

**KINGS CAPLE PARISH COUNCIL**  
**Minutes of the Meeting of the Parish Council**  
**Friday 1<sup>st</sup> May 2015, The Old School, Kings Caple**

**Present**

Jake Keogh (JK) Chair, Harry Waymouth (HW) Vice Chair, Mike Harris (MH), Russell Nunn (RN), Julie Brandram Jones (JBJ)

**Attending**

Liz Parry-Jones (LPJ) Clerk

- 1 Apologies for Absence  
Apologies were accepted from Andrew Beckett
- 2 Declarations of Interest and Requests for Dispensations  
None
- 3 Minutes of the Previous Meeting  
**Resolved: to approve the minutes of the meeting of 19<sup>th</sup> March**
- 4 Finance
  - a) Financial Update. Clerk provided a copy of the cash book showing receipts and expenditure to the year end. It was noted that the bank balances as at the last statements (13/04/15) were  
Current account £5,808.53  
Parish Plan account £1,53902
  - b) Accounts and Annual Return. A copy of the draft accounts and Annual Return had been sent to members prior to the meeting. It was agreed that the draft should be amended to comply with the Governance and Accountability for Local Councils (JPAG).  
**Resolved: to approve the accounts as amended and to complete the Annual Return and Governance Statement**
  - c) Bank Signatories.  
**Resolved: that Russell Nunn and Julie Brandram Jones should be signatories to the HSBC accounts and that other signatories be appointed when the new Parish Council is elected.**
  - d) Invoices and Payments  
**Resolved: to approve the payments listed in the payment schedule (see below)**
- 5 Highways
  - a) AMP for the new Lengthsman Scheme. It was agreed that an additional £1,000.00 input by the Parish Council should be included in the AMP as provided for in the 2015/16 budget.  
**Resolved: to Approve the AMP as amended**
  - b) Contracts under the new Lengthsman Scheme  
**Resolved: to approve the contract between the Parish Council and Herefordshire Council and the contract between the Parish Council and the Lengthsman.**

Signed.....  
Chairman

Date.....

**Payments approved at meeting 1<sup>st</sup> May 2015:**

<b>Payee</b>	<b>Details</b>	<b>Budget heading</b>	<b>Net £</b>	<b>VAT/PAYE £</b>	<b>Gross £</b>
Mike Harris	NDP expenses Domain renewal	NDP	11.99	2.40	14.39
Old School Fund	Venue hire for Heritage Group meeting	Hall rent			10.00
Old School Fund	Venue hire for Parish Council meetings Sept - March	Hall rent			41.50
HALC	Annual subscription	Subscriptions	236.51	47.30	283.81
ICO	Annual registration fee	Subscriptions			35.00

DRAFT

Signed.....  
Chairman

Date.....