



PIXLEY & DISTRICT PARISH COUNCIL

Parish Clerk: Janet Chester
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Minutes of the Annual Parish Council meeting held on Monday 18th May 2015

Present

Councillors D Hewitt, Mrs L Clothier, Mrs J Cowell, Mrs W Cox, K Davies, A Harris, A Mawby, M Skittery, S Swaithes, Mrs M Thwaites & P Whitfield

In attendance

Three Crosses Ward Councillor Jonathan Lester
Janet Chester – Parish Clerk

Members of the Public: 1

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

1/5/15 To Elect a Chairman

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

2/5/15 To Elect a Vice-Chairman

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

3/5/15 To Accept Any Apologies for Absence and Note the Reason

Edward Thompson

4/5/15 Councillor Vacancies

The elections were held on 7th May. All parishes were uncontested. Aylton have one vacancy, Munsley one vacancy and Pixley two vacancies. Little Marcle have no vacancies.

Co-options - Steve Swaithes a former councillor, was present at the meeting and was willing to stand for Pixley and was therefore unanimously co-opted onto the parish council. The parish council was minded to ask Edward Thompson if he would be willing to be co-opted back on at the July meeting. Cllrs were asked to think of other residents willing to become parish councilors.

5/5/15 To receive declarations of interest and requests for dispensations - none

The clerk will circulate a flow chart guide on declaring interests to cllrs.

RESOLVED

Action

All Cllrs

6/5/15 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 and update when necessary

All Cllrs

7/5/15 To approve minutes of the meeting held on Monday 30th March 2015 (previously circulated)

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

8/5/15 To receive a brief report from Ward Councillor J Lester

The chairman welcomed Cllr Lester to the meeting and wished him the very best of luck for the future. Cllr Lester had won the Three Crosses seat for the Conservatives at the May 7th election. Due to boundary changes Herefordshire had become 1 member wards so the number of ward councilors had been reduced from 58 to 53. A party needed 27 seats for an overall majority in Herefordshire Council and The Conservatives had obtained 29 seats, It's Our County 12, Independents 8, Green Party 2 and Liberal Democrats 2. The conservatives had elected Tony Johnson as their leader and is to be nominated to be leader of Herefordshire Council and he will then select his cabinet. Since being elected Cllr Lester had attended public meetings at Ashperton and Stoke Lacy for prospective housing developments. Herefordshire Council Core Strategy should be adopted in Autumn 2015. Cllr Lester was asked to keep the parish council informed of any progress on both the Pixley End and Haygrove planning applications and also to enquire about the Speed Indicator Devices problems with not being able to obtain or calibrate the device for 60mph roads and downloading the data recorded.

Cllr Lester

9/5/15 Public Participation Session

Neighbourhood Watch reports are to be circulated to all cllrs by Cllr Thwaites. It was reported that unlawful firearms are being used in Pixley parish.

Cllr Thwaites

10/5/15 To Review Pixley and District Council policies:

- a) Standing Orders
- b) Code of Conduct
- c) Financial Regulations
- d) Donations Policy
- e) Risk Assessment & Risk Management Schedule
- f) Freedom of Information Requests

All policies were reviewed and no amendments were thought necessary so members readopted current policies. Cllrs Hewitt and Clothier will liaise and double check the policies are meeting the current needs of the parish council. **RESOLVED**

Cllrs Hewitt & Clothier

11/5/15 To review Committee Structures, RESOLVED

- a) **Planning** – to remain that all applications are discussed at a meeting of all councillors.

All Cllrs

- b) **Finance Group** – clerk, current chairman, vice chairman, past chairman and Cllr Mrs W Cox.
- c) **Traffic & Speed Management** – full council
- d) **Website Management** – Cllr Harris

Cllr Harris

12/5/15 Finance

- a) **To agree Finance Report – RESOLVED**
- b) **To agree payment of outstanding accounts:-**

Payments **RESOLVED**

00383: Came & Co Annual Insurance - £265.00

00384: J Chester – clerk salary April/May and expenses – as agreed

00385: Munsley WI – annual hall hire - £136.00

- 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**

Clerk

- e) **To Review parish council Insurance and make any alterations**

The current 3 year long term agreement is entering its second year. The cover provided was reviewed and no alterations were deemed necessary. **RESOLVED**

13/5/15 Planning

- a) **To Consider Planning Applications referred for comment:**
none.

- b) **To Confirm the Response to Considered Applications:** as per planning record.

It was AGREED to support comments received from the planning officer of suggestions and recommendations on application 150765.

Clerk

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

14/5/15 Highways / Footpaths

- a) **To note any new defects**

The white lining at the Trumpet Crossroads needs redoing. The clerk is to chase Alexander Park re cutting back of the roadside hedge. Also the reinstatement of the railings over the culvert at Snowhill needs chasing with Balfour Beatty. Balfour Beatty are to also be chased on the outstanding defects.

Clerk

- b) **To form Annual Plan for new lengthsman / P3 schemes**

Clerk

The clerk is to arrange a meeting with the lengthsman and Cllrs Hewitt, Clothier, Cox and Harris to carry out a parish tour to ascertain any work required and to form the annual plan to forward to Balfour Beatty.

**Cllrs Hewitt,
Clothier, Cox
and Harris**

15/5/15 Information / Correspondence / Discussion

a) To note Information and Outstanding Actions Sheet – RESOLVED

The clerk had received a Freedom of Information request regarding Glebe Lane. She will give any records the parish council have and also advise that said request is made of Balfour Beatty / Herefordshire Council. **RESOLVED**

Clerk

16/5/15 Reports - none

17/5/15 Training:

4th June – “Blue Light” meeting with police – Cllr Thwaites to attend

Cllr Thwaites

18/5/15 Items for next meeting (No Discussion)

- Lengthsman / P3 scheme
- Finance Meeting Date

Clerk

19/5/15 To decide dates and times for Ordinary meetings for the ensuing year

Meetings currently to be held last Monday of every other month at Munsley WI Hall at 7.30pm.

Dates set as Monday 27th July, Monday 28th September, Monday 30th November, Monday 25th January 2016, Monday 21st March 2016 and Monday 23rd May 2016.

All Cllrs

Date of next scheduled meeting : Monday 27th July 2015

The chairman declared the meeting closed at 9.43pm

Signed:
Chairman.

Date: