

LUSTON GROUP PARISH COUNCIL

MINUTES OF THE LUSTON GROUP PARISH COUNCIL EXTRAORDINARY MEETING HELD ONLINE AT 7.30 PM ON MONDAY 1 JUNE 2020

Present: I Stevens (Chairman), G Poulton (outgoing Chairman), C Pearson (Vice Chairman), A Brandish, R Bennett Jones, K Wood, E Coates, J Coates and W Talbot Ponsonby.

In attendance: Ward Councillor S Bowen; and R Hewitt (Clerk). No members of the public were present.

1. Election of Chairman and Vice Chairman

There was one nomination proposed for Chairman and one nomination proposed for Vice Chairman. **DECISION:** After a vote, it was declared that Cllr. I Stevens is duly elected Chairman, and Cllr. C Pearson is duly elected Vice Chairman.

Cllr. Stevens took the chair and thanked the outgoing chairman, Cllr. G Poulton.

2. Acceptance of apologies for absence – P Edwards.

3. Declarations of Interest

3.1 Disclosable Pecuniary. None.

3.2 Non-disclosable Pecuniary. None.

3.3 Non-Pecuniary. None.

3.4 Written requests for dispensation. None.

4. Approval of Meeting minutes from 2 March 2020

DECISION: Under # 8 Flooding a typo was corrected to read 'The Lugg Internal Drainage Board'. With this amendment the minutes of the meeting were agreed.

5. Luston Group Good Neighbour Scheme and support during Covid 19

Cllr. A Brandish provided an overview of support provided by Good Neighbour Scheme volunteers since March 2020. The group parish council thanked Cllr. Brandish and the volunteers for their hard work and support of the community. The team at the Yarpole shop was thanked as well.

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

Ward Cllr. Bowen said Herefordshire Council has done well to get government funded grants processed quickly. The planned visits to the waste to power facility at Hartlebury and Envirosort recycling centre at Norton are not possible at present because of Covid 19 guidelines. Wetland based sewage systems may help address the phosphates issue and the Environment Agency is expected to rule on the planning moratorium shortly. The velocity patcher is in use, and Balfour Beatty has been asked to fix the drainage defect at the end of Eye Lane by the A49. Gigaclear has yet to clear their cable from the pipe at Luston by the blocked drain on the B4361 – once this is done work can be scheduled to replace a defective section of pipe.

Civic functions have been cancelled due to Covid 19. Armed Forces Day took place behind closed doors. A new Lord Lieutenant will be appointed in September 2020. Parishes are encouraged to look at Resilience Planning. Bellwin funding for repair of roads damaged by the wet winter and flooding is not sufficient. Ward Cllr. Bowen has written to the county's MPs to ask for the estimated £9 million shortfall to be funded by government.

[Cllr. E Coates joined the meeting.]

There is a new Balfour Beatty locality steward. Ward Cllr. Bowen kindly offered to request a sweeper to clean the gutters at Luston, and for visibility verges and splays to be cut at Eyton.

7. Matters raised by local residents

There were no matters raised.

8. Planning

8.1 201157 Eyton Hall, Eyton, HR6 0AE. Proposed grain store. **COMMENT:** Luston Group Parish Council objects to the planning application. More information is needed on how surface water run off from the building will be managed. The application form states that there will be a soakaway but there appears not to have been any percolation testing to check the suitability of the ground. A percolation test is understood to be a requirement in establishing whether or not a soakaway is appropriate. The group parish council is concerned that the clay soil in Eyton means that the proposed soakaway will cause run off on to lowland parts of Eyton which have a very high water table, parts of which flooded earlier in 2020. In addition, the parish council believes that the narrow, single track access roads off the B4361 to the site are not suitable for increased HGV traffic delivering grain to the store.

8.2 201293 10 Lilac Grove, Luston, HR6 0EF. To remove beech hedge (H1). **COMMENT:** The parish council supports the proposed work and requests that the applicant is advised that the tree works should not take place during the nesting season.

8.3 Update on planning decisions/ enforcement. Herefordshire Council has granted planning permission for 200188 The Steppes, and 200464 Merrivale Farm. Planning permission has been refused for 200062 1 The Fold. Works to trees have been allowed for 200478 and 200715 10 Lilac Grove. Works to trees covered by a preservation order have been part approved/ part refused for 200527 Harley House.

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

SID data for the February-March 2020 deployment was reviewed. The slightly lower average speeds recorded may have been because of the traffic management required for the laying of broadband cabling in the village. The SIDs will be deployed in Luston again in mid-June 2020 for approximately two weeks to encourage traffic that may be diverted from overnight works on the A49 to observe the speed limit.

