

ALMELEY PARISH COUNCIL

Minutes of an extraordinary meeting of the parish council
held on Monday 19th June 2017 at 7.30 pm in Almeley Village
Hall

Present:

Parish Councillors: Liz Tucker (Chairman), Barry Hall, Bee
Held, John Hope.

Two local residents.

1. Apologies for absence were received from James
Edwards & Alan Payne.

2. Declarations of interest & written requests for
dispensation ... There were none.

3. Open Session
 - 3.1 The Ward Councillor was unable to be present.

 - 3.2 Views of local residents on parish matters:
 - 3.2.1 It was noted that The Batch had been taken off
the market and was now no longer part of a large
plot. It was anticipated that it would be sold off
separately at some point in the future.

4. Finance

It was noted that cheques for the following items could
only be issued once all financial papers and cheque
books were returned from the Internal Auditor the

following week.

4.1 It was RESOLVED to pay for HALC clerk cover for the meeting at a cost of £150 plus mileage.

4.2 Consideration was given to the possible payment of the 2015 election costs of £1877.52 in three instalments to Herefordshire Council. Prior to such a payment being made, the amount of invoice would be queried. In the meantime, the Chairman would send a breakdown of the invoice to HALC.

4.3 Outstanding payments to Lengthsman ... It was RESOLVED to pay all outstanding invoices from the Lengthsman in the sum of £1682.00.

4.4 It was RESOLVED to pay all outstanding invoices for hall hire in the sum of £117.00.

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4.5 It was RESOLVED to pay A Payne for the half yearly mowing of Spearmarsh Common & land around the War Memorial, in the sum of £800.

4.6 Action on bank accounts, including bank transfer & online access ... It was RESOLVED to access on-line banking with Nat West, which would be pursued by the Chairman. It was noted that Barclays Bank had erroneously linked the PCC and PC accounts for Almeley.

4.7 Consideration of internal audit report on 2016/17 accounts ... It was RESOLVED to consider this item and the following two items (4.8 and 4.9) at an Extraordinary Meeting of the Parish Council, the following week, as all papers were still with the Internal Auditor.

4.8 Approval of the Annual Governance Statement.

4.9 Consideration, approval, signature & dating of Accounting Statements for 2016/17.

5. Minutes

5.1 Minutes of the last scheduled meeting held on 8th March 2017 ... It was RESOLVED to adopt the minutes as a true record and they were signed by the Chairman.

5.2 Minutes of extraordinary meeting held on 19th April 2017 ... It was RESOLVED to adopt the minutes with the following amendments and they were then signed by the Chairman:

5.2.1 Item 3.2.1 fourth line – delete number ‘3’.

5.2.2 Item 3.2.2 second line – delete ‘three’.

6. Planning

It was RESOLVED to make the following comments on applications for determination by Herefordshire Council:

6.1 Application P171756/FH. Little Upcott, Almeley Road, Eardisley. Proposed garage/workshop: private use only. PC comment to support the application with reservations:

- a) The size of the development i.e. four parking bays immediately parallel to the road, raised concern.
- b) If the development goes ahead, landscaping was suggested.

6.2 Application 171758/L (*Listed Building Consent*). Little Upcott, Almeley Road, Eardisley. Proposed garage/workshop: private use only. PC Comment: Repeat comments a) and b) above.

6.3 Application P171792/FH. 21 Bells Orchard Almeley. Demolition of garage, carport & conservatory & erection of single storey rear/side extension & garage.

PC Comment: Application supported.

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7. Neighbourhood Development Plan
 - 7.1 An update would be available at the July meeting. It was noted that £300 had been set aside for the Neighbourhood Plan event.
 - 7.2 It was RESOLVED to pay Sandra Charles £170.40 for printing costs plus travel to the printers.
8. Website ... It was RESOLVED to pay HALC's hosting fee of £30+VAT.
 - 8.1 Future Arrangements ... It was RESOLVED to continue using the services of Lee Harper-Smith for annual maintenance at a cost of £200.00 for 2017/18. It was further RESOLVED to pay £50 for virus checking on the PC computer.
9. Code of Conduct
 - 9.1 Consideration was given to either adopting Herefordshire Council's new Code of Conduct or to confirm continued use of the current one. It was RESOLVED to continue with the current Code of Conduct.
10. The date of the next scheduled meeting was noted as 13th September 2017
 - 10.1 Remaining meeting dates for 2017/18 were noted as: 15.11.17, 10.1.18, 14.3.18.
 - 10.2 An Extraordinary PC Meeting would be held at 2.00 pm on Thursday 29th June.

A resolution was passed to exclude the public for the

following confidential item

11. Employment Matters

11.1 Members considered matters relating to the outgoing clerk and it was RESOLVED to continue discussion when financial paperwork had been returned to the council by the Internal Auditor.

11.2 Members received an update on the recruitment of a new clerk.

SIGNED DATE
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