

Abbeydore & Bacton Group Parish Council

Minutes of the Ordinary Meeting of
Abbeydore and Bacton Group Parish Council
held in Bacton Village Hall on Tuesday 4th September 2018

No ABPC/MW/094

Present

Councillor Mr D R Watkins Chairman
Councillor Mr D Bannister
Councillor Mrs W Gunn
Councillor Mr M J Jenkins
Councillor Mr T Murcott
Councillor Mr W (Bill) Millington

Clerk Mr M Walker

Also Present

Golden Valley South Ward Councillor Mr Peter Jinman, Fiona Witcher Police representative and one further member of the public

The Parish Council Meeting was formally opened by the Chairman at 8.00pm

1.0 Apologies for Absence

Apologies received and accepted from Councillor Mrs M J Jenkins Vice – Chairman and Councillor Mr D Cook
Parish Lengthsman/Contractor Mr Terry Griffiths not present

2.0 Minutes

The Minutes of the Ordinary Group Parish Council Meeting No ABPC/MW/093 held on Tuesday 3rd July 2018 were unanimously confirmed as a true record and signed by the Chairman.

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

The Parish Council resolved to change the order of business at this time Item 8.0

8.0 To Receive Reports (if available) from:-

8.1 Golden Valley South Ward Councillor Mr Peter Jinman

Nothing to report

8.2 West Mercia Police

All quite at the moment See Item 12.0

8.3 Parish Footpaths Officer Vacancy

Item included in the Annual Report for 2017-2018 but still no replies
Information to be put on the Website and on Notice Boards

8.4 Locality Steward Report Mr Paul Norris

Reports sent by email
*Drain by Pentwyn Cottage
*Concrete gully on bridge
*Locality Steward Mr Paul Norris to be contacted

8.5 Terry Griffiths Lengthsman

Terry to be instructed end of September / beginning October to check drains, grips, leaves etc.
After potatoes have been lifted



4.0 **Financial Report**

4.1 **Receipts**

No receipts received

4.2 **Payments**

Clerk's Salary July 2018 Gross	£341.66
Mileage	£10.62
Postage	£4.06
Village Hall Electric	£2.00

TAX £68.20 NIC £0.00

Nett Pay £290.14

Cheque Number 000837

Clerk's Salary August 2018 Gross	£341.66
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Mileage	£4.32
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Postage	£1.16
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Village Hall Electric	£2.00
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TAX £68.40 NIC £0.00

Nett Pay £280.74

Cheque Number 000839

PKF Littlejohn LLP External Auditors Invoice No SB201800708	£240.00
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External Audit and Intermediate / Random Audit

Cheque Number 000840

4.3 **Bank Balance** as per statement No 5 @ 3rd August 2018

Treasurers Current Account	£4,119.14
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Bank Reconciliation to agree with Bank Statement No 5

03/08/2018 £4,119.14

Bank Balance as per statement No 48 @ 3rd August 2018

Business Bank Deposit Account	£13,055.38
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Bank Reconciliation to agree with Bank Statement No 48

03/08/2018 £13,055.38

Resolved unanimously that all payments are approved
{Finance Sheets given to all Parish Councillors present}

4.4 **Purchase of External Hard Drive**

Reimbursement to Parish Clerk for "Backup Plus Slim Hard Drive 1 TB"	£47.99
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(Previously paid for by Credit Card)

Cheque Number 000838

4.5 **Update on Annual External Audit**

The Parish Council Accounts for the fiscal year 2017 – 2018 were approved by the External Auditors PKF Littlejohn plus the Intermediate / Random Audit was also approved. The Notice of Conclusion of Audit was posted on the Abbeydore Notice Board with Date of Announcement being 30th August 2018

5.0 **Public Question Time**

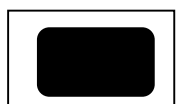
A 10 minute period is to be allocated if required to facilitate any member of the public to address the assembled Parish Councillors

No matters raised

6.0 **Abbeydore Village Hall**

Updated Hall Committee Constitution

The Parish Clerk had obtained a generic Village Hall Constitution (copy given to all Parish Councillors and Committee Members) which required some input from the Village Hall Management Committee



Parish Council Committee Representative Councillor Mrs W Gunn reported that the Village Hall Committee had met and agreed to approve the Constitution but a couple of Accounting questions required clarification. Parish Clerk would contact members with answers.

