

KINGS CAPLE PARISH COUNCIL

Minutes of the Meeting of the Parish Council

Thursday 16th January 2014 7.30pm, The Old School, Kings Caple

Present

Jake Keogh (JK) Chair, Harry Waymouth (HW) Vice Chair, Julie Brandram Jones (JBJ), Mike Harris (MH), David Williams (DW), Russell Nunn (RN), Andrew Beckett (AB)

Attending

Liz Parry-Jones (LPJ) Clerk, 2 members of the public

1. Representations From the Public

A member of the public asked if a charity clothes bank could be sited in the Parish.

2. Apologies for Absence

None

3. Declarations of Interest and Requests for Dispensations

None

4. Minutes of the Previous Meetings

Typing errors were noted and corrected.

Resolved: to approve the Minutes of the meeting of 21/11/2013

5. Updates of Previous Action Points

JK reported that following the initial meeting of the Herefordshire Parishes Dementia Friendly Communities group Cllr Durkin is hoping to secure funding for training sessions.

6. Finance

a. Financial update

It was noted that (as at the latest statement date 13/12/2013) the bank balances were as follows:

Current Account	£5,249.80
Parish Plan Account	£2,603.94

A sum of £20.00 (received as a donation for the use of the projector) is currently being held as cash, this is to be deposited in the current account.

b. Budget and Precept Request 2014/15

JK summarised the discussions at the Parish Meeting of 9th January 2014 at which the draft budget was presented. No alterations to the draft budget were proposed as a result of the Parish Meeting.

JK presented the draft budget, containing revisions resulting from proposals made at the meeting of 21st November 2013, and the proposed precept of £6,680 for 2014/15. No further amendments proposed.

Resolved: to approve the draft budget and precept request of £6,680.

c. Internal Auditor

It was proposed that Mr Binns be approached to carry out the internal audit again this year.

Action: Ascertain the availability of Mr Binns to carry out the internal audit 2014 LPJ

d. Invoices

Resolved: to approve the following payments:

- i) Old School Fund NDP meetings venue hire £40.00
- ii) Old School Fund PC meetings venue hire £80.00
- iii) HMRC PAYE 6/10/13 – 05/12/13 £125.40
- iv) HALC fee for assistance in recruiting Clerk £240.00
- v) Liz Parry-Jones additional hours and expenses £90.66

Signed

Date

7. Highways

a. Update from Highways Link Person

The Lengthsman had undertaken the first of the contract day's work the previous day and his report and invoice had been received but there had not yet been the opportunity to review these. The Lengthsman had offered to attend the next meeting and it was agreed that this would be useful.

Resolved: RN an HW to review work done by the Lengthsman. To pay T Griffiths' invoice subject to confirmation that the works had been completed satisfactorily.

Action: Clerk to invite Lengthsman to attend a future meeting

LPJ

b. Matters to be reported to Balfour Beatty

Action: Any defects identified in the Lengthsman's report are to be passed on to Balfour Beatty. LPJ

8. Public Transport

HW reported that since the last meeting there had been no clarification given on the future of the local bus services, it is understood that all routes are still under review.

9. Planning

a. Comments on New Applications

None

b. Decisions by Herefordshire Council

None

c. Other Planning Matters

None

10. NDP Working Group Report

MH reported that the questionnaire was now ready to be distributed w/c 1st February by a team of 16 volunteers. There will be a drop-in advice session at the Old School on 15th February for those wanting advice on how to complete it. The target return date is 21st February.

Budget: MH presented a schedule of expenditure on the NDP to date and a revised budget. Total commitments to date exceed the original budget by £581.49, due to the proposal to purchase in-depth analysis of the questionnaire findings. This additional expenditure is included in the further funding of £4,370 which is being applied for.

11. Supplementary Information

The contents of the Supplementary Information Sheets were noted.

12. Items for the Next Agenda

- The Lengthsman
- NDP Working Group report

13. Next Meeting

The following provisional dates were agreed subject to the availability of the Old School:

Ordinary Meeting Thursday 27th March

Annual Parish Meeting Thursday 8th May

Annual Meeting of KCPC Thursday 22nd May

The meeting closed at 9.55pm

Signed

Date