

LUSTON GROUP PARISH COUNCIL

MINUTES OF THE ANNUAL MEETING OF LUSTON GROUP PARISH COUNCIL
HELD AT 7.30PM ON MONDAY 13 MAY 2019 AT CAWLEY HALL, EYE, LUSTON

**PRESENT: G POULTON (CHAIRMAN), A BRANDISH (VICE CHAIRMAN),
J COATES, R BENNETT-JONES, E COATES, K WOOD, P EDWARDS, J CREED,
C PEARSON AND I STEVENS**

**IN ATTENDANCE: Mr J TAYLOR, TREE OFFICER; WARD COUNCILLOR S
BOWEN; R HEWITT (CLERK); AND TEN (10) MEMBERS OF THE PUBLIC**

1. Election of Chairman

There were two nominations proposed and seconded. **DECISION:** After a vote, it was declared that Cllr. G Poulton is duly elected as Chairman. Cllr. Poulton signed the Chairman's acceptance of office and thanked the retiring chair and then the Clerk for their work and commitment over the previous four years.

2. Receive apologies for absence – None.

3. Co-opt to the vacancies on the Group Parish Council

3.1 Luston Parish – Ms. R Bennett-Jones and Mr J Creed were co-opted. The acceptances of office were signed, and the co-opted members joined the meeting.

3.2 Eye, Moreton & Ashton Parish – Mr C Pearson was co-opted. The acceptance of office was signed, and the co-opted member joined the meeting.

Cllr. E Coates proposed a vote of thanks for Mrs A Egerton's service as a member of the previous parish council, and this was warmly endorsed by the meeting.

4. Code of Conduct

In May 2018, Herefordshire Council adopted a new code of conduct which updated Schedule 2 to require councillors to register and interest for "Membership of any body a) exercising functions of a public nature; or b) directed to charitable purposes; or c) whose principal purposes include the influencing public opinion or policy (including any political party); or d) is not open to the public without formal membership". The county council's legal officer looks at code of conduct matters on behalf of the parish council. **DECISION:** The group parish council adopted the new code of conduct.

5. Declarations of Interest

3.1 Disclosable Pecuniary. Cllr. C Pearson declared a disclosable pecuniary interest in planning application 191365 Land at Ashfield. Cllr. P Edwards declared a disclosable pecuniary interest in planning application 191395 East & West Granary Cottages.

3.2 Non-disclosable Pecuniary. None.

3.3 Non-Pecuniary. None.

3.4 Written requests for dispensation. None.

6. Election of Vice Chairman

Nomination received for Cllr. A Brandish. **DECISION:** It was declared that Cllr. A Brandish is duly elected as Vice Chairman.

7. Approval of minutes from 1 April 2019

DECISION: The minutes of the meeting were agreed and signed.

8. Clerk's Report and reports on meetings attended by parish councillors

The Clerk's report was noted.

9. Matters raised by local residents

A member of the public asked that Welsh Water provide reassurance that the problems experienced recently in Luston by the pumping station will be addressed. Cllr. Creed thanked Ward Cllr. Bowen for getting Balfour Beatty to scope what needs to be done to resolve the drainage problem on the B4361 to the north of Luston and for implementing a solution in due course. The Vice Chairman reported that Balfour Beatty has yet to clear the mud at the entrance to the Willows despite earlier assurances that this would be done. Balfour Beatty's signage is still in place as well. Cllr. E Coates reported an overhanging tree at the junction of Hill Road and the B4361, Luston.

A member of the public asked when the gullies will be cleared by Balfour Beatty at the A49 end of the Eye Lane as there are regular incidents of standing water on the road following rainfall. Cllr. J Coates said the teams laying cables at Eyton on behalf of Gigaclear need to reinstate the gullies and ditches properly. Ward Cllr. Bowen confirmed that Balfour Beatty is responsible for checking this is done and will be inspecting the work in due course.

10. Ward Councillor S Bowen's Brief Report (for information only)

Ward Cllr. Bowen reported that the result of the election on 2 May 2019 has meant Herefordshire Council is in no overall control, and a form of coalition is expected to be formed led by the independent group. Balfour Beatty has been informed about the potholes on Red Hill, Eye Lane, gully work needed on A49 end of Eye Lane and blocked drain on the B4361 in Luston.

A member of the public said the velocity patcher was seen reversing in Eyton and said Balfour Beatty should be reminded to put the appropriate signs and warnings in place to warn the public.

11. Planning

[Cllr. Pearson left the meeting.]

11.1 191365 – Land at Ashfield, Luston. Proposed bungalow and attached garage. **COMMENT:** Luston Group Parish Council supports the planning application, which is in accordance with the neighbourhood development plan. The parish council believes the proposed access needs to be widened by removing the existing low stone wall situated to the side of Ashfield.

[Cllr. Pearson re-joined the meeting.]

