

## BRILLEY PARISH COUNCIL

**DRAFT Minutes** of the ordinary meeting of the Parish Council held on  
Tuesday 11 July 2017 at 19.30 at Brilley Village Hall

**Present:** Cllrs Roger Bayliss (Chairman), Adrian Chapman, Chris Holloway and Matt James.

**In Attendance:** Parish Clerk Alison Sutton; 12 members of public.

- 1. Apologies for absence** – Cllr Neil Lewis; Ward Councillor Clive Skelton; acting Ward Councillor Roger Phillips.
- 2. Declarations of interest and written applications for dispensation** – None declared.
- 3. Minutes of previous meetings** – The minutes from 16 May 2017 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 in the Clerk’s Information Sheet was NOTED.
  - 4.3. Local residents – Caravan now on field through gap in hedge – re 6.7 below.
- 5. Financial Procedures** – The balance in the account was NOTED as £16,685.79 as at 26/5/17. The following payments (excluding VAT) were AGREED and income NOTED:
  - 5.1. Herefordshire Council, Waste sacks, £63.75, C/N 448 – Paid on 3/4/17 under Clerk’s delegated powers
  - 5.2. Hereford and Worcester First Responders, Cabinet for defibrillator, £500, C/N 449 – Paid on 3/4/17 under Clerk’s delegated powers
  - 5.3. PG Watts, Lengthsman, £487.50, C/N 454 – amended amount
  - 5.4. Alison Sutton, Clerk’s expenses, £163.75, C/N 455
  - 5.5. HMRC, PAYE paid on behalf of Clerk, £81.40, C/N 456
  - 5.6. Income from HM Revenue & Customs, Refund VAT 2016-17, £236.25
- 6. Village Reports** –
  - 6.1. Lengthsman Scheme – The report in the Clerk’s Information Sheet was NOTED. Email from Lengthsman re working on C1072 NOTED. Clerk INSTRUCTED to acknowledge Lengthsman’s concerns, NOTED Council will monitor situation.
  - 6.2. Road defects/Potholes – The report in the Clerk’s Information Sheet of issues that have been notified to Balfour Beatty was NOTED.
  - 6.3. Mowing of village green – RESOLVED to undertake virement of £500 from Mowing expenditure line to S137 expenditure line. RESOLVED to give grant of £500 to Brilley Village Hall under S137 for maintenance of village green area, Clerk INSTRUCTED to add to next agenda.
  - 6.4. Parish website – The report in the Clerk’s Information Sheet was NOTED. AGREED to leave Cllrs’ email access on new website as it is. Cllr Chapman will follow-up his Register of Interests.
  - 6.5. New dog control orders – The report in the Clerk’s Information Sheet was NOTED.
  - 6.6. New Inn – The report in the Clerk’s Information Sheet was NOTED.
  - 6.7. Welshwood Farm – The report in the Clerk’s Information Sheet was NOTED.
- 7. Planning Applications** –
  - 7.1. P172132/F, The Old Stables, Whitney-on-Wye, HR3 6JA – Single storey rear extension – RESOLVED to support.
- 8. Amended Asset Register** – ADOPTED and signed.
- 9. Adoption of the 2017 Code of Conduct** – The report in the Clerk’s Information Sheet was NOTED. RESOLVED to defer adoption of new Code.

**10. Letters re pension arrangements** – Letters re auto-enrolment NOTED.

**11. Correspondence** – The report in the Clerk’s Information Sheet was NOTED.

**12. Matters for the next agenda or for Clerk’s action under delegated powers** –

Clerk’s delegated powers:

- Arrange extra Council meeting to consider additional documents for application P171021/F.

**13. Date of next meetings** – Extra meeting for planning Monday 24 July 2017 at 19.30. Next ordinary meeting Tuesday 5 September 2017 at 19.30.

This meeting was declared closed at 20.13.

**SIGNED**.....  
(Roger Bayliss, Chairman)

**DATE**.....