

# **WESTON BEGGARD PARISH COUNCIL**

Minutes of the Ordinary Meeting of Weston Beggard Parish Council

held in Yarkhill Village Hall  
on Tuesday 29<sup>th</sup> November 2016

**WBPC/MW/006**

## **Councillors Present**

Councillor Mr Richard Williams Chairman  
Councillor Mr Keith Bayliss  
Councillor Mr David Probert  
Councillor Mr Tony Walsh  
  
Clerk Mr Malcolm Walker

## **Also Present**

Ward Councillor Mr Jonathan Lester and one further member of the public

**The Ordinary Meeting of the Parish Council was formally opened by  
Councillor Mr Richard Williams Chairman at 7.00pm**

### **1.0 Apologies for Absence**

Apologies were received from Councillor Mr Roger Barnett  
Bromyard Locality Steward for Balfour Beatty Living Places (BBLP) Ms Cathy Berkeley not present  
No representative from the Local Police Team

### **2.0 Minutes of Previous Meeting**

To receive, approve and sign the Minutes WBPC/HALC/005 as a true record of the Ordinary Parish Council Meeting held on Tuesday 13<sup>th</sup> September 2016. Unanimously resolved as a true record and signed by Councillor Mr Richard Williams Chairman.

### **3.0 Declarations of Interest & Dispensations**

#### **3.1 To receive any declarations of interest in agenda items from Councillors**

No Declarations of Interests were made

#### **3.2 To consider any written applications for dispensation**

No Written Applications were received

### **4.0 Appointment of a Clerk**

Mr Malcolm Walker was unanimously provisionally appointed as Parish Council Clerk/RFO (Responsible Financial Officer) see Item 10.0

### **5.0 Public Question Time**

A 10 minute period is to be allocated if required to facilitate any member of the public to address the Parish Council

No matters raised

The Parish Council resolved to change the order of business to Item 7.0

### **7.0 To Receive Report from:-**

#### **Ward Councillor's Report**

Ward Councillor Mr Jonathan Lester representing 9 Parish Councils in the Three Crosses Ward gave a verbal report including:-

Herefordshire Council agreeing Budget for 2017-2018

Adult Social Care £53 million

£7 million reduction

Safe individual

Child Safe

Economy

Quality of Life and value for money

Approval of Council Tax 3.9% increase



Nett Planning Road Services £145 million  
 Gross £360 million  
 £416 million from Local Government for Schools  
 £8 million funding for Schools  
 Education results good  
 OFSTED rating and services good  
 Population 168,000  
 £58 million Housing Benefit  
 Public Health Grant £9.7 million (District Nurses)  
 Medical £13.3 million  
 Council £20.83 million  
 4<sup>th</sup> Year Budget balanced

Energy Waste Plant finished on time

50 Buildings/Sites sold

12,000 Street Lamp lights replaced with LED bulbs

Local Enterprise Partnership – decision imminent

Parish Council Review not completed yet

*Question asked:- Return on New Cattle Market*

Jonathan to source answer but £1 million had been received from Government

£47 million from Government for new Road Scheme

University bid for £10 million to kick start – waiting for a decision, if approved then match funding Required. Clear and positive responses for University

Jonathan offered his congratulations for the Neighbourhood Development Plan passing to become a legal document.

Meeting Dates to be forwarded to Jonathan

The Parish Council resumed the correct order of business to Item 6.0

## 6.0 **Financial Report**

### 6.1 **Bank Balance** as per Bank Statement No 144

@ 28 <sup>th</sup> October 2016	Nat West Current Account	£3,464.24
	NS&I Account	£1,040.43

### 6.2 **Receipts**

Herefordshire Council Precept 2 <sup>nd</sup> Part Reference 2149932 BACS	£750.00
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### 6.3 **Invoices for Payment**

Zurich Municipal Insurance Invoice No 23725593 19/10/2016-18/10/2017	£202.43
30/09/2016 Cheque No 000303	
*Clerk to obtain refund	
Information Commissioner's Office Data Protection 06/12/2016-05/12/2017	£35.00
29/11/2016 Cheque No 000304	
Clerk's Salary up to 31 <sup>st</sup> October 2016	£66.32
TAX & NIC £13.20	
31/12/2016 *Joint Cheque No 000305	
Clerk's Salary up to 30 <sup>th</sup> November 2016	£66.32
TAX & NIC £13.20	
31/12/2016 *Joint Cheque No 000305	
Refunding Remainder of Neighbourhood Development Grant {Other Cheque Book used}	£1,252.13
*Came & Co Insurance Reference 4663252 20/10/2016-19/10/2017	£165.00
Third Year Fixed Long Term Policy (Special Price)	
29/11/2016 Cheque No 000306	
HMR&C TAX & NIC M Walker	£39.60
01/01/2017 Cheque No 000307	

