

# Belmont Rural Parish Council

Minutes of the Meeting held on Thursday 14<sup>th</sup> July 2016  
at Northolme Community Centre, Northolme Road, Belmont

**Present:** Mr. M. Schoffer Chairman  
Mr. Adrian Bridges  
Ms. Aimee Bridges  
Ms. Des Parish  
Mr. Derek Preedy

**In attendance:** Mrs. Liz Kelso Clerk  
Mrs. Tracy Bowes Ward Councillor, Herefordshire  
Council  
PCSO Harley Young West Mercia Police  
4 Members of the public

## 090/16 Apologies, declarations of interest and requests for dispensation

Apologies were noted from Councillor Ron Loft and Councillor John Newman. There were no requests for dispensation. Declarations of interest were made as follows:

Name	Nature of Interest	Agenda item/Minute ref.
Mr. Adrian Bridges	Non disclosable pecuniary interest as a Member of Northolme Community Centre Association	Agenda item 5.2 Minute ref. 094/16
Ms. D. Parish	Non disclosable interest as a Member of Northolme Community Centre Association	Agenda item 5.2 Minute ref. 094/16



## **091/16 Public Participation:**

During the period of public participation, the following items were raised by members of the public in attendance:

- A request was made for white lines around the Parish to be repainted. A number of vehicles are apparently cutting corners and concerns were expressed of the risks of motorists not being aware of the junctions as white lines have disappeared. Ward Councillor Tracy Bowes reported that a request has been made to Balfour Beatty for a quote to repaint the white lines around the Parish.

A request was made for traffic calming measures to be included on the agenda for the next meeting.

- Following reports of vehicles parking too close to a junction, PCSO Young explained the different responsibilities of the police and the local authority highways department in regulating parking. As a general rule the police will only intervene where a parked vehicle is a hazard to other road users.

## **092/16 Minutes of the meeting held on 9<sup>th</sup> June 2016**

Minutes of the Parish Council Meeting held on 9<sup>th</sup> June 2016 had been provided to Members. Subject to a small amendment, it was agreed that the Chairman be hereby authorised to sign the Minutes as a true record of proceedings at that meeting.

## **093/16 Clerk's Report**

The Clerk's report was noted.

## **094/16 Financial Matters**

### **(a) To note report from the Finance Working Party**

Members noted that due to holiday commitments, the Finance Working Party had not met since the last meeting.

### **(b) To authorise payments for July 2016**

Payments as per the attached schedule were authorised with the exception of that for the kerb weed spray, payable to Balfour Beatty Living Places which, in accordance with their terms and conditions, represented a payment in advance. The Clerk was instructed to advise BBLP that this Parish Council is disinclined to make an advance payment for work but would agree to a 50% payment in advance with the remainder payable upon completion of the work.



(c) **Account Balances**

Account balances were noted as follows:

Current account:	£500.00
Deposit account:	£121,459.96
Petty cash account:	£79.51

(d) **Quarterly Financial Report**

The financial report to 30.6.2016 had been provided to Members showing expenditure to date and full year forecast, indicating an overspend for the year for capital and other projects as a result of the proposal to purchase equipment for Jubilee Field rather than engage with a contractor for work on the field. It was agreed that the Finance Working Party review the budget with a view to proposing changes at the next meeting.

**095/16 Footpaths officer**

It was resolved that Councillor Des Parish be elected Footpaths Officer.

**096/16 Jubilee Field**

Councillor Adrian Bridges provided an update on work on Jubilee Field and members thanked all the volunteers and members of the public who have taken the time and trouble to take part so far.

It was noted that following approval of the payment for the storage unit (minute ref. 94/16(b) above), it was anticipated that the unit will be installed in approximately 6 weeks. It was further agreed that a proposal to purchase a mower be put to the next parish council meeting.

Finally, it was agreed that consideration be given to a further Community Action Day at the next meeting.

**097/16 Annual Report**

(a) **Annual Report**

It was agreed that the draft Annual Report to residents, as attached to these Minutes, be approved.



**(b) Printing and distribution**

It was agreed that the Annual Report be printed and delivered to all residents at a total cost of £382.00.

