

MINUTES OF THE ANNUAL MEETING OF PETERSTOW PARISH COUNCIL HELD ON
WEDNESDAY 4th MAY, 2016 IN ST.PETER'S HALL following **THE ANNUAL PARISH MEETING.**

Present: Cllrs. M.Lown, (Chairman), R. Townend, F.Nightingale, Rob Hunter, Steve George and Sarah Beggs.

In attendance: Mrs Pat Newton(Clerk)
Cllr. Elissa Swinglehurst H.C.

05/16 1. ELECTION OF CHAIRMAN.

It was proposed by Cllr. Townend and seconded by Cllr. Nightingale that Cllr. Lown be re-elected as Chairman. All in favour, Cllr. Lown accepted the proposal.

IT WAS RESOLVED that Cllr. Martin Lown be re-elected as Chairman of Peterstow Parish Council.

05/16 2. APOLOGIES FOR ABSENCE.

05/16 3. CO-OPTION

Cllr. Sarah Beggs signed the Declaration of Acceptance of Office of Councillor and the Code of Conduct. The Chairman welcomed Cllr. Beggs to the Parish Council.

05/16 4. DECLARATION OF INTERESTS/DISPENSATION REQUESTS.

None were declared or requested.

05/16 5. ELECTION OF VICE CHAIRMAN.

It was proposed by Cllr. Lown and seconded by Cllr. Hunter that Cllr. Townend be re-elected as Vice-Chairman, all in favour.

IT WAS RESOLVED that Cllr. Roger Townend be re-elected as Vice Chairman for the ensuing year.

05/16 6. APPOINTMENT OF PARISH COUNCIL REPRESENTATIVES.

6.1 Internal Auditor – Mr Brian Roe.

6.2 Footpath Officer – Mr Richard Nightingale.

6.3 Tree Officer – Cllr. Steve George.

05/16 7. PUBLIC PARTICIPATION.

None.

05/16 8. MINUTES OF THE LAST MEETING.

It was agreed that the minutes of the meeting held on Wednesday 2nd March, 2016 be signed as a true record of the meeting.

05/16 9. MATTERS ARISING FROM THE MINUTES.

9.1 Bank encroaching on to the pavement between the bus shelter and New Lane: The clerk had contacted Highways England, who had replied that they would do this, but nothing to date. The clerk will contact them again.

9.2 Stream – Wellsbrook Lane: The clerk had contacted the Locality Steward, and it seems it is at a dead end, as the landowner won't address this problem. The Locality Steward had said he would contact the land drainage re: their legal position. The clerk will chase this up.

05/16 10. MATTERS FOR CONSIDERATION.

10.1 Path across the common: Road safety is the main issue, as people walk across the common to the crossing point and bus stop. It was resolved that we would look into doing a path ourselves and investigate the options.

05.16 11. COMMUNITY SPEED WATCH

The bad weather and the road works have put a stop to sessions, but will restart when then road works have finished.

05/16 12. REPORTS.

12.1 Herefordshire Council: The councillors had all received a copy of the latest report from Cllr. Swinglehurst.

Recover lost Rights of Way, if you know of a lost Right of Way and have evidence, notify the Modification Officer.

12.2 Parish Paths Officer: All footpaths passable and no problems.

05/16 13. WEBSITE – UPDATE

All running smoothly.

05/16 14. NEIGHBOURHOOD PLAN – UPDATE

The Chairman thanked all who are working on the Plan. It is progressing quite well, and we are having a meeting with two consultants, and then we will decide who to proceed with.

It was **RESOLVED** that the Parish Council were happy to go along with whoever the steering group decided were the best option.

The steering group will be applying for a grant to help cover the cost of the NDP, this was **approved** by the Council.

A copy of the Terms of Reference had been circulated to the councillors for perusal.

It was **RESOLVED** that the Council were happy to adopt the Terms of Reference.

05/16 15 . PLANNING.

Application

160156: Wellsbrook

Proposed change of use of log cabin from residential to restrictive use as self-catering tourist accommodation. ...No objection.

Granted Certificate of Lawful Use or Development

160813: Yew Tree Park

05/16 16. FINANCES.

| | |
|------------------------------------|--------------------------------------|
| 14.1 Bank Account Balances. | £ |
| 04.05.16 Current Account..... | 3047.12 |
| 04.05.16 Deposit Account..... | 4628.68 |
| 14.2 Receipts..... | Precept..... 3062.50 |
| | HALC Grant..... 690.00 |
| 14.3 Payments... Clerk..... | Expenses..... 50.26 |
| | HALC..Subscription.....393.20 |
| | Currys Laptop..... 366.99...Resolved |

The accounts have been audited by the Internal Auditor – Brian Roe...all satisfactory.

The accounts for the year ended 31st March 2016 had been prepared by the clerk, these were approved by the Council.

Section 1 and 2 of the Annual Return were approved by the Council. All risks adequately covered.

It was agreed by all that Cllr. Hunter would be a cheque signatory, to replace Cllr. Wood, owing to his resignation.

05/16 17. CORRESPONDENCE AS PER INFORMATION SHEET

- Herefordshire Council
- Funding Directory...April 2016
- Neighbourhood Planning PC Update 13
- Balfour Beatty
- Parish Lengthsman & P3 contract 2016/17 to be signed
- Locality Steward weekly reports

05/16 18. MATTERS RAISED BY MEMBERS/MATTERS FOR NEXT MEETING

Cllr. Nightingale asked if we could have a dog bin instead of a litter bin on the common. This will be on the July agenda. Clerk will ask the Lengthsman to empty both bins at the bus stops.

05/16 19. DATE OF NEXT MEETING.

The next scheduled meeting is Wednesday 6th July, 2016 at 7.00 p.m.

There being no further business the Chairman closed the meeting at 8.22 p.m.

Signed.....

Date.....