

ALMELEY PARISH COUNCIL
Councillors are summoned to attend a meeting of the Parish Council
On Wednesday 14th March 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 5th February 2018
 - 5. Finance**
 - 5.1 To note the bank balance and sign the finance report and bank statement. – Appendix 1
 - 5.2 To consider the clerks expenses £120.56 – previously circulated
 - 5.3 To consider the clerks salary – Feb and March
 - 5.4 To consider the invoice from PIP printing for NDP newsletters £23.86
 - 5.5 To consider the invoice from HALC for their annual subscription £467.51
 - 5.6 To consider invoices from Almeley Hall for meeting hire £54
 - 5.7 To consider the overdue payment to PWLB for loan repayment £511.24
 - 5.8 To consider outstanding payment to HC for elections £1251.68
 - 5.9 To consider payment to HMRC for PAYE £201.20
 - 5.10 To note the repayment by Stretton Grandison Group Parish Council for invoice from HALC (H79) paid by APC in error £190.80
 - 5.11 To consider the internal controls on the parish council bank account.
 - 6. To review policies and check compliance.**
 - 6.1 To consider adopting an equality policy – Appendix 2
 - 6.2 To consider adopting a publication scheme – Appendix 3
 - 6.3 To consider complying with the transparency code – Appendix 4
 - 6.4 To consider adopting a complaints policy – Appendix 5
 - 6.5 To consider adopting a press and media policy – Appendix 6
 - 6.6 To consider adopting a grants and donations policy – Appendix 7
 - 7. Planning –**
 - 7.1 180596 Church Gate, Almeley, HR3 6LB
Removal of existing timber garage and replace with timber frame coach house/car port.
 - 7.2 173699 Land at Woonton, Almeley
Proposed residential development of 5 dwellings, including the formation of a vehicular access, provision of an orchard and coppice strips, foul drainage treatment plants and other associated works – amended and additional.
 - 7.3 180451 21 Bells Orchard, Almeley, HR3 6NE
Enlargement of existing garage(Retrospective)
- Please ensure you have read all planning documents before the meeting as they may not be available at the meeting**
- 8. NDP –**
 - 8.1 To receive an update on Reg 14 consultation process.
 - 9. Parish Maintenance**
 - 9.1 To consider any lengthsmen or footpaths jobs that need undertaking.
 - 9.2 To consider any highways issue that needs reporting.
 - 9.3 To consider an update from the parish inspection by Lara Edwards – Locality Steward.
 - 10. To consider renewal of website contract for financial year 2018-19**
 - 11. To consider “Outstanding Updates and Actions Sheet” and “Information Sheet.” – Appendix 8**
 - 12. To consider actions and planning for the Annual Parish Meeting.**

13. To consider eligibility to use the General Power of Competence.

14. To note agenda items for the next meeting – no discussion.
Speeding in Woonton

15. To note date of next scheduled meeting – 9th May 2018

A resolution will be made to exclude the public from the following confidential item – employment matters

16. To consider the clerks salary following her appraisal and achieving the CiLCA qualification with regards to contractual obligations.

Emma Thomas
Clerk to Almeley Parish Council
01885 490414

9th March 2018

Outstanding Actions and Updates:

<u>Date/Minute</u>	<u>Item</u>	<u>Comments</u>
5 th Feb 2018 3.1	Parking on the verges	Clerk wrote to the school – no reply received.
5 th Feb 2018 7.2	Lengthsman Parish Materials	The out-going lengthsman confirmed that he had no parish materials remaining.
5 th Feb 2018 7.4	Annual Maintenance Plan	This has been submitted to Balfour Beatty.
5 th Feb 2018 7.4	Slow down sign	Clerk has requested a quote from the locality steward.
5 th Feb 2018 7.4	Insurance cover for road signs	Insurance have confirmed that the signs would be covered in future.

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.
05.02.18 3.1	Various highway issues	All reported to Lara Edwards – Locality Steward on the Annual parish “tour”.

Planning Applications Log:

<u>Date</u>	<u>App No.</u>	<u>Description</u>	<u>PC Comment</u>	<u>HC Decision</u>
5 th Feb 2018	174721	Land at Woonton Farm – amended	Support	Awaited
15 th Nov 2017	173699	Land at Woonton, Almeley, Herefordshire	Objection	Awaited
		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.		
15 th Nov 2017	173742	Lower Wootton Farm, Almeley Proposed cover for existing silage/manure yard	Supported	Approved