

Belmont Rural Parish Council

Minutes of the Meeting of the Parish Council, held on Thursday 12th November 2015 At Northolme Community Centre, Northolme Road, Belmont

Present: Mr. A. Myatt In the Chair
Ms. A. Bridges
Mrs. L. Evans
Mr. R. Loft
Mr. J. Newman
Ms. D. Parish
Mr. D. Preedy
Mr. M. Schoffer

In attendance: Mrs. E. Kelso Clerk
Mrs. T. Bowes Ward Councillor, Belmont Rural
4 members of the public

158/15 To receive Apologies, Declarations of Interest and requests for dispensation

Declarations of Interest were noted as follows:

Name	Nature of Interest	Agenda item/Minute ref.
Mrs. L. Evans	Non Disclosable Pecuniary Interest as a trustee of South Wye Community Association	Agenda item 6 & 7 Minute Ref.
Mr. J. Newman	Non Disclosable Pecuniary Interest as a trustee of South Wye Community Association	Agenda item 6 & 7 Minute ref.
Ms. D. Parish	Non Disclosable pecuniary interest as a trustee of Northolme Community Centre Association	Agenda item 5.2 Minute Ref.
Mr. A. Myatt	Non Disclosable pecuniary interest as a trustee of South Wye Community Association Non Disclosable pecuniary interest as property overlooks land under discussion	Agenda item 5.2, 6, 7 and 9 Minute Ref. Agenda items 9 & 10

There were no requests for dispensation.

159/15 Public Participation

During the period set aside for public participation, the following items were raised:

- A request for salt bins to be installed in Glastonbury Close and Sydwall Road
- A request for lighting on the footpath linking Sydwall Road and Belmont Road
- Grass cutting in Glastonbury Close
- To consider a request to the owner of Home Farm to change the stiles along footpath CH7 for those accessible to those with disabilities.

In accordance with standing orders these items were referred for discussion at the next meeting.

In addition, the following information item was noted:

- It was reported that Tesco are to consider support for isolated elderly people within the Parish at Christmas. It was suggested that Tesco work in conjunction with Age UK locally to identify those who might be isolated at Christmas.

160/15 Minutes of the meeting held on 8th October 2015

It was agreed that the Chairman be authorised to sign the Minutes of the meeting held on 8th October 2015 as produced to the meeting as a true record of proceedings at that meeting.

161/15 Clerk's Report

The Clerk's report was noted.

162/15 Financial Matters

(a) Notes from the Finance Working Party

A report from the Finance Working Party meeting held on 19th October 2015, as attached to these Minutes was noted.

(b) Payments for November 2015

Payments as per the attached schedule were approved.

(c) Account balances

Members noted the following balances as at the date of the meeting:

Current account:	£500.00
Deposit account:	£112,728.21
Petty cash:	(£3.32)

Members also noted receipt of the final element of the Parish Plan Grant - £531.50 - from last year.

(d) Operating budget for 2016-7

Members reviewed a draft operating/revenue budget for 2016-7, 2017-8 and 2018-9 as prepared by the Clerk in conjunction with the Finance Working Party. Noting in particular the difficulty in establishing budget costs for items such as increased grass cutting and grounds maintenance costs where the Parish Council may wish to take on responsibility for additional grounds maintenance works, it was agreed to defer a final decision on the revenue budget until such time as the additional one-off costs for projects, grants and donations can be set next month, once the results of the parish questionnaire are known.

During discussion, the Clerk reported that information on whether Herefordshire Council would be seeking funding towards the cost of providing a library service at Belmont had not been forthcoming from Herefordshire Council despite several requests. Representatives from the South Wye Community Association confirmed that a grant of £3,000 had been offered by Hereford City Council to support the library service at Belmont which would go some way to reducing overall costs, should Herefordshire Council indicate it was no longer able to fund the service. Initial results of the parish questionnaire suggested that support for the library service was still a key issue for residents within Belmont Rural.

163/15 In accordance with Standing Orders, the Chairman left the Chair for the next two agenda items, having declared a non pecuniary disclosable interest. In the absence of the Vice Chairman at the meeting, it was unanimously agreed that Councillor Des Parish be in the Chair for these items.

164/15 Grant request for £250 from South Wye Community Association to support running a Santas Grotto in December

Members noted that since the grant applications have been first been received, the funding request by South Wye Community Association has been amended to £250.00 by the applicants in light of subsequent offers of funding from elsewhere.

After a brief discussion, it was agreed that a grant of £250.00 be offered to South Wye Community Association towards the cost of running a Santas Grotto for children this year, subject to the usual terms and conditions under the grant awarding policy, namely:

- That Belmont Rural Parish Council be acknowledged in any marketing or other material produced in connection with activities envisaged under the application
- That the applicant provide a report to the Parish Council within six months of the grant being paid to include the following information as a minimum:
 - Numbers of individuals who have attended the grotto
 - Whether the individuals who have attended are residents of the parish of Belmont Rural.

- If for any reason the event does not take place, that any grant already paid to South Wye Community Association be refunded in full to the Parish Council.

165/15 Grant request for £250 from South Wye Community Association to support Christmas Carol Concert in December

Members noted that since the grant applications had been received, the funding request by South Wye Community Association has been amended to £250.00 by the applicants in light of subsequent offers of funding from elsewhere.

After a brief discussion, it was agreed that a grant of £250.00 be offered to South Wye Community Association towards the cost of running a Christmas Carol Concert this December, subject to the usual terms and conditions under the grant awarding policy, namely:

- That Belmont Rural Parish Council be acknowledged in any marketing or other material produced in connection with activities envisaged under the application
- That the applicant provide a report to the Parish Council within six months of the grant being paid to include the following information as a minimum:
 - Numbers of individuals who have attended the grotto
 - Whether the individuals who have attended are residents of the parish of Belmont Rural.
 - If for any reason the event does not take place, that any grant already paid to South Wye Community Association be refunded in full to the Parish Council.

166/15 In accordance with standing orders, the Chairman returned to the Chair.

167/15 Request for donation from Dore Community Transport

Members considered a request for a donation from Dore Community Transport and noted that several members were aware of local residents who had benefited from this service. It was unanimously agreed to offer a donation of £250.00 to Dore Community Transport.

168/15 Jubilee Field Management Plan

(a) Update on the Management Plan

The Clerk reported that no formal acceptance of the draft Management Plan has yet been received, nor has the draft cultivation license. However, the Clerk is to attend a meeting with the BBLP Licensing Officer on Monday 16th November and the draft license should be available for consideration at the December meeting of the Parish Council.

- (b) To consider additional grass cut and collect for Jubilee Field at a budget price not to exceed £400 to take place in Spring 2016**

Members noted the budget price for a proposed additional cut of Jubilee Field had been provided by Balfour Beatty Living Places and prices from other providers had not been obtained.

After some discussion, it was agreed that consideration be given to the purchase of equipment so that volunteers could carry out additional grass cutting within the parish but in particular on Jubilee Field. It was agreed that this item be deferred to the next meeting so that detailed costs can be obtained and a full discussion can take place.

169/15 To consider paint/treatment for public open space signs

Noting concerns that the wooden signs for Abbey View Park East and West and those for Jubilee Field had weathered over the years and are not now as clear as when originally purchased, it was agreed that two signs be treated with oil and the lettering picked out with black paint to see if this improved them. Councillor Preedy volunteered to carry out the work and a budget of £25.00 for materials was agreed. Members to review the results of the work before deciding whether to treat other signs in the same way.

170/15 Planning Matters

- (a) Applications now due for consideration**

There were no applications due for consideration at this meeting.

- (b) Permitted Development**

There were no notifications of proposed development under permitted development rights.

- (c) Neighbourhood Development Plan**

The Clerk reported that Herefordshire's Core Strategy was adopted by Herefordshire Council on 16th October. This document represents the overriding planning policy for Herefordshire for the future and as such Neighbourhood Development Plans must comply with the overriding policy. The Clerk attended a briefing by Herefordshire Council on the implications of the Core Strategy on 22nd October and as a result has been working with Kirkwells to ensure the Belmont Rural Parish draft Neighbourhood Development Plan is in line with the Core Strategy.

Herefordshire Council are now required to provide some further documentation before the draft plan can be submitted under regulation 15 to Herefordshire Council prior to the independent examination stage of the NDP process. Following the independent examination, a local referendum to approve the plan will be held.