**098/16 Correspondence**

Since the last meeting, the following items of correspondence had been received:

- Letter from insurance brokers, Came and Company advising of a change of trading style following a merger with brokers Stackhouse Poland Limited. There is no change to the policies held by this Parish Council.
- Letter from Herefordshire Council calling for land to be used for rural settlements for inclusion in the strategic housing land availability assessment. This Parish has not been identified as an area where land is required.
- HALC's Information Corner.
- Herefordshire Council will be holding a budget consultation on Thursday 28<sup>th</sup> July at 6.30 pm in the Shirehall. It was agreed that the Clerk be authorised to attend on behalf of the Parish Council.

**099/16 Planning Matters**

**(a) Applications now due for observations**

None since the last meeting.

**(b) Permitted developments**

None notified since the last meeting.

**(c) Planning Decisions**

Ref: 153327  
Site: 15 Chancel View, Belmont  
Development: Fence along garden boundary (part retrospective)  
Decision: Refused as proposal considered contrary to Policy MT1 of the Herefordshire Core Strategy in that safe entrance and exist would not be safeguarded to No. 5 Whitefriars Road



Ref: 160411  
Site: 20 Westholme Road, Belmont  
Development: Dog Grooming Parlour – Change of use of garage  
Decision: Granted with conditions. Permission to expire on 20<sup>th</sup> June 2017 to enable the local planning authority to give further consideration to the acceptability of the proposed use after the temporary period has expired.

Ref: 161220  
Site: 20 Holmfirth Close, Belmont  
Development: Removal of garage and build a two storey side extension  
Decision: Approved with conditions

**(d) Neighbourhood Development Plan**

It was noted that a meeting of the NDP Steering Group had taken place after the NDP draft was approved by members in May, when a member expressed reservations on the wording and presentation of some sections. After consultation with consultants Kirkwells, they have advised that any changes to policy wording would require Herefordshire Council to go through the sustainability element of the plan again, potentially lengthening the process by some months and delaying the Regulation 16 examination. The working party agreed to undertake some minor revisions to some wording and changing some of the photographs but a substantive revision was not considered necessary. These corrections are now being implemented and the draft plan will be submitted to Herefordshire Council under Regulation 16 as soon as practicable

**(e) Other Planning Matters**

*CLLR. PARISH DISAGREED AGAINST (e) MRS*  
It was noted that Herefordshire Council enforcement officers have provided advice to several homeowners regarding unauthorised development such as unapproved development within the SSI alongside the River and using premises as business premises without appropriate permissions. *NOT AGREED WITH BY PARISH COUNCIL ONLY ONE CLLR. AGREED. D. PARISH. MRS*

**100/16 Training**

There have been no training sessions attended since the last meeting.

**101/16 Date of next meeting**

The next meeting will be held on Thursday 11<sup>th</sup> August at 7pm at Belmont Community Centre.

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



**Belmont Rural Parish Council**  
**Meeting held on Thursday 14th July 2016**  
**Minute ref. 094/16(b)**  
**Schedule of Payments approved at the meeting**

Payee	Detail	Net	VAT	Total Payment
Cash	Petty Cash reimbursement	£ 45.49	£	45.49
Northolme Community Centre Association	Room hire for May meetings	£ 27.00	£	27.00
Balfour Beatty Living Places	Kerb Weed spray - Deferred	£	£	-
Arrow Plant and Tool Hire Ltd.	Hire of Digger as agreed	£ 451.75	£ 72.61	£ 524.36
Ron Smith & Co.	Purchase of Honda Brushcutter plus safety equipment, as agreed	£ 360.33	£ 72.06	£ 432.39
Flexiform Business Furniture Ltd.	Purchase of shed	£ 1,737.92	£ 347.58	£ 2,085.50

