

**Minutes of a Meeting of Cusop Parish Council
held in Cusop Village Hall on 16th October 2019**

Present: Councillors J Wesley (Chairman), D Evans, P Gilbert, M Hainge and I Jardin.

In attendance: One member of the public.

1. Apologies for absence were received from Ward Councillor J Hewitt.

2. Disclosures of Interest and Dispensations. None.

3. Minutes

Resolved: that the minutes of the meeting held on 21st August 2019 be approved as a correct record and be signed by the chairman.

4. Public participation session. None.

5. Clerk's Absence

In the absence of a Clerk it was agreed that:

- a. Cllr Jardin would manage the RFO responsibilities
- b. Cllr Gilbert would act as lengthsman interface. Cllr Wesley undertook to find out whether or not the Parish Council had received either a lengthsman grant or a footpaths grant from Herefordshire Council this year.
- c. Cllr Evans would act as liaison with Herefordshire Council.
- d. Cllr Wesley agreed to take on handling of postal and email enquiries.

6. Co-opting a New Councillor

Resolved to appoint Alison Matthews, proposed by Cllr Wesley, seconded by Cllr Hainge, carried unanimously.

7. Payroll Services

Resolved to appoint Autela to provide payroll services for the Parish Council. Cllr Jardin was authorised to arrange a contract.

8. Community Working Group

Cllr Wesley offered to call the inaugural meeting of the Community Working Group in order to get things moving in this area. The broad aim of the Group is to find better ways of addressing current issues surrounding the use/misuse of roads and paths in the parish.

9. Planning Application - the Old Mill

The Parish Council resolved unanimously that it had no objection to the Planning Application submitted in respect of the Old Mill (applications 192273 and 193274).

10. Councillors' Reports

Ward Cllr Hewitt's report had been read and Parish Councillors expressed their thanks.

- a. Cllr Wesley thanked all who had helped with delivering parish newsletters. He mentioned the broken post on the Dulas brook and a broken stile on the road up to Cusop Hill. He would pass the first task to the lengthsman and would address the second one with the landowner. He mentioned the question of light bulb replacements in 'Private Road', which are a Parish council responsibility, and undertook to contact a local tradesman to do the work.
- b. Cllr Hainge reported a parishioner's concerns that tall weeds growing at the side of the Cusop Dingle road risked obstructing drivers' vision. The weeds have now been reduced in height.
- c. Cllr Evans pointed out that Herefordshire Council had promised over a year ago to engage with the issue of road markings on the Hardwicke Road, but nothing had yet been done. In the absence of any progress regarding issues on the Hardwicke Road and Newport Street Cllr Evans agreed to pursue Herefordshire Council for updates. After further discussion around drainage and rainwater run-off along Nantyglassdwr Lane Cllr Gilbert agreed to meet Paul Norris and explore ways of reducing this problem.
- d. Cllr Jardin asked if there had been a safety report on the playing fields this year as one needs to be done. Cllr Wesley offered to contact Andy Fryers and follow this up. After he pointed out that we were still waiting for an answer from Herefordshire council over our proposal to use Section 106 money to meet the legal costs of a land transfer to increase the size of the playing field, Cllr Evans agreed to contact Yvonne Coleman and Jennie Hewitt to try and get an answer.

11. Clerk's Report

In the absence of a Clerk, Cllr Wesley reported that the precept had been received from Herefordshire council. Herefordshire's Environmental Health Officer's report on the 'How The Light Gets In' Festival said that the team had visited the festival and found no issues. They judged it to be well set up and managed with regard to on-site noise levels. The team had also tested noise levels over the weekend and all found to be in order. They had received no complaints at all in the wake of the festival and concluded that noise was neither excessive nor an issue. Cllr Jardin suggested passing this on to the Globe, thanking them for their achievements and congratulating them on producing such a good festival and this was agreed. Cllr Jardin kindly agreed to prepare and draft the Parish council budget for the coming year.

12. Date of next meeting Wednesday 20th November.

13. Replacement Clerk.

- a. Following receipt of the former Clerk's letter of resignation the Chairman wrote to him accepting his resignation - the former Clerk then wrote back thanking the parish council for the way they had treated him during what was for him a very difficult time. It was resolved to send him a cheque in respect of his final salary payment.
- b. In connection with recruiting a replacement Clerk, applications for the post have been received. It was noted by all that the ideal candidate will live nearby, be experienced and competent and that person should be sought and identified through a proper formal recruitment, interview and appointment process. Councillors were urged to think about targeting suitable individuals as well as advertising, in order to broaden the net as widely as possible. Cllrs Wesley and Jardin undertook to lead and run the recruitment process.

There being no further business the meeting closed at 8.35 pm.