

Abbeydore & Bacton Group Parish Council

Minutes of the Annual Meeting of
Abbeydore and Bacton Group Parish Council
held in Abbeydore Village Hall
on Tuesday 12th May 2015

No ABPC/MW/074

Present

Councillor Mr. D. R. Watkins Chairman
Councillor Mrs. M. J. Jenkins Vice - Chairman
Councillor Mr. D. Bannister
Councillor Mr. D. Cook
Councillor Mrs. W. Gunn
Councillor Mr. M. Jenkins
Councillor Mr. W. Millington
Councillor Mr. T. Murcott

Clerk Mr. M. Walker

Also Present

Ward Councillor Mr. Graham Powell
PCSO Fiona Witcher representative from the Local Policing Team
and one further member of the public

* Prior to the start of the meeting all Parish Councillors completed a Declaration of Acceptance of Office of Councillor Form and completed their Notice of Registrable Interests Forms

The Annual Group Parish Council Meeting was formally opened by the Chairman at 7.40pm

1.0 Election of Chairman & Vice - Chairman

Councillor **Mr. David R. Watkins** having been nominated unopposed was elected to the post of **Chairman** for the year 2015-2016 duly signed the appropriate Acceptance of Office form.

Proposed by Councillor Mrs. M. J. Jenkins Vice - Chairman and Seconded by Councillor Mr. T. Murcott

Councillor **Mrs. Margaret J. Jenkins** having been nominated unopposed was elected to the post of **Vice – Chairman**.

Proposed by Councillor Mr. W. Millington and Seconded by Councillor Mr. T. Murcott

2.0 Apologies for Absence

No apologies were received as all Parish Councillors were present
Locality Steward not present

3.0 Confirmation of Acceptance of Office * and Declarations* See prior to opening of meeting
Declarations of Interest

3.1 To receive any declarations of interest in agenda items from Councillors
There were no declarations of interest made

3.2 To consider any written applications for dispensation
There were no written applications for dispensation made

4.0 Minutes

The Minutes of the Ordinary Meeting of Abbeydore & Bacton Group Parish Council No ABPC/MW/073 held on Tuesday 3rd March 2015 and No ABPC/MW/073E held on Wednesday 8th April 2015 were unanimously confirmed as a true record and signed by the Chairman.



5.0 Financial Report

5.1 The Parish Council **Resolved Unanimously** to ratify the 2014 - 2015 accounts as presented *See appendix 1*

5.2 The Annual Governance Statement was read to the Parish Council and the response **Unanimously Approved**

5.3 The Chairman signed the Annual Audit Return form as did the Clerk / RFO

5.4 **Bank Balances** as per statements @ 1st May 2015

Current Account	£9,505.97
Deposit Account	£6,540.06

Receipts

Parish Council Precept 1 st Part 15 th April 2015 HC100153	£3,600.00
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Payments

HALC Invoice 4356 CILCA Refresher Training	£36.00
Terry Griffiths (Contracts)	
Lengthsman Work March 2015 TGC1218 + Work sheet	£330.00
Terry Griffiths (Contracts)	
Lengthsman Work April 2015 TGC1219 + Work sheet	£330.00
Plusnet 22 nd March 2015	£11.49
Plusnet 22 nd April 2015	£11.49
(Reimbursement to Clerk paid using private credit card)	
Clerk's Salary April 2014 Gross	£280.48
Clerk's Vehicle Expenses	£7.70
Postage	£7.49
Computer software (1/5 share)	£27.84
HMR&C TAX £56.00 NIC £0.00	
P3 Footpaths Work March 2015 TGC1220 + Work sheet	£66.00
Mrs. J. Cole Internal Auditor	£25.00
Zurich Insurance 01/06/2015-31/05/2016	£271.37
(See Item 5.9)	
Dore Abbey PCC Donation	£110.00
Bacton PCC Donation	£90.00
Bacton Meeting Room Rent	£80.00
Abbeydore Meeting Room Rent	£90.00

Resolved unanimously that all payments are approved

5.5 There were no actions required from the Internal Auditor's Report for 2014-2015

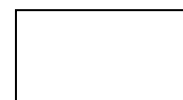
5.6 The scope of the Internal Audit for 2015-2016 was confirmed

