

Kilpeck Group Parish Council

Minutes of the Ordinary Meeting of Kilpeck Group Parish Council
held at "The Bridges Child Care Centre"
on Monday 12th February 2018

No KGPC/MW/140

Councillors Present

Councillor Mrs J Davies Chairman
Councillor Mr M Parsons Vice-Chairman
Councillor Mr M Chester
Councillor Mr N Eynon
Councillor Mr D Howie
Councillor Mr G Statham
Councillor Mrs B Wood

Clerk Mr M Walker

Also Present

Ward Councillor Mr Jon Johnson, Mr Dave Roden Lengthsman/Contractor and two further members of the public

**The Ordinary Meeting of the Group Parish Council was formally opened
by the Chairman at 7.30pm**

1.0 Apologies for Absence

Apologies were received and accepted from Councillor Mrs M Lloyd and Councillor Mr R Manning
Mr Dave Atkinson Locality Steward not present
No Police present

2.0 Declarations of Interest & Dispensations

2.1 To receive any declarations of interest in agenda items from Councillors

Declarations of interest were received

Declarations of Interest were made by Councillor Mr N Eynon **Item 8.1**

2.2 To consider any written applications for dispensation

No new written applications received

3.0 Minutes

The Minutes of the Ordinary Group Parish Council Meeting No **KGPC/MW/139** held on Monday 8th January 2018 were unanimously confirmed as a true record and signed by the Chairman.

4.0 Financial Report

4.1 Receipts

No receipts received

Email sent 10th February 2018

Carys, Please see attached final claim for 2017-2018 Lengthsman Scheme from Kilpeck Group Parish Council. Best Regards Malcolm Walker Clerk to Kilpeck Group Parish Council

Reply received 12th February 2018

Morning Malcolm, Thanks for the attached. This has now been processed and sent to the payments department. Kind regards, Carys Carys Bate Locality Liaison Co-ordinator BBLP

4.2 Invoices for Payment

Parish Online Invoice No POL-2018-00ga103	£36.00
Parish Mapping System { Authorised reimbursement to Clerk paid by private cheque }	
Cheque No 000873	
Clerk's Salary February 2018 Gross	£548.28
Mileage	£14.63
Neighbourhood Development Plan Printing	£90.44



Postage		£7.52
	TAX £109.80 NIC £0.00	
Nett pay		£551.07
Cheque No 000874		
Dave Roden Lengthsman/Contractor Invoice No 0000112		£1,920.60
Cheque No 000875		

“To carry out drainage work, cleaning gullies and drains and cutting grips in the parishes. Clearing Standard Lane, salting, litter picks, Dewchurch Road, Kilpeck and surrounding roads. To supply machinery and labour.”

All payments were **Unanimously Approved**

Finance Sheet signed by Councillor Mrs J T Davies Chairman and copies given to all Parish Councillors present.

{Invoice WE16541 for Kilpeck Village Green received from Whitfield Estate reference Licences 01/01/2018-31/12/2018

Invoice returned with previous paperwork as licence has been paid for a THREE YEAR period} Reply received 30th January 2018 from W R A Shuttleworth Partner Balfours with Berringtons stating:-

“I confirm that you are correct that the Agreement was for a period of 3 years and the Agreement itself specified a Licence Fee of £1.

Unfortunately there was a typo in the Agreement and this should have been £1 per annum!

However I am content to let matters ride until the next renewal date and no further rent demand will be issued until the expiry of the current Agreement.”

4.3 Bank Balances as per statements

@ 2 nd February 2018	Treasurers Account	£5,729.37
Bank Statement No 2		
Bank Reconciliation £5,729.37 dated 12 th February 2018 to agree with Bank Statement No 2 signed by the Chairman		
@ 5 th February 2018	Business Bank Instant Account	£15,464.19
Bank Statement No 92		
Bank Reconciliation £15,464.19 dated 12 th February 2018 to agree with Bank Statement signed by the Chairman		

Lloyds Bank Mandate Variation Request Form to enable the Parish Clerk to only transfer funds “on line” between Bank Accounts signed by Councillor Mrs J Davies Chairman and Councillor Mr M Parsons Vice-Chairman.