7.0 Neighbourhood Plan Update

*The three parishes (Abbeydore & Bacton, Kentchurch and Ewyas Harold) will meet as and when required. Councillor Mr T Murcott will represent Abbeydore & Bacton Group Parish Council at any meetings. Items to include:- Pontrilas Railway Station, Dore Abbey improvements.
cc email to Councillor Mr D Cook*

No further matters raised

8.0 To Receive Reports (if available) from:-

8.1 Golden Valley South Ward Councillor Mr Peter Jinman

See after Item 3.0

8.2 West Mercia Police

See after Item 3.0

8.3 Parish Footpaths Officer Vacancy

See after Item 3.0

8.4 Locality Steward Report Mr Paul Norris

See after Item 3.0

8.5 Terry Griffiths Lengthsman

See after item 3.0

9.0 Broadband Update

To receive update from Councillor Toby Murcott

Nothing further to report, works still apparently starting February 2019 and contract is in place.

10.0 Orders, Policies & Regulations

10.1 To ratify the revised Parish Council's Standing Orders

The Parish Council had resolved unanimously to ratify their Standing Orders as presented with them being signed at this meeting by Councillor Mr D R Watkins Chairman, Councillor Mr M J Jenkins and the Clerk.

10.2 To ratify the revised Parish Council's Financial Regulations

The Parish Council had resolved unanimously to ratify their Financial Regulations as presented with them being signed at this meeting by Councillor Mr D R Watkins Chairman, Councillor Mr M J Jenkins and the Clerk

11.0 Parish Council Newsletter Contract

To consider for approval Newsletter Publication Contract

The Newsletter Publication Contract was approved and signed by Councillor Mr D R Watkins Chairman and the Clerk

12.0 Information Sheet

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

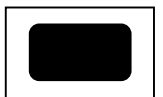
Planning Results

30th May 2018 Application No 181239 The Corn Mill Abbeydore Hereford HR2 0AA
Proposed removal and erection of 2 storey rear extensions
Type Full Householder

Application Granted 24th July 2018

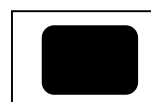
5th July 2018 Application No 182082 Lower Park Farm Vowchurch Hereford HR2 0QE
Proposed replacement single storey rear extension (foot print increased by 30.1924m2)
side window alteration to form new side entrance
Type Planning Permission

Application Granted 8th August 2018



Correspondence

- 30th June 2018 Letter of thanks sent to Councillor Mr Dave Cook for his time as Footpaths Officer
- 10th July 2018 Balfour Beatty / Herefordshire Council
Parish Paths Partnership (P3) and Parish Lengthsman Schemes
Contract signed and returned from Balfour Beatty / Herefordshire Council
- 20th July 2018 Governance Support Team “Dear Parish and Town Clerks
Please may I ask that the email is forwarded on to your respective parish councillors.
Many thanks for your assistance. Dear Parish Councillor
I wish to notify you that Herefordshire Council has temporarily restricted public access to all of the parish councillors declarations of interest on the council’s public web-site. This course of action has been taken due an issue with the software used to redact information on some of the declarations of interest forms. We are in the process of rectifying this issue and aim to have all of the declaration of interest forms back online and publicly available by Monday 30 July. Yours sincerely, John Coleman Democratic Services Manager Herefordshire Council
- 20th August 2018 Dear Parish/Town Clerk
Please find attached an invitation from Councillor Jonathan Lester, Leader of Herefordshire Council, to your councillors to attend a PARISH COUNCIL SUMMIT to be held on OCTOBER 17th in Hereford.
You may wish to discuss this invitation at your upcoming September meeting but in the meantime if you have any questions or if you wish to register your councillors for the event please contact OfficeLeader@herefordshire.gov.uk
Thank you. With Kind Regards Anthony
{Information to be emailed to Toby}
- 20th August 2018 **Hereford Area Plan – Housing and Employment Site Options Consultation**
The Herefordshire Local Plan Core Strategy, adopted in 2015, sets out an overall framework for the scale and location of new development across the county. The Hereford Area Plan (HAP) will set out detailed proposals to ensure the delivery of the targets for the city in the adopted Core Strategy. It will include policies and proposals for growth in the historic city of Hereford including specific proposals for housing, employment and urban regeneration. In doing so, the plan must also protect and enhance its attractive built and natural environment, providing for its current and future community needs.
- A key policy area that the HAP needs to ensure delivery of is new housing and employment land. The Core Strategy identifies four strategic sites for housing and employment land at Three Elms, Holmer West, Lower Bullingham and the city centre area.
- These sites will account for a significant proportion of the city’s housing growth target for the plan period. It is the task of the HAP to identify further site allocations to aid the delivery of the remainder of the target.
- Work has been carried out to prepare potential site options for the delivery of housing and employment growth for Hereford City and to help inform the preparation of the HAP.
- For more details about the consultation and how to give your views on potential sites, please go to the website: www.herefordshire.gov.uk/herefordareaplan Consultation on housing and employment site options will run from Monday 20 August-Monday 8 October 2018
- An exhibition will take place at The Courtyard, Edgar Street, Hereford, HR4 9JR on 22nd and 23rd August from 4-7pm, which will provide opportunities to view the plans and speak to officers.
The displays and information will then move to Hereford Library until Friday 5th October.
A **call for sites** is also running for the duration of the consultation period. The council is specifically looking for previously developed/brownfield land within the HAP area. If there are sites that have not been assessed before and you consider that they should be, please submit a site map plus a completed form by downloading it at: www.herefordshire.gov.uk/herefordareaplan



Please fill out the form to the best of your knowledge and return it to ldf@herefordshire.gov.uk. These instructions for submission can also be found on the council's webpage.

The council encourages electronic submission but the form can also be posted to:

Forward Planning Herefordshire Council Plough Lane Hereford HR4 0LE

On the webpage, please note there is a map of the area to be covered by the HAP boundary, you may wish to check whether your land falls within the boundaries.

Please note that some Parishes within the HAP area will be producing Neighbourhood Development Plans (NDPs). This will mean that the information you submit therefore may be passed to the relevant Parish Council for their consideration.

All responses should be received no later than Midnight on Monday 8 October 2018.

Herefordshire Council is the Data Controller under data protection law and will use the information you provide for matters relating to planning policy. The legal basis for processing this data is your consent to do so. You can withdraw your consent at any time by notifying us. To contact us about this, or for any other queries, please email ldf@herefordshire.gov.uk or telephone 01432 383357 Yours sincerely **Siobhan Riddle** Siobhan Riddle Senior Planning Officer Herefordshire Council

23rd August 2018 Dear Parish/Town Clerk

**GENERAL SCRUTINY COMMITTEE CONSIDERATION OF HIGHWAYS MAINTENANCE –
POTHOLE REPAIRS AND OTHER PUBLIC REALM SERVICES**

A. Highways Maintenance – Pothole Repairs

Herefordshire Council's General Scrutiny Committee is planning to undertake a review of highways maintenance – pothole repairs.

The review will consider the highway maintenance plan and seek to address concerns expressed within the community about the potential mismatch between policy and practice on pothole repairs.

