 £528.00

Website set up

##### **Cheque Number 000892**

NOT PAID YET)

TEEC Limited Invoice 3397 £155.99

Website Hosting + Domain Name + Email Addresses etc.

##### **Cheque Number 000892**

NOT PAID YET)

Clerk's Salary July 2020 Gross £360.04

Postage £5.08

TAX £72.00 NIC £0.00

Nett Pay £293.12

**Cheque Number 000893**

Plusnet 22/04/2020 Invoice 00002674174-024 £26.99

**DD Payment**

Plusnet 22/05/2020 Invoice 00002674174-025 £26.99

**DD Payment**

Plusnet 29/06/2020 Invoice 00002674174-026 £26.99

**DD Payment**

**Bank Balances**

Bank Statement @ 4 <sup>th</sup> March 2020*	No 67	
<b>Business Bank Deposit Account</b>		£13,065.75
Bank Statement @ 3 <sup>rd</sup> April 2020*	No 68	
<b>Business Bank Deposit Account</b>		£13,066.25
Bank Statement @ 4 <sup>th</sup> May 2020*	No 69	
<b>Business Bank Deposit Account</b>		£13,066.80
Bank Statement @ 4 <sup>th</sup> June 2020*	No 70	
<b>Business Bank Deposit Account</b>		£13,067.37
Bank Statement @ 3 <sup>rd</sup> July 2020*	No 71	
<b>Treasurers Current Account</b>		£13,067.89
Bank Statement @ 4 <sup>th</sup> March 2020*	No 24	
<b>Treasurers Current Account</b>		£6,902.05
Bank Statement @ 3 <sup>rd</sup> April 2020*	No 25	
<b>Treasurers Current Account</b>		£6,377.47
Bank Statement @ 4 <sup>th</sup> May 2020*	No 26	
<b>Treasurers Current Account</b>		£9,838.85
Bank Statement @ 4 <sup>th</sup> June 2020*	No 27	
<b>Treasurers Current Account</b>		£10,221.26
Bank Statement @ 3 <sup>rd</sup> July 2020 *	No 28	
<b>Treasurers Current Account</b>		£10,194.27

(Clerk to obtain signature from Chairman when convenient)

**4.6 Consider internal auditors report 2019-2020 and agree any required action**

There were no actions required from the Internal Auditor's Report for 2019-2020

**4.7 Confirmation of scope of Internal Audit for 2020-2021 and Internal Audit Plan\***

The Internal Audit Plan was agreed and would be signed by the Chairman when convenient\*

**4.8 To consider appointment of Mrs J Watson as Internal Auditor 2020-2021**

The Parish Council confirmed the appointment of Mrs J Watson as their internal auditor  
For 2020- 2021

**4.9 To confirm Parish Council Annual Insurance Review**

Zurich Town & Parish Insurer Trust Invoice No 44974274 01/06/2020 – 31/05/2021 £231.41  
(Premium for 2019-2020 £288.35)

**5.0 Public Question Time**

A 10 minute period is to be allocated if required to facilitate any member of the public  
to address the assembled Parish Councillors

No matters raised

**6.0 To Receive Reports (if available) from:-**

**6.1 Golden Valley South Ward Councillor Mr Peter Jinman – Pontrilas Railway Station update**

Mr Peter Jinman reported on the following:-

“Email sent to Malcolm, My comment was:- That I had received an email that morning which appeared to be a bit of a knock-back in terms of the DfT as they were now suggesting we apply for the Future Ideas Fund in November. We had understood from previous correspondence from them to our MP Jesse

Norman's office, that we had gone beyond that point already and were working on the next stage with Herefordshire Council funding the additional consultancy work.

Therefore, tomorrow [ie today] I would be following up on the latest emails and to that end I had already spoken to the Cabinet member responsible for Infrastructure and would be doing so again after the Council meeting which had taken place that afternoon ie Tuesday. There was still growing support for the station and that Clive Stainton and I had been working with the Golden Valley Action Group to take forward their ideas as part of that support process. Toby Murcott is a member of the GVAG and can provide more information on that groups activities for the Parish Council. Hope that helps Peter"

The Golden Valley Cycle Way Ewyas Harold, Pontrilas, Hay-on-Wye and Rotherwas on-going Cabinet Member visiting Golden Valley North and Hay-on-Wye

There is a new grant that is available on the Herefordshire Council Web site to help with recovery from flooding

Emergency travel measures are in place due to the Coronavirus – continued review as people are not following guidelines

