

Sutton St. Nicholas Parish Council

Minutes of the Ordinary Meeting of Sutton St. Nicholas Parish Council, held in Room 1, The Village Hall, Sutton St. Nicholas on Monday 5th March 2018. (SPC/TF/121)

Councillors Present

Cllr Ron Gow (Chairman)
Cllr Ann Burke (Vice Chairman)
Cllr Richard Andrews
Cllr Tina Hurley
Cllr Ian Nicholas
Cllr Anna Toon

In attendance

Mike Darley – Footpath Officer
Tony Ford – Parish Clerk

Members of the Public –2

1. Apologies for Absence

Apologies received and accepted from Cllr Stan Gyford.

2. Receive approve and sign the Minutes of the Ordinary Meeting of the Parish Council (no SPC/TF/119) held on Monday 5th February 2018.

The minutes were signed by the Chairman as a true record of the meeting

3. Receive approve and sign the Minutes of the Extraordinary Meeting of the Parish Council (no SPC/TF/120) held on Monday 19th February 2018.

The minutes were signed by the Chairman as a true record of the meeting

4. Disclosable Pecuniary Interest Dispensations

There were no requests for dispensation received

5. Declarations of Interest

Declarations of interest by members in respect of items on the agenda were as follows

Councillor	Y	N	Agenda Item		DPI or NPI
	e	o			
	s				
Cllr Ron Gow		√			
Cllr Ann Burke		√			
Cllr Richard Andrews		√			
Cllr Tina Hurley		√			
Cllr Ian Nicholas		√			
Cllr Anna Toon		√			

6. Report from Clerk on actions from the last meeting

There were 22 actions requiring completion 8 were completed, and 12 were in progress and 2 closed. (Appendix 1 refers) Noted.

7. **Questions/Issues on any matter, from members of the public present.**

7.1 Ward Councillors Report

The Parish Council received a verbal report from the Ward Councillor Cllr Guthrie (Appendix 2 refers).

7.2 Local Police Report

The Parish Council noted the latest local police report:-

Sutton St Nicholas/Marden/Moreton on Lugg

Moreton on Lugg – 6th February between 13:30 and 15:30 theft of wacker plate from business location.

Marden – Between 27th January and 11th February, theft of pressure washer and metal trolley from greenhouse in victims rear garden.

7.3 Questions from other members of the public

Although there were no questions from the public, Cllr Anna Toon circulated information about the Sutton Walls open day to be held at the village hall on Saturday 17th March 2018, which was noted.

8. **Sutton Playing Field – Youth Facilities**

Cllr Anna Toon informed the Parish Council that due to the weather on Friday 2nd March 2018 the planned meeting had to be cancelled

9. **No Cold Calling Zone**

A short discussion took place and it was agreed that the matter would be deferred until the April meeting.

Action Clerk to put an agenda item on the agenda for Tuesday 3rd April 2018.

10. **River Lugg Internal Drainage Board**

Having considered the matter the Parish Council resolved to make no comment.

Action Clerk to inform the River Lugg Internal Drainage Board of the Parish Councils decision.

11. **Golden Cross Junction**

The Clerk informed the Parish Council that the police Traffic Management advisor, Ian CONNOLLY visited the site on 15th February and also discussed it with the Accident Studies Engineer from Herefordshire Council and It was felt that the signage was adequate on all approaches, but the give way lines were almost invisible, and he would be putting in an urgent request for these to be remarked.

All Give Way signs on the approaches from Marden & Withington were in good order and visible and there were crossroads warning signs on the road through the village and along with the change of road surface to the “anti-skid” which has red “30” roundels on the road either side, indicate to drivers that there is a hazard.

Adnan ALI, Community Speed Watch Co-ordinator: also confirmed that the Parish of Sutton St Nicholas had been in contact with him regarding Community Speed Watch. And that he would be doing some data collection in Sutton St Nicholas in the area of concern highlighted by the parish council, and that once the data collection was completed he would be providing the Parish Council with an update..

Cllr Richard Andrews highlighted that with all the signage in place there were still accidents on the junction involving vehicles from Marden what else can the Parish Council do.

Sutton St. Nicholas Parish Council

Cllr Anna Toon reminded the Parish Council that on 12th February 2018 @ 13.30 the Hereford SNT tweeted

'Village residents concerned about speeding vehicles = Hereford Rural North SNT speed monitoring in Sutton St Nicholas, Tillington and Canon Pyon this morning'

Action Clerk to request information on the outcome of monitoring in Sutton St. Nicholas

12. Defibrillator

The Clerk informed the Parish Council that:-

- Confirmation had been received that John Murray had given authority
- Confirmation of quote of £450.00 plus Vat and disbursements had been received
- The Parish Council has to confirm its status by sending a copy of Precept letter received from Herefordshire Council.
- Confirmation from the Chairman that Kidwells had been instructed and to enclose a copy of passport ID.