The terms of reference are:

- To consider the strategy in context including the approach to maintaining the highway asset, the level of maintenance and repair that the plan caters for, and budget constraints
- To review a sample of the work undertaken – seeing examples of repairs (in the context of the plan) and
- To understand the rationale for prioritisation of repairs & the nature of repairs & consistency of approach

To inform this review the Committee would like to hear the views of Parish and Town Councils on these points. It would be helpful if you could provide specific examples and comment on

- What works well
- What areas for improvement you consider there are
- Any questions you would like the Committee to explore

B. PUBLIC REALM SERVICES

The review above will not cover other public realm services as are delivered by the council through its contract with Balfour Beatty Living Places (BBLP).

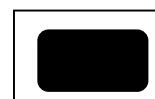
The Committee considered performance against the public realm services contract in January 2018. One of the Committee's resolutions was, in relation to the contract, that action to be taken on behalf to the Committee to engage with parish councils possibly through a spotlight review to provide the Committee with a representative picture of views across the county and demonstrate to parish councils that account is being taken of their views.

Accordingly I should be grateful in the first instance if you would also let me have your views on the operation of the other services delivered through the public realm services contract.

https://www.herefordshire.gov.uk/info/200148/your_council/45/balfour_beatty_living_places_contract

Again it would be helpful if you could comment on:

- What works well
- What areas for improvement you consider there are
- Any questions you would like the Committee to explore



I should be grateful if you could **respond by 5pm on Friday 2 November** so that the information can be collated for presentation to the Committee. **Please send your response to tbrown@herefordshire.gov.uk** Thank you. With Kind Regards Anthony Anthony Bush Parish

August 2018 Golden Valley Safer Neighbourhood Team (SNT) Newsletter

Your team, based at Peterchurch

PC 164 Roger Bradley 07976 938 755 roger.bradley@westmercia.pnn.police.uk

PCSO 6173 Fiona Witcher 07773 054582 fiona.witcher@westmercia.pnn.police.uk

PCSO 6378 Pete Knight 07773 053919 peter.knight@westmercia.pnn.police.uk

News from the Nick Starting this month, our colleagues at the Hereford & Worcester Fire and Rescue Service are going to contribute to our newsletter, advising you on news and events from Peterchurch and Ewyas Harold fire stations, plus advice and tips on staying safe in and around your home. See the end of this newsletter.

Crime Trends 1st – 31st July 2018 Between 25th June and 11th July while the occupants were away on holiday, persons unknown entered the rear garden of a house in **Kingstone** and attempted to steal a large stone griffin – it was too heavy to lift however, but a smaller terracotta flower pot was stolen instead

Incident ref 395-s-110718

A handbag containing a purse with bank cards and other items was stolen from inside an insecure vehicle parked in a farm yard in **Vowchurch** sometime between 1pm and 6pm on Saturday 14th July

Incident ref 861-s-140718

Overnight on Monday 16th – Tuesday 17th July, a red Honda quad bike was stolen from a locked shipping container on a smallholding in **Cleghonger**.

Also taken were a Stihl strimmer, a Stihl chainsaw and a battery charger. The offenders took the bike across several fields and exited onto the B4349 Cleghonger – Eaton Bishop road where they cut a metal fence Incident ref 92-s-170718

Sometime between 6pm on Monday 23rd July and 8am on Tuesday 31st July, two tyres were deliberately punctured on a muck spreader that was parked by a field on the **Ewyas Harold/Pontrilas** border, just off the A465. The cost to replace the tyres will be almost £3,000, please call 101 if you have any information

Incident ref 109-s-310718

There have been several reported incidents of sheep worrying by dogs across the area including **Longtown, Dulas** and **Vowchurch**. Sheep have been killed but the dogs have not been caught.

In another incident in **Eaton Bishop** where sheep were killed, the two dogs responsible were caught and the owner has paid the farmer for the damage caused. As you can imagine, these incidents are very distressing, both for the farmers and obviously more so for the unfortunate sheep. It is the fault of the dog owners and not the dogs, so, if you are a dog owner, please be aware of where your pets are at all times.