Confirmation received 29th January 2018

5.0 Reports

5.1 Kilpeck Village Hall Committee

Councillor Mr M Parsons Parish Council Vice-Chairman and Village Hall Chairman reported on the following:-

Next Quiz Night to be on Saturday 24th March 2018

4 x Cycle Parking Stands now installed at the Village Hall plus reflective tape

Every Tuesday there are Yoga Classes

5.2 Ward Councillor Mr Jon Johnson’s Report

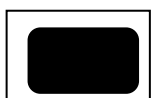
Ward Councillor Mr Jon Johnson reported on the following:-

Herefordshire Council Budget

Herefordshire Bypass

Community Champions Award

Big Litter Pick



5.3 Locality Steward and / or Lengthsman Report

Locality Steward Mr Dave Atkinson not present

Mr Dave Roden Lengthsman reported on the following:-

Works carried out up to February 2018

1. Standard Lane cleaned and grips cut
2. Litter picks done on Dewchurch Road and through Kilpeck
3. Grips and drains cleared, through villages, Kilpeck Marlas, Dewchurch, others inspected

Works requiring to be done:-

Litter picks again, Bus Stops and villages

Potholes - up by Knolton Farm, Gwerngenny to Wormbridge, Didley, lower side of Bridge Farm, Kilpeck Church Road, Marlas, Duffryn Road and Dewchurch Road

Give Way Sign - Dewchurch/Kilpeck - top broken Action report to Locality Steward Dave Atkinson

Road Signs need cleaning Action Dave Roden Lengthsman

Headwall requires repairs on crossing, lower side of Bridge Farm Action Dave Roden Lengthsman

7.5 Tonne Signs Dewchurch Road Action report to Locality Steward Dave Atkinson again

5.4 Update of the Data Protection Laws in 2018

Information given to all Parish Councillors which comes into force 25th May 2018

Information letter received from DM Payroll Services Ltd

Clerk will pass on all information as and when received

Clerk booked on a Training Course Friday 2nd March 2018

6.0 Public Question Time

Designated maximum period of 10 minutes to accommodate members of the public who may wish to either raise or ask the Parish Council questions

Member of the public and Neighbourhood Development Plan Steering Group asked for an amendment to be made to the Wormbridge Map.

Approved by the Parish Council

Saturday 14th April 2018 was agreed for the Open Day Consultation

Venue - Kilpeck Village Hall Time - 10.00am - 3.00pm

Kirkwells Planning Consultant attending

Newsletter item

7.0 Community Governance Review

Herefordshire Council Community Governance Review First Phase Consultation commencing on the 1st February 2018 for a six week period

Apparent delay at Herefordshire Council

Newsletter item

8.0 Planning Application for Consideration

8.1 Re-location of Black Mountain Quarries No 174767

“Good morning Ms Jenman

Kilpeck Group Parish Council considered application No174767 Land South East of A 465 for Black Mountain Quarries at their meeting on the 12th February 2018.

Resolved:- Unanimously to support the application, however every consideration must be given to the highway issues with regards in particular to the ingress and egress of vehicles to and from the site and the implementation of a speed limit as the road is currently a national speed limit area.

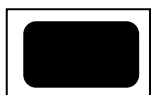
Best Regards Malcolm Walker Clerk to Kilpeck Group Parish Council”

8.2 Consultation Land at Rogers Hill Cottage No 180168 application for variation of condition 2 of permission No 163200/F

“Good Morning Miss Reed,

Kilpeck Group Parish Council considered application No 180168 Land at Rogers Hill at their meeting held on the 12th February 2018. Resolved:- Unanimously to support the application.

Best Regards Malcolm Walker Clerk to Kilpeck Group Parish Council”



9.0 Neighbourhood Development Plan

Councillor Mr M Parsons Vice-Chairman had been advised by his employer Dwr Cymru Welsh Water and the Herefordshire Association of Local Council (HALC) to declare A Non Declaration of Pecuniary Interests (Non DPI) for this item. This Non DPI will remain current for the entire process of the Neighbourhood Development Plan process.

See Item 6.0 Public Question Time



10.0 Proposed Sunrise Event

To receive update and agree action required

Member stated facts relevant to previous event

Clerk instructed to write to Mr Marc Willimont Herefordshire Council's Head of Development Management and Regulation

Reply received 23rd January 2018 Read out by the Clerk

Dear Mr Walker, I have been passed your letter by Anthony Bush, our Parish Liaison and Rural Services Officer. I have also been in contact with your local ward member, Cllr Jinman, who had already relayed your concerns following his attendance at a recent parish council meeting.

