

PETERSTOW PARISH COUNCIL

**Minutes of the Meeting of the Parish Council held on
Tuesday 4th October 2022 at 7.00pm at the Yew Tree, Peterstow**

Present: Cllrs Brian Roe (Chairman), Jonathan Straker, Sarah Beggs, Brian Lampert and Rachel Underwood.

In attendance: Claire Hall (Peterstow Parish Clerk)

1. To receive apologies for absence.

Apologies were RECEIVED and ACCEPTED from Cllr Junior Brandt. It was noted that Ward Cllr Elissa Swinglehurst had also sent apologies.

2. To receive declarations of interest & written dispensation requests.

None

3. To consider the minutes of the previous meeting held on the 27th June 2022.

The minutes of the 27th June were APPROVED as accurate and signed by the Chair.

4. Open Session

4.1 A period of 10 minutes to receive views of local residents on parish matters

No views received

5. Finance

5.1 To consider payment of all outstanding invoices within budget, including but not limited to:

5.1.1 Bill Bloxsome - Invoice NDP/PTS Review - £1520.00

The above invoice was APPROVED for payment

5.2 To discuss the repayment of the Groundwork UK Grant of £1320.00.

The above was APPROVED for payment

5.3 Clerk to advise on overdue payments made owing to the delays with National Mourning.

Payments have been made to

Terry Griffiths (Lengthsman) – Invoices totalling £946.83

HALC for Clerk Cover – £819

Autela Payroll Services – Invoices totalling £87.29

HMRC – £91.80

5.4 To consider applying for the Lengthsman grant and to consider what works would be applied for.

It was noted that the Grant has been approved. Clerk to speak with HALC to find out more information.

5.5 Review of banking arrangements and necessary Mandate changes, include internet access.

Cllr Beggs provided new mandate forms for new signatories to sign in order for these changes to be made. Two additional new signatories will be Cllrs Roe and Underwood in addition to existing signatories Cllrs Beggs and Straker.

The Clerk to provide a code of conduct to send with the mandate changes and to progress chase HALC for the minutes of the Extraordinary Meeting of 10th August 2022 to give proof of the Clerk's appointment; also required for the mandate changes.

5.6 To consider giving the Clerk delegated authority to make payments between meetings for regular or urgent payments.

It was resolved that when scheduled payments were required that the Clerk could schedule the payments in between Council Meetings, listing any in the minutes of the next meeting.

5.7 To consider if Peterstow wish to continue as part of the SAAA sector led auditor appointment regime scheme for the next 5 years.

Earlier minutes indicated that the Council had opted out of audit on the basis of low Income & Expenditure. The Clerk to discuss with HALC for advice on the above.

5.8 To consider the issues raised and noted as needing rectifying in consideration to the Annual Governance and Accountability Return 2021-22 internal audit from the 27th June

Question of a small Finance steering group for the Annual Budget was discussed, but with such a small council, not a practical solution. It was resolved that individual Councillors would let the Clerk know of any budget suggestions and how best the funds can be spent to benefit the Parish.

5.9 Consider moving the HSBC account to Unity Bank as advised by HALC.

It was AGREED that the Parish Council should proceed with moving to Unity Bank, which provides payments with dual authorisation on-line, removing the need for cheque-signing and making the process more efficient and timely.

5.10 To discuss the 2023/2024 precept

Councillors to provide the Clerk with suggestions to be included in the 2023/2024 Precept. The Clerk to look into costs for a new notice board for the village shop and a new SID.

6. Footpaths

6.1 To receive an update on the Herefordshire Trail Improvement Project

No further information has been given.

6.2 To consider local resident enquiry into footpath SK14, and now that this has been reclassified when is it going to be made passable?

The footpath in question is in the Sellack Parish Council and not Peterstow. The Clerk to reply.

6.3 To consider enquiry, who is responsible for the upkeep of Wellsbrook Lane and if it could be cleared and repaired?

It was suggested that all Councillors and the Parish Council should highlight the road defects with Herefordshire Council through their online reporting system and also raise with Ward Cllr Elissa Swinglehurst. The Clerk to reply encouraging the enquirer to use the

on-line system themselves. There was some debate as to whether hedges were overgrown as claimed. Cllr Beggs would take a look.

