

MINUTES of a Meeting of Cradley Parish Council
held on Tuesday 13th November 2012 in Storrige Village Hall commencing at 7.30pm.

Present – Cllrs. C. Lowder (in the chair – Chair) K. Nason (KN) W. Harries (WH) T. Lloyd-Jones (TLJ) E. Moseley (EM) C. Lambert (CL) A. Eldridge (AE) F. Beard (FB) A. Symondson (AS) and B. Gordon (BG).

In attendance - Clerk, County Councillor T. Johnson (TJ) Geoffrey Fielding and A. Anderson.

Apologies accepted and approved, from S. Davies, M. Allfrey and County Councillor Carl Attwood.

Declarations of Interest – The Chair and KN declared a personal interest in Cradley Village Hall.

Minutes – The Minutes of the meeting held on 9th October 2012 were taken as read, confirmed and signed by the Chairman.

Guest Speaker – Attending the meeting was Mr. Andrew Anderson, a Chartered Surveyor specialising in listed buildings and conservation areas. He advised there were approximately 6000 listed buildings of various grades in Herefordshire and 64 Conservation areas, which included listed buildings within these areas which had been offered statutory protection under an Act dated 1990. He advised that any unauthorised work to a listed building was a criminal offence and that there is planning guidance specifically applicable to listed buildings which, since 2006, should be accompanied by a "design and access statement". In view of the information received, TLJ queried how the Parish Council should deal with any retrospective planning application for a listed building and he advised that this should immediately be reported to the Enforcement Officer. A general question and answer session followed after which Mr. Anderson left the meeting.

County Councillor Report – TJ advised a new Chief Executive had been selected that day but advised that the nomination will need to be approved at a full Council meeting. He also advised on spending reviews looking to make vast savings and reported that the Government had offered a 1% Grant if Council Tax was frozen for two years and he went on to advise that an increase of 2% or more would trigger a referendum. He agreed to keep the Council fully updated on events and then left the meeting.

Update Reports –

1. **The Old Hop Barn** – KN reported on events which had brought about the ongoing problem regarding the static caravan at this property, and that our request to Herefordshire Council for information under the FOI Act had been refused because the matter was under review. We had also been refused information by Herefordshire Council which had resulted in the original Enforcement Notice being served. The matter was discussed at length **and on a proposal by the Chairman, seconded by KN and carried**, it was agreed to make an official request through the Freedom of Information Officer for copies of all evidence to be supplied to us to enable the Parish Council to respond to the latest information which the Council have indicated might invalidate the Enforcement Notice.
2. **Dog fouling** – The Clerk advised on recent communication regarding an incident which had taken place at The Farleys where dogs in the field at the rear of the properties had attacked and killed a chicken in someone's garden. The Clerk had reported the incident to the footpath officer. Chair advised he had spoken to G. White about the incident and he then confirmed that signs were being made for erection on the footpath area.
3. **Affordable Housing** – Chair reported on a meeting which had taken place on 7th November with Trea Connon from Herefordshire Council and Kat La Tszar from West Mercia Housing Association attended by himself, TLJ, KN, AE and the Clerk (see notes attached to the Minutes 2012/43A). As a result of the meeting it had been suggested by the Housing Association that a further Consultation should take place in the Parish early in 2013 and that a further Housing Survey might also be carried out. The Parish Council agreed to consider the idea by Herefordshire Council to invite a Representative from

November 2012/44

Festival (Elgar) Housing to attend a Parish Council meeting to advise on their lettings policy in the Parish.

4. **Safety Mats at Chapel Lane** – As requested, the Clerk confirmed she had spoken with Fran White from Herefordshire Council regarding replacement of the safety mats out of funds in hand from Old School Close development and advised that she had been informed that this would be acceptable. Quotes were to be obtained for replacement matting for consideration in due course.
5. **Rectory Lane** – KN reported on e-mail from Chris Chillingworth at Amey that unfortunately they were not yet in a position to let us know the final position regarding the future of Rectory Lane.

Items for consideration –

- (a) **Notice Board** – Following confirmation that a Grant had been awarded, the final decisions were agreed on colour, wording, text etc. to enable AE to order the Board and arrange for it to be erected by Jim Harrington. Whilst in communication with Mr. Harrington, AE was allocated a budget for replacement of the standing area in front of the Parish Council notice board at Storridge Village Hall which at present was an accident risk with broken loose slabs.
- (b) **Donation to Cradley Village Hall** – KN reported on the criteria for the donations as agreed several years ago and proposed that the Parish Council should continue to contribute to both Village Halls in the Parish. He further explained the reason why the donation to Cradley Village Hall was far in excess of the donation to Storridge Village Hall. Whilst it was generally agreed that the donations should continue, it was suggested that before making a final decision on the amount payable the Parish Council should request a copy of the Income and Expenditure for Cradley Village Hall to enable a final decision to be made at the meeting in January 2013. **KN to arrange**
- (c) **Donation to Cluster Group** – BG advised that it had been proposed by the Chairman of the Cluster Group that Parish Councils should contribute pro rata to the expenses incurred for the hire of halls for meetings and the cost of the Clerk to the Group. Cradley's donation based on the precept involved a donation of £55.

