

Hatfield & District Group Parish Council

*Under the **Coronavirus Act 2020** which came into force on 4th April 2020 the regulations enable all local authority meetings before 7 May 2021 to be held remotely and removes the requirement for the Annual Parish meeting. **HM Ministry of Housing Communities & Local Government Chief Executive***

Minutes of the one hundredth and thirty ninth meeting of the Hatfield & District Group Parish Council held on Zoom virtual meeting on 06/05/2020

Present:	Chairman	CJ Price
	MW Thomas	CS Hadley
	AM Lewis	RM Hanson

In attendance SD Hanson Clerk and John Harrington (Ward Member) 1 Member of the Public

The Chairman thanked everyone for attending the Virtual meeting, a first for the Hatfield & Group Parish Council

1. Election of Chairman Cecil Price was proposed as Chairman (re-elected) by MT; seconded by CH. All members were in favour **Resolved**

CP virtually completed his Acceptance of Office witnessed by all members present. The Proper Officer of the Council would personally witness final completion.

2. Election of Vice Chairman Adam Lewis was proposed as Vice Chairman (re-elected) by CP and seconded by RH. All members in favour **Resolved**

3. Receive Apologies for Absence: T Brooke no zoom access

4. Declaration of interest and written applications for dispensations. None received.

5. It was resolved to adopt the minutes of the meeting held on 15th January 2020 (previously circulated) The minutes were confirmed and virtually signed by the Chairman. Confirmation

6.1 Clerk reappointed as RFO.

6.2 PAYE Clerk enters monthly. Income tax normally paid on other income.

6.3 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. All members were in favour **Resolved**

7. Open Sessions

To receive a brief verbal report from

7.1 Ward Councillor John Harrington

JH told the meeting that the Three Counties hotel in Hereford will be requisitioned and used to care for recovering coronavirus (Covid 19) patients instead of discharging patients back in to care homes. This was hoped to reduce the risk of carers and residents getting infected.

However, a second wave of Covid 19 is expected later in the year, although numbers are lower at this current outbreak it is thought the second wave will be more significant.

Originally tests were being carried out at Wye Valley Point 4 testing centre which has since closed. The army is running the testing centre at Merton Meadow car park, which can be used by all.

Signed.....Dated

23/20

There are problems with testing as swabs being taken are not always being used correctly.

7.2 To note To receive views of local residents on Parish matters (10 minutes) no questions asked

7.3 Pudleston Village Hall, No representative.

8. Outstanding from March (circulated)

8.1 All members were in agreement on the 2020 Risk Assessment, **Resolved**

8.2 Asset Register All members were in agreement **Resolved**

9. Finance

9.1 Treasurer's Account Balance Reconciliation at Bank Statement to be checked & Signed 03/04/2020 £16090.90

9.1.1 First bi annual instalment of Precept received. £3,000.00 on 15/04/2020

9.2.1 Certificate of Exemption (where gross income or expenditure did not exceed £25,000) *The RFO and Chairman virtually signed and completed the Exemption Certificate.*

9.2.2 To consider internal auditors Report 2019/20 *Considered and Approved*

9.2.3 To consider adopting Annual Accounts 2019/20 *Considered and Approved*

9.2.4 To approve section 1 – Annual Governance Statement 2019/20 *Considered, Completed and Approved by RFO and Chairman*

9.2.5 To approve Accounting Statement 2 2019/20 *Considered, Completed and Approved*

9.5.6. In light the of current coronavirus situation, The Audit date had been moved until September. This would give time to carry out the legal formalities ref parishioners rights The Exemption Certificate would be returned to the External Auditors PKF Littlejohn the other documentation along with the Notice of Public Rights and publication of Annual Governance & Accountability return etc, would be placed on website.

9.3 VAT claim for financial year ended 31.03.2020 has been applied for

9.4.1 Cheques passed for payment £92.00 SLCC Clerk's subs (515) Clerk Feb/March £*** (516) PAYE 0 HALC subs £462.98 (517) ICO Information Commissioners Office Direct debit £40.00

9.4.2 Cheques due to be passed for payment Clare Hadley Travel Expenses £24.18 (518) Clerk's Expenses (January 16 to May 6 2020) £54.99 (519) Clerks Wage April/May £**** (520) PAYE 0 Came & Company PC Insurance Local Council Scheme £330.00 (521) Internal Auditor £50 Mr Simpson (522)

In the current situation of lockdown although witnessed by all at the zoom meeting the Clerk/RFO would liaise with the Chairman and have all Notices and cheques officially signed.

10. Planning

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

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

200317 Proposed conversions arts studio into 1 residential unit. The Studio Barnfield Farm
Pudleston **No Objections**

200324 Site for proposed cottage style dwelling and detached garage Land at Old Hall
Hatfield **Comment**

The Parish Council fully support this re submitted application.

This is an unobtrusive linear development within the curtilage of the Hatfield village close to the church and old village school. The entrance to the development is off a minor lane, which is set off the Hatfield C1059 road.

