

TARRINGTON PARISH COUNCIL

Parish Clerk: Janet Chester
Mapleside, Ashperton, Ledbury, HR8 2RZ
Tel: 01531 670036
e-mail: tarrington.pc@btinternet.com

Minutes of the Annual Parish Council meeting held on Monday 11th May 2015 at 7.45pm

Present

Councillors R Hodges (Chairman), A Bush, M Daron, P Grey, J Tallis and C Winter

In attendance

J Chester – Parish Clerk

Public: 2

The chairman welcomed everyone to the meeting.

1/5/15 Election of Chairman

Cllr Hodges proposed by Cllr Tallis, seconded by Cllr Daron, unanimously voted in. Cllr Hodges accepted the position and signed necessary forms.

2/5/15 Election of Vice-Chairman

Cllr Winter proposed by Cllr Daron, seconded by Cllr Grey, unanimously voted in. Cllr Winter accepted the position and signed the necessary forms.

3/5/15 Apologies Received –

Cllr J Ward (ill), Ward Cllr J Hardwick (other commitment)

4/5/15 Cllr Vacancies – to receive any co-options

Local resident Mike Tector was present at the meeting wishing to become a councillor. He was welcomed to the meeting but because of a legal technicality of not being able to be co-opted until 12th May could not be co-opted on that night. Members were minded to co-opt him onto the parish council and this would be ratified at the July meeting,

5/5/15 Declarations of Interest & Consider Requests for Dispensation –

Councillor Name	Agenda Item	Type of Interest	Nature of Interest
Cllr Hodges	12e 677	DPI	Payment to wife
Cllr Hodges	12e 679	NDPI	Member of LECH
Cllr Tallis	12e 679	NDPI	Member of LECH

6/5/15 To remind Councillors to review their Register of Interests held with Herefordshire Council and update if necessary

The clerk reminded councillors of the need to review and update if and when necessary. All councillors will complete new forms and send to Herefordshire Council.

7/5/15 To approve minutes of the meeting held on Monday 9th March 2015 (previously circulated)

The minutes were approved as a true and accurate record and duly signed by the chairman.

Action

All Cllrs / Clerk

All Cllrs

8/5/15 To receive a brief report from the Backbury Ward Councillor:

No report available.

9/5/15 Public Participation Session –

No matters raised.

10/5/15 To review and adopt the following policies for Tarrington Parish Council

- | | |
|--|-----------------------|
| a) Standing Orders | b) Code of Conduct |
| c) Financial Regulations | d) Donations & Grants |
| e) Risk Assessment | f) Risk Management |
| g) Freedom of Information requests | |
| h) Emergency Resilience Plan | i) Assets Register |
| j) Policy for dealing with Planning Applications between meetings - reviewed | |

Clerk

RESOLVED all policies reviewed, any changes made and adopted

11/5/15

- a) To review parish council leading roles on specific issues:-
ALL RESOLVED as below**

CLlr Daron – Neighbourhood Development Plan and notice boards
 CLlr Grey – planning and footpaths, highways
 CLlr Tallis – Neighbourhood Development Plan, highways, Speed Indicator Device, Emergency Co-ordinator and HALC Eastern Area representative
 CLlr Ward – footpaths and Tatler
 CLlr Winter – notice boards and highways
 CLlr Hodges - website

All Cllrs

- b) To appoint representatives on the Lady Emily Community Hall Committee**

Deferred to next meeting

Clerk

12/5/15 Finance:

- a) To receive End of Year Accounts**

The annual accounts have been internally audited. Thanks were expressed to Martin Townsend for carrying this out. The current account opening balance as of 1st April 2014 was £3923.96. Total receipts for the year £18656.01, payments £16091.87 Closing balance 31st March 2015 £6362.90. The reserve account opening balance as of 1st April 2014 £16399.98 Closing balance 31st March 2015 £16416.38.

