

**MINUTES OF THE ORDINARY MEETING OF THORNBURY GROUP PARISH COUNCIL
HELD ON MONDAY 23rd SEPTEMBER 2024, AT 7 PM IN EDWYN RALPH VILLAGE HALL**

Members Present: Cllrs A Ede (Chair), J Farrant, W Keown-Boyd, D Manning, and P Wildig.
Also, Present: J Eva (Parish Clerk), Ward Cllr Baker, PCSO Toby Stephenson (SNT), and
2 members of the public.

1. Apologies

Cllr K Edwards and Cllr H Lewis.

2. Declarations of Interest

None

3. Minutes of the previous meeting

It was **RESOLVED** that the meeting minutes held on 29th July 2024 be confirmed as a correct record and signed by the Chair.

PSCO Toby Stephens arrived at 7:10 pm.

4. Safer Neighbourhood Team (SNT)

- 4.1 PCSO Stephens apologised for the lack of SNT attendance at Parish Council (PC) meetings over the last few years. A Police Officer has been recruited from Malvern to join the team which is now back to full capacity (two Police Officers and one PCSO). The SNT intends to send a representative to a couple of PC meetings per year.

Members noted that PSCO Sue Berret, who served the local area for several years, has been promoted and moved to a new role covering the whole of Herefordshire.

Local concerns

PSCO Stephens and PC Chair have recently discussed local concerns about speeding drivers on the B4214 in Edwyn Ralph, at the *'Coffee with a Cop'* session held in the village hall.

PCSO Stephens confirmed that the new PC will undergo speed gun training in the next few weeks ready to take on roadside monitoring. PCSO Stephens did submit a request, on behalf of the parish council, for a motorbike officer to carry out enforcement checks.

4.2 Local Policing Community Charter

The community charter is an agreement that WM Police aims to make with each PC in Herefordshire. Every three months WM Police will ask the PC for to confirm their three main policing priorities i.e. speeding, shed break-ins, and anti-social behaviour. SNT is required to consider how these issues can be resolved and should keep PC abreast of any action taken locally to address the issues.

It was **RESOLVED** to sign up to the Community Charter with the following priorities.

1. Speeding in Edwyn Ralph, B4214.
2. Rural theft.
3. Anti-social behaviour.

Cllr Pitt expressed frustration at the increasing rate of rural crime in the local area and Police action taken to apprehend the culprits. He explained how difficult and time-

consuming it can be for farmers and their workers to secure property on private land every day and night.

Members thanked PCSO Stephens for his attendance. The dates of the upcoming Coffee with a Cop sessions were noted, as follows.

Location: Edwyn Ralph Village Hall.

- Wednesday 2nd October 11 am – 12 pm.
- Thursday 7th November 2 pm to 3 pm.
- Tuesday 3rd December 10 am to 11 am.

Finally, PCSO Stephens informed members that SNT manages an online messaging service called Neighbourhood Matters (NM). Residents are encouraged to sign up for NM for regular emails or text messages for updates on local policing matters, such as thefts, suspicious activity, and other incidents.

PCSO Stephens left the meeting at 7:40 pm.

5. Ward Councillor Update

5.1 Cllr Baker provided a brief update which included the following points.

- Devolution – Herefordshire Council (HC) is considering options related to closer working relationships with a neighbouring council in the future. Further steps will include a public consultation.
- Local flooding – Water and soil runoff have affected some roads in Herefordshire. HC is working with landowners to resolve these issues.
- Drainage asset maps – Map of residential parish drains are available on request from HC. Members agreed it would be useful to have copies of these maps and it was therefore **RESOLVED** for the Clerk to submit a request to HC on behalf of the PC.
- HC's Planning Department – is now fully staffed, which will enable applications to be processed in good time. Kelly Collins-Thomas is the new head of the department.
- National Housing Targets – Herefordshire's new housing target for new builds is set to rise over the next 20 years. The current annual target is 773, which would increase to 1,375.
- Code of Conduct – The Monitoring Officer at Herefordshire Council has asked Ward Members to remind parish councillors in their wards of the need to abide by the code of conduct, specifically in relation to the respect of fellow Council members and staff.
- Members noted that Jeffrey Kramer of St Michael's Hospice has been awarded the prestigious British Empire Medal (BEM).

5.2 Wood Lane drainage gully

The resident present at the meeting informed members that Cllr Baker has been in touch with her to discuss the roadside gully in Wood Lane does not drain away after heavy rainfall. Members acknowledged that as the drain is on private land it will take time for the issue to be resolved.

6. Public Questions

None.

7. Finance

7.1 To consider the September finance report (inc. bank statements, reconciliations and spend to date.

Members noted the finance report that set out the PC's fiscal position at month 9 and identified expenditure is within the budget. The PC has £840.53 in reserves and has recently received the final instalment of its precept for this financial year.