The Clerk is to attend a training session for Parishes due to submit draft plans under Regulation 15 to be held on Wednesday 18th November.

171/15 Information item: Correspondence

Since the last meeting the following items of correspondence have been received:

- Information from HALC regarding their Conference and AGM being held on Saturday 21st November. It was agreed that Councillor Evans and Councillor Myatt attend on behalf of the Parish Council.
- Notification has been received from the Department for Transport regarding the temporary closure of Kilvert Road and part of Broxash Drive in connection with the Oval Development Project.

172/15 Training

- (a) Councillor Parish reported on a training session attended as Tree Warden.
- (b) It was agreed that further training on use of the Tablet would be helpful. The Clerk agreed to circulate some dates for members.

173/15 Date of next meeting

The next meeting will take place on Thursday 10th December at 7pm at Belmont Community Centre, Eastholme Avenue, Belmont.

There being no further business, the meeting was declared closed.

BELMONT RURAL PARISH COUNCIL

Finance Working Party
Notes from Meeting held on Monday 19th October 2015 at
Belmont Community Centre, Eastholme Avenue, Belmont

Present: Councillor Adrian Bridges
Councillor Lyndsey Evans
Councillor Andy Myatt
Councillor Des Parish
Councillor Derek Preedy

In attendance: Liz Kelso Clerk/Responsible Financial Officer

1. Review of Financial Records

The financial records of the Parish Council were reviewed and found to be in order.

2. To consider draft operating budget for 2016-7, 2017-8 and 2018-9

The draft operating budget as prepared by the Clerk was reviewed. After a brief discussion, it was agreed that this be presented to the Parish Council at the next meeting.

It was further agreed that capital expenditure, grants and donations and other non recurring expenditure be considered in December once the results of the parish questionnaire are available. Given the items for consideration for the budget already notified to the Clerk, it was acknowledged that some increase in precept may be required to build reserves for future projects and although parish councils are not "capped", residents may have strong views if a substantial percentage increase is considered for the parish element of the overall council tax bill.

3. To consider request for grant from South Wye Community Association for £500 towards the cost of running a Santa's Grotto for Children at Christmas

The grant request from South Wye Community Association for £500 towards the cost of running a Santas Grotto for Children this year was considered. It was agreed that the applicant be asked to confirm whether other funding sources had been considered/applied for and how tickets are to be allocated for this event.

Subject to the above, it was agreed that this application be put to the parish council at the meeting in November. If approved, it was further agreed that the standard terms and conditions of any grant offer be applied to this application.

4. **To consider request for grant from South Wye Community Association for £300 towards the cost of running a Christmas Carol Concert**

The grant request from South Wye Community Association for £300 towards the cost of running a Christmas Carol Concert this year was considered. It was agreed that the applicant be asked to confirm whether other funding sources had been considered/applied for.

Subject to the above, it was agreed that this application be put to the parish council at the meeting in November. If approved, it was further agreed that the standard terms and conditions of any grant offer be applied to this application.

5. **To consider request from Dore Community Transport for donation**

A request for a donation from Dore Community Transport was considered. It was noted that several Members have experience of seeing or using this service within the Parish which is clearly of value to residents. It was agreed that this application be put to the parish council at the November meeting subject to confirmation of the amount of the donation awarded last year.

6. **Any other business**

There being no further business, the meeting was declared closed.

Belmont Rural Parish Council
Meeting held on Thursday 12th November 2015
Minute ref. 162/15

Payments approved at the meeting

Payee	Detail	Net	VAT	Total Payment
Age UK	Donation as approved on 8th October, ref. 156/15	£ 150.00	£	8.00
South Wye Community Association	Room hire for October meetings	£ 36.00	£	36.00
Northolme Community Centre Association	Room hire for September meeting	£ 18.00	£	18.00
Petty cash	Petty cash reimbursement	£ 128.32	£	128.32
South Wye Community Association	Grants as approved at the meeting: £250.00 - Samtas Grotto (minute ref. 164/15) and £250.00 - Christmas Carol Concert (Minute ref. 165/15)	£ 500.00	£	500.00
Payments by Standing Order this month:				
Salaries (net)		£ 860.31		
HRMC		£ 168.97	£ -	1,029.28
Total payments this month:		£ 1,861.60	£ -	1,861.60