[Cllr. Edwards left the meeting.]

11.2 191395 – East & West Granary Cottages, Ashton Court, Ashton, HR6 0DN. Application for removal of condition 2 of planning permission 83/0483 (Alterations of existing building into two holiday flats, at Ashton Court Farm, Ashton, Nr. Leominster) to allow the properties to be let as long-term rentals. **COMMENT:** Luston Group Parish Council supports the planning application.

[Cllr. Edwards re-joined the meeting.]

11.3 191439 – The Hollies, Luston, HR6 0EB. Proposed works to 2 x Yew trees. **COMMENT:** Luston Group Parish Council supports the proposed tree work. Cllr. Stevens objected to the comment.

11.4 190032 – Land to the West of B4361, Luston. The working group that met with planning services said the planning authority will consider a proposal for 10 houses on the site, with two houses allocated for discounted open market housing in perpetuity. **DECISION:** The Clerk was asked to contact the developer and communicate that the parish council is minded to support an amended proposal along these lines, including a footpath to link the development with the village and an orchard.

11.5 Update on planning decisions/ enforcement by Herefordshire Council. Prior approval has been granted for 190129 Land at Field Farm, Moreton, Eye.

12. Finance

12.1 Consider risk assessment and insurance policy. The risk assessment was reviewed and actions noted. **DECISION:** The policy with Ecclesiastical was renewed.

12.2 Governance Statement 2018-19. **DECISION:** Reviewed and approved.

12.3 Annual Return 2018-19. **DECISION:** Reviewed and approved. It was agreed to complete the Certificate of Exemption.

12.4 Payments for consideration:

DC Gardening Services (lengthsman) – £168.00

SWARCO, SID maintenance 2019-20 – £631.20

Clerk, Office 365 subscription 2019-20 – £112.80

Came and Company (parish council insurance) – £302.85

Internal auditor, honorarium – £20.00

Clerk, AVG anti-virus subscription and HMRC re: PAYE 2018-19 – £15.90

The Clerk (salary, April 2019)

G Poulton, refreshments for annual parish meetings, 8 May 2019 – £45.72

Methodist Chapel, room hire for speed watch training – £24.00

DECISION: Payments approved, and cheques signed.

12.5 Signatories for parish council account. **DECISION:** No action required.

12.6 Annual Maintenance Plan for lengthsman and P3 footpaths maintenance in 2019-20.

DECISION: The plan was agreed.

13. Highways and environmental matters

13.1 Lengthsman and P3 footpaths. **DECISION:** Deferred.

13.2 Highways – Matters to bring to the attention of Balfour Beatty. **DECISION:** Deferred.

13.3 Lamp posts on Westland View – **DECISION:** Deferred.

13.4 Sewerage infrastructure and Welsh Water treatment works for Luston and Yarpole.

DECISION: Deferred.

14. Appointment of Representatives

14.1 HALC representative and NAM nomination. **DECISION:** Cllrs. J Coates and I Stevens kindly agreed to be the HALC representatives. Cllr. Coates was nominated to the NAM Committee.

14.2 Cawley Hall Management Committee representatives. It was noted that the representative will be a trustee of Cawley Hall. **DECISION:** There was no appointment made.

14.3 Tree Warden. **DECISION:** Mr J Taylor was re-appointed to the position.

14.4 Footpath Officer. **DECISION:** Mr J Pearson was re-appointed to the position.

14.5 Working group members:

Planning working group. **DECISION:** Cllrs. Bennett Jones, P Edwards, J Coates and C Pearson.

Website working group. **DECISION:** Cllrs K Wood and I Stevens.

Finance working group. **DECISION:** Cllrs. G Poulton, J Creed, C Pearson and I Stevens.

Management working group. **DECISION:** Cllrs A Brandish, E Coates and G Poulton.

Traffic working group. **DECISION:** Cllrs. A Brandish, I Stevens and C Pearson.

15. Review parish council policies and procedures: Standing Orders; Code of Conduct; Complaints procedure, Data Protection policy, Freedom of Information publication scheme, Financial Regulations, Equal opportunities policy, Grants and Donations policy, Planning policy and Communications policy

DECISION: Deferred to the next meeting.

16. Decals for the adopted telephone kiosk

The Vice Chairman proposed the purchase of three decals for the adopted kiosk. **DECISION:** The purchase was approved and a budget up to £54.00 agreed for this purpose.

17. Review financial support for broadband service at Cawley Hall

DECISION: Deferred to the next meeting.

18. Matters for consideration at the next meeting (no discussion)

Deferred matters.

19. Date of Next Full Council Meeting.

DECISION: The next meeting will be at 7.30pm on Monday 3 June 2018 at Cawley Hall, Eye.

There being no further business, the meeting closed at 9.30 pm.

Signed as a true record _____

Date _____