If you have any information regarding any crime you can contact police on 101, in an emergency please dial 999. Please be aware that any information provided within this letter is to inform you of incidents of note and to request possible assistance. We do not want to worry you in anyway. Any incidents stated are infrequent and spread about a wide area, and are over a whole month. Herefordshire is a safe place to live!

Court Results The Environment Agency has recently been involved in a case where several ponds on a farm in **Madley** had been in filled with waste material.

The civil engineering company responsible pleaded guilty to one offence contrary to Regulations 12 (1) and 38 of the Environmental Permitting (England & Wales) Regulations 2010. The sentence imposed was a fine of £50,000. The company was also ordered to pay the Environment Agency's costs of £50,000.

Scam news The below article has recently appeared on our website, and I know it's a subject that has been raised before in our newsletter, but it's worth highlighting the issue again. It is especially important for the message to be passed to those elderly and vulnerable members of our communities who don't have access to the internet – if you have family members or neighbours that this could apply to, please inform them.

Bogus callers are operating in Worcestershire and Herefordshire Police are urging the public to trust their instincts and to pass on information about telephone frauds operating within Herefordshire and Worcestershire to friends, relatives and neighbours - particularly the elderly and vulnerable.

West Mercia Police have seen a recent increase in fraudsters claiming to be from various police services around the country. These include callers that are pretending to be police officers from London's Westminster and Hammersmith forces.

They often target the old and vulnerable and we would urge everyone to tell someone, by passing on the information about the bogus callers to relatives, friends and neighbours who may not have heard about the local telephone scam in operation.



Scams include: • A phone caller pretending to be a police officer who is investigating corrupt bank staff, or a bank investigating its own staff.

- The phone caller will tell the victim their account has been subject to such a fraud and that they must cooperate with the 'investigation'.

- The victim is then persuaded to withdraw funds and hand them over to the 'investigators', either by some remote means or in person to a courier.

- Alternatively the victim may be asked to hand over bank cards, vouchers or other valuable items. They may also be asked to transfer funds to another account, which is controlled by the fraudsters.

These scams can be extremely convincing and manipulative. The fraudsters may give (alleged) crime numbers, investigation details, and job titles. They will always claim that the transaction must be done in secret. The fraudsters condition their victim not to trust bank branch staff, which can make it hard for those staff to help. These calls are not genuine and payments should not be made. No legitimate bank/building society, police officer, or business will ever phone you to ask you to give them your card, your PIN, or your cash in the way we've described above.

Detective Inspector Emma Wright, head of West Mercia Police's Economic Crime Unit, said: "Don't trust anyone who calls you about your bank details. Always hang up and wait 10 minutes, or use another telephone line, to ensure the call has disconnected before making another call.

"If you want to check a caller is legitimate, find their number via directory enquiries or another trusted source and call them back, do not use a number provided by the caller. If they are genuine, you should be able to get through to them. You can also check what they are saying is true by contacting your bank in person or on a number you know for the bank.

"The scams are elaborate, very convincing and cruel. If you think someone is trying to defraud you, tell someone straight away. Don't be pressured.

"Give yourself time to stop and think. Please remember the police will never contact you asking for your bank card, bank details, cash or valuables.

"If someone does, it's a scam - provide no details and hand nothing over, hang up and report it immediately to Action Fraud at www.actionfraud.police.uk or 0300 123 2040."

She added: "We are asking for help from the public to spread this message throughout the wider community and would urge you to pass it on, particularly to elderly relatives or neighbours, reminding them not to trust anyone who asks them for their bank details or who requests the handover of bank cards, money or valuable items.

" If you get a phone call like the ones we've described, hang up - do not provide any personal details or hand anything over. Then report it to Action Fraud at www.actionfraud.police.uk or 0300 123 2040.

If the crime is still in progress, because for example, you have recently provided bank details or handed over cards or cash, or the caller has arranged for someone to visit your address to collect items, you should call the police to report this on 101. In an emergency dial 999.