**Payments by Standing Order this month:**

Salaries (net)  
HRMC

£ 802.17  
£ 312.03

**Total payments this month:**

£ 3,736.69    £ 492.25    £ 4,228.94



# Belmont Rural Parish Council

2016-2017 Budget  
Agreed 10.12.2015

2015-2016 Expenditure	Expenditure	2016-7 Agreed Budget	Actual Expenditure to 30.6.2016	Forecast Full Year
	<b>General expenditure</b>			
£ 12,351	Staff costs	£ 13,400.00	£ 3,512.00	£ 13,400.00
£ 1,271	General office costs	£ 1,300.00	£ 441.00	£ 1,300.00
£ 629	Insurance	£ 800.00	£ 573.00	£ 573.00
£ 413	Room Hire	£ 675.00	£ 50.00	£ 675.00
£ 103	Repairs & Maintenance	£ 7,500.00	£ -	£ 7,500.00
£ 1,262	Subscriptions	£ 1,400.00	£ -	£ 1,400.00
£ 450	Audit Fees	£ 550.00	£ -	£ 450.00
£ 59	Election costs	£ 4,800.00	£ -	£ 4,800.00
£ -	Advertising/publicity		£ -	£ -
£ 773	Training	£ 350.00	£ 60.00	£ 350.00
£ 429	Website expenditure	£ 600.00	£ 250.00	£ 600.00
£ -	Miscellaneous expenses	£ 250.00	£ 73.00	£ 250.00
£ 17,740	<b>Sub-Total</b>	£ 31,625.00	£ 4,959.00	£ 31,298.00
	<b>Other expenditure</b>			
£ 1,567	Capital and other projects*	£ 2,000.00	£ 2,452.00	£ 2,500.00
£ 1,517	Newsletter/Annual Report	£ 3,000.00	£ -	£ 3,000.00
£ 8,400	Grants and donations**	£ 28,800.00	£ 2,054.00	£ 28,800.00
£ -	Neighbourhood Plan	£ 1,000.00	£ 69.00	£ 1,000.00
£ -	Parish Plan	£ 5,000.00	£ -	£ 5,000.00
£ 11,484	<b>Sub-total</b>	£ 39,800.00	£ 4,575.00	£ 40,300.00
£ 29,224	<b>Totals</b>	£ 71,425.00	£ 9,534.00	£ 71,598.00

2015-2016	Income	2014-2015 To date	To date	Forecast Full year 2016-2017
£ 46,904	Precept	£ 46,904.00	£ 27,500.00	£ 55,000.00
£ 3,628	Grants Received	£ 3,096.00		
£ -	Sundry Income	£ -		
£ 53	Bank Interest	£ 52.81	£ 10.00	£ 40.00
£ 50,585	<b>Total Income</b>	£ 50,052.81	£ 27,510.00	£ 55,040.00

## Reserves

£ 84,139	Balance brought forward		£ 105,500.00
£ 21,361	Deficit/surplus		-£ 16,558.00
£ 105,500	Carry forward	£ -	£ 88,942.00





# ANNUAL REPORT FINANCIAL YEAR ENDED 31ST MARCH 2016

**INSIDE THIS ISSUE:**

<i>Introduction</i>	<b>1</b>
<i>Thank you!</i>	<b>1</b>
<i>Meeting dates</i>	<b>1</b>
<i>Achievements</i>	<b>2</b>
<i>Parish Councillor vacancies</i>	<b>2</b>
<i>Summary accounts</i>	<b>3</b>
<i>Your Parish Council</i>	<b>4</b>
<i>Contact Us</i>	<b>4</b>

**Forthcoming Parish**

**Council Meeting dates**

**2016**

11th August—Belmont  
8th September—Northolme  
13th October—Belmont  
10th November—Northolme  
8th December—Belmont

**2017**

12th January—Northolme  
9th February—Belmont  
9th March—Northolme  
30th March—Annual Parish Meeting—Belmont  
13th April—Belmont  
11th May—Northolme

*All meetings are held in the Community Centre as indicated and start at 7pm and include a brief (15 minute) period of public participation when members of the public can raise items of interest or concern*

## INTRODUCTION

Welcome to the Annual Report for the Parish of Belmont Rural for the year ended 31st March 2016

Parish Councils represent the grass roots level of local government and provide a means by which local people can influence their local environment and the provision of services.

Parish Councillors are volunteers who are elected to office through local elections which are held every four years. All parish councillors were elected or co-opted to the Council in May 2015 and details of current councillors can be found on page 4

Parish Councils are funded through the Council Tax and for the 2015/6 year, the household council tax payment allocated to your parish council was £50,000 for the year which amounts to an average 64p per week per band D household. Your Parish Council spent £29,224 during the year ended 31st March 2016 and



details of how this was spent is explained on pages 2 and 3.

Parish Council meetings are held on the second Thursday of every month and alternate between Belmont Community Centre and Northolme Community Centre. Meetings usually start at 7pm. Members of the public are very welcome

to attend Parish Council meetings and at the discretion of the Chairman, can speak on some agenda items. Dates for forthcoming meetings are on the panel on the left can be found on notice boards and our website. Further details are also available from the Parish Clerk at the address given on page 4.

## A HUGE THANK YOU!

A huge thank you to all those who braved the weather and joined the Community Action Day on Jubilee Field last month. Good progress was made to clear parts of the site, cut back shrubs and overgrown trees and start work on a section of the land where wild flowers are to be encouraged.

There's more about the Jubilee Field project on page 2 but if you would like to help maintain this area, watch out for the next Community Action Day coming in the Autumn.

*Thank You!*  
  
*M. Scheppe*



# ACHIEVEMENTS

As in the previous year, your Parish Council has devoted considerable time and effort this year in meeting the ever changing demands of local government in a climate of reducing budgets but increasing needs.

## Neighbourhood Development Plan

As more parishes develop Neighbourhood Plans, or you may have attended meetings of the parish council, you should be becoming more familiar with Neighbourhood Plans which enable local communities to set development plans for their area. Your Parish Council has been working through the quite complex requirements of a Development Plan for some time now but is nearing the point when the draft plan will be sent for independent examination in accordance with Regulation 16 of the



Belmont Centre

is then voted upon by residents in a referendum which will be organised by Herefordshire Council on our behalf.

## Community Consultation

In November last year as part of a regular quarterly newsletter your Parish Council took the opportunity to ask all residents for their views on potential spending priorities. For those of you who took the time and trouble to respond either



Belmont Centre

using the paper questionnaire or our electronic version, thank you. This has helped to ensure that this parish council has a clear view of the things that matter most to you so that we can direct your money to those projects.

The results clearly showed that the most important project for local residents was support for the library service at Belmont Community Centre which, along with most libraries throughout the county, was threatened with closure as a result of budget cuts. Your Parish Council was delighted to learn that Herefordshire Council has committed to supporting the Library Service at Belmont for a further twelve months.

Other projects scoring highly on the questionnaire included improvements to the public open spaces, grass cutting and the maintenance of footpaths.

## Jubilee Field

In recognition of the importance of public open spaces, to all residents, your Parish Council has recently been granted a licence to maintain Jubilee Field. This is an area of land named in honour of the Queen's Jubilee and can be found behind Dorchester Way. It can be accessed from Dorchester Way or via one of two footbridges off Abbey View East. Formally part of the gravel washing area when gravel extraction took place on what is now Abbey View Park, the land was acquired by Herefordshire Council in 2005 as an area of public open space. Lack of regular maintenance resulted in the area becoming overgrown so last year your Parish Council approached Herefordshire Council with a view to taking over the maintenance of the area. Earlier this year a licence was granted to permit the parish council to maintain the land and work started with a Community Action Day held in May. Since then an area has been cleared ready for wild flower seeds and plugs and a shed is currently being installed to hold a range of gardening equipment for the volunteers who have been working on this site to use.

If you would like to be part of this project, or perhaps you have an idea to enhance this site, please contact the Clerk at the address on page 4.



## PARISH COUNCILLOR VACANCIES

Since the end of the Financial Year, two Parish Councillors have tendered their resignation:

Andy Myatt joined the Parish Council in June 2007 and more recently had held the post of Chairman of the Parish Council.

Lyndsey Evans joined the Parish Council at the last elections in May 2015

Both continue as active members of South Wye Community Association and the Parish Council thanks them both for their contribution to the community and wishes them well for the future. At the time of writing, therefore, there are vacancies for two Parish Councillors for Belmont Rural. If you think you might be interested in fulfilling this important role, please contact the Clerk whose details can be found on page 4.



