

BRILLEY PARISH COUNCIL

Minutes of the ordinary meeting of the Parish Council held on
Tuesday 13 September 2016 at 19.30 at Brilley Village Hall

Present: Cllrs Rocky Lloyd (Chairman), Roger Bayliss, Matt James, Christopher Holloway and Adrian Chapman.

In Attendance: Parish Clerk Alison Sutton; 3 members of public.

- 1. Apologies for absence** – Ward Councillor Clive Skelton.
- 2. Declarations of interest and written applications for dispensation** – None declared.
- 3. Minutes of previous meeting** – The minutes from 12 July and 12 August 2016 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 – No report.
 - 4.3. Local residents – No issues raised.
- 5. Financial Procedures** – The balance in the account was NOTED as £12,368.92 as at 1/8/16. The following payments (excluding VAT) were AGREED and income NOTED. The additional income line for public subscriptions was NOTED. It was RESOLVED to move £4,000 from reserves for the war memorial repair:
 - 5.1. PG Watts, Lengthsman, £296.25, C/N 422
 - 5.2. Hook Mason Ltd, Architects fees, £254, C/N 423
 - 5.3. Alison Sutton, Clerk’s expenses, £178.35, C/N 424
 - 5.4. HMRC, PAYE, £79, C/N 425
 - 5.5. Income from public subscription for the repair of the war memorial, £225
- 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.
 - 6.3. Neighbourhood Development Plan – The report was NOTED. The Regulation 16 consultation finished on 7 September. Referral for examination is awaited.
 - 6.4. War Memorial – The report was NOTED. The contractor has fenced off the work area and intends to start dismantling in 2-3 weeks. Clerk will be informed and was INSTRUCTED to liaise with archaeologist and architect. Public subscription from 2 residents NOTED with grateful thanks. Letter from another parishioner that cost too high NOTED.
 - 6.5. Parish website – 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. Parish resources catalogue – RESOLVED to offer £200 for printing costs. Clerk INSTRUCTED to action offer.
 - 6.8. Fly tipping – The report was NOTED. Advice from Herefordshire Council officer to replace sign with stronger posts and continue monitoring site, RESOLVED that Cllrs will replace as soon as possible.
- 7. Planning Applications** –
 - 7.1. P162323/FH, The Rest Whitney-on-Wye, HR3 6JG – Demolish existing outbuilding and replace with new timber framed garage and wood store with loft accommodation – RESOLVED to support.

7.2. NOTED P162076/L, Lower Bridge Court, Brilley, HR3 6HG – Installation of rainwater guttering – Approved with conditions.

8. **New Standards Procedure** – Draft procedure NOTED.

9. **Clerk’s CiLCA qualification and implications for adoption of General Power of Competence** – The report in the Clerk’s Information Sheet was NOTED. RESOLVED to increase Clerk’s pay scale to spinal point 18 with immediate effect.

10. **External Audit report on 2015-16 accounts and date for Financial Advisory Working Group** – The report from the external auditor was NOTED. Date for meeting AGREED Monday 3 October at 19.30 in the Village Hall.

11. **Training needs** – RESOLVED Cllr Chapman should attend Procedures training session at HALC. Clerk INSTRUCTED to arrange.

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

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

Next agenda:

- Resignation of Cllr Lloyd – Thanks expressed and NOTED for his long and dedicated service to the parish and best wishes for retirement

Clerk’s delegated powers:

- Arrange cheque for audit fee when invoice received
- Inform Herefordshire Council of Cllr Lloyd’s resignation to start casual vacancy process.

14. **Date of next meeting** – Tuesday 15 November 2016 at 19.30.

This meeting was declared closed at 20.36.

SIGNED.....
(Chairman)

DATE.....