The fruit farm at Mathon is the only place with the virus

Fantastic Cwm Pitch road now works are completed

Councillor Mr T Murcott will forward email reference cycle track

## **6.2 Parish Footpaths**

No new information received

## **6.2i Officer Vacancy**

Councillor Mr T Murcott still to contact Mr Joe Rumer with A3 map

## **6.3 Locality Steward Mr Paul Norris**

Information sent to Parish Councillors by email

## **6.4 Terry Griffiths Lengthsman**

Terry Griffiths not present and no report due to no works undertaken

## **6.5 Broadband Update**

To receive update from Councillor Toby Murcott

Councillor Mr T Murcott reported on the following:-

Nothing new, we seem to be stuck in limbo

Gigaclear are taking a long time and their schedule requires pushing

Toby asked Peter Jinman if there was any money available – Peter said he would enquire as efficient broadband is needed more than ever now due to some children being in educational poverty

## **6.6 Neighbourhood Plan Update**

Nothing to report as yet and waiting to hear from Herefordshire Council Neighbourhood Planning Team, all plans shelved due to Coronavirus

## **7.0 Lengthsman Contract plus Highways and Footpaths Issues**

Lengthsman Contract renewal and receive **new** information on Parish Highways & Public Footpath Issues which require attention

Parish Paths Partnership (P3) and Parish Lengthsman Schemes Contract for 2020/2021 completed and submitted to Balfour Beatty

No other issues raised

## **8.0 Abbeydore Replacement Road Signs**

To agree Parish Council's response to proposed replacement finger posts (*First requested in 2004*)

There was considerable discussion about the road signage in question at the Parish Council meeting held on the 4<sup>th</sup> August. In particular with regards to the perceived or otherwise black spot for SatNav due to the lack of required mobile coverage in that particular area. The Parish Council therefor have provided the following statement.

In the view of the Parish Council all the information on the signs is valuable and serves a useful purpose so we would ask that it be retained on any new signage.

#### 9.0 **Planning Application No 201871**

Tan House Farm Abbeydore Demolition of existing shed and change of use of land for the siting of a single bed holiday let ('pod')

Abbeydore & Bacton Group Parish Council considered application No 201871

Tan House Farm HR2 0AA

Resolved unanimously to support the application

#### 10.0 **Information Sheet**

Sheet to include update on previous action points and a list of correspondence received

##### **Planning Result**

30<sup>th</sup> March 2020

Application No 201031 Yew Tree Cottage Abbeydore Herefordshire HR2 0AD

**1<sup>st</sup> Schedule** Application for a Lawful Development Certificate for a Proposed development of a single storey side extension to an existing dwelling-house, access to the site and property and use shall be unchanged

**2<sup>nd</sup> Schedule** Yew Tree Cottage Abbeydore Hereford HR2 0AD

**Certificate of Lawful Use or Development 28<sup>th</sup> May 2020**

13<sup>th</sup> May 2020

Application No 201447 Land at Forty Acre Pitch Kerry's Gate Abbeydore Hfd  
Application for prior notification of agricultural or forestry development proposed road

**Prior Approval is Not Required 1<sup>st</sup> July 2020**

2<sup>nd</sup> March 2020

Application No 200353 Land adjacent to Ponty Pinna Vowchurch Hereford HR2 0QE

Change of use of agricultural land, installation of four Burrows for holiday let use creation of a new access & car parking area installation of a package treatment plant

**Planning Application Granted 22<sup>nd</sup> July 2020**

2<sup>1st</sup> April 2020

Application No 201129 Blackbush Abbeydore Hereford HR2 0AJ  
Proposed muck store and proposed silage pit

**Still Valid**

##### **Correspondence**

March 2020

Balfour Beatty Living Places (BBLP) Lengthsman & Parish Paths Partnership (P3)  
Expression of Interest Form 2020/21  
Submitted to BBLP

March 2020

Herefordshire Council Core Strategy Settlement Hierarchy Review  
Submitted to Herefordshire Council/Neighbourhood Planning

#### 11.0 **Agenda of Next Meeting**

Neighbourhood Development Plan

Broadband

Golden Valley Action Group

#### 12.0 **Date, Time and Venue of Next Meeting**

Confirmed that the next meeting will be an Ordinary Meeting of the Group Parish Council via "ZOOM" and will be held on **Tuesday 6<sup>th</sup> October 2020** commence at 7.30pm

Parish Council meeting declared closed at 8.30pm

Signed.....

Parish Council Chairman Councillor Mr David Watkins

Dated this day 6<sup>th</sup> October 2020