

# HOW CAPLE, SOLLERSHOPE & YATTON GROUP PARISH COUNCIL

Minutes of the Meeting of the Parish Council  
Tuesday 12<sup>th</sup> September 2017 at How Caple Grange

## Members Present

Bernard Morris (BM)  
Mike Perlman (MP)  
Mark Hyde (MH)

Elizabeth Glover (EG)  
Angela Hardy-Bishop (AHB)  
John Jackson (JJ)

## Attending

1 member of the public  
Liz Parry-Jones (Clerk)

### 17/74 Apologies for absence

Apologies were received from Chris Jones (CJ) and Bruce Jones (BJ)

### 17/75 Declarations of Interest and Requests for Dispensations

None

### 17/76 Minutes of Previous Meeting

**Resolved: to approve the minutes of 4<sup>th</sup> July 2017 as drafted**

The Minutes were not signed as there was no hard copy available.

### 17/77 Updates on Action Points From Previous Meetings

Noticeboard Yatton – waiting BBLP to approve proposed location adjacent to existing board.

All other updates to be covered under agenda items.

### 17/78 Report from Ward Councillor

Cllr Durkin was not present. His August Ward Report had been sent to members prior to the meeting but as not all members had been able to access the document the Clerk read out.

### 17/79 Representations from the Public

There were no representations from the public.

### 17/80 Neighbourhood Development Plan

EG provided an update on the current state of progress.

### 17/81 Highways and PROW

#### a. Report.

JJ reported that further works under the P3 scheme had been identified.

#### b. HGV Signage

One quote had been obtained from Owen Pell (approx. £1,300 for four signs)

MH to speak with Owen Pell to confirm price and attempt to find other quotes. The Clerk to arrange a meeting with the owners of Birchwood Cottage to confirm the siting of the sign on their verge.

**Resolved: to agree the budget for the signage at the next meeting when further quotes have been obtained.**

#### c. Lengthsman and P3 scheme

**Resolved: To instruct Ollie Sanders to carry out three days maintenance work to the footpaths as specified by JJ and Clerk. Priority to be given to the Wye Valley Walk and the other most heavily used paths.**

#### d. Defects to be Reported to BBLP

No specific items were identified. Members expressed concern that in their opinion repairs to potholes were of poor quality and that some roads seem to be resurfaced unnecessarily.

#### e. Rights of Way Improvement Plan Consultation

This had only recently been received and there had been insufficient time for members to read the documents.

**Resolved: Members to circulate any comments and for the matter to be considered at the next meeting**

17/82 Finance

a. Current Financial Position

It was noted that the cashbook showed a balance as at 31/08/2017 of £6,762.57. A copy of the cashbook and a bank reconciliation had been sent to members prior to the meeting.

b. Financial Check.

It was noted that AHB had completed a check of the cashbook against the banks statement and invoices for the current financial year.

c. Items for Inclusion in the 2018/19 Budget.

Resolved: all members to send suggestions to the Clerk. The Finance Working Group to meet and prepare a draft budget to be sent out ahead of the next meeting.

d. Invoices and Payments

**Resolved: to approve the payments in the payment schedule (see below)**

e. Payments Since the Last Meeting

The payment to PiP Hereford was noted (see below)

17/83 Planning

a. New Applications

None

b. Recent Decisions Affecting the Parish

None

17/84 Correspondence

Most correspondence had been forwarded on to members. In addition it was noted that Aon had informed policy holders that it is withdrawing from the local council market and will not be offering to renew the insurance policy in June 2018, until then the policy remains unchanged. The Clerk is to ask HALC if there is or could be any arrangement with an insurer for a group provision to multiple local parish councils. It was suggested that members should consider making a representation to the current CCG consultation.

17/85 Supporting Information

Noted

17/86 Items for Next Agenda

Representation to the CCG consultation  
2018/19 budget

## Payment Schedule

### **Payments approved at the meeting 12th September 2017**

Jeremy Moore, Lengthsman works July and August £236.00

### **Payments made since the last meeting**

PiP Hereford, NDP printing £589.39