

**VOWCHURCH GROUP PARISH COUNCIL**  
**Michaelchurch Escley, Newton, St Margarets, Turnastone, Vowchurch**

**Minutes of the Vowchurch Group Parish Council meeting held on  
 Thursday 19<sup>th</sup> April 2018 at 7.30pm in Newton Church Room**

**PRESENT** – Mr P Mason (Chairman), Mr E Williams, Mr A Picton, Mr H Franklin, Ms E May, Mr T Williams and Mr K Hortin.

**IN ATTENDANCE** – Mrs L Cowles (Clerk).

1. **ACCEPT APOLOGIES FOR ABSENCE** – Ward Councillor Peter Jinman and Mr T Griffiths.
2. **RECEIVE DECLARATIONS OF INTEREST & CONSIDER ANY WRITTEN APPLICATIONS FOR DISPENSATION** – There were no declarations of interest or written requests for dispensation.
3. **ADOPT MINUTES OF THE PREVIOUS ORDINARY MEETING** – 15<sup>th</sup> March 2018 – The minutes were signed as a true and accurate record.
4. **OPEN DISCUSSION** – No members of the public attended the meeting therefore no specific points were raised.

**5. REPORTS**

- 5.1 Local Police – The local police were unable to attend the meeting.
- 5.2 Ward Councillor – Ward Councillor Peter Jinman was unable to attend the meeting.
- 5.3 Lengthsman report – Mr T Griffiths was unable to attend the meeting. Parish councillors have seen him working in the area over the past month.
6. **CLERKS UPDATE** – Planning permission has been granted at Castle Ibo Farm, Newton St Margarets, planning application no. 180653.

Mr Chris Robinson has been in touch regarding the noticeboard near Turnastone Church which he has now removed for repair. The board is in a worst state than initially thought and the best solution would be to make a complete new frame which would cost £540 rather than £380 as originally quoted. It also seems that most of the rot in the existing noticeboard was caused by the roof which is not very waterproof. He has suggested covering the new roof with lead capping for an additional £40.00. It was agreed to pay for a complete new board but to enquire if there is a better solution to use rather than lead for the roof which would be cheaper.

**7. CONSIDER PLANNING**

**7.1 PLANNING CONSULTATION**

**Site:** Three Yew Trees, Newton St Margarets, Herefordshire. HR2 0QG

**Description:** Proposed addition of porch to the entrance door.

**Application No:** 180982

**Grid Ref:** 333579:234111

**NO OBJECTIONS**

**7.2 PLANNING PERMISSION GRANTED**

**Site:** Three Yew Trees, Newton St Margarets, Herefordshire. HR2 0QG

**Description:** Demolition of existing corrugated/timber shed used as farm equipment/machinery store, remove concrete base. Construction of new tractor and machinery secure garage and store with adjoining open sided building for hay, trailer, machinery, landrover etc.  
 (Retrospective)

**Application No.** 174072

**Grid Ref:** 333594:234104

**7.3 PLANNING PERMISSION GRANTED**

**Site:** The Old House, Michaelchurch Escley, Herefordshire. HR2 0JW

**Description:** Proposed external and internal repairs to farmhouse, existing 20<sup>th</sup> century garage/carport to be removed.

Application No: 173772

Grid Ref: 331562:233779



## 8. FINANCE

8.1 Confirmation of bank balance - £14245.09 Statement Sheet No. 119 issued 17<sup>th</sup> March 2018.

8.2 Receipts – £678.97 VAT refund

8.3 Payment to Mrs Linda Cowles for March 2018 Clerk's hours, £44.99 new printer (as agreed at November meeting) and £35.48 plus VAT ink cartridge – **Payment agreed.**

8.4 Payment to HMRC of £135.20 for PAYE January – March 2018 – **Payment agreed.**

8.5 Payment to Mr T Griffiths, invoice no. TGC0331 for February 2018 (2) roads account of £382.00 plus VAT, invoice no. TGC0347 for March 2018 (1) roads account of £382.00 plus VAT and invoice no. TGC0351 for March 2018 (2) of £382.00 plus VAT – **Payment agreed.**

8.6 **2017 – 2018 AUDIT** – It was agreed to appoint Mr Chris Haywood as the internal auditor and for the Parish Council to declare itself exempt from sending the Annual Governance and Accountability Return to the external auditor. The Certificate of Exemption was signed accordingly.

9. **GENERAL DATA PROTECTION REGULATIONS** – The new General Data Protection Regulation comes into effect on 25<sup>th</sup> May 2018 and various policy templates have been received from HALC and Herefordshire Council. It was agreed to set up a GDPR working group to consider the policies and report back to the next meeting of the parish council.

10. **CONSIDER RESPONSE TO LETTER FROM DORSTONE PARISH COUNCIL REGARDING B4348** – Correspondence has been received from Dorstone Parish Council regarding the poor condition of the B4348 from Locks garage through to Cusop. Their plan is to bring it to the attention of all councillors in parishes served by the B4348 and for one parish council member from each parish to work on a joint steering committee throughout 2018. It was agreed that whilst the parish council sympathised with them some works on the B4348 have been completed and given the poor status of some other roads within this parish i.e. C1206 and B4347 the B4348 is not a priority at this time. It was agreed that the Clerk would respond accordingly.

11. **LENGTHSMAN CONTRACT 2018-19** – It was agreed to approve the Lengthsman contract for 2018-19 which had been emailed to Councillors prior to the meeting.

12. **POLICY FOR DEALING WITH PLANNING APPLICATIONS AND CORRESPONDENCE BETWEEN PARISH COUNCIL MEETINGS** – It was agreed to adopt the policy of dealing with planning applications between meetings which had been emailed to Councillors prior to the meeting.

13. **PROPOSED CHANGES TO FOOTPATHS VO53 & VO57 IN PARISH OF VOWCHURCH** – The response sent to the local resident dated 11<sup>th</sup> April 2018 regarding footpath VO53 & VO57 was noted.

14. **WEBSITE UPDATE** – The Parish Plan and Neighbourhood Plan sections on the new website have been re-written. Mr Mason suggested including the parish council's disappointment with the planning approval at The Piggeries which went against the Neighbourhood Plan and Herefordshire Council's Core Strategy. It was agreed that he would draft a section to be approved by the parish council. He would also include a section on the speed limit review on the B4348 in Vowchurch. Suggestions were received for various societies to be included in 'The Parish' section.

15. **PARISH COUNCILLOR VACANCIES** – There are currently vacancies for parish councillors in Vowchurch and Newton. It was agreed that current parish councillors representing both areas would make enquiries with people living locally to see if there was any interest in the vacancies.

16. **MAY NEWSLETTER** – Parish councillor vacancies and any interest from local societies to be included on the website.

17. **NOTE THE CORRESPONDENCE SHEET** – The correspondence sheet was noted.

18. **RAISE MATTERS FOR THE ANNUAL PARISH MEETING AND ANNUAL MEETING OF THE PARISH COUNCIL** – Thursday 17<sup>th</sup> May 2018 at 7.30pm in Vowchurch & Turnastone Memorial Hall – Turnastone Court.

The Chairman declared the meeting closed at 2035

Signed.....

Dated.....

DRAFT