

PETERSTOW PARISH COUNCIL

MINUTES of the ANNUAL MEETING of PETERSTOW PARISH COUNCIL held on WEDNESDAY 9th MAY, 2018 in PETERSTOW VILLAGE HALL following the ANNUAL PARISH MEETING

Present: Cllrs. M.Lown, (Chairman), R. Hunter, Roger Townend, Steve George, Paul Speed and Jonathan Straker.

In attendance: Mrs Pat Newton(Clerk)
4 members of the public.

05/18 1. ELECTION OF CHAIRMAN.

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

IT WAS RESOLVED that Cllr. Martin Lown be re-elected as Chairman of Peterstow Parish Council for the ensuing year,
Cllr. Lown signed the Declaration of Acceptance of Office of Chairman.

05/18 2. APOLOGIES FOR ABSENCE.

Cllr. Sarah Beggs and Cllr. Elissa Swinglehurst H.C.

05/18 3. CO-OPTION

As two parishioners had put their names forward for co-option, we had an anonymous paper vote, adjudicated by the clerk, and witnessed by members of the public. Jonathan Straker was the successful candidate.
Cllr. Straker signed the Declaration of Acceptance of Office and the Code of Conduct.
Cllr. Lown welcomed Cllr. Straker to the Parish Council,

05/18 4. DECLARATION OF INTERESTS/DISPENSATION REQUESTS.

None were declared or requested.

05/18 5. ELECTION OF VICE CHAIRMAN.

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

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

05/18 6. APPOINTMENT OF PARISH COUNCIL REPRESENTATIVES.

- 6.1 **Internal Auditor** – Mr Brian Roe.
- 6.2 **Footpath Officer** – Cllr. Steve George
- 6.3 **Tree Officer** – Cllr. Paul Speed.
- 6.4 **Neighbourhood Plan** – Cllr. Hunter and Cllr. Beggs.

05/18 7. PUBLIC PARTICIPATION.

Concern was raised that the drains and gullies needed clearing. The clerk will arrange a maintenance day with the Lengthsman.

05/18 8. MINUTES OF THE LAST MEETING.

It was agreed that the minutes of the meeting held on Wednesday 7th March, 2018 be signed as a true record of the meeting.

05/18 9. MATTERS ARISING FROM THE MINUTES.

- 9.1 **Wellsbrook Lane-effluent:** The Lengthsman has done the necessary work to improve the drainage problem.
- 9.2 **Yew Tree Park – illegal parking of vans:** As there was no extant planning permission on any land when the Caravan Site Licence was issued, the licence therefore had the effect of granting a “deemed consent” in accordance with Section 17 (3) of the Caravan Sites and Control of Development Act 1960.
This means that the land can be used as a caravan site, and no further action will be taken.

05/18 10. SECTION 1 - THE ANNUAL GOVERNANCE STATEMENT 2016/17

The statement was completed, and **approved** by the Council, all risks adequately covered.

05/18 11. MATTERS FOR CONSIDERATION

- 11.1 Asset Register and Inspection:** As we now have a Speed Indicator Device, the **clerk** will add this to the Insurance policy. There are two benches that need replacing, these will be purchased, plus a small litter bin.
- 11.2 General Data Protection Regulations:** We are now in the process of sorting out the requirements and the Clerk and Cllr. George, will have a combined meeting with Bridstow PC, to see what is needs to be done.
- 11.3 Parish Paths Officer:** As Richard Nightingale is moving away, Cllr. George offered to be the new Footpath Officer.
- 11.4 Request for planters/flowers around the village:** We would need to canvas public opinion for this type of project, as it would come out of public funds,
- 11.5 To approve minor amendments to the Standing Orders:** It was agreed by all to **approve** these amendments.
- 11.6 Contract for the Lengthsman Scheme 2018/19:** It was **agreed** by all that the chairman & clerk would sign the contract for the forthcoming year.

05.18 12. PLANNING

Applications.

181236: Land West of Pippins

Proposed erection of stone cottage, one bungalow and garaging. Construction of new vehicular access and associated works.... The Parish Council objected to this application, comments can be viewed on the H.C. Planning website.

180763: Hendre Cottage, Glewstone

Proposed change of use of land for domestic garage, workshop and store building...No objection.

181184: The Red Lion

Variation to condition 2 (171043/F) retention of 2 caravans for use as holiday lets....No objection.

Refusal of Planning Permission

174522: Peterstow Village Stores

Proposed demolition of existing shop premises with post office and provision of new shop, post office, with accommodation over. New driveway road with two semi-detached affordable houses and two detached houses.

Planning Permission

180763: Hendre Cottage, Glewstone

As above.

05/18 13. REPORTS.

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

05/18 14. COMMUNITY SPEED WATCH

We need some more volunteers, so we can have regular sessions.

05/18 15. WEBSITE – UPDATE

All running smoothly.

05/18 16. NEIGHBOURHOOD DEVELOPMENT PLAN – UPDATE

We have moved to Reg. 16, which is run by H.C., they handle all the communication of the documents, copies can be seen on their website, at their offices and the library. Consultation is for 6 weeks.

05/18 17. FINANCES.

17.1 Bank Account Balances.

	£
09.05.18 Current Account...	11411.70
09.05.18 Deposit Account.....	4633.38

17.2 ReceiptsPrecept.....	3785.25
VAT Refund....	2236.95
NDP Grant...	1832.00

The Council resolved to make the following payments:

St Peter's Hall..NDP Hire...	40.00..paid
Data Orchard..NDP..	2126.04..paid
HALC ..Sub...	403.73
Terry Griffiths..Roads..	76.80
Grant Thornton...Audit Fee..	120.00
Replace letterbox...	18.00
Clerk's expenses...	86.35

The accounts have been audited by the Internal Auditor – Brian Roe...all satisfactory.
SECTION 2 – Accounting Statements for 2017/18 had been prepared by the clerk, these were approved by the Council.

05/18 18. CORRESPONDENCE AS PER INFORMATION SHEET
The Council noted the correspondence received as per the information sheet.

05/18 19. MATTERS RAISED BY MEMBERS/MATTERS FOR NEXT MEETING
The clerk will report the state of Church Lane to the Locality Steward.

05/18 20. DATE OF NEXT MEETING.
The next scheduled meeting is Wednesday 4th July, 2018 at 7.00 p.m.

There being no further business the Chairman closed the meeting at 8.27 p.m.

Signed.....

Date.....