

Upton Bishop Parish Council

Minutes of the meeting of Upton Bishop Parish Council

Held Virtual Meeting

Tuesday 4th August 2020 at 7.00pm

Present: Councillors: Keith Cornwall (Chairman), Brian Spencer (Acting RFO), Paul Newman, Alison Feist (Temporary Clerk), Chloe Rusby

In attendance: 3 members of the public, Ward Councillor Barry Durkin

1. **Apologies:** – Mike Robins, Hazel and Stephen Strange
2. **Declaration of interests:** - None
3. **Adoption of Minutes of previous meetings:**
Minutes from meeting 7th July 2020 were adopted with minor amendments. Documents will be signed at next meeting after lock down at the Millennium Hall
4. **Public participation session:**
 - 4.1 Ward Councillor Barry Durkin presented his report. (attached).
Chairman congratulated Barry Durkin for all his work with the Veterans and Herefordshire being awarded Gold Award.
Fownhope Road will not be opened before end of 2020, even though the main road has been finished. Quotations had not been obtained for the rebuilding of the wall along the road.
5. **Traffic Calming** – since last meeting, Barry Durkin and PC were still awaiting decision from Herefordshire Council about having enough expertise in the Parish to complete the feasibility report now required (cost for Balfour Beatty to complete in region of £10,000)
6. **Update of Drainage Grant** – Herefordshire Council had been chased again by Barry Durkin and PC for a decision to qualify for additional monies for ditch work.
7. **Land at Upton Crews** – HMRC Land Register had received documents and advised could be a delay in processing.
8. **Planning**
 - 8.1 **P201961/F Hartleton Farm Bromash**
 - 8.2 **Leeward House** -Barry Durkin had supplied a report for comments, Councillors with specialist experience, Cllr Spencer and Robins would make comments and would be returned to Barry. There was an indication that this may be considered at August meeting.
9. **Finance:**
 - 9.1 The financial report already sent to Councillors was approved at meeting. No issues
 - 9.2 The bank reconciliation to 30th July 2020 was approved. No issues
 - 9.3
 - 9.3.1 Autela deferred until clarification received.
 - 9.3.2 Webex licence approved
10. **Reportable Issues** - It was asked whether Councillors could report to the Clerk of any issues that need reporting to Hereford Council. It was mentioned Cllr and Clerk Alison Feist had reported 6 blocked drains in the Parish last week and had all been unblocked.
11. **Overgrown Hedges - Increasing** comments about overgrown hedges, Cllr ~~Newbridge~~ Paul Newman was asked to investigate claim in Phocle Green and report back to PC Clerk as to whether report needing making to homeowner.
12. **Internet Grant** approved for virtual meetings.
13. **Millennium Hall** – Peter Fray confirmed will be reopening but waiting for items in order to ensure Covid 19 safety guidance was being covered.

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14. **NDP** – Money had now been received to continue with NDP, meeting would be arranged with NDP in order to continue.
15. **Footpath update - Andy** Parr commented issues re a locked access to footpath and asked for PC to report as well.
16. **New Clerk** – Was discussed and agreed that in view of virtual meetings for the foreseeable future, new clerk should be experienced. To difficult to train a new person without face to face contact. Temp Clerk would contact HALC to set up interview for later in August.
17. **Laptop** - PC was thanked for funding this amount for Clerk's new laptop and Cllr Spencer had spent the day setting up the machine.
18. **Lengthsman - Wayne** has had some personal issues to deal with and no work has been completed in July, however Chairman Cornwall has spoken to Wayne and should be back on track this month.

Date of next meeting 1st September 2020 at 7pm by virtual meeting

The Chairman closed the meeting at 20.38 pm.

SIGNED _____ DATE _____