

SELLACK PARISH COUNCIL

MINUTES OF ORDINARY VIRTUAL MEETING HELD ON WEDNESDAY 9TH SEPTEMBER 2020 HELD VIA ZOOM AT 7.30pm

Present: Cllrs Mark Robinson (stood in as Chairman), Sarah Aitken, Paul Franklin and Nick Washington

In attendance: County Cllr Elissa Swinglehurst HC, and Mrs Kate Hughes (Clerk)

Residents: 0

1. **Apologies** - There were apologies received from Cllr M Whittal and Terry Griffiths (Parish Lengthsman).
2. **Declarations of Interests** – There were no declaration of interest raised.
3. The minutes from the meeting on the 1st July were then signed and adopted.
4. **Open Public Session**
 - 4.1. **Views of Local Residents** – The Parish Council were given an update about the following items and there were no further items raised from local residents.
 - 4.1.1. Update on parking issues at Sellack Church – the Parish Council have raised the issue with the Locality Steward who will keep an eye on the situation
 - 4.1.2. Update on speeding issues on road by Picts Cross/Loughpool – to be discussed at the next meeting
 - 4.1.3. Update on the Parish Hall – is the hall up and running? – no further news currently
 - 4.2. **Report from County Councillor Elissa Swinglehurst**
 - 4.2.1. Cllr Swinglehurst Sept report will be circulated to the Parish Councillors once completed.
 - 4.2.2. Cllr Swinglehurst drew the Council's attention to the report on the poor water quality in the river Wye and the current action plan. There is a push for the poor water quality to be sorted long term.
 - 4.3. **Report from James Howell, Locality Steward, Balfour Beatty Living Places**
 - 4.3.1. James Howell was not in attendance and the Councillors had received the weekly reports from James Howell.
5. **Lengthsman Report**
 - 5.1.1. Terry was unable to attend but the Clerk had the following to report to the Council.
 - 5.1.1.1. The Council noted the work completed by the Lengthsman.
 - 5.1.1.2. Clerk to follow up with Terry on the cost of replacing the mirror at Picts Cross.
Clerk to action
 - 5.1.2. Clerk to speak to Terry to see when he will be able to complete the agreed work at Backney Bridge Picnic Site and Backney Common. **Clerk to action**
 - 5.1.3. **Drainage issues:** The Council discussed and **RESOLVED** to submit the completed drainage grant application form for Corner Cottage, Lower Grove pond, Loughpool lane pond and other identified areas on the Parish. The total grant applied for is £18,588.
Clerk to action returning the form by 10th Sept.
6. **Backney Bridge Picnic Site (BBPS) and Backney Common (BC)**
 - 6.1. The Council received the following update on the outstanding work to be completed on Picnic Site
 - 6.1.1. Cllr Aitken reported that the Picnic Site and been used regularly and responsibly during lockdown and over the summer. There has been the odd bit of rubbish but on the whole it

Initial:

has been kept tidy by users. Cllr Washington has done some great work tidying up the site and Terry Griffiths and his team have completed the safety work that was identified.

There are still some outstanding works to be done by Terry Griffiths –see list below:

- 6.1.1.1. Broken post – has it been repaired – **Clerk to check with Terry**
 - 6.1.1.2. Stock proof fence – has the fence been repaired – **Clerk to check with Mark W**
 - 6.1.1.3. Pedestrian gate by main gate – **Clerk to check with Terry**
 - 6.1.2. Invite Paul Crumpton to talk on rural safety – **Clerk to action for one of the upcoming meetings**
 - 6.1.3. Grants for maintaining wildlife area at site – **to be considered at future meetings**
 - 6.1.4. Quarterly maintenance checks – The Council **RESOLVED** that they would like to investigate the option of using other local providers who could offer a quarterly maintenance check at the Picnic Site to ensure the site is safe for users. **Clerk to action finding local providers**
 - 6.1.5. A tree has fallen in recent storms causing damage to fence and blocking the footpath to Backney Common. The posts on the fence are rotten and need repairing. Cllr Robinson to check the maps to see who owns the tree and fence so that Council can agree next steps. **Cllr Robinson.**
 - 6.1.6. The trees near the riverbed need pruning and will also help with improving the view.
 - 6.2. To receive an update on the outstanding work to be completed on the access to Backney Common
 - 6.2.1. Inter-locking gates – Clerk to follow up with Terry Griffiths to find out when these will be installed. **Clerk to action**
 - 6.3. The Council **RESOLVED** that in the current COVID19 climate that they will not be able to safely hold another Volunteers Day at BBPS. Once the time is safe to do this, they will contact the interested Volunteers. Clerk to email the Volunteers to update them on this decision. **Clerk to action**
- 7. Finance**
- 7.1. The Council noted the bank balance as £10,626.08 on 7/9/20
 - 7.2. The Council noted payment of
 - 7.2.1. HMRC VAT reclaim £500.93
 - 7.2.2. Herefordshire Council 106 monies for P3/footpaths £1075
 - 7.3. The Council **RESOLVED** to pay of the following invoices – **Clerk to action:**
 - 7.3.1. Terry Griffiths Contracts – The Council **RESOLVED** to pay TGC1152 £528 but will pay invoice TGC 1186 £452.16 once the inter-locking gates have been installed.
 - 7.3.2. HMRC months 4-6 PAYE - £153.20
 - 7.3.3. Clerks Sept Salary £203.99
 - 7.3.4. Zoom subscription monthly fee for July and August at £14.39 inc VAT each = £28.78 inc VAT – to reimburse Clerk
 - 7.4. The Council identified the following financial risks to the Parish Council
 - 7.4.1. The Council did not identify any.
- 8. Planning**
- 8.1. The following planning applications were discussed.
 - 8.1.1. AMENDED Planning Application 201222 - The Mission Room, Sellack, Ross-On-Wye, Proposed extensions to the North-West and South-West elevations. Reply by 18th Sept. The Council **RESOLVED** that they had no objections to the application and supported it. **Clerk to reply.**
 - 8.2. The Council noted the planning applications received and decisions made from Herefordshire Council since the last meeting
- 9. The Council noted that they do not know who currently carries out the maintenance/checks of the Parish Council defibrillator on the Parish Hall. Clerk to check with Cllr Whittal. Clerk to action**
- 10. The Parish Council noted the correspondence received and Clerk's information sheet**

- 11. The Parish Council **RESOLVED** to trial holding the Parish Council meetings every month on the second Tuesday of the month (except for August) at 8pm and meetings will last for 1 hour. The Parish Council will review this meeting schedule over the next few meetings. Due to COVID19 Guidelines the meetings will be held via Zoom/Virtual meetings until face to face meetings are permitted.
- 12. The Parish Council **RESOLVED** for the following items on the next agenda: Picts Cross Mirror, Speeding along road by Loughpool, How to spend the 106 monies and Clerks Salary review
- 13. The Council noted that the next ordinary meeting would be held on **Tuesday 13th October 2020 at 8pm** as a Virtual Zoom Meeting, until COVID19 Guidelines allow face to face meetings again.

Meeting closed at 8.30pm

Signed.....

Date.....

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