

PEMBRIDGE PARISH COUNCIL

Parish Councillors are hereby summoned to attend the meeting of Pembridge Parish Council.


Held on Wednesday 17th May 2017, at 7.00pm at Pembridge Parish Hall.

AGENDA FOR MEETING OF PARISH COUNCIL

Wednesday 17th May 2017 7.00pm.

- 18/17. To Elect a Chairperson
- 19/17. To receive the Chairperson's Declaration of Acceptance of Office or, if not then received, to decide when it shall be received
- 20/17. To elect a Vice-chairperson.
- 21/17. All Councillors to complete the declaration of office of councillor forms and Notice of registrable interest forms to be returned to clerk.
- 22/17. To accept apologies for absence
- 23/17. To decide on Councillor Areas of responsibility
 - Lengthsman, Playground matters, Footpaths, Accounts & Finance, NDP, Police Liaison, Highways etc.
- 24/17. To receive declaration of interest and written requests for dispensation for items on the agenda.
- 25/17. Open Session
 - Police report.
 - Ward Councillor Report.
- 26/17. To consider approval of the Minutes of Meetings 19th April 2017.
- 27/17. To consider Planning applications received.
- 28/17. To receive Clerks report (for information only) and approve financial report & payments.
- 29/17. To confirm eligibility for & adopt the General Power of Competence.
- 30/17. To receive & adopt the accounts and financial statements 2016-17 for year ended 31st March 2017.
 - 30/17A. Sign Section 1 - The Annual Governance
 - 30/17B. Sign Section 2 - The Accounting Statement.
- 31/17. To review and adopt the following policies & procedures
 - Standing Orders and Financial Regulations
 - The Code of Conduct.
 - Complaints procedure
 - Information policy
 - Volunteer policy
 - Equality & diversity policy
 - Risk assessment
- 32/17. To review and decide upon annual insurance cover due 31st May 2017.
- 33/17. To review the internal auditor and appoint for 2017/18.
- 34/17. To approve the land & assets register for 2017/18.
- 35/17. To approve SLCC membership 2017/18.
- 36/17. To receive an update on the Neighbourhood Development Planning.
- 37/17. To discuss and decide on parking by the Old Bike Shop.
- 38/17. To receive update on Turnpike travellers site.
- 39/17. To review correspondence.
 - Wildflower village green.
- 40/17. To note items for Future Agenda from Councillors and members of the public.
- 41/17. To confirm date of next meeting as

Wednesday 21st June 2017 meeting of the Parish Council the Parish Hall at 7.00pm

Rebecca Bissell, Parish Clerk _____  _____ Firbanks, Lyonshall HR5 3LN.
Circulated and displayed on 11th May 2017.

Planning Report

Planning Application recently received:

- 171495 – St Mary's Church, Pembridge, HR6 9EA
Remove 2 box

Recent Planning Applications considered, comments and decisions:

- 163736 – Lower Green Farm, Gorsty, Pembridge. HR6 9JG - **SUPPORT**
Proposed roofing of cattle yard, Including installation of gutters & downpipes 155m
- 171239 – Kingspan Factory, Pembridge, HR6 9LA- **SUPPORT**
Removal of condition 7 of 153402/F regarding SUDS system
- 171203 – The Old Post Office – East Street, Pembridge, HR6 9HA- **SUPPORT**
Proposed double garage with storage over.
- 171106 – 2 East Street, Pembridge HR6 9HA- **SUPPORT**
Proposed replacement of night storage heaters with gas central heating including external flue.
- 171335 – Land adjacent The Old Stores, The Square, Pembridge HR6 9EA- **SUPPORT**
Erection of dwelling

Planning Decisions

- 171256 – Victoria Place, East Street HR6 9HB- **SUPPORT - GRANTED**
Tree works to mulberry, apple, group of hazels, group mixed natives now overgrown.

Financial Report

Year-end accounts have been completed and checked by the internal auditor & Cllr Evans
Parish council spend was lower than income for 2016/17 with an underspend of £2648. Extra funds budgeted for planned asset expenditure did not occur in 2016/17.

Bank reconciliation for April 2017 complete using VT cashbook.

Balances at end April 2017:

Current Account:	£35794.67
Tracker Account:	£ 5937.91
National Savings Account:	£11627.00

Income since last meeting:

Herefordshire Council Precept 1 st half year	£ 12000.00
NDP grant 2017	£ 2496.00

Requests for payment: Approval to be requested

Toilet Cleaner salary for May 2017 as previously agreed by Parish Council

Clerk's salary for May 2017 as previously agreed by Parish Council

NEST pension contribution as per agreed payment schedule

<i>HALC – Grassroots training (Paid)</i>	£ 30.00 + VAT
Clerks Expenses May 2017	£ 21.93
SLCC - Membership 2017/18	£ 69.50
One Stop print shop	£ 270.00
St Mary's Church - Mowing Grant	£ 500.00
WME – Elec toilets Mar 17	£ 14.01 + VAT
Welsh Water – Toilets supply – Oct 16 – Apr 17	£ 152.13
W S Blatchford - Verdun Oak tree works	£ 175.00
A Pace – NDP expenses	£ 19.15 + VAT
Richard Mills – Mowing April 17	£ 206.00 + VAT
The Map Centre – Arial photos	£ 60.00 + VAT

Clerks Report

- Attended NDP workshop at HARC to help understand regulation 16 procedures.
- Completed year end accounts, internal audit and external annual governance statements.
- Chased the car park transfer, Herefordshire council awaiting replacement office for Tony Featherstone. Mr Husband due to start in June.
- Preparing evidence base documentation for NDP