

# **LUSTON GROUP PARISH COUNCIL**

NOTICE IS HEREBY GIVEN THAT THE ANNUAL MEETING OF  
LUSTON GROUP PARISH COUNCIL WILL BE HELD ONLINE  
AT 7.30 PM ON WEDNESDAY 5 MAY 2021

## **THIS WILL BE AN ONLINE MEETING VIA ZOOM**

Members of the public wishing to join the meeting should click on the  
following link:

**7.30 pm: Join Zoom Meeting**

**<https://us02web.zoom.us/j/83286139475>**

### **1. Election of Chairman**

### **2. Receive apologies for absence**

### **3. Declarations of Interest**

- 3.1 Disclosable Pecuniary
- 3.2 Non-disclosable Pecuniary
- 3.3 Non Pecuniary
- 3.4 Written requests for dispensation

### **4. Election of Vice Chairman**

### **5. Approval of minutes from 1 March 2021**

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

Items raised for decision will be placed on the agenda for the next meeting.

### **7. Flooding matters**

Review parish council commissioned flood alleviation report and programmed drainage work in the parishes and agree next steps.

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

### **9. Matters raised by local residents.**

(Residents to raise local matters)

### **10. Planning**

**10.1** 210562 - Broad Farm, The Broad, HR6 0AN. Proposed erection of agricultural manure store.

**10.2** 210358 - Land at Long Acre, Westland View, Luston, HR6 0EA. Erection of two new bungalows and demolition of redundant shop building and construction of new access.

**10.3** 211406 13 Westland View, Luston HR6 0EA. Propose to fell Horse Chestnut (T1), Conifer (G1) and Silver Birch (T2)

**10.4** 210875 Moreton Farmhouse, Moreton Eye, HR6 0DP. Retrospective ground source heat pump system, pump installed in house.

10.5 Update on planning decisions by Herefordshire Council.

## **11. Highways and environmental matters**

11.1 Road name signs and village name signs – Review queries from highway authority, agree response and agree next steps.

11.2 Highways – Review Balfour Beatty’s draft programme of highway works 2021-22 and matters to bring to the attention of Balfour Beatty.

11.3 Lengthsman and P3 footpaths, including review of reports on ditching and jetting works and agree next steps.

11.4 Consider offer from highway authority to delay the first cut of verges in the parishes to support biodiversity.

## **12. Finance**

12.1 Consider risk assessment and insurance policy

12.2 Annual Return 2020-21

12.3 Payments to ratify:

D C Gardening Services, lengthsman/ P3 footpaths (March 2021) – £1,512.00

Clerk, wages March 2021

HMRC, PAYE for period to 5 April 2021 – £9.11

D C Gardening Services, ditching and drainage works (March 2021) – £14,002.20 (ratify)

12.4 Payments for consideration:

D C Gardening Services, lengthsman/ P3 footpaths (April 2021) – £ tbc

Clerk, wages April 2021

Clerk, Office 365 subscription 2021-22 – £ tbc

Came and Company (parish council insurance) – £ tbc

12.5 Review direct debit payments:

Airband, broadband service, May 2021 – £60.00

12.6 Review quotations for parish council strimmer

12.7 Speed indicator devices (x2): i) Maintenance service contract for SIDs - review silver and gold options; and ii) Option to retrofit solar power – consider quotation

## **13. Appointment of Representatives**

13.1 HALC representative(s) and NAM nomination

13.2 Working group members: Planning working group

Website working group

Finance working group

Management working group

Traffic working group

## **14. 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

**15. Lamp posts on Westland View**

Update from Stonewater and Herefordshire Council and agree next steps.

**16. Proposed litter pick**

Consider proposed locations and risk schedule, agree date and next steps.

**17. Parish Council meetings at Cawley Hall**

Consider meetings checklist, risk schedule, agree requirements/ budget and next steps.

**18. Dogs and livestock**

Consider how to raise awareness of legal requirement to keep dogs under control and agree next steps.

**19. Minerals and Waste Local Plan Consultation**

Consider Herefordshire Council pre-submission consultation on the ‘soundness’ of the plan and whether the correct legal processes have been followed.

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

**21. Date of Next Full Council Meeting.**

To confirm the date of the next meeting, which is scheduled for 7.30pm on Monday 7 June 2021.

Clerk to Luston Group Parish Council,  
29 April 2021.