

**ALMELEY PARISH COUNCIL**  
**Councillors are summoned to attend a meeting of the Parish Council**  
**On Wednesday 15<sup>th</sup> November 2017 at 7.30pm in Almeley Village Hall**  
**AGENDA**

1. **To receive apologies for absence**
  2. **To receive declarations of interest and written requests for dispensation**
  3. **To welcome the new clerk and sign her contract of employment.**
  4. **Open session**
    - 4.1 To receive a report on Herefordshire Council matters from Cllr Roger Phillips
    - 4.2 To receive views of local residents on parish matters
  5. **To consider the minutes of two previous meetings**
    - 5.1 13<sup>th</sup> September 2017
    - 5.2 12<sup>th</sup> October 2017
  6. **Finance**
    - 6.1 To note the bank balance and sign the finance report and bank statement.
    - 6.2 To consider the clerks expenses £92.19 plus annual home allowance.
    - 6.3 To consider the clerks salary.
    - 6.4 To consider invoice from A&S Payne – Mowing of Spearmarsh Common £800.
    - 6.5 To consider invoice from HALC for website hosting £36.00.
    - 6.6 To consider invoice from HALC for 2016-17 internal audit £180
    - 6.7 To consider the budget for 2017-18.
    - 6.8 To consider the precept for 2018-19.
    - 6.9 To consider a donation to Age UK.
  7. **To review policies and check compliance.**
    - 7.1 To consider adopting the January 2016 version of Financial Regulations
  8. **Planning**
    - 8.1 **173699 – Land at Woonton, Almeley, Herefordshire**

Proposed residential development of 5 dwellings, including the formation of two vehicular accesses, provision of two orchard strips, foul drainage treatment plant and other associated works.
    - 8.2 **173742 – Lower Wootton Farm, Almeley**

Proposed cover for existing silage/manure yard
    - 8.3 **To consider the Public Path Diversion Order – AM15 (Part)**
    - 8.4 **To consider the Travellers Site Development Plan from Hereford Council**
- Please ensure you have read all planning documents before the meeting as they may not be available at the meeting
9. **NDP – To receive an update and consider actions.**

To consider the invoice from Data Orchard for NDP support £758.04
  10. **Parish Maintenance**
    - 10.1 To review the Lengthsman scheme and grant monies.
    - 10.2 To consider putting the Common's mowing contract out to tender.
    - 10.3 To consider the invoice from Andy Cross for Lengthsman duties - £467.50
    - 10.4 To consider the invoice from Andy Cross for footpath maintenance - £17.00
  11. **To consider request for information concerning litter in parishes**
  12. **To consider the Community Housing Fund**
  13. **To consider outstanding updates and actions sheet**
  14. **To note date of next scheduled meeting – 10<sup>th</sup> January 2018**

**Emma Thomas**  
**Clerk to Almeley Parish Council**  
**01885 490414**

## **Outstanding Actions and Updates:**

### **Highways and Footpaths:**

<b><u>Date/Minute</u></b>	<b><u>Item</u></b>	<b><u>Comments</u></b>
13.9.17 8.4	Speed reduction measures	It was noted in a report from Ray Wallace at Balfour Beatty that any speed measures that APC decide upon are to be funded by the PC. The report contained a list of costs that have been circulated to all Councillors with the meeting papers.

### **Planning Applications Log:**

<b><u>Date</u></b>	<b><u>App No.</u></b>	<b><u>Description</u></b>	<b><u>PC Comment</u></b>	<b><u>HC Decision</u></b>
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