**Financial Payments Unanimously Approved**



- 6.4** Confirmation of HMR&C “Gateway” registration for PAYE  
Registration almost completed for PAYE
- 6.5** Confirmation of Declaration to The Pensions Regulator for Clerk  
Registration now proceeding for The Pensions Regulator
- 6.6** To consider response to “Allowances Scheme for Parish Councillors” communication received  
The Parish Council unanimously resolved NOT to claim expenses
- 6.7** Bank & Investment Mandate update  
The Parish Council unanimously resolved for the Clerk to be named contact on Both Accounts Nat West and NS&I to receive statements and to have view only electronic access
- 6.8** To agree budget for the 2017-2018 fiscal year and to set Precept for the same period  
The Parish Council unanimously resolved to set the Budget for 2017-2018 fiscal year at £2,250.00.  
Herefordshire Council to be notified that the Precept for 2017-2018 financial year will be £2,250.00  
The Parish Council unanimously resolved for the Clerk to obtain Website training  
Policy for Interim Payments Between Meetings  
Agenda Item for the next full Parish Council meeting  
The Parish Council resolved to form a Finance Working Group consisting of  
Councillor Mr Richard Williams Chairman, Councillor Mr Roger Barnett,  
Councillor Mr Keith Bayliss, Councillor Mr David Probert and Councillor Mr Tony Walsh  
(three required for a meeting) to meet as and when needed.  
Meeting provisionally arranged for Monday 12<sup>th</sup> December 6.00pm  
Parish Clerk to be kept informed  
Copies of accounts to be sent to Councillor Mr Tony Walsh as and when

#### **8.0 Neighbourhood Plan – Successful Referendum**

Councillor Mr Richard Williams updated the Parish Council with regards to the Neighbourhood Development Plan

The Referendum had taken place on 3<sup>rd</sup> November 2016 with 71 votes cast in favour (91%) and 7 votes cast against (9%). No rejected ballot papers.

The Weston Beggard Neighbourhood Development Plan was now a legal document.

Councillor Mr Richard Williams Chairman to provide the Clerk with a copy of the Plan for the Parish Council records. Plan is on Herefordshire Council Planning Website and Parish Council Website.

Thanks from the Parish Council to Richard and the Steering Group for all the hard work throughout the Neighbourhood Development Plan process.

#### **9.0 Information Sheet**

Update of correspondence received (for information only)

##### Planning Application Update

Application No 162347 The Tineings, Shucknall, Hereford HR1 3SR

Proposed new agricultural building

Planning Permission

##### **Planning Permission Granted 16<sup>th</sup> September 2016**

Application No 162804 Purlbrook Farm, Shucknall, Hereford HR1 3SJ

Proposed three bedroom house with three parking spaces

Planning Permission

##### **Planning Permission Granted 7<sup>th</sup> November 2016**

##### Correspondence

14<sup>th</sup> September 2016 Letter sent to Herefordshire Association of Local Councils (HALC)  
Assistance had been appreciated and discontinued with their services

25<sup>th</sup> November 2016 Report from Cathy Berkley emailed to all Parish Councillors  
(received after information sheet produced)  
Meeting to be arranged with Councillor Mr Tony Walsh and Cathy Berkley



Litter Picking in Weston Beggard area in conjunction with Herefordshire Council had taken place  
(received after information sheet produced)

**Subject to Council resolution Item 10 may be held in closed session**

**10.0 Employment Issues**

To agree content and sign a Contract of Employment for the Clerk & RFO

The Parish Council unanimously resolved for Mr Malcolm Walker as Parish Clerk to continue and contract, salary, terms and conditions to be discussed at the next full Parish Council meeting (in closed session) 28<sup>th</sup> February 2017.

Agenda Item for the next full Parish Council meeting

**11.0 Agenda of Next Meeting**

Policy for Interim Payments Between Meetings

Invitation to Cathy Berkley Locality Steward to attend meeting – reference Public Rights of Way (PRoW)

Employment Issues

**12.0 Date, Time and Venue of Next Meetings**

Ordinary Meeting Tuesday February 28<sup>th</sup> 2017 7.00pm

Annual Parish Meeting and Annual Parish Council Meeting Tuesday May 9<sup>th</sup> 2017 7.00pm

Ordinary Meeting Tuesday September 12<sup>th</sup> 2017 7.00pm

Ordinary Meeting Tuesday November 28<sup>th</sup> 2017 7.00pm

**13.0 Confirmation of Time, Date & Venue of next meeting**

The next Meeting will be the Ordinary Meeting of the Parish Council on

**Tuesday 28<sup>th</sup> February 2017** in Yarkhill Village Hall and is due to commence **at 7.00pm.**

Meeting declared closed 8.35pm

Signed..........

Councillor Mr Richard Williams Chairman

Date 28<sup>th</sup> February 2017