*Ch. Schaffer*

# SUMMARY ACCOUNTS

## YEAR ENDED 31ST MARCH 2016

2014/5	INCOME	2015/6
£46,649	Precept	£46,904
£43	Bank Interest	£53
£8,544	Grants and other income	3,627
£55,236	<b>TOTAL INCOME</b>	£50,584
	<b>EXPENDITURE</b>	
£12,290	Staff Costs	£12,351
£1,353	General Office Costs	£1,271
£593	Insurance	£628
£6,533	Purchases	£1,567
£478	Room Hire	£413
£773	Repairs and Maintenance	£103
£1,330	S137 Payments	£1,517
£4,583	Grants & Donations	£8,400
0	Advertising and Publicity	0
£1,137	Subscriptions	£1,262
£450	Audit Fees	£450
£0	Election Costs	£59
£6,848	Neighbourhood Development Plan	£0
£300	Training	£773
£554	Website	£429
(295)	Sundry Expenses	£0
£36,927	<b>TOTAL EXPENDITURE</b>	£29,223
£18,309	<b>SURPLUS/(DEFICIT)</b>	£21,361
	<b>RESERVES</b>	
£65,830	Balance brought forward	£84,139
£18,309	Net expenditure	£21,361
£84,139	<b>BALANCE</b>	£105,500



## Your Parish Council

Belmont Rural Parish Council was established as a parish in its own right in April 2000, having been a ward within the Parish of Clehonger prior to then. The Parish falls within the Belmont Rural Ward of Herefordshire Council.

The Parish Council boundaries are formed by Newton Brook to the South and East, Ruckhall lane to the West, and the River Wye to the North. The 2011 census (the latest for which figures are available) identified that 3,769 residents live within the Parish. In total, there are approximately 1700 dwellings in the Parish.

Parish Councillors are elected at elections held every four years and are volunteers who receive no payment of any kind for the valuable work they carry out on behalf of the local community. If a parish councillor resigns during his/her term of office, local residents can request a full election. In the absence of such a request, the parish council are free to co-opt a suitable candidate. If you are interested in becoming a parish councillor and would like more information on the role, please contact the Parish Clerk whose details can be found below.

The Parish Council has one part time employee, the Parish Clerk, who is responsible for carrying out the decisions of the Parish Council, for arranging and attending all Parish Council meetings, for maintaining all Parish financial and other records and for advising Parish Councillors on matters of procedure or law to enable them to carry out their decision making functions.

This newsletter is produced and printed by:

### Belmont Rural Parish Council

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## BELMONT RURAL PARISH COUNCIL

### Parish Councillors

<b>Adrian Bridges</b> (Vice Chairman)	4 Broadholme Road, Belmont	Tel: 07982 425 895 E-Mail: adrianbridges500@gmail.com
<b>Aimee Bridges</b>	4 Broadholme Road, Belmont	Tel: 01432 276 905 E-Mail: aimeebidges13@gmail.com
<b>Ron Loft</b>	1 Sydwall Road, Belmont	Tel: 01432 273.650
<b>John Newman</b>	26 Marcle Walk, Newton Farm	Tel: 01432 271 624
<b>Des Parish</b>	28 Wyedean Rise, Belmont	Tel: 01432 263 687 E-Mail: desireeparish001@aol.co.uk
<b>Derek Preedy</b>	18 Whitefriars Road, Belmont	Tel: 01432 356120 Email: dpartex.preedy@tesco.net
<b>Mark Schoffer</b> (Chairman)	7 Silver Fir Close, Belmont	Tel: 07875 014860 E-Mail: markschoffer@gmail.com
<b>Vacant</b>		
<b>Vacant</b>		

### Parish Clerk

Liz Kelso 5 Deerhurst Drive, Belmont  
Tel: 07722 872 180  
E-Mail: Clerk@Belmontrural-pc.gov.uk

### District Councillor

Tracy Bowes 17 Bodmin Close, Belmont  
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