

08/18

**ALMELEY PARISH COUNCIL**  
**Minutes of the Meeting of the Parish Council**  
**Held on Wednesday 12<sup>th</sup> September 2018 at 7.30pm in Almeley Village Hall**

**Present:** Councillors: Liz Tucker (Chair), James Edwards, Bee Held, Martin Skyrme, Allan Payne and John Hope.

**In attendance:** Emma Thomas – Clerk and Ward Councillor Roger Phillips.

**Public:** 4

1. To receive apologies for absence  
Apologies were RECEIVED and ACCEPTED from Cllr Barry Hall
2. To receive declarations of interest and written requests for dispensation  
None
3. To approve the minutes of the previous meetings – 11<sup>th</sup> July 2018  
It was RESOLVED to approve the minutes and they were duly signed by the Chair.
4. Open session
  - 4.1 To receive a report on Herefordshire Council matters from Ward Cllr Roger Phillips  
Cllr Phillips report included the following items:
    - A useful meeting with all parish clerks in the ward, the local police officer, locality steward and Herefordshire Council planning officer had been held.
    - The 2019 road resurfacing list would be drawn up shortly – please send in any recommendations.
    - Herefordshire Council auditors had judged the Council finances as robust.
    - Cllrs were invited to a meeting with Herefordshire Council on the 17<sup>th</sup> October in Shire Hall.
    - The scrutiny committee were undertaking a consultation on the management of potholes in the county.
  - 4.2 To receive views of local residents on parish matters  
None
5. Finance
  - 5.1 To note September bank balance and finance report and sign both. – Appendix 1  
The report was APPROVED and it and the bank statements were signed as evidence of budget monitoring and bank reconciliation.
  - 5.2 To consider the clerks expenses £42.77 – previously circulated
  - 5.3 To consider the clerks salary – August and September
  - 5.4 To consider invoice from HC for Woonton sign - £426.16
  - 5.5 To consider invoice from HMRC for PAYE £445.92
  - 5.6 To consider mileage payment to Cllr Liz Tucker for planning meetings £31.60
  - 5.7 To consider invoice from Harper-Smith for web alterations £25.00
  - 5.8 To consider invoice from Village Hall for meeting room hire £18.00
  - 5.9 To consider invoice from One Stop Print Shop for NDP consultation leaflets £35.00  
It was RESOLVED to approve the above invoices for payment and the cheques were signed.
  - 5.10 To consider the 2019-20 budget and precept  
It was RESOLVED that the clerk draw up a draft budget and precept figure in preparation for discussion at the meeting in November.
  - 5.11 To consider further funding from the Parish Council for a “fun Evening” for all.  
Following the success of this evening, it was RESOLVED to further fund the meeting hire for an evening in October and November.
6. Planning –
  - 6.1 182604 – Bridge Farm, Almeley, HR3 6LD  
Proposed roof over an existing muck store  
It was RESOLVED to support this application.

7. NDP –

7.1 To receive an update on the consultation at Regulation 16 and next steps

The clerk REPORTED that the consultation period at Regulation 16 had now closed. Three examiner names had been emailed to the clerk and had been forwarded to the NDP steering group for discussion.

8. Parish Maintenance

8.1 To consider any lengthsman or footpaths jobs that need undertaking.

It was RESOLVED that the Chair would put a notice in the Offa Tree news to form a working party to clear the gutters around the village.

It was RESOLVED that the clerk inform the footpaths officer that the stile into Castle Field at the back of the church is overgrown.

8.2 To consider any highways issue that needs reporting

The following items were raised for the clerk to log with Balfour Beatty:

- The blocked drain under the highway.
- The top road around the common needs resurfacing.
- Crestmore Road from Newport House to Kington Road needs resurfacing.

9. To consider speeding issues in Woonton and Almeley

The clerk REPORTED that installing speed reduction measures on the highway is expensive. It was RESOLVED that the clerk request the Locality Steward draw and price up a possible scheme through Woonton to bring to the November meeting for consideration.

10. To consider a noticeboard

It was RESOLVED that the clerk would investigate the price of a notice board. It was RESOLVED that a notice would go in the Offa Tree News encouraging thoughts of a fundraiser to pay for a board.

11. To consider "Outstanding Updates and Actions Sheet

None


12. To consider agenda items for next meeting – no discussion

Fun evening funding; clerk's annual review

13. To note date of next scheduled meeting – 14<sup>th</sup> November 2018

Noted

The meeting closed at 8.10pm

Signed:  Dated: 14/11/18