



PIXLEY & DISTRICT PARISH COUNCIL

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Minutes of the Annual Parish Council Meeting held on Tuesday 29th May 2012

Present

Councillors M Skittery , D Hewitt , I Brookes, Mrs L Clothier, Mrs J Cowell, K Davies, H Hodges, Mrs R Jones,G Mowbray, S Swaithes, E Thompson, P Viner and P Whitfield

In attendance

Janet Chester – Parish Clerk

Action

Cllr M Skittery welcomed everyone to the Annual Meeting.

70/12 To Elect the Chairman of the Council and to receive signature on Declaration of Acceptance of Office

Cllr D Hewitt was proposed by Cllr Hodges and seconded by Cllr Skittery. This was unanimously supported by the council and Cllr Hewitt accepted the chairmanship and signed the Declaration of Acceptance of Office.

Cllr Hodges thanked retiring chairman Cllr Skittery for all his hardwork and excellent leadership over the former years.

Cllr Hewitt took the chair

71/12 To Elect the Vice-Chairman of the Council and to receive signature on Declaration of Acceptance of Office

Cllr S Swaithes was proposed by Cllr Skittery and seconded by Cllr Davies. This was unanimously supported by the council and Cllr Swaithes accepted the vice-chairmanship and signed the Declaration of Acceptance of Office

72/12 To accept apologies for absence and note the reason –

Ward Councillor Mrs P Morgan – attending another PC meeting
Cllr A Mawby – on holiday

73/12 To receive declarations of interest

There were no declarations expressed.

74/12 To approve the minutes of the Annual Parish Council meeting held on Tuesday 17th March 2011 (previously circulated)

The minutes of this meeting were accepted as a true and accurate record and signed by the Chairman.

75/12 To approve the minutes of the Parish Council meeting held on Tuesday 24th April 2012 (previously circulated)

The minutes of this meeting were accepted as a true and accurate record and signed by the Chairman

76/12 To receive a brief report from Ward Councillor

Cllr Morgan was unable to attend the meeting and had sent her apologies.

77/12 Open Forum for local residents to raise matters relevant to the Parish Council - none

78/12 Review of Parish Council policies

- a) **Standing Orders**
- b) **Financial Regulations** – bank signatories are still current.
- c) **Donations Policy**
- d) **Risk Assessment**
- e) **Freedom of Information requests**

All the above policies were reviewed and re-adopted RESOLVED

79/12 To appoint an Internal Auditor

The clerk has telephoned Mr Jim Glanville asking him if he is willing to audit the accounts and is awaiting his reply. If he is willing to audit the accounts the council are happy to appoint him.

CLERK

80/12 Review of Committee Structures and members

- a) Planning Committee – it was RESOLVED that a separate committee was not needed. Extra ordinary meetings can be called if necessary but it was decided that decisions would be made by full council.
- b) Finance Group – Cllr Hodges is stepping down from this group. Cllr Swaithe appointed to group. Members RESOLVED as Cllrs Hewitt, Swaithe, Skittery, Clothier and the clerk/RFO J Chester
- c) Traffic & Speed Management Group – RESOLVED that a group was not needed but Cllr Clothier appointed as information / liaison person.

81/12 Highways and Footpaths

- a) **Poolend Flooding** – a letter of response has been received from MP Bill Wiggin but he is waiting for further information required. Ward Cllr Morgan is to pursue this matter on our behalf.
- b) **A4172 speed concerns** - Cllrs Hewitt and Clothier to attend the meeting on 7th June. They are to ask why the SID / SRP results differ. Also why Herefordshire and Gloucestershire councils criteria differ. They are to question who is behind the reluctance to lower the speed limit and why the fact that 60% of road deaths occur on unrestricted rural roads is not addressed.

**WARD CLLR
MORGAN**

**CLLRS HEWITT
/ CLOTHIER**

82/12 Discussion

- a) **Procedure for discussion of exceptional items not on the agenda**

Items such as road defects, blocked drains etc may be discussed with a view of the clerk taking the matter up with the local authority before the next meeting at the discretion of the chairman. However, any proposal to consider financial assistance is to be ruled out by the chairman and brought to the next meeting.

- b) **Update on HM Diamond Jubilee celebrations** – it is hoped that the celebrations will be well attended. The amount of the contribution to be given by the Parish Council is to be advised after the events.
- c) **Update on broadband** - the company awarded the tender should be decided by the end of May. The supply will probably

CLLR JONES

be a mix of technologies depending on the location. Once further information is available Cllr Hewitt will advise.

CLLR HEWITT

d) Newbridge Playbarn Screening/Hedge

The clerk has drafted a letter to be sent to Mr Gardner requesting that the rubbish on the verge be tidied and the screening hedge to be re-planted in the autumn as agreed in the planning application decision.

CLERK

83/12 Finance

83.1 Report from Finance Group

The accounts are ready for internal audit. The idea of having a new SID installed near to Newbridge Playbarn was discussed but due to the cost of installation this would have to be budgeted for and implemented in the financial year 2013/14.

83.2 Finance Report RESOLVED

83.3 Payments RESOLVED:

Clerks salary and expenses £590.15

84/12 Training/Meeting Dates

Thurs 31st May HINTS The Law

Tues 12th June HINTS Roles & Responsibilities

Wed 4th July HINTS Finance

Thurs 12th July HINTS Planning

The clerk is to attend the above courses as part of obtaining her CiLCA qualification, the cost to be split with Bosbury Parish Council

Tues 19th June In The Hot Seat

Tues 3rd July On The Ball

The chairman Cllr Hewitt is to attend the above courses

CLERK

CLLR HEWITT

85/12 Planning

85.1 Planning Applications to be Considered - NONE

85.2 To note decisions from Herefordshire Council - NONE

86/12 To note Planning Record (Circulated) – RESOLVED

87/12 Items for next meeting (No Discussion)

- **Poolend Flooding**
- **Jubilee Financial Assistance**
- **Land at Woodfield Coppice**

88/12 Date of next scheduled meeting : Tuesday 26th June 2012

The chairman declared the meeting closed at 9.50pm

Signed:
Chairman

Date