

CLERK'S INFORMATION SHEET FOR
BRILLEY PARISH COUNCIL MEETING ON 20 May 2014

7.2 Ward Councillor – *report to be added and circulated with the Minutes*

10. See separate document emailed with agenda

11.1 Lengthsman – Report given at Annual Parish Meeting
BRILLEY LENGTHSMAN SCHEME, 2013 – 2014 REVIEW

GENERAL

Despite having the wettest winter for 300 years, the policy of continual preventative maintenance meant that there were few problems and no flooded dwellings.

The only incident of any note during this wet period was the blockage of manholes and culverts between 90602 (Dark Lane) and Brilley Church, and in 90608, and the consequent high flows of water down C1072 and 90608, caused by the debris carried by the large quantity of water flowing down Dark Lane. This was exacerbated by a fly-tipped freezer floating down in the torrent and blocking the entrance to the culvert at the 90602/C1072 junction.

Herefordshire Council's highway maintenance contract passed from Amey to Balfour Beatty during the year. It is too early to tell whether there will be any appreciable difference in the standard of maintenance. The long-term problem of flooding over C1072 at 'Merrie Cottage' has now been resolved. Following agreement by the owner of the field into which the water from culvert under the road should discharge I dug a ditch from the culvert outfall to the field.

STATE OF THE ROADS

It would not be an exaggeration to say that, with the exception of C1072, C1073, 90601 and 90608, none of which is in a particularly high state of maintenance, all of the other roads in Brilley which come under the purview of the Lengthsman Scheme need major re-construction work to some, if not all, of their lengths.

Filling of potholes and broken-up areas has been carried out recently to the following roads:-

C1072 (from 'The Plantation' to northern boundary), C1073, 90602 (from 90605 to approx halfway between 'Pentregrove' and 'Pentremiley'), 90604 (still one or two small potholes at 'The Cefn' entrance unfilled), 90605, 90606 (from 'Forester's Court' to C1072), 90612. Most of these repairs have been carried out by blowing bitumen-coated stone into the holes under pressure. This should give better results than shovelling cold asphalt into the holes but, as no attempt is made to clean out the repair areas, cut back the edges of the holes to solid material, or properly roll the repairs, it remains to be seen how durable the repairs will be. Elsewhere, all roads exhibit potholes, broken and crazed areas, and broken-away edges. The following roads give particular cause for concern and are rapidly approaching the point of being impassable to ordinary cars, as well as being extremely hazardous for cyclists:-

C1072 (from 'The Plantation' to A438 – failed trench reinstatements and very rough areas on a steep hill form particular hazards to cyclists), 90600 (particularly between southern boundary, where voids left when a new stream culvert was installed under the road have now caused major subsidence, and 'Pen-y-Fan'), 90602 (from 'The Bush' to approx halfway between 'Pentregrove' and 'Pentremiley'), 90611 (from the drive to 'Tamarit', etc to 'The Old Chapel'), 90613 (particularly in vicinity of 'Spring Cottage'), 90614 (from 'Perryn' to 90612).

DRAINAGE

Items of work that remain outstanding include:-

- C1072: Rebuild partially collapsed culvert entry at junction with 90608.
Build proper headwall for culvert outfall on west side of road 50m south of C1073 and excavate outfall ditch to give proper fall away from culvert
- C1073: Replacement of broken length of culvert under east side of road opposite 'Lane Farm'.
Rebuilding collapsed catchpit at GR 271498
- 90602: Provide gullies and associated drainage infrastructure where streams issue on to road in the vicinity of 'Pentremiley' to avoid damage to roads caused by continuous water flow over them.
- 90611: Replacement of outfall pipe from gully at GR 267487 cut off when bank strengthening works were carried out
- 90612: Reconfiguring the drainage alongside 'The Rest' to give a set-up that does not continually silt up and cause water to flood into the yard and garden

ROAD SIGNS

A significant number of road signs are faded or have posts which are broken or loose in the ground.

FURTHER ACTION

Updated reports detailing the state of the road surfaces, outstanding work and sub-standard road signs will be submitted at a later date.

11.2 Road and drainage defects to be reported to BB from 11.1 – as follows

Potholes, broken areas and fallen away edges need repair on:

C1072 (from 'The Plantation' to A438 – failed trench reinstatements and very rough areas on a steep hill form particular hazards to cyclists)

90600 (particularly between southern boundary, where voids left when a new stream culvert was installed under the road have now caused major subsidence, and 'Pen-y-Fan')

90602 (from 'The Bush' to approx halfway between 'Pentregrove' and 'Pentremiley')

90611 (from the drive to 'Tamarit', etc to 'The Old Chapel')

90613 (particularly in vicinity of 'Spring Cottage'), 90614 (from 'Perryn' to 90612)

Drainage work outstanding:

- C1072: Rebuild partially collapsed culvert entry at junction with 90608.
Build proper headwall for culvert outfall on west side of road 50m south of C1073 and excavate outfall ditch to give proper fall away from culvert
- C1073: Replacement of broken length of culvert under east side of road opposite 'Lane Farm'.

- Rebuilding collapsed catchpit at GR 271498
- 90602: Provide gullies and associated drainage infrastructure where streams issue on to road in the vicinity of 'Pentremiley' to avoid damage to roads caused by continuous water flow over them.
- 90611: Replacement of outfall pipe from gully at GR 267487 cut off when bank strengthening works were carried out
- 90612: Reconfiguring the drainage alongside 'The Rest' to give a set-up that does not continually silt up and cause water to flood into the yard and garden

12. Text of email from Lengthsman:

Dear Alison, With regard to the lengthsman work in Brilley, I have been charging my time for some years at £12.00 per hour. This gave roughly 2 days work at 7½ hours a day. Although my costs (public liability insurance, road tax, car insurance and, particularly, fuel) have risen considerably in that time, the total funding has stayed constant. Since the only way I had of reducing my costs was to reduce the number of days worked, and hence use less fuel, I would have had to double my hourly rate to reduce the number of days to 1a month. I didn't think that this would be very popular with the parish council, nor would it have been very effective from the point of view of doing the work required, so I left the rate as it was, rather than increase it and still be working 2, albeit shorter, days.

