



PIXLEY & DISTRICT PARISH COUNCIL

Parish Clerk: Janet Chester
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Minutes of the Annual Parish Council meeting held on Tuesday 27th May 2014

Present

Councillors S Swaithe, Mrs L Clothier, Mrs J Cowell, Mrs W Cox, K Davies, D Hewitt, H Hodges, Mrs R Jones, A Mawby, M Skittery, Mrs M Thwaites, E Thompson & P Whitfield

In attendance

Janet Chester – Parish Clerk

Members of the Public: 0

Cllr Swaithe welcomed everyone to the Annual Meeting of the Parish Council

1/5/14 To Elect a Chairman

Cllr D Hewitt proposed by Cllr Mawby, seconded by Cllr Davies. There were no other proposals and Cllr Hewitt was unanimously voted in and duly signed the Declaration of Acceptance of Office.

Cllr Hewitt took the chair at this point of the meeting and thanked the departing chairman Cllr Swaithe for his time and hard work whilst in office.

2/5/14 To Elect a Vice-Chairman

Cllr Clothier was proposed by Cllr Mawby and seconded by Cllr Davies. There were no other proposals and Cllr Clothier was unanimously voted in and duly signed the Declaration of Acceptance of Office.

3/5/14 To Accept Any Apologies for Absence and Note the Reason

none

4/5/14 To receive declarations of interest and requests for dispensations - none

5/5/14 To remind all councillors of their responsibility to review their register of Interests held with Herefordshire Council

All councillors were reminded of the need to review their Register of Interests regularly

6/5/14 To approve minutes of the meeting held on Tuesday 29th April 2014 (previously circulated)

The minutes of the previous meeting were agreed as a true and accurate record and were duly signed by Cllr Hewitt.

Action

All Cllrs

7/5/14 To receive a brief report from Ward Councillor P Morgan

Cllr Patricia Morgan had not given her apologies and not sent through a report

Cllr Morgan

8/5/14 Public Participation Session

No items were raised

9/5/14 To Review Pixley and District Council policies:

- a) Standing Orders
- b) Financial Regulations
- c) Donations Policy
- d) Risk Assessment
- e) Freedom of Information Requests

All policies were reviewed and no amendments were thought necessary so members readopted current policies with the exception of the new financial regulations which was deferred to the finance group who will review and bring amended copy to July meeting for adoption.

Clerk

RESOLVED

10/5/14 To review Committee Structures, RESOLVED

- a) **Planning** – to remain that all applications are discussed at a meeting of all councillors.
- b) **Finance Group** – clerk, current chairman, vice chairman, past chairman and Cllr Mrs W Cox.
- c) **Traffic & Speed Management** – Cllrs Clothier, Thwaites and Hewitt

11/5/14 Finance

- a) **To agree Finance Report – RESOLVED**
- b) **To agree payment of outstanding accounts:-**
Payments **RESOLVED**
00366: Herefordshire Council - £44.00
00367: J Chester (clerk) – as agreed
00368: Came & Co Annual Insurance - £265.00
- c) **To approve End of Year Accounts - RESOLVED**
- d) **Approval of the Annual Return for External Auditors**

All statements were read out by the clerk, approved by councillors and the form signed by the Chairman and Clerk/ Responsible Finance Officer - **RESOLVED**

e) Internal Auditor 2014/15

The current internal auditor has asked for the parish council to find an alternative auditor for the next financial year. Councillors were asked to think of possible candidates.

f) Review parish council Insurance Provider

As the current long term agreement ends this year the clerk had received three “like for like” quotes. **RESOLVED** to remain with Came and Co. and to renew the 3 year long term agreement.

All Cllrs

Clerk

12/5/14 Planning

- a) **To Consider Planning Applications referred for comment:**
none.
- b) **To Confirm the Response to Considered Applications:** as

per planning record

- c) To Note Details of Decision Notices Received from Hereford Council:** as per planning record and www.herefordshire.gov.uk
RESOLVED

13/5/14 Highways / Footpaths

a) Update on A4172 questionnaire & petition

Cllrs Clothier and Thwaites had put together and circulated drafts for both residents and businesses with a covering letter. It was thought to keep it short and simple so that a better response was received. A small amendment of adding MPV's was suggested and agreed. It was agreed to put both onto parish council headed paper for councillors to take around residents and businesses on or very near the A4172 in person. Cllrs Clothier, Thwaites and Hewitt to meet and finalise. **RESOLVED**

**Cllrs Clothier /
Thwaites /
Hewitt**

b) To note any new defects

The recently appointed Balfour Beatty Locailty Steward has resigned. A new person is being interviewed and should be appointed shortly. There is a blocked culvert by Sunnyside in Baregains Lane. The clerk is to chase Alexander Park re cutting back of the roadside hedge. Balfour Beatty are to also be chased on the outstanding defects.

Clerk

14/5/14 Information / Correspondence / Discussion

- a) To note Information and Outstanding Actions Sheet -
RESOLVED**

15/5/14 Reports

Cllrs Swaites, Clothier, Davies and Thwaites had attended a meeting at Bishops Frome on 13th May with the intention of meeting the new locality steward who didn't attend due to resigning.

HALC Eastern Area meeting, Tuesday 20th May – Cllrs Hewitt, Cowell and the clerk attended. Neither pre-arranged speaker attended (Alan Lewis, Herefordshire Council Transport Manager sent his apologies and Rebecca Edmonds, Balfour Beatty Locality Steward did not show).

Clerk

A letter is to be sent to Herefordshire Council's leader Tony Johnson complaining about the need for improved communication and time wasted.

Meeting with Herefordshire Council CEO and Council Leader – Cllrs Clothier and Thwaites attended. The question that Pixley and District Parish Council had forwarded "What do Herefordshire Council perceive is the active role of small parish councils in the future?" was not answered. The clerk is to ask Council Leader Tony Johnson for an answer. The meeting advised attendees of the future plans of Herefordshire Council involving the new university for approx. 5000 students to try and offset the current imbalance of an elderly county population and low wages. There was a large amount of frustration expressed over Balfour Beatty and the fact that parish councils are not listened to. Budget constraints were also discussed.

16/5/14 Training: no new dates received

17/5/14 Items for next meeting (No Discussion)

- Lengthsman / P3 scheme
- Financial Regulations
- A4172 questionnaire
- Dates of meetings for ensuing year
- Speaker – Lynda Wilcox HALC

Clerk

18/5/14 To decide dates and times for Ordinary meetings for the ensuing year

Meetings currently to be held last Tuesday of each month with the exception of August and December. Proposal for six meetings per year put forward, to be decided at July meeting.

Date of next scheduled meeting : Tuesday 24th June 2014

The chairman declared the meeting closed at 9.20pm

Signed:
Chairman.

Date: