**WIGMORE GROUP PARISH COUNCIL**

**Minutes of the Ordinary meeting held on Monday 11 May 2015 starting at 8.20pm**

**Following the Annual Parish Meeting and the Annual Meeting of the Parish Council**

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| **PUBLIC SESSION : There were no further comments from members of the public following the Annual Parish meeting held earlier.** |

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|  |  | **ACTION** |
| **1** | **Present:**  Councillors Graham Probert (GP), Anne Gilbert (AG), Clare Major (CM), Bryan Casbourne (BC) and Kevan Perkins (KP)  **Apologies**: None  **Members of the public present: 2** |  |
| **2** | **Declarations of Interest : None** |  |
| **3** | **Minutes of previous meeting (13/4/15)**  The minutes were agreed to be an accurate record of the meeting and signed accordingly.  Proposed: CM Seconded: AG All in favour. |  |
| **4** | **Reports**:  There were no reports: Dean Curtis had spoken at the Annual meeting minuted separately, Rachel Dixon was on leave, the new Ward Councillor, Carol Gandy will attend the June meeting. |  |
| **5** | **Lengthsman**  The contract between the Parish Council and Herefordshire Council had now been received. It is in line with the services WGPC has already specified. This was accepted and duly signed.  Proposed: BC Seconded: GP All in favour |  |
| **6** | **Traffic Calming**  The possibility of using council reserves to fund signage/farm gates was discussed. It was noted that Hfds Council has now accepted the viability of farm gates following a successful pilot in another parish, nevertheless any such installations must be authorised by Hfds Council.  **It was AGREED that the Council would consider alternative possibilities and obtain quotations accordingly.**  AG asked about measures for Leinthall Starkes and it was noted that the reduction of the speed limit to 30mph was scheduled for 2016/17. | **LH** |
| **7** | **Litter Picking**  An email had been received suggesting a village litter pick. It was noted that the last time this had been suggested (2014) it was found not to be necessary. The Lengthsman could be asked to carry out this work or a resident could organise. Mr Vic Harnett offered to discuss this with the resident concerned, referring her to the previous organiser. Balfour Beatty can supply litter picking kits and instructons for organising. |  |
| **8** | **Co-option of Additional Councillors**  Following the elections, there are vacancies for Councillors (Wigmore (2), Elton (1), Leinthall Starkes (1). These are not classified as casual vacancies and it is now permissible to co-opt. This was deferred to the June meeting pending potential councillors coming forward. |  |
| **9** | **To receive update on matters previously considered**:   1. **Wigmore noticeboards** – repair. There has been no progress on the Millennium Green noticeboard. It was AGREED that the **board should be collected** and **arrangements would be made for repair**, with the Parish Council meeting the cost.   The cork on the Elton board is lifting**. GP to repair**.   1. **Defibrillator**  AG reported a problem with the defib cabinet. She will contact the manufacturer. **KP undertook to check the technical details regarding the electrical supply.**   **AG will complete the rota for checking the defib. In due course.** | **BC**  **GP**  **GP**  **KP**  **AG** |
| **10** | **Regular Items**   1. **Neighbourhood Plan**   It is not possible to progress further until the final edition of the Core Strategy is agreed and published. The number of houses allocated to our NP area has risen by approximately 10.   1. **Mortimer News & Website**   May edition of MN out soon.  We are looking for a person who will keep the website up to date. BC will discuss this with Dean Curtis, as it may be possible to arrange for a school pupil to do this under their community volunteer work. |  |
| **11** | **Finance**  BC suggested that the Parish Council might consider making a contribution out of reserves towards repair of the village hall roof, which leaks. £12k is needed altogether. £9k has already been raised, including a £3k grant. Councillors were generally supportive although views varied on the size of such a donation**. BC would ask Mrs Johnson to bring estimates to the next meeting.**  **Payments:**  **Payments from the general fund were agreed as detailed below.**  **Proposed: CM Seconded: KP All in favour.**  There were no requests for payments under the Lengthsman scheme. | **BC** |
| **12** | **Planning**   1. **Update on Castle planning appeal**   A decision has been received: the appeal had been turned down, details of which are available on Hfds Council’s website.  **Other planning matters:**   1. **Barnett Wood update:** a decision was due on 29/4/15 but has not been determined. 2. **The Oak:** 3. **Travellers field.** It appears that a structure has been erected, behind which a permanent structure is going up. **LH to contact the Planning Department asking them to investigate and inform WGPC of proposed action.** | **LH** |
| **13** | **Clerk’s expenses**  LH requested that WGPC make a contribution of £18 per month towards the expense of working at home (heating, telephone, broadband). This is in line with Local Government guidelines and provision is made in her contract of employment.  **Councillors AGREED that this allowance should be made, backdated to January 2015.**  **Proposed: AG Seconded: KP All in favour.** |  |
| **14** | **Policies for consideration & adoption:**   1. **Financial Regulations:** Financial Regulations had been re-drafted in line with the up to date NALC model. **Councillors AGREED that these should be adopted forthwith.**   **Proposed: BC Seconded: GP All in favour.**   1. **Risk Register** (review): The Risk Register had been reviewed and updated. **Councillors AGREED to adopt the revised version forthwith.**   **Proposed: GP Seconded: CM All in favour.** |  |
| **15** | **Correspondence**  There had been little correspondence during the election period. Most had been circulated to councillors as listed below. The requirements of the new Transparency Code were noted and it will be important to upload a number of documents and other information to the website in line with legal requirements. |  |
| **Date of next meeting: Monday 8 June 2015 at 8pm. The meeting closed at 9.45pm** | | |