With the availability of the small amount of extra money due to the Administrator's fee not being claimed, if I keep the hourly rate at £12.00, it will mean 2 days of 8½ hours which is rather too much, given the strenuous nature of the work. If I go to 3 short days, the extra money will be swallowed up to a certain extent in extra fuel bills. I would like to propose that I use the extra money to offset some of my costs by increasing my hourly rate for 2014/15 to £13.50 per hour, which will give me 2 days of approximately 7½ hours per month.

Regards,

Peter Watts

13. Although there has been no formal request for a meeting, this is on the agenda so that there is a Minute. However, please note that any agreement for progress/action must come back to the July PC meeting for ratification – regardless of how many Councillors are at the meeting. The issue is still the responsibility of the Village Hall and Village School Charities to deal with, though I totally agree that the PC needs to be part of the discussions for the good of the whole community
14. Flyer needs to go to every household asap – see draft
16. Policies circulated with agenda
17. Policy and Regulations circulated with agenda
18. Financial Advisory Working Group needed – only needs to be 2-3 Councillors – to review Finance Regs, other documents, the budget, insurance – probably needs 2 meetings a year
19. War memorial – email sent to Diocese as PCC unable to help with ownership
20. Correspondence – received as follows:
- From HC – email re Children's Wellbeing Stakeholder event – previously forwarded
 - From HC – letter re Register of Electors – applied for
 - From HC – Online bus consultation survey – previously circulated
 - From HC – Children's Wellbeing Stakeholder Event
 - From Grant Thornton – Audit paperwork
 - From HC – email from retiring police superintendent – previously circulated
 - From Herefordshire CPRE – Spring update
 - From HC – Community resilience documents – previously circulated
 - From HC – Neighbourhood Planning designation
 - From HC – Funding update April
 - From HC – European Parliamentary Elections Notice
 - From HC – Declaration of Interests document – emailed previously
 - From HC – Audit Consultation – emailed previously
 - From HC – meeting with Leader and Chief Executive – emailed previously
 - From Community First – insurance renewal
 - From BB – email re briefings on 23-24 April – circulated previously
 - From HC – email with letter re Purchase Orders required for payment of invoices
 - From BB – Proposed Plan and Contract update presentation – circulated previously
 - From BB – email re pothole repairs – circulated previously
 - From HC – email re explore Herefordshire map site – circulated previously
 - From HC – email with letter re Parish Council member allowances – circulated previously – see 21
 - From HC – email with letter re Declaration of Interests and Code of Conduct meeting – see 20
 - From HC – email with Council Tax leaflet
 - From HC – email with May funding update

- From HC – email re SIB funding for community ownership

21.

Dear Parish Clerk,

PARISH COUNCILLORS' DECLARATION OF INTERESTS

As you will be aware, section 29 of the Localism Act 2011 requires the monitoring officer to maintain a register of interests of members and co-opted members of parish councils. Members and co-opted members are also required, under the act, to notify the monitoring officer of any disclosable pecuniary interests within 28 days of the date on which they became a member of the authority, and within 28 days of becoming aware of any subsequent disclosable pecuniary interest. These are published on the Herefordshire Council website, in accordance with the principles of openness and transparency, and can be viewed at the following web page:

<http://herefordshire2.moderngov.co.uk/mgparishcouncildetails.aspx?bcr=1&sls=3>

I am writing to seek your support in reminding all parish councillors of this continuing requirement and the potential criminal penalties of non-compliance. I am enclosing a copy of the guidance provided by the Department for Communities and Local Government which may be of interest to your members, and the declaration form can be downloaded from the council website at the following web page:

<https://www.herefordshire.gov.uk/government-citizens-and-rights/democracy/parish-council-elections>

You will shortly receive notice of an open invitation to attend a session on the code of conduct which has been arranged for the evening of 10th June; I'd be grateful if you would encourage representatives from your council to attend.

Yours sincerely,

BILL NORMAN

SOLICITOR TO THE COUNCIL

22.

Dear Clerk

PARISH AND TOWN COUNCIL MEMBER ALLOWANCES

As you will be aware, local councils may decide to pay their members a basic allowance; this may be applied equally to all members or only to the chairman, or as a basic allowance for members with a higher allowance for the chairman. Local councils must fund any allowances scheme from within their own budgets.

Should a local council propose to adopt an allowances scheme it must have regard in setting the level of allowance to the recommendations of an independent parish remuneration panel (IRP), and Herefordshire Council is required to constitute this panel.

Local councils may also pay travelling and subsistence expenses. Following a recommendation from the IRP in November 2005 Herefordshire Council resolved that town

and parish councillors be eligible to claim reimbursement for travel associated with their parish council duties at the same level as Herefordshire Council elected members (this is the single rate used by HM Revenue & Customs for all business mileage).

The council's IRP last considered the question of local council member allowances in April 2013. Taking account of a survey of local councils conducted in 2012, the panel decided that, due to lack of interest from Herefordshire local councils, there was no need to introduce such a scheme, but that further soundings should be taken from local councils in 2014.

I am therefore writing to ask whether your council is minded to introduce an allowances scheme so that the IRP can consider whether it needs to produce a report on this matter.

I should be grateful if you would let me know your council's intentions by 31 May 2014.

Yours sincerely

ANNIE BROOKES

GOVERNANCE MANAGER

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