Action Clerk to draft a letter for the Chairman

13. Financial Report

13.1 Confirmation of Balances £18,000.28 (Appendix 3 refers)

13.2 Receipts Nil

13.3 Invoices for payments

Ref	Payee	Amount £	VAT	
1	Mike Darley	60.00	n/a	28/02/18 (334) & (336) P3 work & bin clearance.
2	R. A. Ford	372.12	n/a	5/03/18 Clerks Salary
3	HALC	609.45	101.5 7	27/02/18 (H191) Membership Subscription 2018/19 (note 2 free Councillor training places)
4	R. A. Ford	14.29	2.16	16/02/18 USB Cable £12.99 28/02/18 Postage £1.30
5	Border Office Supplies	84.66	14.11	28/02/18 (SINV00123853) Paper & Ink Cartridges

Resolved to authorise for payment and cheques signed

14. Internal Audit

The Parish Council considered the reappoint of Cole and Co, having considered the matter the Parish Councils resolved to reappoint Cole & Co as its Internal Auditors

15. Down Hatherley Parish Council

The Parish Council considered a request to support a petition to halt building developments on flood plains, having considered the matter the Parish Council resolved to support the petition, and delegated the clerk to complete the petition.

Action Clerk to complete petition

16. Footpath Works

The Parish Council considered and approved the Footpaths Officer rates for 2018/19. (Appendix 4 refers)

17. Lengthsman 2018/19

The Parish Council considered and approved the Lengthsman rates for 2018/19 at 17.50p per hour.

18. Speed Indicator Device (SID)

Mike Darley informed the Parish Council that the SID had been deployed at Connygear and that he would revisit on 16th to check if still operational, he highlighted a concern regarding the life of the current batteries and asked that the Parish Council consider the purchase of two Li-ion batteries. Having considered the matter it was agreed that the consideration of the purchase of new batteries would be deferred until the next meeting. The Parish Council thanked Mike Darley

19. Correspondence (Not covered by a separate agenda item and for information only).

- 19.1 – Balfour Beatty- Weobley Sutton Walls 02/02/18 (Noted)
- 19.2 – Balfour Beatty- Weobley Sutton Walls 09/02/18 (Noted)
- 19.3 – Balfour Beatty- Weobley Sutton Walls 16/02/18 (Noted)
- 19.4 – Balfour Beatty - Weobley Sutton Walls 23/02/18 (Noted)
- 19.5 – Balfour Beatty – Invite to Parish Briefing on 22/02/18 (Noted)

20. Matters relayed to the Clerk for the Agenda of the next meeting

- Battery for SID
- Village Gates
- Police Speed Check on 12/02/18- results

21. Confirmation of the date, time and venue of the next meeting, Parish Council Monday 5th March at 7.15pm in Room 2 at the Village Hall

22. Grass Cutting 2018/19

The Parish Council resolved to go into private session to consider grass cutting quotations received

Having considered the matter the Parish Council resolved that grass cutting would be allocated as follows:-

	Location		Frequency		
1	St Nicholas Churchyard	Cut, drop and strim	10	Mike Darley	
2	WillowRise/Millway Openspace	Cut and drop	10	Mike Darley	
3	Community Garden- Village Hall	Cut ,drop and Strim	10	Richard Morgan	
4	Sutton Playing Fields -	Cut, drop and strim	12	Mike Darley	

Sutton St. Nicholas Parish Council

Appendix 1

Status of Actions from last meeting 04/02/18

Meeting Ref	Date of Meeting	Agenda Item	Reference	Action	Action Owner	Action Taken	Status
03/01	05/12/16	10	Village Hall Kitchen Heaters	Chairman to inform the committee of the Parish Councils decision.	Cllr Gow		Work In Progress
03/02	06/03/17	17	Footpath MR42	Footpath Officer to monitor			Work in progress
03/03	06/03/17	17	Footpath MR42	Clerk to liaise with Balfour Beatty			Work in progress
03/04	05/06/17	7.1	Ward Councillor Report	Cllr Guthrie to invite Balfour Beatty representative to the next or a future meeting	Cllr Guthrie		Work In Progress
03/05	05/06/17	13	Bus shelter at Village Hall	Clerk to make a request to Sutton Academy School	Clerk		Closed
03/06	03/07/17	12	Rural Areas Site Allocation	Cllr Gyford to liaise with Dr. Nicholson on future dealings with the Parish Council	Cllr Gyford		Work In progress
03/07	07/08/17	12	Village Hall-vehicular Access	The Village Hall Management Committee seek quotes for the resitting of a bay for the disabled.	Village Hall Committee		Work In Progress
03/08		18	Reform of The Data Protection Legislation	Clerk to liaise with HALC	Clerk		Work In progress
03/09		24	Sutton Playing Field	Clerk to action Moderate risks and review the other risks	Clerk		Work in progress
03/10	2/10/17	16	Millway/Willow Rise Sign	Cllr Ian Nicholas to report back on progress	Cllr Ian Nicholas		Completed
0311	06/11/17	19	Risk Register	Clerk to get 3 quotes for tree works on St. Nicholas Churchyard	Clerk		Work In progress

