



**Minutes of Parish Council Meeting held Thursday 6th September 2018
at 7.30 p.m. at Weston village hall.**

Present: Chairman Linda Dunn, Rod Barker, Chris Morris, Bryan Davies, Linda St Hill, Paul Marshall, Deirdre Byrne Martin Firman & Liam Kearns

In attendance: Kath Greenow, Parish Clerk and 3 parishioners

1. To receive apologies for absence

Apologies accepted from Greg Watson

2. To receive declarations of interest and written requests for dispensations

Cllr Rod Barker & Chairman Linda Dunn declared a DPI on agenda item 11.1

3. Open Forum

To receive the views of local residents on parish matters

A parishioner present spoke about changes to the local justice system. Her Majesty's Courts and tribunal service has decided to relocate all remand cases in the West Mercia Police area to Kidderminster.

A parishioner raised concerns on the speed of traffic along school lane and cars being parked late at night at the village hall, when there were no events on at the hall.

The Parish Council asked the Clerk to put an item on the agenda for October's meeting concerning speeding along school lane.

The Chairman also advised the parishioner that she would raise the matter of vehicles being parked late at night outside the village hall at the next village hall meeting.

4. To agree and sign the minutes of The Parish Council Meeting held on Thursday 5th July 2018

It was **RESOLVED:** to agree and sign the minutes of The Parish Council Meeting held on Thursday 5th July 2018

5. Highways

5.1 To consider Highways issues for reporting to Balfour Beatty

The Chairman advised that she would be meeting the locality steward in the next few days and would raise the matter of pot hole repairs required along with the state of the road near Weston Hall

5.2 To consider Parishioners letter regarding speeding in the parish

It was **RESOLVED:** that the Chairman would respond to the letter received outlining that the Parish Council are in the process of getting a SID (speed Indicator Device) sited in the parish where speeding was an issue

5.3 To consider Herefordshire Council's letter - review of highway maintenance -pot hole repairs

It was **RESOLVED:** to respond to the review and that the Chairman would draft a response to be

considered at the next meeting

5.4 To consider costs relating to changes requested at Bollitree junction

It was **RESOLVED**: that the Chairman would speak with the locality steward concerning Bollitree junction and she would give a report at the next meeting

5.5. To receive a report on street naming plaques and next steps

It was **RESOLVED**: that the Chairman would speak with the locality steward concerning street naming plaques

6. Lengthsman

6.1 To consider work to be undertaken by the lengthsman

The lengthsman had previously advised the PC that he needed to undertake some training in relation to his role as the lengthsman.

It was **RESOLVED**: that in principal the Parish Council would minded contribute towards the training required, subject to the PC being advised of costs for training required.

It was **RESOLVED**: that the clerk obtains costings for training.

It was **RESOLVED**: that the following work is carried out by the lengthsman. Attend to build up of Silt at the bridge at Pontshill, verge cutting as required on C&U roads, attend to grips at Green Lane.

Overgrown hedgerows causing a road safety issues at Green Lane & rectory lane need to be cut back.

The Clerk advised that this is the responsibility of the landowner to attend to and it was

RESOLVED: that the clerk contacts the locality steward to request that a letter is sent to the landowners concerned requesting that the over grown hedgerows are cut back.

7. Footpaths

7.1 To receive a report from the footpaths officer and consider work required as appropriate

It was **RESOLVED**: that the lengthsman installs the footpaths gate at Hidersley. 2 stiles required at Pontshill. The Chairman would liaise with the locality steward concerning these.

8. Planning

8.1 To note planning applications approved/refused by Herefordshire Council since the last meeting

Noted as: permission granted

Chestnuts Barn Pontshill, Ross -On- Wye Herefordshire. Proposed construction of single storey porch to front elevation.

3 Woodview Pontshill Ross – On -Wye Herefordshire. Proposed rear extension and alterations

9. Website

9.1 To receive an update on new website

The website was now complete and was up and running

9.2 To consider costs for website - Eyelid Productions £200.00, expenses incurred £182.40

It was **RESOLVED**: to pay Eyelid Productions £200.00, and to pay expenses incurred by Cllr Chris Morris for £182.40

9.3 Annual Website Support £100.00,

It was **RESOLVED**: to pay Annual Website Support £100.00

10. Finance

10.1 To note bank balance

The bank balance was noted as £25090.10

10.2 To note the budget report

The budget report was noted and was on track.

10.3 To consider update of asset register

It was **RESOLVED**: to update the asset register to include PC lap top, printer Grit bins and 1 defib

10.4 To consider invoices for payment:

To note Clerks salary payments -July & August as per contract - noted

To note HMRC Paye due £8.40 – noted

It was **RESOLVED**: to pay

HALC invoice for Internal Audit services £150.00 + vat

A4 Office products invoice – ink cartridges £33.05 +vat

Weston-under-Penyard village hall hire for PC meetings £71.50

10.5 To consider internet banking for the Parish Council

It was **RESOLVED**: to set up internet banking for the PC. Clerk and Chairman to attend to and report back at the next PC meeting

11.Changes to local justice

11.1To consider response to new local justice initiative

A draft response had been circulated to Cllrs and It was **RESOLVED**: to respond the changes regarding new local justice initiative as outlined in the draft letter which would be sent by the Clerk to HALC,

12. Parish Projects reports

12.1To receive verbal reports on the following parish projects and consider any action

12.2 Road safety- SID update

The speed survey had finally been carried out and it has identified speeding taking place in the parish The report would be put on the PC website for parishioners to see.

12.2a To consider deployment of S.I.D and associated costs

The next steps would be the deployment of SID(s) and to consider how many bases were required, Cost for deployment per SID £200.00 + vat Cost per bases £510.00 + vat

It was **RESOLVED**: to look at the possibility of purchasing a SID (s) and Cllr Barker was tasked with looking into this.

12.3 Community right to bid – nothing

12.4 Service & Facilities – nothing

12.5 Sustaining Rural Environment - nothing

13. Parish Council Booklet

13.1 To receive an update on proposals for a Parish Council booklet

Parish Booklet – work ongoing with a view to a completed booklet by the new year

14. Correspondence

14.1 To consider request from St Lawrence Church, Weston-under-Penyard re: donation/grant regarding improvement work required on the churchyard paths

The Clerk had circulated information obtained via HALC from NALC in relation to Financial assistance to the church to Cllrs as previously requested by Cllrs at the last meeting, which was noted by Cllrs. The Clerk was asked to seek further clarity on the matter of assistance relating to church paths.

It was **RESOLVED**: that the PC needed further clarity on the church paths in terms of meterage and costings from the church for the path from Church field.

It was **RESOLVED**: to defer any decision on the request made and the request would be placed on the agenda for the October meeting.

14.2 To consider a letter from the leader of Herefordshire Council, Cllr J Lester, Parish Council Summit

It was **RESOLVED**: that Cllr Barker would attend the Parish Council summit

15. Items raised for next agenda (no discussion)

Speeding along School lane
Update of Financial regs & Standing orders
Risk assessment & policy
Update on SID
PC noticeboard – village hall
St Lawrence Church, Weston-under-Penyard- request letter
Armed Forces – community programme

16. To note date of next meeting as Thursday 11th October 7.30pm Weston Village Hall

A resolution will be passed to exclude the public due to a confidential employment matter.

A resolution was passed to exclude the public and press due to a confidential employment matter.

At this point the clerk left the meeting

17. To approve clerk's appraisal and recommendations

The clerk appraisal recommendations were considered and it was RESOLVED:

Signed Linda Dunn

Dated 11/10/2018

Chairman