

HOW CAPLE, SOLLERSHOPE & YATTON GROUP PARISH COUNCIL

Minutes of the Meeting of the Parish Council
Tuesday 24th March 2015 at How Caple Grange

Members Present

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

Bruce Jones (BJ)
Will Edwards (WE)
Chris Jones (CJ)

Attending

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

17/15 **Apologies for Absence**

Apologies were received from Cllr Nicholas and Cotton

18/15 **Declarations of Interest and Requests for Dispensations**

None

19/15 **Report from Ward Cllr Barry Durkin**

Cllr Durkin was not present at the meeting. His most recent report, February had been sent to members prior to the meeting.

20/15 **Representations from the Public**

Is signage to be put up advising HGV drivers of the width of the lanes to Woolhope? Cllr Durkin had previously advised that this matter would be considered at the next full meeting of Herefordshire Council. The gully adjacent to Walton's Hole, Sollershope remains entirely covered and will result in flooding. This is to be reported to Balfour Beatty. The sign at the Moors has not been repaired. This has previously been reported to Balfour Beatty, Clerk to follow up.

21/15 **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 13th January as drafted.

22/15 **Update on Action Points**

It was noted that:

- The route of the Deloitte Ride Across Britain cycle event through the Parishes in September will be via the B4224 and not the C1273 as in 2014.
- Those households who have not received the black general waste bins are encouraged to contact Herefordshire Council direct, notices giving the contact information have been placed in the Phoenix and Mercury magazines.

A request was made that members should receive the minutes as soon as possible after each meeting.

23/15 **Finance**

- i. 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 24/03/2015 of £7,036.43. The Clerk advised that this figure includes the

Action

Clerk

Clerk

Signed

Date

grant for the NDP of £1,715.00, it is likely that circa £1,300.00 of this grant will remain unspent at the year end 31/03/2015 and will be returned.

It was noted that the bank balance as at 30/01/2015 (last available statement) was £7,750.88

- ii. Internal Auditor.

Resolved: to appoint Mr Ian Biggs to undertake the internal audit for 2014/15

- iii. Payments

Resolved: to approve the payments in the payment schedule, see below.

24/15 Highways and Footpaths

- i. P3 Scheme Parish Paths Officer.

Resolved: not to join the P3 Scheme at this until a member willing to be Parish Paths Officer has been assigned.

- ii. Annual Management Plan

The Clerk circulated a draft AMP.

Resolved: to amend the AMP to include the additional £500.00 as in 2015/16 budget and to submit the amended AMP for agreement with Balfour Beatty.

Clerk

- iii. Waiting Area Crossways

An cost estimation had been sought for the works but the contractor had requested a more detailed specification. Cllr Durkin to be requested to approach Balfour Beatty for this.

Clerk

- iv. Speed Indicator Device

Cllr Durkin to be requested to ask Herefordshire Council advise members.

Clerk

- v. New defects to be reported

Blocked gully on B4224 near How Caple Forge

Clerk

25/15 Planning

- i. New applications

None

- ii. Recent Decisions

It was noted, P143803 Gardeners Cottage, Garraway House, How Caple, approved with conditions

26/15 Neighbourhood Plan Steering Group Report

The Clerk reported that a website had been commissioned. It was agreed that the dates of future meeting of the NDP Steering Group would be publicised.

27/15 Parish Council Elections

It was noted that there would be at least one vacancy in both How Caple and Sollershope and two in Yatton. Notices of the election have been posted in the three parishes. The Clerk advised members and public present on the procedures for nominations.

28/15 Correspondence and Agenda Information Sheets

Noted. The Clerk advised that a letter had been received that day from the operators of the new poultry unit at Sollershope Farm asking for comments on the proposed re-routing of a footpath. It was agreed that there had not been sufficient time to consider this proposal in order for a response to be provided but that comment would be made to Herefordshire Council when the application was made.

Signed

Date

29/15 Items for the Next Agenda

- Walton's Hole

30/15 Date of Next Meeting

The next meeting will be the Annual meeting of the Parish Council on Tuesday 12th May 2015 at 7.30pm.

The Annual Parish Meetings for each of the individual parishes will be held immediately after the Annual Meeting of the Parish Council.

Schedule of Payments approved at the meeting on 24th March 2015

Payee	Details	Budget heading	Net	VAT	Gross
Jeremy Moore	Lengthsman duties January and February 2015	Lengthsman	472.00		472.00
E Parry-Jones	Commutated payment for pay rise 01/04/2014 – 31/12/2014	Clerk's salary	10.81	2.70	13.51
HMRC	PAYE	Clerk's Salary			8.20*

*Estimate of £5.40 at time of meeting, final sum known after 28/03/2015

Signed

Date