Resolved – BG proposed that the Parish Council pay the sum of £55 to meet expenses of the Group. This was seconded by Chair and carried. WH kindly agreed to attend the next meeting of the Group as BG reported he would be unable to attend.

- (d) **Paths for Communities Scheme** – paperwork was handed to TLJ of the Environmental Footpaths Committee of the Parish Plan scheme to look into the proposal received from Herefordshire Council and she agreed to report back at the next meeting.
- (e) **Standing Orders & Financial Regulations** – The Clerk had provided copies of both documents to all Councillors for consideration following the adoption of the new Code of Conduct. It was agreed the only amendment required in the Standing Orders was to item 16 "Disorderly Conduct" amending "reporting of the breach to the Standards Board for England" to read ***reporting to Herefordshire Council*** as the Standards Board had now been disbanded.

Resolved - Councillors further agreed not to adopt Electronic Banking proposals under the Financial Regulations and again confirmed that the Clerk should continue to be paid by Standing Order. The existing cheque signatories remained unchanged and it was confirmed that all instructions to the Bank for any amendments would continue to require the signature of two Councillors plus the Clerk in accordance with the existing Mandate. The Clerk had assured members of the Finance Committee that she was in no position to carry out any transactions with HSBC without the full requirements for signatures, and certainly could not arrange for funds to be transferred between the two Accounts held by the Parish Council. Dispensations were to be discussed and agreed on receipt of further information from HALC.

Financial matters – The following Accounts had been received for payment –

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| • Inland Revenue, PAYE | £119.20 |
| • CVHM Committee, hire fees | £43.20 |
| • HALC training fees (M. Allfrey & the Clerk) | £60.00 |
| • Mazars, Audit fee | £342.00. |
| • Wicksteed, inspection at Buryfields | £105.35. |

FB took the Chair and on a proposal by AE seconded by AS and carried the above Accounts were approved for payment and cheques signed accordingly.

Approval of Accounts to 30th September 2012 – The Clerk had circulated all Councillors with copies of the Accounts to 30th September 2012 as prepared by Terry Robshaw and on a proposal by the Chair, seconded by TLJ and carried, these were approved as drawn and signed by the Chairman.

Reports -

Planning – TLJ advised three applications had been considered at a meeting of the planning committee as follows –

- Application N122914/FH – Cherrycroft, Birchwood Lane – proposed rear and side ground and first floor extensions to which **no objections** were raised.
- Application N122667/FH – Pontic Cottage, Storridge – proposed two storey side extension to which **no objections** were raised.
- Application DMN/123128/K – The Coach House, Cradley – fell 1 yew tree - work in a conservation area to which the following comments were raised **"we are against the destruction of a healthy tree given its location in the heart of the Village and we recommend that cosmetic work should be considered rather than destruction of a tree in a historic part of the Village"**.

Churchyards – Chair advised nothing to report.

Playing Fields – Nothing to report but it was hoped to hold a meeting in January 2013.

Editorial Group – KN apologised for delay but hoped the Reporter would be distributed later that week.

Correspondence –

- Herefordshire Council regarding date for claim of Precept 2013/14.
- Letter Cradley Village Hall requesting donation.
- Numerous e-mails regarding The Old Hop Barn caravan.
- Letter, Herefordshire Council regarding joining PAC Scheme (Paths for Communities).
- E-mail Fran White that funds could be used for replacement of safety matting at Chapel Lane.
- Notes on Affordable Housing meeting on 7th November 2012, incorporated into Minutes.

Literature –

- List of training dates from HALC.
- Clerks & Councils Direct September 2012 magazine.
- Kompan Playground booklet.
- The Clerk magazine for November 2012.
- Letter re "Fields in Trust".
- Heartstart programme (item for Agenda January 2013).

Items for Newsletter – Report from County Councillor , Guest Speaker Andrew Anderson offering guidance re listed properties, dog fouling, affordable housing, new safety matting at Chapel Lane, latest on Rectory Lane, new Notice Board , Cluster Group, the Parish Council had adopted new Standing Orders and Financial Regulations in compliance with the new Code of Conduct and that the Accounts to 30th September 2012 were accepted as prepared by Terry Robshaw.

November 2012/46

Public Question time – attending the meeting was Geoffrey Fielding who had been invited to become a Parish Councillor. Mr. Fielding advised Councillors that he had been a Parish Council prior to coming to live in Cradley. He reported on his various interests and confirmed he would be interested in joining the Parish Council and he signed the Declaration of Acceptance of Office in the presence of the Clerk.

There being no further business the Chairman declared the meeting closed at 10.10pm. The Chairman wished everyone a Happy Christmas and invited all members to a Parish Council get together in Cradley Village Hall on 11th December 2012.

Next meeting to take place on 8th January 2013.

Signed..... C. Lowder 8th January 2012
Dated.....
Chairman