

KINGS CAPLE PARISH COUNCIL

Minutes of the Meeting of the Parish Council

Thursday 20th November 2014 8.00pm, The Old School, Kings Caple

Present

Jake Keogh (JK) Chair, Harry Waymouth (HW) Vice Chair, Andrew Beckett (AB), Russell Nunn (RN), Mike Harris (MH)

Attending

Barry Durkin (BD) Ward Cllr, Liz Parry-Jones (LPJ) Clerk, 4 members of the public

	<u>Action</u>
1. <u>Apologies for Absence</u> Apologies were accepted from Julie Brandram Jones (JBJ) and David Williams (DW)	
2. <u>Declarations of Interest and Requests for Dispensations</u> None	
3. <u>Report from Ward Cllr Barry Durkin</u> Cllr Durkin's monthly summary had been sent to members prior to the meeting and in addition he provided information about the implications of the Care Act.	
4. <u>Representations from the Public</u> <ul style="list-style-type: none"> • Buses are having difficulty passing the school due to the number of parents' cars parked outside at certain times. Proposed that school be informed. • There continues occasionally to be one or more vehicles parked at the western end of the bridge outside the Toll House which causes an obstruction. Proposed that CSO be informed. 	
5. <u>Minutes of Previous Meetings</u> Resolved: to approve the Minutes of the meetings on 18th September as drafted JK signed the Minutes.	
6. <u>Update on Action Points</u> All action points to be covered under agenda items. Resolved: to defer discussion of item 7 Finance until after item 10 Report from NDP Steering Group	
8. <u>Highways</u> <ul style="list-style-type: none"> a) Update from Highways Link Person. HW reported that the Lengthsman has cut further new grips and recut existing grips in various locations, the ditch at Sellack Boat has been dug out by Balfour Beatty. RN circulated copies of two leaflets produced by Balfour Beatty and Herefordshire Council giving advice to Riparian owners and explaining their responsibilities. It was agreed that copies of these documents should be sent to all major land owners in the Parish b) Report from the Balfour Beatty Briefing to Parishes All the points raised will be covered under other items c) Works to be undertaken by the Lengthsman HW preparing schedule, to include the widening of some grips d) Defects to be reported to Balfour Beatty Water is coming out from a man hole at Sellack Boat. Possibly the responsibility of Welsh Water 	<p>RN</p> <p>HW</p> <p>Clerk</p>

Signed.....

Date.....

Chairman

9. Planning

- a) Comments on new applications
No new applications
- b) Recent decisions by Herefordshire Council
There had been no new decisions since the last meeting
- a) Other planning matters
None

10. Neighbourhood Development Plan

MH provided an update on the project. It was noted that the project was being delayed while a Strategic Housing Land Availability Assessment was undertaken by Herefordshire Council. A revised revised project plan and predicted expenditure up to 31st December were presented for approval. It was noted that not all the grant funding money will have been spent by the end of the year and that some will have to be returned and that in order to complete the project money will be needed from the precept.

Resolved: to approve the revised predicted expenditure as presented

7. Finance

- a) Financial Update
A copy of the cashbook showing all payments and receipts to date was circulated. It was noted that the working balances as at 20/11/2014 as per the cash book were:
Current Account: £7,887.66
Parish Plan Account: £3,542.44
And the bank account balances as at the last available statement were:
Current Account: £7,887.66
Parish Plan Account £3,542.44
- b) Precept and Budget 2015/16
JK provided a summary of the proposals of the Finance Working Group.
Resolved: to defer the agreement of the budget and precept request for 2015/16 to an extra-ordinary meeting when the information of the likely additional expenditure necessary for the NDP should be available.
- c) Invoices and Payments
Resolved: to approve the payments as per the Payments Schedule (see below)

11. Report on Fuel Poverty Briefing

JK had been unable to attend the briefing but provided information on the topic from the Herefordshire Council Website

12. Report on Risk and Liability Briefing

The Clerk provided a brief summary and will circulate the notes to members.

Clerk

13. Information Sheets and Correspondence

Recent correspondence was noted.

14. Items for the Next Agenda

- Budget 2015-16.
- Risk Assessments

Signed.....

Date.....

Chairman

Payments Approved at the Meeting 20th November 2014

Payee	Details	Budget heading	Net £	VAT/PAYE £	Gross £
Jake Keogh	Repayment for photocopying	Admin	4.70		4.70
HALC	Stationery	Admin	5.00	1.00	6.00
Carly Tinkler	Landscape Assessment	NDP	500.00		500.00
Mike Harris	NDP stationery repayment	NDP	31.87	6.37	38.24
Terry Griffiths	Lengthsman works	Lengthsman	227.36	43.47	272.83

Signed.....
Chairman

Date.....