7. Planning

7.1 To note applications determined by Herefordshire Council – table attached

7.2 To consider the following planning applications for determination by Herefordshire Council

7.2.1 P222616/F - Land adjacent The Hamblets, St Owens Cross, HR2 8LF

Proposed development of ten dwellings and associated road and drainage infrastructure.

7.2.2 P222701/FH – Stonecrop. Peterstow, HR9 6LF

Proposed rebuilding of stone boundary walling to reinstate the original pedestrian access – Type, Full Householder

7.2.3 P222702/L – Stonecrop. Peterstow, HR9 6LF

Proposed rebuilding of stone boundary walling to reinstate the original pedestrian access – Type, Listed Building Consent

7.2.4 P222975 – The Nook, Peterstow, HR9 6LD

Works to trees in a conservation area

No objections were raised to any of the planning applications. New planning application P222620/FH, Allington Cottage near Kyrles' Cross, was also considered, and no objections raised.

8. 8.1 Discuss the positions of the Chairman & Vice Chairman

It was resolved that Brian Roe should be appointed Chairman and Brian Lampert Vice Chairman.

8.2 Discuss the vacant position on the Council

No applications have been received for the vacant councillor position.

9. Road Safety: To receive an update on

9.1 Pedestrian crossing on A49.

Richard Hancox from Highways England is currently making enquiries and will give an update to Cllr Roe.

9.2 Traffic Restriction Order

It was decided that the Council would apply for a TRO from Kyrle Cross to Man of Ross, with a weight limit of 2 tonne and no vans. Cllr Roe to follow up.

9.3 To discuss excessive road speeds in the village.

Clerk to look into getting quotes for a new SID. Cllr Lampert in discussions with local landowners to find suitable locations to locate an additional SID. If a new SID is purchased, it could replace the First Unit, West-facing, within the Village 40mph limit and the existing unit moved to new position in the vicinity of the Red Lion, within the 50mph limit.

Cllr Beggs to discuss further with villages who have undergone Community Speedwatch and setting up some opportunities for sessions to take place. Speedwatch retraining had been organised by the PCSO. The team is ready to restart with Rob Hunter, Sarah Beggs, Jonathan Straker, Paul Speed, Steve Owen and Steve George.

Discussions were also raised about the possibility of applying for the installation of double white lines throughout the village.

10. Climate resilience planning

To consider emergency planning in the area for climate change.

Cllr Beggs to discuss with Martin Lowns to see if he can advise and draw up a plan for this. The Council has equipment for Flood relief. The new emphasis would be on fire risk and alleviation, especially after the hot dry summer when additional cutting of the common had been carried out.

11. Noticeboard key

To consider the village shop holding the notice board key to allow easy access.

It was agreed that the shop should be approached to keep the noticeboard keys and a list of authorised people to access them to be submitted.

12. To raise matters for discussion and note date and time of next meeting

AOB:

Clerk has confirmed that her contract has been signed.

Rachel Underwood to write the next article for the Peterstow Times following the positive feedback from the last article.

The hay that was bailed from the Common was given to locals to use for livestock FOC and will be offered again to locals when available.

Cllr Brian Lampert to hold the SID keys and to also obtain a quote for installing some protection to surround the SID. Cllr Lampert said he would work with Cllr Roe to monitor the SIDs and collect Data from the newer E-facing Unit.

The council has agreed that it would be beneficial to keep a record of which landowners are responsible for which hedges throughout the Parish.

Peterstow Council have a grant in place for local clubs so they can utilise the facilities at St Peters Hall for local club and activities, Cllr Rachel Underwood has documentation for these grants.

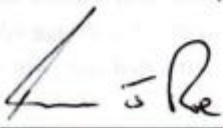
13. To consider agenda items for next meeting

Items for the next agenda to be submitted to the Clerk by Wednesday 26th October.

14. To note date of next scheduled meeting in St Peters Hall

Date of the next meeting is Wednesday 9th November at 7pm at St Peters Hall, Peterstow.

Date has been confirmed by Peter Gratton

Signed: 
Chairman

Date: 09/11/2022