Our regulatory officers are aware that there was a 'Sunrise Celebration' event last year at the Kentchurch Estate in August, which was licensed by Herefordshire Council under a Temporary Event Notice (TEN). This event was actually monitored by the Env Health Officers (EHOs) who attended at night time, this being flagged up before the event as a potential problem due to the late terminal hour for noise (03:00). Last year the env health team received only one complaint about the music level, although the officers who attended did not witness a statutory nuisance.

I am advised by the Licensing Team that last year's TEN was submitted in June, so we would normally expect this year's to be made at a similar time, although I am aware that the event organisers are currently seeking advice from the EHOs on noise management controls. Therefore an application may be imminent and clearly they already have a 2018 webpage.

If the application comes in as a TEN, then this will limit the numbers to a max of 499 at any one time, although this will relate only to the licensed areas (e.g. bar and/or stage audience area). The legislation permits the council to consult only with both the police and env health (noise) for TENs, so the parish council, fire & ambulance service and highways would not be consulted I'm afraid. However, if the organisers apply for a larger event through a temporary premises licence, then the list of consultees would be extended and the four licensing objectives would be applicable. The parish council would also be alerted in case they would wish to make a representation based on any evidence from the previous year.

We are therefore aware of this planned event and are aware that it was licensed under a TEN until 03:00 last year. We are also aware that the organisers might wish to grow the event and it is for this reason that the relevant officers have been made aware of your letter. A copy will also be passed to the police, as and when an application is made and consulted upon.

I hope this provides some reassurance that the council's licensing and regulatory officers are aware of this impending application and are working with the organisers to mitigate any problems that might arise.

Yours sincerely, Marc Willimont Head of Regulation and Development Management, Environment & Place, Economy, Communities & Corporate Directorate,

What has happened?

What might happened

How would it be controlled?

How it could be changed from a TENS Licence to an Event Licence

Meeting to be arranged with Sue Thomas Police Commander, Fire Commander, Marc Willimont, Ward Councillor Mr Jon Johnson, Ward Councillor Mr Peter Jinman and Parish Council Representatives - Jon Johnson to action



11.0 Highways and Footpaths

11.1 Lengthsman projects for February & March 2018

Lengthsman & Parish Paths Partnership (P3) Expression of Interest Form 2018/19
{Received 5th January 2018} Reply to be submitted to Balfour Beatty / Herefordshire Council
Reply received 6th ~January 2018
Good Morning, Please see attached the completed expression of interest form for the 2018-2019 Lengthsman Scheme from Kilpeck Group Parish Council
The Parish Council have agreed a budget of £3,275.00 for the Lengthsman Scheme for 2018-2019 but as yet have not confirmed a contractor for that period.
Best Regards Malcolm Walker Clerk to Kilpeck Group Parish Council

11.2 To agree contents of Annual Maintenance Plan for BBLP

To instruct the Parish Council's Lengthsman on a reactive basis only, in line with permissible activities on C & U class roads within the Kilpeck Group Parish Council's area.

12.0 Telephone Kiosk on Kilpeck Village Green

Update:- Refurbishment of Kiosk and agree any further action required
Mr Cliff Hiscox and Mr Dave Roden waiting for suitable weather conditions

13.0 Information Sheet (for information only)

Sheet to include update on previous action points and a list of correspondence received

2nd May 2017	Application No 171547 Timber and Builders Merchant Pontrilas, Hereford Application for approval of details reserved by conditions 3, 4 & 15 attached to Planning Permission 142033 Application Still Valid
28 th October 2017	Application No 173710 The Moors Kilpeck Hereford HR2 9DW Proposed siting of static caravan Planning Permission Application Still Valid
28 th November 2017	Planning Re-consultation 173710 The Moors Kilpeck Proposed siting of static caravan Planning Permission Application Still Valid
24 th November 2017	Application No 174052 Wormbridge Court A465 from Lay-by to PROW Footpath Kd3 Wormbridge Hereford Application for approval of details reserved by conditions 9 & 10 attached to planning permission P143268/F PP – Approval of details reserved by condition Application Still Valid

Updates

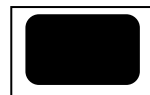
January 2018 Life Cycle UK - 4 Cycle Stands delivered and Installed at Kilpeck Village Hall

18th January 2018 Email from Bryn Hill reference Fallen Tree

“Dear Mark, Thank you for your recent email advising of this fallen tree. The Estate have cleared the immediate brush enable the footpath to be used but now wait for dryer conditions before carrying out any further work.