Signed.....Dated

24/20

The applicant works in the village on a local farm and has to be on site within a few minutes should the alarms in the chicken shed, which house 12,000 chickens, go off.

We believe he is the fourth generation of his family to want to live and work locally and feel this application should be granted.

200565 Proposed variation of condition 2 (to amend design of units 1 & 2) and removal of conditions 4a,4b,4c,4d, 6 & 7 of planning **190479** Common Farm **Hatfield**

P200793/O Land at Fencote Hall Hatfield Herefordshire HR6 0SQ, Outline for demolition of existing building(s) and erection of 7 dwellings. Ward member made representations on behalf of PC **the Parish Council had made JH aware of their concerns, it was felt that 7 houses would be too many in this area, an application had originally been approved for one house only. Access would be poor, and would generate more traffic along a very small lane. Several residents had commented against it on the Herefordshire council website.** JH said he would look in to it further

200574 **Buckland** Farm Docklow Leominster Herefordshire HR6 0RU, Proposed erection of an extension to existing general purpose agricultural building. **No Objections**

200586 Proposed demolition of existing entrance porch, construction of single storey side extension and two storey front extension with associated landscaping works Field House **Pudleston** **No Objections**

10.2 To Note Planning Applications Approval/Refusal by Herefordshire Council

P200191/PA7 - All others - Prior Approval Burnt Mill **Docklow** Leominster Herefordshire HR6 0SN, Application for prior notification for an agricultural lockup building. **(Retrospective) Valid (PC NOT consulted & No Comments allowed) JH would investigate further**

Electricity Prior Approval 194433 Stone House **Docklow** Proposed upgrading of 4 spans of existing 11kv overhead line to 3 Phase (3 wires) Western Power Distribution (W. Midlands) **Approved**

200586 Proposed demolition of existing entrance porch, construction of single storey side extension and two storey front extension with associated landscaping works Field House **Pudleston** **Approved with Conditions**

10.3 The Planning Office Hereford Council Decision Making and Planning Committee Planning Committee is presently suspended. Legislation is I understand coming forward to hold virtual committees, these will be reviewed in the coming days. All other decisions will be made in the normal delegated way.

JH told the meeting that the Planning Office were currently updating their procedures. The Clerk asked if she and other Clerks' could be informed of the outcome of planning applications as the only way at present was to trawl through Planning Decisions at Herefordshire Council or the automatic feed on to the website.

11. General Data Protection Regulations **HM Government Act 2018 on 25/05/2018**

The members re-evaluated the PC's current GDPR Notices and formally agreed to re adopt them until May 2023. To be reconsidered and updated May 2023 **Resolved**

Signed.....Dated

25/20

12. Highways

12.1 Informal meeting between Chairman, member of public and JH A report was given about this meeting. It was now on the highways programme

12.2 Ragwort Locality Stewart. A reply had been sent he would be happy for TB to accompany him

12.3 Pudleston Church road is now on list for repairs

12.4 Bell Lane JH would look into this.

13. 13.1 Clare Hadley Report Executive meeting 26.02.2020 CH read a report on the executive HALC committee meeting she had attended, The members asked questions and thanked her for attending (Copy attached)

13.2 The Great Collaboration (Carbon Pollution Reduction) Report of Meeting attended by CH and Clerk. CH & the clerk felt not enough "ordinary changes" had been mooted. Both felt disappointed by the meeting.

14. Review of rural facilities Core Strategy Review. The clerk said she would forward it to members for their input.

15. To Note Information Sheet

15.1 Covid 19 Link Workers Bethany Lewis Bethany.Lewis@herefordshire.gov.uk

Amanda Eastman Amanda.Eastman@herefordshire.gov.uk

15.2 Work being carried out by local volunteers (Pudleston, Hatfield & Docklow) A big vote of Thanks was sent to all the local parishioners who were helping out.

15.3 River Wye and Lugg NFM Project Newsletter: April 2020: Phosphates in Wye & Lugg

15.4 Grant to buy essential PPE equipment. The members felt this was unnecessary at the moment

15.5 Leominster Foodbank Food bank mobile is [07715410575](tel:07715410575) and email address: leominsterfoodbank@gmail.com

15.6 Flooding update on latest facts.

15.7 Computer update: Public sector organisations have to make their website accessible to all, (blind, visually impaired, cognitively disabled, dyslexic, and users with presbyopia etc) the deadline is 23 September 2020. The Clerk said an upgrade was available from Eyelid ` from £50.00, All members were in favour **Resolved**

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

16.1 To consider upgrading zoom package with no time limit

17. Date of Next Meeting (proposed) The next Ordinary meeting would take place in July. Further discussion would continue regarding time and place with consideration for the global pandemic situation.

MT thanked the Clerk through the Chair for organising the Parish Council zoom meeting. All members were in agreement and thanked the Clerk.

The Clerk thanked them all for attending the meeting and for their cooperation and competence during the meeting.

There being no further business the meeting closed at 8.35 pm

Signed.....Dated

