

## STAUNTON-ON-WYE GROUP PARISH COUNCIL

Minutes of meeting held on 18 May 2015 in the Staunton-on-Wye Village Hall.

Present – N Sellar , A Andrews , D Andrews , J Mason , A Powles , R Skyrme , P Pantall , E Pearson-Gregory , T Chant. There were two members of the public present.

1. **Report from Clerk on results of elections held on 7 May 2015** -The meeting received a report from the Clerk informing the meeting of the results of the Parish Council elections. All those standing had been returned. The meeting was further informed that as of the conclusion of this meeting S Grist would be assuming the post of Clerk to the Parish Council.
2. **Election of Chairman and Vice Chairman for 2015/16** – A Powles was proposed, seconded and elected unanimously as continuing Chairman of the Parish Council. N Sellar was proposed, seconded and elected unanimously as Vice Chairman.
3. **Apologies** – None
4. **Declaration of Interests** – None
5. **Minutes of Meeting held on 2 and 23 March 2015** – were approved and signed by the Chairman.
6. **Matters Arising** -
  - (i) – War Memorial – S Grist reported that work had commenced and would be concluded when permission had been received from the Trust.
  - (ii) – BT Wayleave Payment – It was reported that £525 had been paid into the Parish Council account.
  - (iii) – It was reported that the Hanmore Cross junction signage is obscured and that hedging requires trimming back. It was agreed that the Chairman would speak with the appropriate persons to improve the situation.
7. **Planning Matters** -

**Decisions made since last meeting** -

  - 150037 – D and A Motors application – Granted
  - 150325 – Bramlea Cottage application – Granted
  - 150064 – Standale application – Granted

**New applications** -

  - 150778 – Application for outline planning at the Gables had been circulated. No objection was raised by Parish Councillors.

151109 – Application in respect of storage at the Bliss House site. After lengthy debate it was moved, seconded, and approved that given the proximity of the buildings to residential properties there should be greater control over working hours.

8. **Neighbourhood Plan** – N Sellar reported that the Section 16 consultation is now complete. However, he has on behalf of the Committee made objection to certain changes that have been made to the Plan. It was further reported that £378.17 has been returned as surplus from the grant made to aid the Neighbourhood Plan. The account has thereby been reduced to nil.
9. **Playing Field** – A Andrews reported to the Parish Council that balance boards and bark should be renewed. It was agreed that the Clerk would write to the Jarvis Trust requesting a donation of £400 to the cost of the bark.
10. **Highway Matters** – It was reported to the meeting that Vince Playdon has now left the employment of Balfour Beatty and that he has been replaced by Lara Edwards. It was agreed that Ms Edwards should be invited to meet with Councillors and to attend the next meeting of the Parish Council. Concern was expressed at the condition of the road outside the school and it was agreed that this should be raised with Ms Edwards.

11. **General Correspondence** – None

12. **Defibrillator** – A Andrews reported to the meeting that the defibrillator was now placed outside the Village hall. A meeting had been held on the previous Saturday which had been well attended. A Andrews has circulated contact details of various person as part of the defibrillator communication network.

It was reported to the meeting that a letter had been received from Barbara Arthur thanking the Parish Council for paying the cost of the hall. A request has been made that the Parish Council pay for the cost of the hall to cover the next three future meetings. It was calculated that this would cost £63. It was proposed, seconded and agreed that such payments should be made.

It was agreed that the Parish Council insurers should be instructed to include the defibrillator within the Parish Council insurance.

13. **Finance** -

- (i) **Accounts for 2014/14** were approved and signed by the Chairman
- (ii) **Annual Return for Audit 2014/15** The various parts of the return including the Risk Management Statement were approved and signed by the Chairman.
- (iii) **Internal Audit** has been carried out by M Phillips.
- (iv) **Accounts for 2015/16** –
  - ( a ) It was proposed, seconded and unanimously agreed that the Clerk's pay of £1100 per year and travel expenses of 50p per mile continue and that S Grist should assume the post of Responsible Financial Officer.

( b ) Cheque signatories continue to be A Powles, A Andrews, P Pantall, and N Sellar with any two out of the four signatories.

( c ) It was agreed that M Phillips be asked to continue as Internal Auditor.

( d ) Payments agreed- £337 HALC , £35 Info commission, £174 Hereford Mowers, £81.09 Admin expenses, £201.03 AON insurance, £110 Retiring Clerk's pay.

14. **SOW and Brobury with MOW Annual Meetings** – It was requested that the Clerk pursue the issue of the Lengthsman Scheme.

15. **Other Matters** – It was proposed, seconded and unanimously carried that in any future Minutes and/or documents pertaining to the Parish Council such records should not carry the names of proposer and seconder. The Clerk informed the meeting that this would be in line with recordings made by other Parish Councils.

Next Meeting – Monday 14 September 2015 – 7.30

Meeting closed at 8.50pm



**DECLARATION OF ACCEPTANCE OF OFFICE OF CHAIRMAN**

I ..... AUSTIN POWLES ..... (insert name of councillor)

Having been election to the office of ..... CHAIRMAN .....  
(insert Chairman)

Declare that I take that office upon myself and will duly and faithfully fulfil the duties of it according to the best of my judgement and ability.

I agreed to be bound by the Code of Conduct adopted by

..... STAUNTON-ON-WYE GROUP PARISH COUNCIL .....  
(Insert name of parish/~~town~~ council)

Signed ..... [Signature] ..... Date ..... 18/5/2015 .....

This declaration was made and signed before me

Signed ..... [Signature] .....  
Parish Clerk ... Proper Officer of the Council

Date ..... 18/5/2015 .....