5.7 The Parish Council confirmed the re-appointment of Mrs. J. Cole as their internal auditor for 2015 – 2016

5.8 Lloyds Mandate Form Update
The Lloyds Mandate Form was left unchanged

5.9 Parish Council Insurance
The Parish Council resolved to stay with Zurich Insurance for the year 2015-2016

HMR&C form completed and submitted to reclaim VAT paid during the year 01/04/2014 – 31/03/2015, total claim of £788.30



The notice of appointment of date for the exercise of electors' rights
Accounts for the year ended 31st March 2015
was confirmed as being posted on the Parish Council Notice Board at the appropriate time
together with the "Councils' Accounts A Summary of Your Rights"

Councillor Mrs. M. J. Jenkins Vice - Chairman and Councillor Mr. T. Murcott checked and
cross referenced items in the bank file and found everything correct.

6.0 Election of Delegates

Abbeydore Village Hall Committee

Councillor Mr. D. Watkins as Trustee and Delegate

Councillor Mrs. W. Gunn as Delegate

Bacton Village Hall Committee

Councillor Mr. W. H. Millington as Delegate

Councillor Mr. M. J. Jenkins as Delegate

The William Hoskins Charity

Councillor Mr. D. Watkins as Delegate and Chairman

Councillor Mr. D. Cook as Delegate

Councillor Mrs. M. J. Jenkins as Delegate

Friends in Need

Councillor Mr. D. Cook as Delegate

Councillor Mrs. W. Gunn as Delegate

{For information only Representatives Hazel Prowse, Jean Griffiths and the Vicar}

HALC SAM Representative

Councillor Mr. T. Murcott

Councillor Mrs. W. Gunn

7.0 Parish Footpaths Scheme

Resolved unanimously that the Footpaths Officer Mr. Dave Cook should continue as the
Parish Council's nominated representative for the P3 Footpath Scheme for 2015 – 2016

Parish Paths Partnership (P3) Scheme Annual Return for 2015 / 2016 signed by
Councillor Mr. D. R. Watkins Chairman, P3 Officer Mr. D. Cook and Clerk Mr. M. Walker
for submission to PROW with associated documentation.

Resolved unanimously that Mr. Terry Griffiths should continue as the Parish Council's
Lengthsman for 2015 – 2016

8.0 Parish Lengthsman Contracts for Approval

8.1 Parish Council's contract with Herefordshire Council / BBLP

The Parish Council approved the contract between Herefordshire Council and the Parish
Council and Councillor Mr. D. Watkins Chairman signed said contract as did the Clerk for
submission to Herefordshire Council

8.2 Parish Council's contract with the Lengthsman Contractor

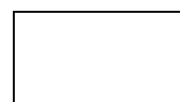
The Parish Council resolved for the Clerk to amend the contract as appropriate

9.0 Standing Orders, Financial Regulations & Transparency Code

9.1 To undertake a review of the Parish Council's Standing Orders

The Parish Council reviewed their Standing Orders of 1st July 2014

Resolved:- No amendments required



9.2 To undertake a review of the Parish Council's Financial Regulations
The Parish Council reviewed their Financial Regulations of 7th January 2014
Resolved:- No amendments required

9.3 To consider for adoption a Transparency Code
The Parish Council Resolved to adopt the Transparency Code

10.0 Highway Site Meeting

"Further to our meeting on the 10/03/15, please find enclosed some brief notes. As from today I will no longer work for BBLP, therefore my colleagues Ed Tonks and Milad Shafii will be progressing these works. (Edward.tonks@bblivingplaces.com; milad.shafii@bblivingplaces.com)

Attendees:

Cllr. Powell, Matthew Engel – resident, Dave Cook – PC, Toby Murcott – PC, Simon Hobbs Herefordshire Council and Justine Burnett – BBLP.

