

## **UPTON BISHOP PARISH COUNCIL**

### **MINUTES OF PARISH COUNCIL MEETING HELD AT 1900 hrs ON TUESDAY 3 MAY 2022**

**Location:** Upton Bishop Village Hall

**Attending:** Upton Bishop Parish Council (UBPC) councillors Keith Cornwall (KC), Paul Newman (PN), Mike Tyers (MT), Michael Wallace (MW), Karl Lumsden (KL), Ward Councillor Barry Durkin (BD) and 29 members of the public.

**Agenda:** The meeting followed the agenda published on the Upton Bishop website and on the village noticeboards prior to the meeting.

**Introduction.** The meeting was opened by BD as the Proper officer as no Chair is in post. It was declared that an audio recording of the meeting was being made, and attendees were invited to declare their wish to not be recorded - no such declaration was received. It was confirmed that this was the Annual General Meeting (AGM).

#### **1. Appointment of the Chairman of the Parish Council.**

The following motion was proposed and seconded: *That KC serve as Chair for the coming year.* The motion was abandoned at the request of KC.

The following motion was proposed and seconded: *That MT serve as Chair for the coming year.* The motion was abandoned at the request of MT.

The following motion was proposed and seconded: *That MT serve as Chair for the current meeting only.* The motion was accepted with a majority vote.

#### **2. Appointment of the Vice Chairman for the Parish Council.**

No motion was proposed and seconded in regard to this item.

#### **3. Appointment of a Councillor to take the minutes.**

The following motion was proposed and seconded: *That MW take minutes of the current meeting only.* The motion was accepted with a majority vote.

#### **4. Apologies.**

There were no apologies for absence.

#### **5. Declarations.**

There were no declarations of interest.

#### **6. Reconsider the previous decision of the Parish Council listed below:**

##### **6.1 Minutes of the closed session of 1 March 2022.**

Two written requests were received at least five days prior to the meeting to suspend standing orders to enable decisions in the closed session of 1st March 2022 to be reversed.

The following motion was proposed and seconded: *That decisions taken in the closed session in the meeting of 1st March 2022 be reversed.* The motion was accepted with a majority vote.

##### **6.2 Minutes of the closed session of 17 March 2022.**

The prerequisite written requests in regard to this item were not received prior to the meeting. The item was not discussed.

**6.3 HALC – Reconsider the decision of re-joining HALC from the meeting 5 April 2022.**

The prerequisite written requests in regard to this item were not received prior to the meeting. The item was not discussed.

**7. Closed session for Councillors to consider the Clerk’s appointment Contract and Offer letter.**

Councillors went into closed session to consider the clerk’s appointment. Alison Feist was invited to join the Councillors in closed session.

Following completion of the closed session, the Chair informed the meeting that Alison Feist had been presented with a draft contract for her opinion prior to offer.

It was noted that this meeting continues to not be served by a Clerk. The duties of the Clerk are to be distributed on a meeting-by-meeting basis until such time a serving Clerk is in post.

**8. The minutes of the meetings on March 1<sup>st</sup> and April 5<sup>th</sup>.**

The following motion was proposed and seconded: *That the minutes provided are a true and proper record of the meeting held on 5th April 2022.* The motion was accepted with a unanimous vote.

The following motion was proposed and seconded: *That the minutes provided are a true and proper record of the meeting held on 1st March 2022.* The motion was accepted with a majority vote.

Both sets of minutes were signed by the Chair.

**9. Parish Councillor Vacancies.**

Resignation of Councillor Rusby, Councillor Harper and Councillor Spencer were declared. Hereford Council electoral service are to be informed.

**10. Public Participation:**

**10.1 Ward Report.**

BD provided the ward report. It covered the jubilee, parish meetings, the £150 council tax rebate, Covid, Ukraine, Hereford travel survey, Herefordshire’s planning strategy, changes to bin collections, a new community grant, the consultation of Herefordshire’s local plan and an update on the Old Gore crossroads. The full report is on the website. <https://uptonbishop.gov.uk/agendas/>

A member of the public alerted the meeting to a new community group which is aiming to bring back more bus services between Ross and Newent (and Ledbury and Newent) following the decision by Stagecoach to reduce the frequency of the No 32 service which goes through the village. Residents were asked to get involved with the group and ensure neighbours and friends who were not at the meeting are made aware of it. More information can be found on their website <https://www.buses4us.org/> and their Facebook page <https://www.facebook.com/buses4usfb/>

**10.2 Public session**

BD clarified that in accordance with Standing Orders, that members of the public are permitted to speak for a maximum of 3 minutes and that the session as a whole may not exceed 15 minutes.

No member of the public declared an intent to speak.

11. **Planning.**

**P221220/FH. Heatherfield House – proposed conservatory.**

The following motion was proposed and seconded: *That UBPC presents no objections to the development.*  
The motion was accepted with a unanimous vote.

**P221023/F. Move It - Phocle Green.**

The following motion was proposed and seconded: *That UBPC objects to the development and provides the same response as provided in response to a previous planning application related to development.* The motion was accepted with a unanimous vote.

Councillor Newman is to present the objection to the planning authority.

12. **NDP.**

The Chair of the Neighbourhood Development Plan steering group provided a report on the NDP progress. The NDP is with Herefordshire Council and is progressing as expected.

13. **Finance.**

The previous Responsible Financial Officer, Brian Spencer, presented a list of financial issues that need addressing in due course. It was agreed the list would be included in the minutes of the meeting. Upon request the list was received after the meeting via email, the previous RFO requested that the list not be included in the minutes as he believes it would be a breach of Standing Orders. The list is therefore omitted here in respect of that request.

14. **Footpath.**

The footpaths officer noted the fingerpost to Upton Court is broken and has been reported.

15. **Annual Parish Meeting.**

The Annual Parish Meeting will take place before June 1<sup>st</sup>.

16. **Next meeting.**

Tuesday 7<sup>th</sup> June 2022 at 7.00pm

Following agenda item 16 Councillor Cornwall resigned as a parish councillor.

**Close of meeting** The meeting was closed by the Chair.

Signature:



Date:



