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# Humber, Ford & Stoke Prior Group Parish Council

## Minutes of the meeting of the Group Parish Council held on Wednesday 15 January 2020 at 7.30pm in Risbury Village Hall

Present: Cllr Ken Bemand Cllr Zoe Burge  
Cllr Richard Collins Cllr Hugh Fowler-Wright  
Cllr William Jackson (Chairman) Cllr Janette Fullwood  
Cllr Chris Marston Cllr Gill Stovold  
Cllr Richard Thomas Cllr Stephanie Wilson (from Minute 7/20)

With: 1 member of the public.  
Officer in attendance: Mr Philip Brown (Clerk and RFO).

### 01/20 Apologies for absence

- (a) *Received:* apologies for absence from Cllr Alan Bathurst and District Cllr John Harrington.
- (b) No applications were made under Standing Order 10.

### 02/20 Declaration of interests and dispensations

- (a) No declarations of interest in agenda items were made.
- (b) No applications were made for dispensations under Standing Order 25.

### 03/20 Minutes of the last meeting

*Resolved:* to approve the minutes of the Meeting held on 20 November 2019.

### 04/20 Matters for report arising from the minutes, not covered elsewhere on the agenda

None.

### 05/20 Chairman's announcements

None.

### 06/20 Public participation

No matters were raised.

### 07/20 Clerk's report

- (a) *Received:* a report from the Clerk (Minutes Annexe 07/20).
- (b) *Noted:* a total of 11 Smartwater signs would be placed at entry points into and strategic road junctions within the parishes. Reminders had been sent to properties who had not claimed their kits.

### 08/20 District Councillor's report

*Noted:* Cllr Harrington would provide a report to councillors later in the month, but had informed the Clerk that the reintroduction of the Lengthsman and P3 (PROWs) grants had been agreed in principle.

### 09/20 Planning Committee and planning applications update

- (a) *Received:* minutes of the Planning Committee held on 16 December 2019.
- (b) *Noted:* because of the high phosphate levels in the Lugg SAC, planning applications which might worsen this situation were currently not being decided.

### 10/20 General Financial Matters

- (a) *Received:* a report from the RFO (Minutes Annexe 10/20).
- (b) *Received:* the Bank Reconciliation Statement for the third quarter of 2019-20 which was checked and signed by Cllr Marston.
- (c) *Resolved:* to authorise payments as detailed in the RFO report section 3.

## 11/20 Budget and Precept for 2020-21 and three-year forecast to 2024

- (a) *Received:* an amended proposed budget and precept for 2020-21 (Minutes Annexe 11/20).
- (b) *Noted:* the budgeted income from advertising in the Parish Pump was unchanged, and rates had not changed since at least 2009. It was agreed that rates would be discussed with the Editor.
- (c) **Resolved:** to approve the proposed budget for 2020-21.
- (d) **Resolved:** to approve a precept of £12,289 for 2020-21.

## 12/20 Recruitment of Clerk/RFO and transition arrangements

- (a) *Received:* a report on the Clerk/RFO role and arrangements for recruitment of a new Clerk/RFO from 1 October 2020 (Minutes Annexe 12/20).
- (b) **Resolved:** that the Clerk and Chairman finalise a job description for the Clerk/RFO role for 7 hours per week paid on the national LC1 scale, and that this and a draft advertisement be circulated to all councillors for comment, prior to the role being advertised locally and through HALC/SLCC.

## 13/20 Flooding and verge-cutting

- (a) *Noted:* the Clerk's Report section 5 concerning recent flooding, and an update on a meeting between the Clerk and Cllr Stovold with Herefordshire Council's Natural Flood Protection project officer.
- (b) *Noted:* the Clerk's Report section 7 concerning frequency of verge-cutting by Herefordshire Council.  
**Resolved:** that comments be passed to Herefordshire Council that because of the mostly narrow lanes in the parishes an early summer verge-cut was required as well as a late-summer cut; also that the Parish Council would prefer to have control of verge-cutting with devolution of funding for this.

## 14/20 Matters for information and future business

*Noted:* circulars sent to the Council, and circulated on date shown to councillors by email:

(i)	Locality Steward weekly briefings	Weekly
(ii)	Herefordshire road closures updates	Weekly
(iii)	Rural Services Network bulletins	Weekly
(iv)	Herefordshire Rural Hub monthly newsletters	Monthly
(v)	Rural Services Network monthly funding digest	Monthly
(vi)	Reminder re The Great Collaboration climate change event 28 Nov	26/11/19
(vii)	Police & Crime Commissioner public Q&A session, Leominster, 6 Dec	28/11/19
(viii)	HALC Conference presentations	30/11/19
(ix)	Natural Flood Management scheme leaflet	01/12/19
(x)	Drop-in session for residents affected by flooding, 10 Dec	06/12/19
(xi)	HALC Information Corner 9 Dec	10/12/19
(xii)	NALC Legal Topic Note 22: Disciplinary and Grievance procedures	10/12/19
(xiii)	NALC funding and grants update Nov 2019	10/12/19
(xiv)	NALC note on funding church property	10/12/19
(xv)	Capital grant for short breaks for children with disabilities	11/12/19
(xvi)	CPRE Campaigns update	16/12/19
(xvii)	Email re first verge cut schedule in 2020	16/12/19
(xviii)	Support for home and businesses following flooding	19/12/19
(xix)	Update on Union Street Hereford closure	03/01/20
(xx)	BBLP Parish Briefing Dec 2019 presentation	08/01/20
(xxi)	Climate Change workshop, Leominster 6 February	09/01/20
(xxii)	Drop-in session for residents affected by flooding, 16 January	09/01/20
(xxiii)	Free cyber-crime training for businesses, 21 January	15/01/20
(xxiv)	Holocaust Memorial Day exhibition, 24-27 January	15/01/20

## 15/20 Dates of future meetings

*Noted:* the next ordinary meeting would be on Wednesday 11 March 2020 at 7.30pm in Risbury Village Hall.

The meeting closed at 8.45pm.

Signed (Chairman) ..... Date .....