

HOW CAPLE, SOLLERSHOPE & YATTON GROUP PARISH COUNCIL

Minutes of the Meeting of the Parish Council
Tuesday 30th June 2015 at How Caple Grange

Members Present

Bruce Jones (BJ) (Chair)
Will Edwards (WE)
John Jackson (JJ)
Mike Perlman (MP) co-opted at this meeting
Elizabeth Glover (EG) co-opted at this meeting

Chris Jones (CJ)
Mark Hyde (MH)
Bernard Morris (BM)

Attending

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

- | | | <u>Action</u> |
|---------------------|--|----------------------|
| <u>47/15</u> | Apologies for Absence
Apologies were received from Cllr Clark | |
| <u>48/15</u> | Declarations of Interest and Requests for Dispensations
None | |
| <u>49/15</u> | Co-option
<i>Resolved: to co-opt Mike Perlman representing Sollershope and Elizabeth Glover representing How Caple</i> | |
| <u>50/15</u> | Minutes of Previous Meeting
<i>Resolved: to approve the minutes of the meeting of 12th May 2015</i> | |
| <u>51/15</u> | Updates from Previous Action Points
All action points to be covered under agenda items | |
| <u>52/15</u> | Report from Ward Cllr Barry Durkin
Cllr Durkin June report had been sent to members prior to the meeting. In addition he informed members that the new road from the station to Edgar Street in Hereford is scheduled to begin soon. He encouraged the Parish Council to write to the Overview and Scrutiny Committee with its views on the review of the small holding estate. He had just completed a tour of the Old Gore ward roads with the Locality Steward and the following defects have been identified: Churchfields Lane near Fairview Cottage, potholes and replacement of barrier at bridge; grass cutting at Crossways; barrier required on B4224 above culvert at Stocking. Members asked on what progress is being made on the request for signage to the lanes to Sollershope advising that they are unsuitable for HGV and were advised to write to Herefordshire Council. | |
| <u>53/15</u> | Representations from the Public
None | |
| <u>54/15</u> | Finance <ol style="list-style-type: none">Financial update
A copy of the cashbook showing all payments and receipts to date was circulated. It was noted that this showed a working balance as at 30/06/15 of £5,330.76.
It was noted that the bank balance as at 29/05/15 (last available statement) was £8,763.27 | |

Signed

Date

- ii. Bank Signatories.
Resolved: to appoint Cllrs Perlman, Morris, Jackson and Glover as signatories.
Clerk to provide relevant forms for completion.
- iii. Appointment of Member to review financial position
Resolved: to appoint BM to review the financial position before the next meeting.
- iv. Invoices and Payments
Resolved: to approve the payments in the payment schedule, see below.

55/15 Highways and Footpaths

- i. Lengthsman Co-ordinator.
Resolved: to appoint Cllr Jackson to be the Lengthsman co-ordinator.
- ii. P3 Scheme
JJ to receive information from the Clerk and to consider this role.
- iii. Defects to be reported.
Pothole at the end of the newly resurfaced section on Perrystone Hill.

Clerk

Clerk

56/15 Planning

- i. New applications
None
- ii. Recent Decisions
None

57/15 Policies

Clerk to send copies of Standing Orders and the Financial Regulations and templates for other policies not currently in place for consideration at the next meeting.

Clerk

58/15 Neighbourhood Plan Steering Group Report

- i. Appointment of Steering Group.
Resolved: to re-appoint the members of the Steering Group which is to be chaired by Elizabeth Glover.
- ii. Update from Steering Group.
The website is under construction and will be submitted for approval before its launch, a grant application for the next six months in line with the previous budget is to be submitted.
Resolved: to support the application for further grant monies

60/15 Correspondence and Agenda Information Sheets

Noted.

61/15 Dates of Meetings 2015/16

Resolved: meetings for the forthcoming year will be held at The How Caple Grange starting at 8.00pm on the following dates

September 8th November 10th
January 12th March 8th
May 10th

62/15 Items for the Next Agenda

- Budget 2016/17
- Publicity

Schedule of Payments approved at the meeting on 30th June 2015

Payee	Details	Budget heading	Net £	VAT £	Gross £
Jeremy Moore	Lengthsman duties April, May & June	Lengthsman			708.00
E Parry-Jones	SLCC membership 5/13ths £118.00 Repayment of PAYE 06/02/15 – 05/04/15	Subscriptions Clerk salary			45.38 8.20

Signed

Date