Issues

1) Vehicles driving on the opposite side of the carriageway due to restrictive carriageway widths. Carriageway widths at two locations – 4.5m and 4.65m

2) Gateway Scheme for the village

Actions

1) Review the carriageway widths on the B4347 from the commencement of the speed limit at Abbey Dore, in a northerly direction to a point east of the junction that leads to Bacton Church (near the warning sign). Should carriageway widths allow, arrange for removal of white centre lines along this section.

2) Arrange for reinstatement of "give way" markings on the B4347 at the junction that leads to Bacton Church.

3) HC and BBLP to log request for Gateway Scheme. However, PC to contact HC and BBLP for further information when required.

Many thanks Justine"

Width of road between here and Bacton Simon Hobbs Ed Tonks

Faded white lines need removing

11.0 Neighbourhood Development Plan

Councillor Mr. T. Murcott updated the Parish Council on progress so far

Consultation Regulation 14 completed

New grant to be obtained to enable a commissioned survey reference the Environment Agency issues- no building on flood plains (Ewyas Harold Clerk to apply for grant)

12.0 Information Sheet

Planning Application Information

Application No 150612

Site Address Upper House Farm, Bacton, Hereford HR2 0AU

Description Proposed campsite for 5no demountable tents (6 month holiday season)

Application Type Planning Permission

Grid Ref OS 336161, 232016

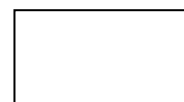
Website Link www.herefordshire.gov.uk/searchplanningapplications

Still Valid

Correspondence

April 2015

Herefordshire Association of Local Councils (HALC)
Information Corner 4th April 2015



April 2015 Herefordshire Association of Local Councils (HALC)
Information Corner 27th April 2015
Various prices for Village Hall Chairs Vary from £31.00 - £50.00 ex VAT
Various prices for Village Hall Loop System
Depending on size of hall and amplification needed

1st May 2015 Linzy Outtrim

Dear All This week I am pleased to report that the following works have been carried out across the four wards in our locality

Golden Valley North Removal of vegetation overhanging the carriageway at Dorstone

Ditching works

Golden Valley South Pothole repairs in Rowlestone and the C1222

Valletts Pothole repairs on the A465

Stoney Street Pothole repairs across the ward

This week I have been carrying out statutory B road inspections, dealing with Woolf claims, and continuing to catch up on the PROW network backlog of enquiries. I have met with several landowners to remind them of their PROW responsibilities, and carried out several site inspections to identify definitive routes. There have been 103 defects raised this week. Next week, I will be carrying out an annual U road inspection, as well as answering outstanding enquiries.

Best wishes Linzy Senior Locality Steward – Golden Valley

Balfour Beatty Living Places - Services Division

Unit 3 | Thorn Business Park | Rotherwas | Hereford | HR2 6JT

M: 07791 925722 | Linzy.Outtrim@bblivingplaces.com

www.balfourbeattyservices.com | @BB_Services

5th April 2015 Hereford Rural South Briefing 21st March - 4th April 2015

Crime Trends

Broad Oak A red Honda TRX400 quad bike was stolen from an outbuilding of an isolated property overnight on Wednesday 25th/Thursday 26th March.

The bike had been well secured within an open brick shed; a vehicle and trailer had been parked across the entrance but the offenders still managed to get the bike out Incident ref 135-s-260315
Garway A Stihl chainsaw was stolen from an insecure shed sometime since it was last used at the end of January Incident ref 376-s-300315

Kingstone Damage was caused to the Kes Childcare garden area between Friday 27th / Monday 30th March; pots, garden items and toys were knocked over and the gazebo was damaged Incident ref 75-s-300315

Over the same weekend and presumably by the same persons; damage was caused to guttering and plant pots at Kingstone & Thrupton primary school Incident ref 354-s-310315

A parcel containing clothing that had been left for collection outside a property in Coldstone Cross was stolen between 3pm on Tuesday 31st March and 3.30pm on Wednesday 1st April. The blue plastic package had been left on top of a shed as arranged with the courier, and securely weighed down Incident ref 535-s-010415

Suspicious vehicles

A white Peugeot partner van NU64CVX was seen in suspicious circumstances in Pontrilas village at 11.30 am on Thursday 2nd April Incident ref 179-s-020415

Scams

This e-mail scam has been around for some time, with a few details altered each time. The e-mail appears to come from someone in your address book - their e-mail account has been hacked and one of these scam e-mails is sent to everyone in that person's address book. Unfortunately, people do sometimes fall for it but most people recognise it as a scam - just delete it. Most of these come from abroad and are impossible to trace.



