

# Upton Bishop Parish Council

## Agenda for the meeting of the Parish Council

To be held online at 7pm on Tuesday 5<sup>th</sup> January 2021

Councillors are summoned to attend. The Council is making every effort to include the public in its meetings – any member of the public wishing to attend should contact the Clerk for details.

1. **Apologies:** - To accept apologies for absence
2. **Declarations:** - To receive declarations of interest and consider any written applications for dispensations
3. **Minutes of previous meeting:** - to consider minutes of the meetings held on 1<sup>st</sup> December 2020
4. **Public participation session:** -
  - 4.1. No ward report, Barry Durkin is still off ill
  - 4.2. To receive representations from the public (*15 minutes allowed with a maximum of 3 minutes per person*)
5. **Traffic Calming project:** - Still awaiting update. Update from B4224 Strategy Group.
6. **Update on HC Drainage Grant** – Still awaiting outcome.
7. **Land at Upton Crews** – awaiting report
8. **Entrance at Hill Top** - no updates
9. **Planning:** - to consider comments on application for determination by Herefordshire Council
  - 9.1. P204214/F – Meadow Bank Stables Retrospective application for changing the use of the site including the riding arena to use for works associated with the equine charity, HEART, including retaining the Static Caravan for use as an office/welfare area, the track, the irrigation pond, and access improvement works and change of use of Hilltop to Equestrian/Agricultural
  - 9.2. P203781/F Phocle Cottage Phocle Green - Proposed moving of field access and gate.
  - 9.3. Other applications undecided
  - 9.4. Pomona Grove Lighting – no update
10. **Finance:** -
  - 10.1. To approve monthly financial report
  - 10.2. To approve monthly bank reconciliation requires quarterly signature
  - 10.3. PC to consider how the money saved can be used within the Parish any suggestion from Councillors as discussed at December 2020 meeting
  - 10.4. Consider Chairman expenses up to a maximum of £100
  - 10.5. Lengthsman pay should increase by 2.5% and back dated over the last 2.5 months payments made. Increase will be 6.40 extra per month.
  - 10.6. To approve the payments to:
    - 10.6.1. Autela £38.26 3 monthly HMRC return
    - 10.6.2. UK2 increase in payment of 6p per month, invoice now £8.40 per month
    - 10.6.3. Lengthsman back pay of £16.00 to cover 2.5% pay rise since August
11. **NDP** – No update until February when review of Call for Sites complete
12. **Emergency Plan**- Communication has been circulated of events over Christmas. We need to discuss and consider creating an emergency plan for future situations. We also need to give big thanks to Chairman, Keith Cornwall, and Chicory Crops for their invaluable assistance in supplying the only sandbags available in the county.
13. **Salt Bins** – we are in urgent need of salt bins which were reported in Autumn, three urgent ones have been requested on HC website yesterday.
14. **Footpath update** - Update from Andy Parr not available on 5<sup>th</sup> but update provided
15. **Next meeting:** - Tuesday 2nd February 2021 7.00pm Anyone wishing to join the virtual meeting, please send email to [clerk@uptonbishoppcc.org](mailto:clerk@uptonbishoppcc.org) for joining instructions

Signed

*Alison Feist*

Temp Clerk to The Council

30<sup>th</sup> December 2020