

ALMELEY PARISH COUNCIL
Councillors are summoned to attend a meeting of the Parish Council
On Wednesday 10th January 2018 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. **Open session**
 - 3.1 To receive a report on Herefordshire Council matters from Cllr Roger Phillips
 - 3.2 To receive views of local residents on parish matters
4. **To consider the minutes of the previous meeting**
 - 4.1 29th November 2017
5. **Finance**
 - 5.1 To note the bank balance and sign the finance report and bank statement.
 - 5.2 To consider the clerks expenses £106.77 – previously circulated
 - 5.3 To consider the clerks salary.
 - 5.4 To consider invoice for CiLCA training of clerk £100
 - 5.5 To consider the PAYE invoice to HMRC £176
 - 5.6 To consider invoice for Hall Hire x 3 £63.00
 - 5.7 To consider invoice for lengthsman duties to Andy Cross £144.50
 - 5.8 To consider invoice for payroll services to Autela £25.60
 - 5.9 To consider invoice for admin cover to HALC £200.52
 - 5.10 To consider invoice for admin cover to HALC £190.80
 - 5.11 To consider invoice for Recruitment services to HALC £240
 - 5.12 To consider the donation to Almeley Cricket Club £400
 - 5.13 To consider the budget for 2017-18.
 - 5.14 To consider the budget and precept for 2018-19.
 - 5.15 To consider the Audit opinion and certificate for audit year ending March 2017.
6. **To review policies and check compliance.**
 - 7.1 To consider adopting the January 2016 version of Financial Regulations
7. **Planning - None**

Please ensure you have read all planning documents before the meeting as they may not be available at the meeting

8. **NDP – To receive an update and consider actions.**
 - 8.1 To consider invoices for printing of update letters, paper, ink and related mileage to Sandra Charles £153.60
 - 8.2 To consider invoice for printing of NDP drafts to John Crippin £84.00
 - 8.3 To consider invoice for printer ink and mileage to Liz Tucker £64.38
9. **Parish Maintenance**
 - 9.1 To consider the tender documents received for lengthsman position and submitting Expression of Interest form to HC
 - 9.2 To consider any lengthsman or footpaths jobs that need undertaking.
 - 9.3 To consider any highways issue that needs reporting.
 - 9.2.1 To consider replacing the missing highways sign near Woonton
 - 9.4 To consider responses to the tender for the Common's mowing contract.
 - 9.5 To consider hedge trimming at Almeley House and Wenetune - Woonton
10. **To consider “Outstanding Updates and Actions Sheet” and “Information Sheet.”**
11. **To consider date for Annual Parish Meeting.**
12. **To note date of next scheduled meeting – 14th March 2018**

Emma Thomas
Clerk to Almeley Parish Council
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Outstanding Actions and Updates:

Highways and Footpaths:

<u>Date/Minute</u>	<u>Item</u>	<u>Comments</u>
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.
15.11.17 4.2	Hedge trimming	Almeley House – Clerk wrote requesting hedge be cut back. Received a quick response – hedge has been trimmed a bit.

Planning Applications Log:

<u>Date</u>	<u>App No.</u>	<u>Description</u>	<u>PC Comment</u>	<u>HC Decision</u>
15 th Nov 2017	173699	Land at Wootton, 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.	Objection	Awaited
15 th Nov 2017	173742	Lower Wootton Farm, Almeley Proposed cover for existing silage/manure yard	Supported	Approved