

WESTON UNDER PENYARD PARISH COUNCIL

Minutes of the meeting of Weston under Penyard Parish Council held on Monday 7th November 2016 at 7.30 p.m. at Weston Village Hall.

In attendance – Paul Rutter ,Tree officer & Wayne Reid, Lengthsman.

1. Apologies for absence – Received from Chris Bailey

2. Declarations of interest and written requests for dispensations

None received

3. Minutes of Last meeting

3.1 Minutes of the meeting held on October 3rd 2016 - Approved without amendments

3.2 Minutes of the meeting held on October 26th 2016 - Approved without amendments

4. Open Forum – To hear views of local residents on parish matters – no local residents in attendance.

5. Council matters

5.1 Councillor Training - to note revised dates. Agreed 14th December at 7.30 pm. Clerk to circulate list of training requested.

5.2 Election progress – It was reported that the election service had not responded R Barker to re-view his paperwork. LDunn to chase.

5.3 Dates of future meetings were discussed and it was agreed to leave at the first Monday of the month.

5.4 Clerk training .Costs and timescales noted for approx. 1 year @ £450 and to be shared with Hope Mansell Parish Council.

5.5 Cost of litter pick equipment. It was resolved to purchase 10 Hi-Viz Jackets and get them printed with "Weston Parish Council" . DByrne to Action.

5.6 BT Telephone Boxes within the parish – no requests had been received

6. Lengthsman –Work performed and required was discussed

6.1 The dog bin by the kissing gate was to be moved during November .Wayne Reid to liaise with BDavies

6.2 Bridge at Pontshill – work complete

6.3 Work in churchyard – It was agreed to fund up to 3 days work in the churchyard. Wayne to Liaise with Rod Barker regarding completing work In November

6.4 Green Lane footpath – complete

6.5 Outside the school – take the dead foliage away from end of church field. To be part of 6.3 above.

6.6 Footpath outside Parkfields is currently un-passable – agreed to leave as is, as people can pass around the gateway

6.7 Footpaths in general / wild flower verges – decision deferred

6.8 Note from Trevor Davies about the Stile – noted.

6.9 Expression of interest to access funding for Lengthsman scheme and P3 funding 2017/8. All agreed to participate next year.

7. Meeting with locality steward – Kevin Williams - Did not attend. Clerk to chase for attendance at the next meeting.

8. To receive update on the defibrillator project – R Barker

Approval was sought for next defibrillator installation:

It was proposed that Rod Barker be permitted to draw down up to £2500 from Lottery Funds held by the Council to pay for a defibrillator, its installation and associated advertising between Council meetings, for which invoices will be presented and retrospective approval sought at the following regular meeting of the Council. .Approved All agreed to grant approval for the Donation of £1,645 from Lottery funds for the next defibrillator, which forms part of the above request.. Clerk to investigate costs of first aid training.

9. Village Emergency Telephone System (VETS)

A Proposal was presented that the Council agrees to the installation of a Village Emergency Telephone System and authorises Rod Barker to complete the necessary documentation on behalf of the Council. This was agreed. It was requested that the Council further authorises Rod Barker to pay for the installation in a sum not exceeding £75, and to seek reimbursement for the cost on submission of appropriate invoices. All present agreed to approve payment for subscription to VETS service in the sum of £45, with the knowledge that it will cost £175 annually.

10. Update on Website actions – L Dunn / L New .Clerk reported that she had received training on the content load within the website.

11. Christmas Ball - D Byrne . A parish council social event was agreed for the 14th December after the training .This is NOT funded by the Parish Council

12. Reports from appointed officers on Parish Projects

- 12.1 Road safety RBarker / LKearns – Re Seabrook place - concerns were raised regarding the speed limits in light of the new developments. R Barker to contact the road safety partnership LDunn to contact Planning office.
- 12.2 Community right to bid – C Bailey. Report received noting that Herefordshire council is processing the ACV.
- 12.3 Services and facilities DByrne /GWeston/ BDavies . Reported that the litter pick was successful. Concern raised re Springetts Lane drink cans. DByrne to prepare a report for the Weston News.. Thank you to all to be placed in the Weston News.
- 12.4 Sustaining Rural Environment LDunn . LDunn reported that a Wildflower garden is still under review as is forest school
- 12.5 Open Day for Parish Projects under review.

13. Reports from appointed officers

- 13.1 Footpaths survey - Report by Paul Marshall ,Footpaths Officer & John Smart was discussed. All thanked John & Paul for their hard work on the report.
It was noted that P3 funding = £1,175+ £500 = £1,675 available.
P Marshall to review report , and advise clerk what is it to be ordered in terms of stiles etc.
- 13.2 Footpaths –maintenance Pplan proposed and agreed.
- 13.3 Tree Officer - P Rutter, Tree Officer. No issues to report. Suggested wildflower verges as low maintenance options. Discussion on whether trees should be purchased deferred to the parish open day

14. Financial Matters – Papers attached

- 14.1 Payment to the lengthsman in the sum of £280.Approved
- 14.2 To note detailed spend year to date . Noted.
- 14.3 Clerks timesheet and payment of salary £219.24 / HMRC £146.40 Approved
- 14.4 Clerks expenses £3.85 Approved
- 14.5 Payment to C Bailey regarding costs incurred in the defibrillator project £68.95 Approved
- 14.6 Payment to AboveIT for website £250 . All Approved
- 14.7 Participation in the lengthsman scheme 2017/18 - Approved as at 6.9 above.
- 14.8 To review budget and proposed precept 2017/18 – deferred to December

15. Neighbourhood Plan surplus –

Request received to allocate the whole of the unspent surplus of £5,004.64 remaining from the preparation of the plan to the four projects set out in Annex 1 to the Weston under Penyard Neighbourhood Development Plan. All approved. To be allocated as a separate column in the accounts.

16. Planning

16.1 Planning group monthly report. – none submitted.

17. To note and approve Parish Council Policies. Papers attached.

17.1 Financial regulations policy – To be circulated separately

17.2 Risk Assessment policy. Liz to Look at Risk assessmebt re the Litter pick & resubmit for next month

18. Correspondence received and distributed None received

19. Items for next agenda

Precept

20. Dates of Next meeting

20.1 Dec 5th 2016

20.2 Jan 9th 2017

20.3 March 6th 2017

20.4 April 3rd 2017

20.5 May 8th 2017

Meeting closed at 9.33