Our proposal is to clear away as much as possible of the tree to reduce it in size, but without causing any damage to the Scheduled Ancient Monument. Once we have reduced this tree so far as we reasonably can we will seek further advice from Natural England and Historic England on how they wish us to deal with the main trunk of the tree and the root ball. I am sure you will appreciate this may take some time. In the meantime, I hope that the work undertaken by the Estate to tidy up the brush and branches meets with the Parish Councils approval.

I would be grateful if you could please relay our proposal for dealing with this matter to the Parish Council and the next meeting. Regards Bryn Hill MRICS FAAV Associate Partner Land Agent For and on behalf of Balfours LLP Balfours with Berringtons”



25th January 2018 Email from Jon Johnson reference Hillside

“Malcolm please could you circulate this to the Parish Cllrs of Kilpeck please.

I was asked if I would raise the closure of Hillside at full council on Friday. Before doing so I requested a briefing on the situation so I had a full understanding of what was being asked. The conclusion of which is the Council are not shutting the service down. The Building belongs to the Council, however the services offered on site are delivered by the Wye Valley Trust. The Trust are focusing their funding on Care at Home through the better care fund as they have results showing that treatment in the home far outweighs the this type of accommodation, therefore they have given notice and will vacate the building.

However, this building will not be boarded up, the cabinet member is currently in conversations and his team have organisations that wish to use the facility. As yet nothing has been confirmed, however this strategic state of the art facility will remain in use for community facilities.

I hope that answers your question, unfortunately the council cannot do anything to stop the decision by Wye Valley Trust, but I am assured that they have been challenged on their plans from the start by the council, who equally have concerns about this facility being shut.

Many Thanks Cllr Jon Johnson Wormside Ward Councillor Herefordshire Council”

14th January 2018 Report a Pothole
Between Withington House and Gwerngenny pothole
CAS-661846-G4K6G1

14th January 2018 Report a Pothole
Down from Gwerngenny pothole
CAS-661848-K2J1Y0

Correspondence Received

8th February 2018 Herefordshire Association of Local Councils (HALC)
Information Corner 5.2.18

February 2018 Golden Valley Safer Neighbourhood Team (SNT) Newsletter

Your team, based at Peterchurch

PC 164 Roger Bradley 07976 938 755 roger.bradley@westmercia.pnn.police.uk

PCSO 6173 Fiona Witcher 07773 054582 fiona.witcher@westmercia.pnn.police.uk

PCSO 6378 Pete Knight 07773 053919 peter.knight@westmercia.pnn.police.uk

Crime Trends **1st – 31st January 2018** A Royal Mail post box was stolen from Balls Cross near **Rowlestone** sometime between 11.40am on Wednesday 3rd / midday on Thursday 4th January Incident ref 276-s-080118

Sometime between 2nd – 9th January 3 digger buckets and a tree shearer were stolen from an isolated field near **Preston on Wye** Incident ref 183-s-090118

Damage was caused to play equipment at the pre school area of **Clehonger** primary school sometime overnight on Thursday 11th /Friday 12th January. Several attempts were made to set the wooden playhouse on fire, and some racist graffiti was found written on the walls inside Incident ref 563-s-120118

An isolated rural barn on **Lower Maes Coed Common** was broken into sometime between 4pm on Saturday 13th January and 11am on Monday 15th January. A quantity of items were stolen including acetylene cylinders, a welding torch and a large trolley jack. A silver x type jaguar BL05ZKN that was parked outside the barn within the locked yard was also stolen Incident ref 360-s-150118.

A female Charolais cross cow is missing, believed stolen, from a farm on the outskirts of **Ewyas Harold**. It could have been taken anytime since the beginning of the month and was discovered missing on Tuesday 23rd Incident ref 235-s-250118

Overnight on Saturday 27th and Sunday 28th January, 9 bales of hay used for feeding horses was stolen from a field in Brampton Road, **Madley** Incident ref 164-s-280118

If you have any information regarding any of the above crimes you can contact police on 101, in an emergency please dial 999. Please be aware that any information provided within this letter is to inform you of incidents of note and to request possible assistance. We do not want to worry you in anyway. Any incidents stated are infrequent and spread about a wide area, and are over a whole month. Herefordshire is a safe place to live!

Arrests of Note A 24 year old male from Kingstone was arrested for drink/drive and has been released on police bail while enquiries continue.

A 54 year old male from Madley was arrested on suspicion of assault and has been released on police bail while enquiries continue.



Meet the Team Below are some of the venues where we'll be in February if you'd like to come and have a chat. We will try and vary the locations each month, so let us know if there is an event you'd like us to call in at in the future.

