

**BRILLEY PARISH COUNCIL**

Minutes of the ordinary meeting of the Parish Council held on  
Friday 8 January 2016 at 19.30 at Brilley Village Hall

**Present:** Cllrs Rocky Lloyd (Chairman), Roger Bayliss, Keith White and Christopher Holloway.

**In Attendance:** Parish Clerk Alison Sutton, Ward Councillor Clive Skelton.

- 1. Apologies for absence** – Cllr Matt James.
- 2. Declarations of interest and written applications for dispensation** – None declared.
- 3. Minutes of previous meeting** – The minutes from 10 November 2015 were ADOPTED and SIGNED.
- 4. Public Forum** –
  - 4.1. West Mercia Police – The report in the Clerk's Information Sheet was NOTED.
  - 4.2. Ward Councillor – The report NOTED. Main points: Asked by other parish to sort out flood signs at Letton, need notice of where closure is not just road closed, will be contacting Balfour Beatty; Clerk INSTRUCTED to contact Locality Steward and request drop-down sign at Crow turn to be activated when flood signs out and new drop-down sign at Porton Farm turn on Eardisley side; bank of River Wye washing away at Whitney, tractor-width gone in 10 years; tarmac now on Green Lane at Crow turn.
  - 4.3. Local residents – None.
- 5. Financial Procedures** – The balance in the account was NOTED as £10,221.99 as at 26/11/15. The following payments (excluding VAT) were AGREED and income NOTED:
  - 5.1. Kirkwells Ltd, NDP consultancy, £2,360, C/N 389 – Paid 10/11/15 under Clerk's delegated powers
  - 5.2. PG Watts, Lengthsman, £243.75, C/N 390 – Paid 15/12/15 under Clerk's delegated powers
  - 5.3. Brilley & Michaelchurch Village Hall, NDP hire, £280, C/N 391 – Paid 15/12/15 under Clerk's delegated powers
  - 5.4. Alison Sutton, Expenses, £167.82, C/N 392 – Paid 15/12/15 under Clerk's delegated powers
  - 5.5. Upper Bridge Enterprises, NDP Website hosting and licence, £44.64, C/N 393
  - 5.6. PG Watts, Lengthsman, £206.25, C/N 394
  - 5.7. Alison Sutton, Clerk's expenses, £94.50, C/N 395
  - 5.8. HMRC, PAYE, £74.80, C/N 396
- 6. Village Reports** –
  - 6.1. Lengthsman Scheme – The report in the Clerk's Information Sheet was NOTED.
  - 6.2. Road defects/Potholes – The report in the Clerk's Information Sheet of issues that have been notified to Balfour Beatty was NOTED. Defects NOTED to be viewed on next drive-round: 90613 by Spring Cottage; culvert and pipe under road by entrance to Wern Farm from Powys side to drain on Hereford side.
  - 6.3. Parish leaflet – The report in the Clerk's Information Sheet was NOTED. Text slightly amended and Clerk INSTRUCTED to action.
  - 6.4. Neighbourhood Development Plan – The report in the Clerk's Information Sheet was NOTED. Apologies from Cllr White, Clerk INSTRUCTED to email response form to Cllr.
  - 6.5. War Memorial – The report in the Clerk's Information Sheet was NOTED.
- 7. Planning Applications** – None.
- 8. Update re budget and precept and precept requirement for** – NOTED that Lengthsman Scheme will be fully funded this year, so Contingency budget can be increased.

- 9. **New audit arrangements** – RESOLVED to accept automatic inclusion in new Sector-Led Body for audit.
- 10. **Correspondence** – The report in the Clerk’s Information Sheet was NOTED.
- 11. **Matters for the next agenda or for Clerk’s action under delegated powers** – Clerk’s delegated powers – Arrange notice of Cold Weather Alert on website.
- 12. **Date of next meeting** – Tuesday 15 March 2016 at 19.30.

This meeting was declared closed at 20.10.

**SIGNED**.....  
Rocky Lloyd (Chairman)

**DATE**.....