If you need some support from your bank or building society, go to your local branch or phone them on the correct number (not one a mystery caller gives you, as this is likely to be part of the scam)



News from your local Fire Crews The Joint Open day on 14/07/18 was a great success and thank you to all those who came along and supported us; lots of advice and support was offered by both the Fire Service and Police. There was also a chance to have a go at a Fire fighter taster session where people could have a go at some of the things fire fighters have to do, which is all part of the On Call Fire fighter Recruitment for both stations. There was a demonstration by crews of a house fire in the purpose built fire house training facility.

The Ariel appliance from Hereford came along and rescued Blaze bear from the top of 1 of the buildings.

What is a Home Fire Safety Check? A Home Fire Safety Check is a visit to your home by a member of our Community Risk team, who will offer fire safety advice to keep you and your family safe. Members of the team will also install smoke alarms where needed, and will encourage you to work out an escape plan specific to your home and circumstances. This can be as simple as heading down the stairs, knowing where your keys are, unlocking the door and leaving the property. This can make a huge difference if a fire breaks out in your home, particularly at night.

Who can have a Home Fire Safety Check? Home Fire Safety Checks are free and are aimed at more vulnerable groups in the community including the elderly, people living alone and those with reduced mobility or sensory impairment.



If you think an elderly family member, friend or neighbour might benefit from a visit to get in touch and request one on their behalf.

How can I arrange a Home Fire Safety Check? Contact our Community Risk team via our on-line form or call 0800 032 1155 for advice.

Outside fire safety advice.....Hereford & Worcester Fire and Rescue Service (HWFRS) is issuing important safety advice, as fire crews have attended a number of incidents involving fires in the open recently.

Station Commander Steve Andrews said: "We have been experiencing some dry, warm weather and it is only natural to want to go outdoors and enjoy it with family and friends but it is also important to stay fire aware when out and about, as every year fire destroys thousands of acres of countryside and wildlife habitats."

He continued "With the hot weather set to make a return, continue, we are asking the public to be vigilant and by following these few simple steps we can all help to reduce the chance of a wildfire."

- Extinguish cigarettes properly, don't throw cigarette ends on the ground or out of car windows.
- Take your rubbish with you, especially glass bottles, which can magnify the sun's rays and start a fire as well as hurt people and animals.
- Avoid open fires in the countryside. Always have them in safe designated areas.
- If you see a fire in the countryside, report it immediately to the Fire & Rescue Service. Early detection can prevent it from developing into a large wildfire incident.
- Don't attempt to tackle fires that can't be put out with a bucket of water – leave the area as quickly as possible.
- Landowners and Land Managers are also advised, where possible, to ensure that fire breaks are cut and well maintained with any cut grasses and vegetation removed from the site.
- Remember that arson is a crime and will be prosecuted.

We would also ask people to be extra cautious when lighting barbeques and bonfires.

If you must have an open fire:

- Only use barbeques in suitable and safe areas, never leave them unattended.
- Never use petrol, it can ignite quickly and soon get out of control. Only use approved lighting fuels.
- Make sure it is downwind and at least 10 metres away from any buildings or structures.
- Clear dry vegetation, such as leaves, to form a circle of earth around the fire.
- Never leave fires unattended and make sure they are fully extinguished after use.

You can follow both of your local crews on Facebook at either,

Peterchurch Fire Station <https://www.facebook.com/Peterchurch-Fire-Station-153087025359064/>

Ewyas Harold Fire Station <https://www.facebook.com/EwyasHaroldHWFRS>

13.0 Agenda of Next Meeting


Budget/Projects for 2019

14.0 Date, Time and Venue of Next Meeting

Confirmed that the next meeting will be the Ordinary Meeting of the Group Parish Council and will be held on **Tuesday 6th November 2018** in **ABBEYDORE Village Hall** meeting to commence at 7.30pm

Parish Council meeting declared closed at 9.00 pm

Parish Council Chairman Councillor Mr David Watkins

Signed 

Dated this day 6th November 2018