

KINGS CAPLE PARISH COUNCIL

Minutes of the Meeting of the Parish Council

Thursday 21st January 2016, The Old School, Kings Caple

Present

Penny Brandram-Jones (PBJ), Julie Brandram Jones (JBJ), Tim Over (TO), Russell Nunn (RN), Harry Bees (HB), Andrew Barnfield (AB) and Andrew Eames (AE)

Attending

3 members of the public, Ward Councillor Barry Durkin, Liz Parry-Jones (LPJ) Clerk,

1 Apologies for Absence
None

2 Declarations and Requests for Dispensations
PBJ declared an interest in item 7 a i
JBJ declared an interest in item 7 a i

3 Minutes of Previous Meetings
Resolved: to approve the Minutes of 19/11/15 corrected to give the day as Thursday and to approve the Minutes of 08/12/15 as drafted

4 Updates on Previous Action Points

- Adoption of BT kiosk. It was noted that the application had been made and that a letter would be sent to the Heritage Group requiring them to maintain it and comply with the terms of the agreement for sale.

Other action points to be covered under agenda items

5 Report from the Ward Councillor
Cllr Durkin had no further information beyond that contained in his last ward report of November 2015.

6 Representations from the Public
A query was raised as to why the PC was adopting the BT kiosk and the liability that would be incurred when BT has obligation to maintain given its listed status. It was explained that the Heritage Group had made the request as they wished make use of it as a community facility.

7 Planning

- a. Comments on new applications
 - i. 153775 – Land adjacent to Mill Ditch Cottage, Sellack Boat. Erection of one dwelling and ancillary works.
Resolved: to submit the following comment “The Parish Council comments that the driveway materials should be reconsidered for permeability and drainage”
- b. Recent Decisions by Herefordshire Council
- c. None

8 Neighbourhood Plan
AE provided an update. The draft plan to be sent for public consultation (Regulation 14) is anticipated to be finalised within the next few weeks.

9 Financial Regulations
Resolved: To consider this item at the next meeting. All members to submit comments prior to the next meeting.

Action

All

Signed.....

Date.....

Chair

10 Finance

- a) Current Financial Position.
 A copy of the cash books (payments and receipts to date) had been sent to members prior to the meeting showing balances as at 18/01/16 of:
 Current Account £7,735.08
 Parish Plan Account £356.63
 The latest available bank statements as at 13/12/15 showed balances as follows:
 Current Account £7,903.68
 Parish Plan Account £356.63
 A bank reconciliation had also been provided prior to the meeting and was approved and signed by the Chair.
- b) Invoices and Payments
Resolved: to approve the payments listed in the payments schedule below

11 Highways and PROW

- a) Update from Highways Liaison
 RN provided an update. The Lengthsman had completed the requested works satisfactorily; some of the defects reported to BBLP had been repaired but at Ruxton Lane and Sellack Boat there was still too much surface water for works to be completed; the siting of the school sign was still to be agreed, BBLP to propose a new location; a site meeting had taken place to look at the condition of the road at Hoarwithy Bridge and it will continue to be monitored.
- b) Works to be undertaken by the Lengthsman
 No works proposed at this time
- c) Defects to be Reported
 Salt bins missing at Hoarwithy Bridge and on the hill to Ruxton

15 Supporting Information and Correspondence
 Noted.

16 Items for Next Agenda

- PC representation on the Pennoxstone Court CLG
- PC representation on the asparagus liaison group
- Financial Regulations

Clerk

Payments approved at meeting 21st January 2016:

Payee	Details	Budget heading	Net £	VAT/PAYE £	Gross £
E Parry-Jones	Repayment of BT invoices November and December Stationery PAYE 06/10/15 – 05/01/16	Internet provision			57.08
		Admin	2.74	0.55	3.29
		Clerk salary			67.20
Indesign	Website hosting 2016	Admin			57.60
Terry Griffiths	Lengthsman Works	Lengthsman	225.00	45.00	270.00
HALC	Reference book	Admin			18.75
BT	Telephone line rental and broadband to Old School	Admin			28.54
PCC	Contribution towards grass cutting at the Church	Churchyard maintenance			180.00

Signed.....
 Chair

Date.....