The first payment of the 2020-21 precept (£8,000.00) has been received. The Eye is to resume publication and the deadline for the next Council Matters article will be 10 June 2020. The Chairman kindly agreed to draft the next article. The Pensions Regulator requires a re-enrolment and re-declaration of automatic enrolment arrangements.

A meeting was held with a representative of Cawley Hall Management Committee and Education Property Partnership Ltd. to look at resurfacing of the hall car park. Education Property Partnership Ltd. is to provide an overview for consideration by the parish council.

10. Highways and environmental matters

10.1 Annual Maintenance Plan 2020-21 and processes to manage ongoing lengthsman and footpath work in light of Covid 19 guidance. **DECISION:** The Annual Maintenance Plan for lengthsman and P3 footpath activities in 2020-21 was agreed. Guidance from Balfour Beatty on lengthsman and P3 footpaths work and Covid 19 was considered. The parish council agreed that lengthsman and footpath work should carry on in line with the Annual Maintenance Plan provided that the contractor is committed to following Covid 19 government guidance, and that the volunteer footpath coordinator is willing to carry on at this time.

10.2 Proposed traditional signpost at Lydiatt's crossroads: **DECISION:** It was agreed to reply to Balfour Beatty and explain that the sign is required to assist couriers when delivering to members of the public.

10.3 Appointment of tree officer. **DECISION:** It was agreed to appoint a new tree officer.

10.4 Highways – Matters to bring to the attention of Balfour Beatty. Ward Cllr. Bowen said he will shortly be looking at the roads with the new locality steward. **DECISION:** The following will be raised with Balfour Beatty: Scheduling of work to replace a section of drainage pipe on the B4361, and sunken drain at the entrance to the Willows, Luston.

10.5 Lengthsman and P3 footpaths. **DECISION:** No action required,

11. Finance

11.1 Annual insurance renewal from Came & Co. **DECISION:** It was agreed to renew the insurance policy with Ecclesiastical.

11.2 Payments for consideration:

D C Gardening Services, lengthsman and P3 footpaths (April-May 2020) – £492.00

Came & Co, parish council insurance – £364.96

HALC, 'In the Hot Seat' course – £48.00

SWARCO, SIDs maintenance contract – £631.20

Herefordshire Council, election costs – £166.51

Clerk, Office 365 annual subscription – £135.36

Clerk, wages (March-May 2020)

DECISION: Payments were approved and will be made by cheque.

11.3 Review direct debit payments:

Airband, broadband service, April-June 2020 – £180.00

ICO, data protection registration – £35.00

DECISION: The direct debit payments were noted. A request will be made to suspend the broadband service while Cawley Hall is closed.

11.4 To ratify payments made by the Clerk under delegated powers. There were no payments to consider.

11.5 Implementation of electronic banking for payments. **DECISION:** It was agreed to set up electronic banking subject to payments requiring separate authorisation by two different signatories.

11.6 External Audit 2019-20. **DECISION:** The external auditor will be asked to extend the deadline for submission of the annual return.

12. Fastershire ‘Keep Connected’ Grant

DECISION: It was agreed to make a grant application for a web cam to enable a member of the parish council to participate fully in online meetings.

13. Police & Crime Commissioner support for community groups

Cllr. Brandish said there was not felt to be a requirement from the Good Neighbour scheme for funding equipment during Covid 19. **DECISION:** No action required.

14. Herefordshire Rural Services Delivery Grant Scheme

The grant scheme was noted.

15. Core strategy and neighbourhood planning review

DECISION: A review of the Neighbourhood Development Plan will be considered in light of the emerging Core Strategy for the county. Herefordshire Council is expected to review the core strategy during 2020-22.

16. Website accessibility guidelines

The parish council website is expected to be compliant with accessibility guidelines by September 2020. **DECISION:** Obtain quotation from web support contractor to upgrade the website to meet the accessibility guidelines.

17. Schedule of parish council meetings 2020-21

DECISION: The schedule of meetings was agreed and will be available to download from the parish council website. Meetings will be held online for the time being in line with guidance from HALC.

18. Review/ update Clerk’s delegated powers

DECISION: The following delegated powers were agreed provided that the Clerk consults with the Chairman or Vice Chairman, or if unavailable a councillor, and that actions implemented under delegated powers are reported and recorded in the minutes of the next parish council meeting:

- a) Delegated powers to spend up to £1,000 between meetings when unforeseen circumstances occur;
- b) Delegated powers to spend against specific items in the annual budget e.g. for lengthsman, hall hire, clerk’s salary, as identified in the budget when setting the precept; and
- c) Delegated powers to comment on planning applications between meetings when unforeseen circumstances occur.

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

Flooding.

20. Date of Next Full Council Meeting

DECISION: The next online group parish council meeting will be at 7.30pm on Monday 6 July 2020.

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

Signed as a true record _____

Date _____