

## **Belmont Rural Parish Council**

### **Minutes of a Meeting of the Parish Council, held on Thursday 8<sup>th</sup> January 2015 At Northolme Community Centre, Northolme Road, Belmont**

**Present:** Mr. A. Myatt  
Mr. B. Hubbard  
Mr. D. Cook  
Mr. P. Edwards  
Mr. R. Loft  
Ms. D. Parish  
M. Schoffer

**In attendance:** Mrs. E. Kelso Clerk  
3 members of the public

#### **001/15 Apologies, Declarations of Interest and requests for dispensation**

Apologies were received from Councillor Baynham and Councillor Bridges

The following declarations of interest were received:

Name	Nature of Interest	Agenda item/Minute ref.
Mr. A. Myatt	Non Disclosable pecuniary interest as home borders land under discussion	Agenda item 10
	Non disclosable pecuniary interest as trustee of South Wye Community Association/Belmont Centre	Agenda item 7.2
Ms. D. Parish	Non Disclosable pecuniary interest as a director/trustee of Northolme Community Centre Association	Agenda item 7.2

There were no further declarations of interest.

There were no requests for dispensation.

#### **002/15 Public participation**

During this period of public participation no items were raised by members of the public present.

**003/15          Minutes of the meeting held on 4<sup>th</sup> December 2014**

Minutes of the meeting held on 4<sup>th</sup> December had been provided to Members. It was agreed that the Chairman be authorised to sign the Minutes as a true record of proceedings at that meeting.

**004/15          Clerk's Report**

The Clerk's report, as attached to these Minutes, was noted. It was agreed that the Information Evening for prospective Parish Councillors be held on Thursday 13<sup>th</sup> March.

**005/15          West Mercia Police/Parish Watch**

West Mercia police were not in attendance at the meeting. Members noted a minor incident in Westholme Road but otherwise little to report since the last meeting. Thefts were also reported in Hunderton.

**006/15          Correspondence**

Since the last meeting, the following item of correspondence, other than items dealt with elsewhere on the agenda, had been received:

- Notification from Northolme Community Centre Association that the hourly rate for hire of the room for meetings has increased to £9.00 per hour with effect from 1<sup>st</sup> January 2015.
- Confirmation from Herefordshire Council that the new Lengthsman Scheme has been approved with some improvements to the scheme.

**007/15          Financial Matters**

**(a)          Report from the Finance Working Party**

Members noted that as a result of the Christmas break, the Finance Working Party had not met this month.

**(b)          Payments**

Authorisation was given to make the payments as detailed on the schedule of payments attached.

**(c)          Balances**

Current account:	£500.00
Deposit account:	£91,032.07
Petty Cash	£20.15

**(d) Project priorities questionnaire**

A summary of the results of the project priorities questionnaire showed the following order of preference:

1	Support for Belmont Library	20.7% of votes
2	Improved grass cutting	18.4%
3	Maintenance of Footpaths	17.2%
4	Wildflowers on Jubilee Field	15.0%
5	Pedestrian Crossing on A465	14.8%
6	Traffic Calming measures	14.5%
7	IT Equipment for public use	11.7%
8	All weather games area at Northolme	10.4%
9	Additional play areas for children	7.9%
10	Outdoor exercise equipment	7.4%

With regard to the future of Belmont Library, members noted that it was still unclear whether Herefordshire Council intended to approach Hereford City Council for funding support as requested. It was agreed that the Clerk write to Herefordshire Council to ascertain the situation as regards a funding approach to the Parish Council

**(e) 2015-2016 Budget and forward plan**

Members considered a draft budget for next year and a forward plan to 2018. After a brief discussion, it was agreed that the draft budget as presented and as attached to these Minutes, be adopted by the Parish Council.

**(f) To set the precept for 2015-2016**

Members agreed to request a precept of £50,000 for the year 2015-2016, being no increase on the 2014-2015 precept.

**008/15 Planning Matters****(a) Applications for consideration now**

None since the last meeting

**(b) Notifications of permitted development**

None since the last meeting

**(c) Update on Neighbourhood Development Plan**

Members noted that during the consultation event was attended by a few residents and had been followed by a display at the Belmont Centre. Although forms were available for Members of the public to comment on the proposals, no responses had been received.

The importance of providing an update to residents in the next newsletter was stressed and it was agreed that the Clerk write to Herefordshire Council to request an update on progress



on the Environmental Assessment Report.

**009/15      Ward Councillors Reports**

Members noted a ward councillor report from Councillor Edwards, in attendance at the meeting.

**010/15      To agree Management Plan for Jubilee Field**

In Councillor Bridges absence, Members noted the draft Management Plan for Jubilee Field as presented. Noting concerns raised with regard to the clarity of the proposals and possible issues regarding the practicality of volunteers being able to carry out the plans and the time required to prepare land for wildflowers, it was proposed that the plan as presented be agreed with a maximum budget of £1,600.00, subject to agreement by Herefordshire Council as landowners. The resolution was carried on the basis of three votes in favour and two against.

It was further agreed that the proposals now be returned to the working party for the detail to be refined and that Balfour Beatty, as agents for the landowners, be approached for their input.

**011/15      To consider proposal to replace shrubs in Stanbrook Road at a cost not to exceed £40.00**

It was agreed that an approach be made to Herefordshire Council as landowners, with an offer to replace shrubs in Stanbrook Road opposite Bodmin Close that have died at a cost not to exceed £40.00, the work to be carried out under the Pride in Parish Scheme. The Clerk will approach Herefordshire Council accordingly.

**012/15      Prize Draw**

A member of the public in attendance drew the winning questionnaire completed by a member of the public. The £50.00 M&S Voucher will be delivered by the Chairman and Clerk.

**013/15      Date of Next Meeting**

The next meeting will be held on Thursday 5<sup>th</sup> February at Belmont Community Centre, Eastholme Avenue, Belmont commencing at 7pm.

**Belmont Rural Parish Council**  
**Meeting held on Thursday 8<sup>th</sup> January 2015**  
**Clerk's Report**

**1. Bus Shelter**

The additional work on the bus shelter outside Tesco has now been completed.

**2. Litter Bins**

The promised quotation from BBLP for a replacement bin on Abbey View Park is still outstanding despite several reminders from the Clerk.

Litter bins were not again emptied during week commencing 29<sup>th</sup> December and an urgent request for service has been made.

A second bin top has been removed along the CH7 footpath between Abbotsmead Road and Hunderton. The handyman has been asked to replace both from the bin tops in stock.

**3. Drainage work on Abbey View Park**

A revised quotation from BBLP for the proposed drainage work on Abbey View Park is still awaited. BBLP has been reminded.

**5. Abbey View Park Footpaths**

The Clerk has not yet been able to get any alternative quotations for cutting back the footpath edges from alternative grounds maintenance providers due to the Christmas shut down.

**6. Parish Council Information Evening**

In accordance with the agreement some months ago, the clerk has been seeking dates from HALC for the parish council information evening planned for the spring for prospective parish councillors to stand for election next May and will circulate dates in due course. A budget for this evening will be proposed at the next meeting

**7. Quarterly Newsletter**

The next quarterly newsletter will be due out in February/March. The working party will be meeting to draft this within the next few weeks.

Liz Kelso

**Belmont Rural Parish Council**  
**Meeting held on Thursday 8th January 2015**  
**Minute ref. 007/15(b) - Financial Matters**  
**Schedule of Payments approved at the meeting**

Payee	Detail	Net	VAT	Total Payment
Northolme Community Centre Association	Room hire for November meeting	£ 25.50	£	25.50
	Petty cash reimbursement	£ 145.15	£	145.15
South Wye Community Association	Room hire during November and December	£ 42.00	£	42.00
	Repairs to litter bins	£ 67.50	£	67.50
R.G. Howells				
Payments by Standing Order this month:				
Salaries		£ 750.43		
HRMC		£ 280.64	£	1,031.07
			-	



2013-2014 Expenditure	Expenditure	2014-2015 Exp. To Oct.	2014-2015 Agreed Budget	Forecast Expenditure 2014-2015	Draft Budget 2015-2016	Draft Budget 2016-2017	Draft Budget 2017-2018
	<b>General expenditure</b>						
12,056	Staff costs	-	£ 12,600.00	£ 12,600.00	£ 12,600.00	£ 12,800.00	£ 15,500.00
1,046	General office costs	60.25	£ 1,200.00	£ 120.50	£ 1,200.00	£ 1,250.00	£ 1,300.00
648	Insurance	-	£ 700.00	£ -	£ 650.00	£ 675.00	£ 700.00
263	Room Hire	-	£ 400.00	£ -	£ 650.00	£ 675.00	£ 700.00
612	Repairs & Maintenance	-	£ 1,500.00	£ 1,500.00	£ 1,500.00	£ 1,550.00	£ 1,550.00
865	Subscriptions	-	£ 800.00	£ 900.00	£ 900.00	£ 950.00	£ 950.00
450	Audit Fees	-	£ 450.00	£ -	£ 450.00	£ 450.00	£ 450.00
-	Election costs	-	£ 3,000.00	£ -	£ 3,100.00	£ 4,800.00	£ 4,800.00
-	Advertising/publicity	-	£ -	£ -	£ -	£ -	£ -
350	Training	-	£ 500.00	£ 500.00	£ 750.00	£ 350.00	£ 350.00
429	Website expenditure	-	£ 600.00	£ 600.00	£ 600.00	£ 600.00	£ 650.00
-	Miscellaneous expenses	-	£ 250.00	£ 250.00	£ 250.00	£ 250.00	£ 250.00
16,719	<b>Sub-Total</b>	60.25	£ 22,000.00	£ 16,470.50	£ 22,650.00	£ 24,350.00	£ 27,200.00
	<b>Other expenditure</b>						
-	Capital and other projects	-	£ 35,000.00	£ 25,000.00	£ 20,000.00	£ 20,000.00	£ 20,000.00
534	Newsletter/Annual Report	-	£ 2,500.00	£ 2,500.00	£ 3,000.00	£ 3,000.00	£ 3,000.00
3,075	Grants and donations	-	£ 17,000.00	£ 15,000.00	£ 15,000.00	£ 15,000.00	£ 15,000.00
-	Neighbourhood Plan	-	£ 12,000.00	£ 7,500.00	£ 5,000.00	£ -	£ -
-	Parish Plan	-	£ -	£ -	£ 5,000.00	£ -	£ -
3,609	<b>Sub-total</b>	-	£ 66,500.00	£ 50,000.00	£ 48,000.00	£ 38,000.00	£ 38,000.00
20,328	<b>Totals</b>	60.25	£ 88,500.00	£ 66,470.50	£ 70,650.00	£ 62,350.00	£ 65,200.00

13-2014	Income	2014-2015 To date	2014-2015 Budget	Forecast	Draft Budget 2015-2016	Draft Budget 2016-2017	Draft Budget 2017-2018
16,956.00	Precept	£ 46,649.00		£ 46,649.00	£ 50,000.00	£ 50,000.00	£ 50,000.00
3,044.00	Grants Received	£ 8,229.00		£ 8,229.00			
-	Sundry Income	£ -		£ -	£ -	£ -	£ -
25.00	Bank Interest	£ 27.82		£ 111.28	£ 60.00	£ 60.00	£ 60.00
20,025.00	<b>Total Income</b>	£ 54,905.82		£ 54,989.28	£ 50,060.00	£ 50,060.00	£ 50,060.00

### Reserves

Balance brought forward	£ 65,830.00	£ 54,348.78	£ 33,758.78	£ 21,468.78
Forecast deficit/surplus	-£ 11,481.22	-£ 20,590.00	-£ 12,290.00	-£ 15,140.00
Forecast carry forward	£ 54,348.78	£ 33,758.78	£ 21,468.78	£ 6,328.78