

**MINUTES OF AN ORDINARY MEETING OF AVENBURY PARISH COUNCIL
HELD ON TUESDAY 21st JANUARY 2025, AT 7PM IN THE PUBLIC HALL**

MEMBERS PRESENT: Cllrs Gill Churchill, Yvonne Berry, George Churchill, and Ian Jones.

ALSO, PRESENT: Jennifer Eva (Parish Clerk) and Ward Cllr Tully.

1. APOLOGIES

Apologies for absence were received and accepted from Cllr Mark Berry (work).

2. DECLARATIONS OF INTEREST - none.

3. MINUTES OF THE PREVIOUS MEETINGS - to approve the Minutes from the previous Parish Council Meetings.

It was agreed to amend the draft minutes to include 'No update provided' under item 5 Safer Neighbourhood Team (SNT).

With the inclusion of the above amendment, it was **RESOLVED** to accept and sign the Minutes of 17th September 2024.

4. WARD COUNCILLOR UPDATE

Councillor Tully introduced herself to members and confirmed that she would be providing feedback to Balfour Beatty Living Places regarding their communication with residents affected by the recent roadworks on the A4103, as not all had received notification by post.

Other issues affecting the parish include the repair or patching of potholes and delays or cancellations to school bus services.

The Chairman raised concerns about the condition of the B4214 from Munderfield, as referenced in item 9.1.

Councillor Tully will provide regular updates. If Councillors have any specific concerns or would like her to attend a meeting, they can contact her directly or via the Clerk. Councillor Tully left the meeting at 7:40 pm.

5. PUBLIC QUESTION TIME - none.

6. SAFER NEIGHBOURHOODS TEAM (SNT)

Members considered signing up to the Local Policing Community Charter.

It was **RESOLVED** to sign up to the Charter and to include three priority policing matters currently affecting the parish:

- Speeding on the B4214
- Fly-tipping
- Poor driving standards

7. PLANNING

To comment on local planning applications for determination by H'frdshire Council. P220562/RM ... Land to the south of Rose Cottage, Munderfield, HR7 4JU.

Application for approval of reserved matters (Access, Appearance, Landscaping, Layout, Scale) following outline approval 191886.

Type: Approval of Reserved Matters.

Gill Churchill

Members noted this application.

- 7.2 P211567/RM ... Land at Munderfield, Bromyard
Reserved matters application following outline approval 180373/O. For residential development of 5 no. dwellings.
Type: Approval of Reserved Matters.

It was RESOLVED to object to this application based on the loss of amenity, destruction of hedgerows, safety concerns relating to the access / exit, surface water runoff and drainage. This development would also add pressure on the already poor water supply to Munderfield.

- 7.3 Members noted the following application recently determined by Herefordshire Council. P242118/FH ... The Barn, Avenbury Court, Avenbury, HR7 4LA
Proposed installation of a solar photo-voltaic panel array to the SE roof slope.
Type: Full Householder.
HC decision: Approved with conditions.

8. FINANCE

- 8.1 Members considered the latest finance report (inc. bank statements, recons, spend to date). **It was RESOLVED** to note the report.
- 8.2 Members considered invoices for payment (two councillors to authorise via internet banking).
- J. Eva – salary for January and February 2025.
 - J. Eva – stationery (£1.00) and postage stamps (£6.80).

It was RESOLVED to approve the payments as listed above.

- 8.3 Regular invoices paid between meetings.

Payee	Service	Cost exc. VAT	Total inc. VAT
J Poyner	Grounds Maintenance 2024	£450.00	£540.00
Autela	Payroll fees - 01/08/24 - 30/11/24	£68.22	£81.86
HMRC	PAYE	-	£174.20
Autela	Payroll fees - 01/04/24 - 31/07/24	£68.22	£81.86
J Eva	Oct, Nov, Dec salary 2024	-	-

It was RESOLVED to note the payments listed above.

