

Upton Bishop Parish Council

Minutes of the meeting of Upton Bishop Parish Council

Held at Millennium Hall
Tuesday 7 January 2020 at 7.00pm

Present: Councillors: Keith Cornwall (Chairman), Alison Feist, Mike Robins, Chloe Rusby, Brian Spencer, Hazel Strange and Stephen Strange

In attendance: 14 members of the public.

1. **Apologies:** – Councillor Paul Newman, Clerk Richard Abolins (ill) (Cllr Hazel Strange took the minutes)
2. **Declaration of interests:** – none
3. **Adoption of Minutes of previous meetings:**

Cllr Feist asked that it should be recorded that in item 7 – Neighbourhood Development Plan, grateful thanks were due to Claire Austin for her work on inputting data for the NDP. Subject to this amendment, it was **resolved** to adopt the minutes of the meeting on 3 December 2019 as a true record of the meeting. The Chairman signed the minutes.
4. **Public participation session:**
 - 4.1 There was no report from Ward Councillor Barry Durkin. Cllr Feist asked about progress on improved broadband and the Clerk would be asked to follow up. **{action – Clerk}**
 - 4.2 A question was asked about the commemoration of the 75 years since the end of World War II. No interest had previously been shown by the parish, but further notice for interest and support would be put in Chimes.

In relation to the car parking on the grass by the garage at Upton Crews, the Land Registry will be contacted by the end of January re ownership of the land. **{action – Clerk}**
5. **Planning: -**
 - 5.1 P191187/O - Land between Leeward House and the Millennium Hall Crow Hill. It was resolved to submit the Council's objections as follows:
 - a) Potential disturbing noise from events at Millennium Hall
 - b) Poor visibility for emerging vehicles; potential collision even at speeds within the limit
 - c) A privately sourced water treatment contractor may not be reliable e.g. contractor goes out of business. Need to contact Environment Agency about viability of proposed drainage
 - d) Lack of drawings in application
 - e) Lack of communication from applicant
 - 5.2 P194240 - Field North of B4221 South of Oaklands. There was no objection, subject to two concerns:
 - a) vehicles entering and leaving the site will be doing so at a much slower speed than regular traffic
 - b) there is a known flooding issue on the B4224 at this point and this should be considered in the proposal
 - 5.3 The Clerk had circulated a summary of outstanding applications before the meeting but there were no questions.

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6. Finance:

- 6.1 The RFO had presented the financial report for November 2019 before the meeting. There were no questions.
- 6.2 The bank reconciliation for November 2019 had been circulated prior to the meeting.
- 6.3 The financial timetable had been drafted and circulated before the meeting. The intention was to ensure that key deadlines were not missed, and the document was in the process of being updated.
- 6.4 It was **resolved** to approve the schedule of proposed payments.
- 6.5 Mr Rob Smith had repaired the noticeboard in Upton Crews at his own cost. The Council extended their grateful thanks.
- 6.6 The second draft of the budget had been circulated before the meeting.
 - 6.6.1 Cllr Spencer presented some of the options for raising the precept in order to balance the books. The discussion was opened to the public and by a show of hands the majority favoured doubling the precept. Two members of the public voiced a preference for a 70% increase. The precept will be reviewed in two years.
 - 6.6.2 Cllr Robins asked for a 10% contingency fund to be included in the budget.

7. **Traffic calming:** - Cllr Spencer had prepared a proposal document which is on the website. Copies had been sent to Balfour Beatty, meetings held with the Police Commission, Hereford Housing and Guinness Housing and an application made to the Road Safety Trust.

8. **Annual Parish Meeting:** - the meeting will be held in April.

9. Items for next meeting agenda: -

- 9.1 Final precept and budget for 2020/21
- 9.2 To consider a five-year lease for the allotments
- 9.3 To consider the website working group report
- 9.4 To consider the outstanding action list

10. **Next meeting:** - Tuesday 4 February 2020 at 7.00pm in the Millennium Hall

The Chairman closed the meeting at 20:45

SIGNED Keith Cornwall

DATE 4 February 2020