- b) To approve Annual Return to the Auditor –**
 the clerk read out figures and statements of internal audit which were agreed. **RESOLVED**

- c) To review the parish council insurance policy**

Insurance is currently with AON renewal date 1st June quote received for £309.86 - no amendments required. **RESOLVED to renew this year.**
 The clerk was asked to obtain alternative quotes for June 2016.

Clerk

- d) To confirm bank mandate and signatories**

The bank had lost the original mandate. It was agreed to try taking an amended mandate into Hereford branch with new councillors also taking

Cllrs Hodges, Daron, Tallis
and Ward / Clerk

personal identification. The clerk to forward a few possible dates to meet up for doing this. **RESOLVED**

e) To consider payments:-

000676: Herefordshire Council – paper planning applications - £8.00
 000677: Mrs V Hodges – NDP expenses - £21.30
 000678: Data Orchard – NDP support - £283.00
 000679: LECH – contribution to building insurance - £1260.00
 000679: LECH – hall hire for NDP and PC meetings - £190.00
 000680: J Chester – clerk salary & expenses March/April - £460.77
 000681: Richard Morgan – lengthsman grass cutting - £240.00
 000682: Information Commissioners Office – data protection - £35.00

RESOLVED to pay all above payments

13/5/15 Planning: NB: no paper copies of planning applications are available to view at the meeting unless specified – please view online prior to the meeting at www.herefordshire.gov.uk/planning

a) To Consider Planning Applications referred for comment:

151067: Chestnut Cottage, Tarrington, Hereford, HR1 4JQ

Proposed two storey extension

PC Comment: The Parish Council have no objections but would ask that the materials used are sympathetic to the existing.

Clerk

b) To note Details of Decision Notices Received from Hereford Council: as per planning record (appendix b circulated) and Herefordshire Council website - noted

14/5/15 Highways/Footpaths:

- a) To receive report from Balfour Beatty Locality Steward - weekly reports have been received, circulated and noted.
- b) To appoint footpath officer – Cllr Ward unanimously proposed **RESOLVED**
- c) To appoint mowing contractor – Richard Morgan unanimously proposed **RESOLVED**
- d) To appoint Lengthsman – Richard Mills unanimously proposed. **RESOLVED**
- e) To discuss any required P3 / Lengthsman Works
 Cllrs Grey and Tallis will tour the parish and report any defects to the clerk to forward on to the locality steward. The clerk was asked to arrange a meeting with the lengthsman.
 The footpath TR3 leading from School road across the field to the main road needs the stiles at both ends replaced and vegetation cleared at the end onto the main road to improve safety. The clerk is to ask the locality steward to view this.

Clerk

RESOLVED

15/5/15 Information Section / Correspondence / Discussion:

a) To review Information and outstanding actions sheet

Noted and updated as necessary

b) Reports from any meetings attended

Cllr Daron had attended a meeting on 24th April that discussed the main modifications to Herefordshire Council's Core Strategy. Cllr Daron will circulate a copy of her notes to all. **RESOLVED**

Cllr Daron

c) To note any future meetings and training dates:

HALC Eastern Area AGM Meeting – Thursday 9th July Colwall 7.30pm
 “Blue Light” meeting with the police 4th June at The Blind College, Hereford 6pm
 – 8pm Cllr Bush to attend
 The clerk is expecting that HALC will soon be sending out their training diary.

16/5/15 To raise items for next scheduled Parish Council Meeting (no discussion)

- Parish Hall Representative
- Lengthsman / P3 Annual Plan of Works
- Suggestions of Dog mess signs to be put up in the parish
- New litter bin required at Little Tarrington

17/5/15 To decide Dates and Time of Ordinary Meetings for the ensuing year

Meetings to be held on the second Monday of every other month at Lady Emily
 Community Hall at 7.30pm

Dates – 2015 - 13th July, 14th September, 9th November,
 2016 - 11th January, 14th March and 9th May

Next parish council meeting Monday 13th July at 7.30pm

Meeting closed at 9.13pm

Signed..... Dated.....
 Chairman