- 8.4 Draft budget and precept 2025/26.
The draft budget was considered. **It was RESOLVED** to approve the budget with a precept figure of £7,200. This would mean the annual precept figure for an average Band D household in the parish would be £62.28.

9. ROADS / FOOTPATHS

To consider matters relating to local highways or footpaths that need to be reported to Herefordshire Council.

- 9.1 Members noted that the Clerk has written to Mr Paul Walker, CEO of Herefordshire Council, to express the Parish Council's ongoing concerns regarding the deteriorating condition of the B4214 between Bromyard and Munderfield. The Parish Council has raised this matter with Herefordshire Council on several occasions.

E.A. Churchill

9.2 Members noted that the Footpaths Officer (FO) for Avenbury has stepped down from the role. **It was RESOLVED** to consider the recruitment of a new FO later in the year.

10. LOCAL GOVERNMENT SERVICE PAY AGREEMENT 2024/25

Members noted that The National Joint Council for Local Government Services (NJC) has agreed the new pay scales for 2024/25.

It was RESOLVED to implement the new pay scales in the Jan / Feb payroll, retrospectively applied from 1st April 2024.

11. CONFIDENTIAL ITEMS: Pursuant to section 1 (2) of the Public Bodies (Admission to Meetings Act 1960), it is proposed that because of the confidential nature of the business to be transacted the public and press leave the meeting during consideration of Avenbury Parish Council of the following employment matters.

It was RESOLVED to move the meeting to a private session to consider item 12.

12. STAFFING

Members received a verbal update from the Chairman following the Clerk's appraisal and considered any necessary action.

13. CORRESPONDENCE

Members noted the correspondence received, as listed below.

- a) HALC 'Wise Owl Training' January to March 2025.
- b) Latest Planning advice from National to Local – from the acting Strategic & Neighbourhood Planning Manager.
- c) Talk Community Newsletter - 9 January 2025
- d) Nature Recovery Mapping in Herefordshire – Webinar for Parish/Town Councils.
- e) Locality Steward Update
- f) Bishops Frome & Cradley Ward Election Result
- g) HALC – Local Government Services Pay Agreement 2024/25
- h) HALC – Information Corner & Herefordshire and Parish and Town Councils' Charter 'Working Together for Better Communities'.
- i) Herefordshire Children's Services - Ofsted letter and Children's Commissioner Report publication.
- j) Herefordshire Council 2025/26 Budget Consultation.
- k) Talk Community – November Newsletter.
- l) Changes to cashless parking in the county - JustPark

14. NEXT ORDINARY MEETING

14.1 Members noted the date of the next ordinary meeting: 18th March 2025, 7 PM, Bromyard Public Hall.

14.2 Additional items for the next meeting - none.

With no further business, the meeting was closed at 8.10 pm

Signed by Cllr Gill Churchill *Gill Churchill*..... Dated *18 March 2025*.....

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Ian Jones.

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CONFIDENTIAL

12. STAFFING

Members received a verbal update from the Chairman following the Clerk's appraisal and considered any necessary action.

The Chairman and Vice Chairman carried out the Clerk's appraisal in October 2024. The Chairman reported that the Clerk is performing her duties effectively and provides valuable support to the Council. Other members agreed with the Chairman's assessment. The Clerk confirmed that she is content in her role.

Members noted that the Clerk has been employed by the Parish Council since 2018, during which time she has attained her CiLCA qualification. The Chairman acknowledged that the Council had not conducted the last couple of annual appraisals, due in part to the impact of the pandemic. However, the Clerk and Chairman remain in regular contact and can discuss any matters that may affect her work.

It was noted that the Clerk's original SCP 21 rate of £10.67 has remained unchanged since her appointment in 2018. A proposal was made to increase the Clerk's hourly rate.

It was **RESOLVED** to increase the Clerk's hourly rate in line with the current SCP 21 - hourly rate of £16.65.

Signed by Cllr Gill Churchill .. *Gill Churchill* Dated .. *13th March 2025*