I'm writing this with tears in my eyes, my family and I came down here to Kiev, Ukraine for a short vacation, unfortunately we were mugged at the park of the hotel where we stayed all cash, credit card and mobile phone were stolen from us but luckily we still have our passports with us.

We've been to the Embassy but the Police are not helping matters at all, the bad news is our flight will be leaving in less than 8-hrs from now but we're having problems settling the hotel bills and the hotel manager won't let us leave until we settle the bills.

I'll need your help (LOAN) financially of £2,000. I promise to make the refund once we get back home. Please let me know if i can count on you and i need you to keep checking your email because it's the only way i can reach you. Regards,

Another 'reader' contacted us regarding another fairly common scam - don't let these callers fool you into thinking you have a problem with your computer.

"yesterday I received two 'phone-calls purporting to come from Microsoft warning me of hackers trying to get into my computer and who had got my password and that was the reason for my "recent problems". Like everyone I have had a few problems.. I wouldn't believe him and he got quite aggressive and shouted that he was now going to block my computer. I said " Do that, and then phone me tomorrow when I have more time".

He didn't block my computer....

Then at lunchtime same day I had another call from "Microsoft" – a woman this time, again with an Asian voice, who spoke so quickly I couldn't follow her and I ended the conversation"

Results

A white Renault panel van was seized for no tax on the A49 at Much Birch on Thursday 26th March as part of Operation Protect.

A 21 year old male from St Weonards was arrested in Hereford at 3.15am on Sunday 29th March for being drunk and disorderly. He received a caution.

A 23 year old male from Kingstone was arrested in Hereford for assault at 1am on Sunday 5th April.

Good News - £250,000+ of church ornaments recovered PC Wendy Powell, working with the Hereford Proactive team, executed a warrant in Brecon on 28th January 2015 after months of lengthy enquiries. Two males have been arrested and bailed, and many stolen items have been recovered. The items relate to thefts from churches since 2011 from Grosmont, Foy, Much Dewchurch, Dore Abbey, and other local churches as well as churches from as far afield as Oxford and Devon.

It became clear that these items were stolen to order, and the total value of all goods due to their history will be well above that quoted above. The items include statues, carvings, glass, and a very ancient Bible. Enquiries are ongoing to trace the owners of all the items which are currently safely stored in our property store. A fantastic result and a great way for Wendy to finish her career with West Mercia Police - Well Done!

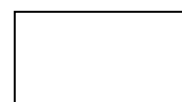
Finally - just a reminder that my email address is not monitored on a twenty four hour a day basis. It could be that I am on rest days, annual leave, training days or simply out of the station attending incidents. For this reason, it is important that incidents are reported to Police on the 101 telephone number rather than by e-mail, so the call taker can make the decision on whether to deploy an Officer or whether to create an incident log etc. It also enables us to deal with any situation that arises in a timely manner. Thanks. Kind Regards Fiona

Fiona Witcher PCSO 6173 Golden Valley Safer Neighbourhood Team Peterchurch Police Station Herefordshire HR2 0RR 07779 141232 or 101 ext 4820

View our new Warwickshire Police and West Mercia Police websites at:

www.warwickshire.police.uk and www.westmercia.police.uk

Golden Valley Safer Neighbourhood Team (SNT) Briefing 14th April - 1st May 2015
Crime Trends



Clehonger A quantity of cut turf and topsoil were stolen from the playing fields where the new play equipment is being built, this happened sometime overnight on Tuesday 28th/Wednesday 29th April

Incident ref 178-s-300415

Eaton Bishop A metal cash box containing between £5 - £10 was stolen from a table inside the church over the past few days.

Ewyas Harold A company van parked up in the Westwood Industrial Estate was broken into sometime over the Easter bank Holiday weekend although the theft wasn't discovered until a few days later.

A large quantity of power tools were stolen when the side sliding door of the vehicle was forced open Incident ref 436-s-200415

Madley An Ifor Williams 8' x 5' twin axle trailer was stolen from the yard of a farm on the Canon Bridge Road at 10.20pm on Sunday 19th April; the owner saw lights near the farm gate and went to investigate. He saw his trailer disappearing down the road being towed by what he thought was an estate car with a possible part registration VX05 Incident ref 711-s-190415

Suspicious vehicles

A dark blue double cab pick up with something 'rental' written along the side was seen on farmland in Rowlestone on Tuesday 21st April. There were 2 men in the vehicle dressed in army camouflage gear. It appears that the vehicle may have driven over the ground of three neighbouring holdings, as there was evidence of wheel marks. The registration number wasn't seen.

A white transit van FN07 FBA was seen in Long Lane, Dorstone/Urishay at 6.15am on Tuesday 21st April, there were three males in the vehicle who looked out of place, especially at that time of the morning.

Scams

Below is another example of an e-mail sent to all contacts in a person's address book purporting to come from the person whose account has been hacked. In this case, the receiver of the e-mail did not recognise the name of the person supposedly sending the cry for help and immediately recognised it as a scam...

I hope all is well with you.

I am afraid I have a problem. J**** and I made a trip to Ankara, Turkey, unfortunately we were mugged at the park of the hotel we are staying, all cash, bank card and mobile phone stolen off us but luckily we still have our passports with us, J**** was devastated at this incident and was rushed to the hospital.

I have been to the embassy and the police here but their response was too casual, I have also made contact with my bank but it would take me 3-5 working days to access funds in my account, the bad news is our flight will be leaving very soon but I am having problems settling the hotel bills and the hotel manager won't let me leave until I settle the bills. I thought I would contact you directly, I need your help/LOAN financially, you are my last resort and hope, all I need right now is £2100, I'll appreciate what you can give if not all and I promise to make the refund once I get back home.

Please let me know if I can count on you and I need you to keep checking your email because it's the only way I can reach you. Best regards

As always, the advice is to delete such e-mails, never reply to them.

Alert from Action Fraud – Online Auction websites

Online auction websites are being used by fraudsters to advertise agricultural machinery for sale which do not exist.

The fraudster advertises on an auction website and gets their victim to agree to purchase farming machinery, making sure that all correspondence is done via email.

The victim then receive emails which claim to be from genuine payment merchants or auction websites which state that the money they have paid for the machinery will be held in an 'escrow account'.



The email indicates the money will be released to the seller, once the person has confirmed that they're happy with the purchase. The email says that this will provide the person with 'buyer protection'. In reality these emails are fraudulent, they don't come from the named companies and the bank accounts are controlled by fraudsters.

Protect yourself:

Always stay within the terms and conditions of the auction websites.

Remember that PayPal do not include vehicles under their buyer protection.

Meet the seller 'face to face' and view the vehicle before parting with any money.

Be vigilant of emails that purport to be from genuine companies and check the 'domain' name of the email address for any inconsistencies.

Check feedback online by searching the associated phone numbers or email addresses of the seller.

If the vehicle is below market value consider whether this is an opportunity which is too good to be true!

For further information view the Action Fraud website: <http://www.actionfraud.police.uk/>

Kind Regards Fiona

13.0 Roads and Footpaths

Mr. Terry Griffiths was not present and no report received

Pot holes between Abbeydore and Bacton and at Lower Jury Farm area

14.0 Agenda of Next Meeting

Neighbourhood Development Plan

Website – Wordpress, Domain .org Name

Electronic Communications

Abbeydore Village Hall

Parish Council Clerk's Annual Performance & Salary Review

15.0 Date, Time and Venue of Next Meeting

Confirmed that the next meeting will be an Ordinary Meeting of the Group Parish Council and will be held on Tuesday 7th July 2015 in the Village Hall Abbeydore meeting to commence at 8.00pm

Meeting declared closed at 9.45pm

Signed.....



Chairman Councillor Mr. D. R. Watkins

Dated this day the 7th July 2015