

## Hatfield & District Group Parish Council

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**APCM** Minutes of the one hundredth and fifty eighth Meeting of the Hatfield & District Group Parish Council held on 11<sup>th</sup> May 2022 at Pudleston Village Hall at 7.15 pm

Present:                      Chairman              AM Lewis  
                                    RM Hanson              MJ Bufton

Also, in attendance SD Hanson (Clerk) 5 member of public

1. Election of Chairman

1.1 Adam Lewis Re- Election as Chairman: Proposed by RH seconded by MB: AL signed The Acceptance of Office form, witnessed by Clerk/RFO

2. Election of Vice Chairman Clare Hadley had agreed to continue as Vice Chairman Proposed by AL seconded by RH, **Resolved.**

3. Receive Apologies for Absence Clare Hadley (Covid)

4. Declaration of interest and written applications for dispensations: MB item 10.1 Yew Tree Cottage, Hatfield Pecuniary Councillor Bufton signed the DofP&NP interest book

5. Co-option of Councillor for Pudleston Dawn Waterman:  
AL proposed, RH seconded. All members were in favour, **Resolved.**

5.1 To sign declaration of Office: Dawn Waterman signed the Declaration of Acceptance of Office, witnessed by the Clerk/RFO

5.2 Dawn Waterman: To complete Registrable Interest form (copy for records, copy to Monitoring Office

Dawn Waterman was warmly welcomed to the Parish Council

6. Minutes

6.1 It was resolved to adopt the minutes of the meetings held on 9<sup>th</sup> March 2022 & Extra Ordinary Meeting held on 23<sup>rd</sup> March 2022 (previously circulated) The minutes were confirmed as a true record and signed by the Chairman.

7. Open Sessions To receive a brief verbal report from:

7.1 Ward Councillor John Harrington

i) JH told the meeting that Covid cases in Herefordshire were below average.

ii) Herefordshire Council were to be on Panorama (BBC) on Monday 16/05/22 regarding failings in Children's Social care.

iii) JH gave the latest update on phosphates in the rivers and how HC were trying to tackle the problem.

iv) HC were still hoping to build an Eastern River crossing. A discussion followed on the congestion caused by school traffic and how improved bus services could help to alleviate the congestion in Hereford. As in all aspects of Government funding, bus service funding had been cut by 2/3rds.

7.2 To Note **To Note** To receive views of **Local residents** on Parish Matters.

The PVH Chairman was present at the meeting and gave the PC an update on the Village Hall.

Signed.....Chairman      Dated 13<sup>th</sup> July 2022

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## 8.1 Finance

8.1.1 Clerk reappointed as RFO. **Resolved**

8.1.2 PAYE Clerk enters monthly.

8.1.3 Delegated Power

Under section 101, LGA the council can arrange for the discharge of any of its functions by an officer of that Authority. Standing Orders or council resolutions to be delegated to the Clerk. Specifically, the clerk will act in accordance with the Chairman and one other. The Clerk making decisions under delegated Powers needs to keep a public record of decisions under LA7a Act 2014 s 40 (3) and any consequent regulations not in force

### **Resolved**

8.2 Cheques passed for payment: **DD** £35.00 ICO Information Commissioner's Office Cancelled (569) SD Hanson Expenses £40.53 (570) IM Price Internal Auditor £50.00 (571) Pudleston Village Hall Hire £20.00 (572) SD Hanson Wages £\*\*\*\*\* (573) AJG Community Insurance (Insurance) £394.64 (574) Kings Head Docklow Donation Defibrillator £350.00 (575)

8.2.1 Insurance of £394.64 (commit to keep policy with AJG Community Schemes, Cheque made payable to Arthur J Gallagher Ltd) The Parish Council proposed to sign up to a three year contract **Resolved**

8.2.2 First instalment Precept received £3,000

8.2.3 Bank Balance at 11/05/22 is £20,020

## 8.3 Audit

8.3.1 Exemption certificate (where higher gross income or gross expenditure did not exceed £25,000) The Parish Council passed a **resolution** confirming they meet the criteria and wish to claim exemption for AGAR 2021/22 *Completed and Signed by RFO and Chairman*

8.3.2 To consider Internal Auditors Report *Considered and Approved by RFO & Chairman*

### **Resolved**

8.3.3 To consider Adopting Annual Accounts *Considered, completed and Approved by RFO & Chairman* **Resolved**

8.3.4 To approve Section 1 – Annual Governance statement 2021/22 *Considered, completed and approved by RFO & Chairman* **Resolved**

8.3.5 To approve Section 2 Accounting Statement 2021/22 *Considered, completed and approved by RFO & Chairman* **Resolved**

8.3.6 Treasurer's Account Balance at 31/03/22 £17,020

9. Request for a Donation from Kings Head Docklow towards the cost of a Defibrillator. The members discussed the request fully. AL (Chairman) proposed the PC donate £350.00 towards the cost of a defibrillator for Docklow. RH seconded; all members were in favour,

### **Resolved**

## 10. Planning

10.1 Consider comments on the following planning applications for determination by Herefordshire Council

220771 - Land at Fencote Hall, **Hatfield**, Leominster, Herefordshire DESCRIPTION: Variation of condition 2 ref P183266/F. (Change of use of building to dwelling with detached

Signed.....Chairman Dated 13<sup>th</sup> July 2022

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garage/log store) to allow for minor material amendments to the approved plans.

**No Objections**

221406 Land adjacent to Yew Tree Cottage, **Hatfield** Application for Approval of reserved matters. The PC had no further comment to make.

10.2 To Note Planning Applications Approval/Refusal by Herefordshire Council

P220063/F - Whyte Farm Bell Lane Pudleston Leominster Herefordshire HR6 0RE,  
Retrospective application for the erection of a general-purpose agricultural building.

**Approved**

P214680/F Proposed change of use of land to Equestrian and the formation of an outdoor horse exercise area and associated works for private use. **Approved**

10.3. For Note Only: Planning Applications Parish Council NOT CONSULTED (No Discussion)

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## 11. Highways

Parishioners are encouraged to report any Road defects in the area DIRECTLY, so that any queries (as to exact location and precise nature of the issue etc) can be simply resolved by quick reference back to the source. *The web address for residents to report road defects is: [www.herefordshire.gov.uk/report-it](http://www.herefordshire.gov.uk/report-it), Road defects can also be reported by telephone on 01437 261800*

11.1 Public Notice Road Closure at Lane End Cottage Pudleston 12 May 2022

11.2 The Engineer had been invited out to inspect the road Pudleston Church.

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## 12. To Note Information Sheet

12.1 New arrangements for the management of Public Rights of Way (PROW) and Traffic Regulation Orders (TROs) (In house HC)

12.2 Herefordshire Local Plan 2021 -2041 Still time to comment.

12.3 Village Safety Initiative the *PC advised to think about where this could be initiated*

12.4 Talk Community change of Date 22/06/2022.

12.5 April Public Realm Round up.

12.6 No additional information on adjoining sheet.

13. To consider matters as Agenda items for next meeting (No Discussion)

14. Date of Next Meeting (proposed) 13<sup>th</sup> July 2022 at Pudleston Village Hall at 7pm.

There being no further business the meeting closed at 8.00 pm

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Signed.....Chairman Dated 13<sup>th</sup> July 2022