

HOW CAPLE, SOLLERSHOPE & YATTON GROUP PARISH COUNCIL

Minutes of the Meeting of the Parish Council
Tuesday 13th January 2015 at How Caple Grange

Members Present

John Clarke (JC) Chairman
Michael Perlman (MP)
Jim Powell (JP)

Bruce Jones (BJ)
Will Edwards (WE)

Attending

3 members of the public
Ward Cllr Barry Durkin
Liz Parry-Jones (Clerk)

01/15 **Apologies for Absence**

Apologies were received from Cllr Nicholas and Cotton and Chris Jones

02/15 **Declarations of Interest and Requests for Dispensations**

None

It was agreed to consider item 6 next

06/15 **Representations from the Public**

A request was made that the verges adjoining the C1272 (How Caple towards Hole in the Wall) be kept cut back during this year's growing season to prevent obstruction and damage to vehicles. It was agreed that the Clerk should write to the land owner and request that the hedge be cut if necessary and that the Lengthsman keeps that grass in the passing spaces and corners cut back. A request was received from an adjoining Parish Council to assist them in gaining co-operation from the organisers of the Deloitte Ride Across Britain cycle event to ensure that adequate stewarding is in place to prevent the disruption caused by last year's event being repeated in 2015. It was agreed that contact with the event organisers would be sought once the new Parish Council is elected.

03/15 **Ward Cllrs Report**

Ward Cllr Durkin summarised his monthly report which had been sent to members prior to the meeting. In addition he informed members that it is anticipated that Balfour Beatty will undertake the safety audit and provide traffic control for the proposed waiting area at Crossways .
A meeting is to be held with the Highways department to investigate what can be done to limit the number of HGVs using the lanes between Sollershope and Woolhope.
The fortnightly bin collection is working well. All households should have received a black general waste bin, those that have not are encouraged to contact Herefordshire Council. Clerk to publicise this.

04/15 **Minutes of the last Meeting**

The Minutes of the last meeting had been sent to members prior to the meeting.
Resolved: to approve of the minutes of 4th November 2014 as drafted.

05/15 **Update on Action Points**

All action points to be covered under agenda items below.

Action

Clerk

Signed

Date

07/15 Finance

- i. Financial update
A copy of the cashbook showing all payments and receipts to date was circulated showing a working balance as at 12/01/2015 of £8,536.18
It was noted that the bank balance as at 28/11/2014 (last available statement) was £8,823.66
- ii. Budget and Precept
The budget and proposed precept of £5,000 had been published and comments invited from the public. None had been received.
Resolved: to approve the budget as proposed at the previous meeting and as published and request a precept of £5,000
- iii. Revised pay scale for Clerk
Resolved: to adopt the revised pay scale for the Clerk and commuted payment wef. 01/04/2014 as recommended by NALC and SLCC.
- iv. Payments
Resolved: to approve the payments in the payment schedule, see below.

08/15 Highways

- i. New Lengthsman Scheme.
Resolved: to join the Scheme, details to be confirmed at the next meeting after information briefing from Balfour Beatty
- ii. Waiting Area Crossways
It was agreed that an outline specification was needed sufficient to obtain initial cost estimates to enable grant funding options to be explored. MP to contact local contractors
- iii. Speed Indicator Device
Information is awaited from Herefordshire Council.
Resolved: to defer consideration of this to a future meeting.
- iv. Signage for HGVs on lanes
As noted above Ward Cllr Durkin to meet with Herefordshire Highways department.
- v. Action of on Defects
Noted
- vi. New defects to be reported
Potholes on B4224 neat How Caple Forge

MP

09/15 Footpaths

- i. Reports from PFOs
No problems reported. Clerk to advertise for a new PFO for Sollershope and How Caple
- ii. P3 Scheme
Resolved: to decide whether to join the scheme after Briefing from Balfour Beatty

Clerk

10/15 Planning

- i. New applications
P143803/ FH Gardeners Cottage, Garraway House, How Caple.
Proposed alterations to front dormers including two new dormers, new front porch canopy and internal alterations.
Resolved: to support this application
- ii. Recent Decisions
None

Signed

Date

11/15 Neighbourhood Plan Steering Group Report

It was noted that interim bridging funding had been received for the period until 31 March 2015. Applications for further funding for 2015/16 will open in March. A web site is to be developed, information on three suppliers was provided.

Resolved: to commission a website provider as selected by the Neighbourhood Plan Steering Group up to a price of £800 as in the previously approved budget.

12/15 Parish Council Elections

Members were asked to inform the Clerk or the Chairman if they were not intending to stand for re-election. It was agreed that given likelihood of a number of vacancies occurring efforts should be made to encourage nominations

All

13/15 Correspondence

Noted

14/15 Agenda Information Sheets

Noted

15/15 Items for the Next Agenda

- Flooding at Waltons' Hole, Sollershope
- Riparian Owners rights and liabilities
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16/15 Date of Next Meeting

24th March 2015

Schedule of Payments approved at the meeting on 13th January 2015

Payee	Details	Budget heading	Net	VAT	Gross
Jeremy Moore	Lengthsman duties Nov & Dec	Lengthsman	472.00		472.00
E Parry-Jones	Printer cartridges & stamps J Edwards leaving gift	Admin Chairman's Expenses	13.63 43.42	2.72 8.68	16.35 52.10
HMRC	PAYE	Clerk's Salary			1.60

Signed

Date