Monday 12th February - Coffee Morning at Peterchurch Village Hall between 10.30 – 11am

Tuesday 20th February - **Dorstone** Front Room, between 9.30 – 10 am

Wednesday 28th February - **Longtown** library, Village Hall, between 3.30 – 4pm

Whilst we will make every effort to be at these events as advertised, there may occasionally be operational reasons why we cannot be there, we're sure you will understand if this happens.

Nuisance phone calls How to prevent nuisance phone calls

Nuisance phone calls come in many different forms. They are an invasion of privacy and can be threatening, abusive or obscene and may include heavy breathing or silence.

They may be random calls by pranksters or targeted calls by people known or not known to the victim, who intend to cause upset or intimidation for revenge, anger or humour.

How to deal with nuisance phone calls:

Don't give out the phone number when answering the phone.

Never give personal information out over the phone to an unknown caller.

If the call is malicious, try to remain calm as some callers gain pleasure from an emotional response.

Don't engage them in conversation, hang up immediately.

At the end of the call dial 1471 to see if the caller's number has been recorded - if it has, make a note of it and pass it to the telephone service provider.

Report all nuisance calls to the telephone service provider.

If the call was abusive or threatening, contact the police.

If the calls are persistent, the telephone service provider may suggest putting a trace on the line to gather evidence for the police.

The police will require evidence of the nuisance calls before they can prosecute.

Keep a log of all the nuisance calls - including the time, date and details of what was said

Service providers can provide a call barring system.

Alternatively, it may be worth changing the phone number.

Phone scams The police take phone scams very seriously. Criminals will often use scam phone calls as a way of defrauding people out of their money. On most occasions, people realise that the call is a scam, but we are encouraging people to continue be vigilant.

What to look out for:

Typically scammers will pretend to be from the police, and tell callers that their bank cards have been used fraudulently. Often the callers have stated that they are from the MET police, but they have been known to claim that they are from West Mercia Police, MI6 or the fraud squad. They will often say that they have the offenders in custody.

Usually they will then ask the victim to contact their bank to cancel their cards. In doing so, they will 'hold the line', so the victim believes that they are calling their bank, when in fact they are still on the line to the offenders.

They will then encourage the victims to hand over their bank details, including their PIN which they will often ask them to enter into the keypad of the phone.

Following this they will say that the cards are needed and send a courier to collect them. Sometimes they will ask the victims to give a password which the courier will use to make it appear more genuine. Consequently the offenders have been able to withdraw money from victim's accounts.

On other occasions, rather than sending a courier, they have asked the victims to transfer money to a secure police account, asking them to call back to verify that they are genuine, whilst holding the line.

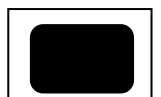
Sometimes the scammers have told the victims to attend the bank to transfer money but told them that bank employees are involved in the scam, so not to mention it to them.

More recently callers have told victims that they are from Customs and Excise and that they have paid too much tax. In order to get this back they must pay an amount of money via a courier.

These scammers will often target those who are elderly or vulnerable. People with common surnames such as Jones or Smith tend to be targeted more often.

What to do:

We offer the following advice to protect you from these scams:



- Remember police officers, and banks will never ask for account details or PINs over the phone.
- Police officers and banks would never come to your house to collect your cards or property.
- They would also never ask you to transfer money to a secure account.
- If you receive a call like this, hang up immediately and call 101 using another phone. In an emergency or if a crime is in progress call 999
- If you have elderly friends or relatives who may be vulnerable to this scam, please talk to them and make them aware.

How to Contact Us

101 to talk to your local SNT or report a crime goldenvalley.snt@westmercia.pnn.police.uk
www.westmercia.police.uk @GValleyCops

Only call 999 in an emergency, when a crime is in progress or life is in danger

31st January 2018 Letter from ADL Traffic and Highways Engineering Ltd
 reference A465 (Llangua to Pontrilas Sawmills) Limit Reduction
 Speed 50 mph, Pedestrian Crossing to be included


14.0 Matters Relayed to the Clerk for Agenda of the next meeting

Sunrise Festival
 Meeting Dates Calendar

15.0 Confirmation of the Next Meeting Time, Date & Venue

The next Meeting will be an Ordinary Meeting of the Parish Council on **MONDAY**
12th March 2018 at “**The Bridges Child Care Centre**” **Wormbridge** and is due to commence at
7.30pm

Meeting declared closed at 9.00pm

Signed..........

Chairman Kilpeck Group Parish Council Councillor Mrs J T Davies

Date 12th March 2018