Sutton St. Nicholas Parish Council

Meeting Ref	Date of Meeting	Agenda Item	Reference	Action	Action Owner	Action Taken	Status
				and Millway/Willow Rise open space			
03/12		11	Defibrillator	Clerk to progress matter with Kidwells	Clerk		Completed
03/13		23	Community Assets	Clerk to register the Parish Councils interest with Herefordshire Council.	Clerk		Work in progress
03/14	08/02/18	6.2	Police report	Clerk to put details in Sutton News.	Clerk		Completed
03/15	08/02/18	6.3	Questions from other members of the Public	Clerk to forward email to Cllr Kema Guthrie (Ward Councillor)	Clerk		Completed
03/16	08/02/18	7	Planning Application 180103 – Yewtree House	Clerk to inform Herefordshire Council of the Parish Councils decision	Clerk		Completed
03/17	08/02/18	9	Field opposite the Old post office	Clerk to forward complaint to Cllr Kema Guthrie	Clerk		Completed
03/18	08/02/18	12	Precept 18/19	Clerk to inform Herefordshire Council of the Parish Councils decision	Clerk		Completed
03/19	08/02/18	16	Parish Council Annual Maintenance Plan 2018-19	The Clerk to complete the Annual Maintenance for 2018/19.	Clerk		Completed
03/20	08/02/18	16	Parish Council Annual	the Clerk to inform the	Clerk		Work In progress

Sutton St. Nicholas Parish Council

Meeting Ref	Date of Meeting	Agenda Item	Reference	Action	Action Owner	Action Taken	Status
			Maintenance Plan 2018-19	Parish Council of the outcome			
03/21	08/02/18	19	Herefordshire Community Champion Awards 2018	Clerk to publicise the award in Sutton News	Clerk	Deadline for Sutton news after deadline	Closed
03/22	08/02/18	23	Speed Indicator Device (SID)	Clerk to have an item on the agenda for the 4 th June Parish Council meeting	Clerk		Work In progress

Herefordshire Councillor's Report

Highways Matters

Potholes

The severe wintery weather has more than likely caused greater damage to our road network increasing the number and size of potholes.

Velocity Patcher Pothole Repairs

Balfour Beatty have been repairing potholes with the Velocity Patcher, which has been operating on C and minor U roads but away from properties. Works were suspended during the severe weather conditions. However, after speaking to our Locality Steward today he has advised that the Velocity Patcher will be back in Sutton Walls Ward soon.

I would like to encourage everyone to report any defects which need attention (including emergencies) to please either log onto the Herefordshire Council website or by phoning 01432 261800.

Herefordshire Council website is the one-stop-shop for up to date information

Maps and timetables for grass cutting and pot holes are now available on the Council's website – Report a pothole <https://myaccount.herefordshire.gov.uk/report-a-pothole> or by calling the Contact Centre on 01432 261800

If you wish to make a claim as a result of damage to your vehicle please use https://www.herefordshire.gov.uk/info/200196/roads/206/highway_claims

Re: Road Markings – White Lines worn away on C1125 at the Sutton St. Nicholas crossroads & along the road to Aylestone Hill roundabout, Hereford.

Concerns have been raised about the lack of white lines along the C1125 at the Sutton St. Nicholas crossroads & from Sutton to Hereford. I have reported this matter to our Locality Steward who has advised that both of these lining jobs are logged as high priority works.

Update on Road Closures

There have been some concerns raised about recent road closures around Sutton St. Nicholas. Now I (& all Parish Clerks in the Ward Area) have been advised by Balfour Beatty that the C1120 – Moreton Bridge, Moreton on Lugg Village is scheduled to be closed for Masonary Bridge Repairs from today until Friday 6thApril 2018. However, the road **is not showing as closed on the Herefordshire Council website & it is not closed at the current time.** I have contacted Balfour Beatty again for news of what's happening. I will speak to the Cabinet Member for Transport & Roads Cllr. Durkin & strongly request that in future myself & all Parish Clerks are provided with the correct information & in a timely manner on all road closures within Sutton Walls Ward area accordingly.

**C1125 – Bend near Holbatch Lane, Marden
Pre Surface Dressing Patching Works**

Wednesday, 7 March 2018 to (and including) Friday, 9 March 2018
Road closed 08.00 hours to 17.00 hours

Report by Kema Guthrie 05/03/2018

Bank Reconciliation as at 5th March 2018

		£
Opening 01/04/17		21,039.77
Income		21,996.33
		43,036.10
Less Payments		25,035.82
Balance		18,000.28
Bank Statement	14/02/18	19,206.80
Less Outstanding Cheques		
1045	30.00	
1060	36.00	
1061	60.00	
1062	297.72	
1063	74.40	
1064	609.45	
1065	14.29	
1066	84.66	1,206.52
Balance		18,000.28

P3 Rates 2018-19

	£	
Stiles with dog gates	65.00	
Stiles with X-step	60.00	
Wooden gates	120.00	
Metal gates	140.00	
Kissing gates	140.00	
General stile repairs	30.00	
De-vegetation (strimming)	50.00	Per Km
Hedge Trimming (stiles)	20.00	Per stile
Fallen tree removal	17.00	Per hour
Hedge trimming (Paths & Bridleways)	70.00	Per Km
Stile modifications	25.00	