- Current account total on 31.08.2024 = £3,454.50
- Reserve account total on 31.08.2024 = £840.53

7.2 To consider the following invoices for payment.

- HMRC ... PAYE ... £171.00
- J Eva ... Clerk salary for August & September 2024

It was **RESOLVED** to approve both payments. The payment for HMRC was approved for payment via cheque and the Clerk's salary was approved for payment via bank transfer.

7.3 To nominate one Councillor to conduct the financial control check from 29th July to 23rd September.

It was **RESOLVED** to appoint the Chair to conduct the check following this meeting.

7.4 To consider setting up a finance working group for the 2025/26 budget. The working group will meet online to prepare a draft budget/precept for recommendation for approval at the next Council meeting in November.

It was **RESOLVED** that the Chair and the Clerk to meet and prepare a draft budget/precept. Other members are welcome to join them or to submit their budgetary suggestions prior to the first meeting.

8. Risk Register (RR)

To review the risk register and consider any action.

Members considered the register and **RESOLVED** to make the following changes.

- RR ref. 1.1, 5.3, 5.5, and 6.1 - remove reference to HALC as the PC is no longer a member of the association.
- RR ref. 2.1 Annual Insurance - Cllr Ede to consider the insurance schedule in preparation for the PC's review in 2025.
- RR ref. 3.1 Noticeboards/damage to assets – add the names of Cllr Ede (Edwyn Ralph), Cllr Wildig (Thornbury), and Cllr Farrant (Collington) to the RR.
- RR ref. 5.2 Clerk's salary – The Chair will conduct a review in the coming months.
- RR ref. 6.1 Code of Conduct – The Chair reminded members of the legal obligation to ensure their personal register of interest declarations have been submitted and are up to date with to HC.

Cllr T Edwards arrived at 7:51 pm.

9. Planning Matters

9.1 To consider commenting on applications for determination by HC.

None.

9.2 Members noted that application P242093/J was considered between meetings due to the application closing date of 13th September. Following a site visit to inspect the tree and

full consultation with all councillors, it was agreed to SUPPORT the application.

9.3 To note planning decisions made by HC.

Members noted that the following applications have been approved by HC with conditions

P24096/F (PC did not support) and P241076/FH (PC supported).

10. Review of Polling Districts, Polling Places and Polling Stations

Members noted that Herefordshire Council is currently undertaking its review of polling districts, polling places and polling stations (as required every five years). There are no changes required for the parish.

11. Roads / Footpaths

11.1 Highways

a) B4214 Bromyard to Edwyn Ralph.

Members noted that the Clerk has written to HC's CEO to express the PC's concerns at the further deterioration of the condition of the B4214 from Bromyard to Edwyn Ralph. The PC is very concerned the road is becoming hazardous to drivers and pedestrians. Some patching works have been carried out by HC to fill the largest / deepest potholes, but this appears to be a temporary fix. The PC agreed that the road needs to be completely resurfaced, and the highway drainage runoff needs to be addressed as soon as possible.

It was **RESOLVED** to approach Bromyard and Winslow Town Council and Ward Cllr Peter Stoddart about this problem and invite them to work with the PC to address this matter with HC which affects both parishes.

b) Church Lane, Edwyn Ralph.

Members noted that HC has completed resurfacing works to the lane.

c) Speeding drivers.

This matter was discussed under item 4.1.

11.2 Footpaths

Members noted a report concerning a very overgrown section of the footpath from Wood Lane down to Collington.

Cllr Pitt, Footpaths Officer, will visit the site and assess what work needs to be done to clear the pathway.

12. Parish Defibrillators

To consider an action required for the machines in Edwyn Ralph and Collington.

12.1 Collington defibrillator – Cllr Farrant confirmed that the machine is checked regularly, and it has no issues to report.

12.2 Edwyn Ralph defibrillator – members acknowledge that Cllr K Edwards has conducted the weekly checks for over a year and has asked if any other members would like to take over the role.

It was **RESOLVED** to appoint Cllr Ede to the task of checking this machine and then submitting an online condition report.

12.3 To consider fundraising options for the purchase of a defibrillator for Thornbury in 2025.

It was **RESOLVED** for the PC to set up a working group with residents of Thornbury to investigate this matter.

13. CORRESPONDENCE

Members noted the following correspondence received.

- a) Streetworks list for W/C 16.09.2024.
- b) Locality Steward contact re: catch pond drainage pit alongside the Thornbury bends.
- c) Herefordshire County Bid Updates.
- d) Herefordshire County Bid – Tourism Business Survey
- e) WM Police September Fraud & Scam Bulletin.
- f) Bi-monthly briefings with BBLP – Cllrs can attend in person at the Thorn Depot or online via MS Teams.

14. NEXT ORDINARY MEETING

14.1 Members noted the date of the next ordinary meeting: 25/11/2024.

14.2 Items for the next ordinary agenda: members are asked to submit any new agenda items directly to the Clerk (must be before 16th November).

With no further business, the meeting was closed at 8:13pm

Signed by Cllr Ashley Ede Dated