

Minutes of

WITHINGTON - ANNUAL MEETING

Thursday 16th May 2013 7.00pm start

5 Councillors present

- | | |
|---------------------------------------|-----------------------|
| 1. Minutes of previous Annual Meeting | Approved in July 2012 |
| 2. Any other business | None |

Meeting Closed at 7.03pm

PRESTON WYNNE - ANNUAL MEETING

Thursday 16th May 2013 7.29pm start

2 Councillors present

- | | |
|---------------------------------------|-----------------------|
| 1. Minutes of previous Annual Meeting | Approved in July 2012 |
| 2. Any other business | None |

Meeting Closed at 7.30pm

WESTHIDE - ANNUAL MEETING

Thursday 16th May 2013 7.09pm start

2 Councillors present

- | | |
|---------------------------------------|--|
| 1. Minutes of previous Annual Meeting | Approved in July 2012 |
| 2. Any other business | It was decided that Westhide would like to go forward with the Neighbourhood Plan. |

Meeting Closed at 7.11pm.

Withington Group Parish Council
Annual Meeting Held on Thursday 16th May 2013 at 7.12pm

MINUTES

Present: Paul Bainbridge, Alison Bainbridge, Colin Stone-Fewings, Jonathan Beech, Tom Nellist, Kevin Hewison, Shelly Ford, Helen Jones, Jim Callow, Ralph Barber, Steve Scotcher, Rob Soutar, Simon Dent; Also: Sophie Glover (Clerk) Cllr Dave Greenow

i. Election of officers (Chairman, Vice Chairman)

Chairman: Paul Bainbridge

Proposed: Rob Soutar

Seconded: Kevin Hewison

Carried unanimously

Vicechair: Ralph Barber

Proposed: Paul Bainbridge

Seconded: Rob Soutar

Carried Unanimously

ii. Chairman's Annual Report

1. It has been another good year for Withington Fields, with the land sold, further development on the Field and the loan paid off. Many thanks to Rob Soutar for all of his efforts, and we should also thank Steve and Ray and their colleagues for progressing the football.

2. Thanks to Sophie, taking over and learning a new job as Clerk at a time when pressures are being put on Parish Councils to take on Herefordshire Council responsibilities – more on this later.

3. We lost a couple of councillors, but have gained three more, so thanks to them for joining us.

4. My personal thanks to John Dawson (Our retiring footpaths officer) for so many years service.

5. Thanks also to Robert Rawlinson for keeping us 'financially' sound.

6. Now we face new challenges, see item 5 on the main minutes.

Finally, thanks to all the Councillors from each of the Parishes, and to Dave Greenow from Herefordshire Council and the police for keeping us safe and informed.

The Chairman was thanked from the floor, for all of his work over the past year.

iii. Clerks Annual Financial Report/ Adoption of accounts

The clerk went through the end of year accounts and gave an update of the current financial position of the Parish Council. The Chair moved that the accounts be adopted, and this was seconded by Kevin Hewison, and was carried unanimously. Clerk will supply to all councillors with a breakdown of exactly what the donations were this financial year.

iv. Appointment of members to Committees, working groups etc

Planning Working Group: Alison Bainbridge, Paul Bainbridge, Simon Dent, Kevin Hewison, Rachel Leake.

v. Review of Footpath Officer, Internal Auditor etc

Footpath officer: Rob Soutar

Proposed by: Paul Bainbridge

Seconded by: Alison Bainbridge

Internal Auditor: Rob Rawlinson

Proposed by: Rob Soutar

Seconded by: Kevin Hewison

Representative on Village Hall committee: Wallace Brown

Proposed by : Rob Soutar

Seconded by: Alison Bainbridge

vi. Adoption of accounts

Audit paperwork was checked and moved by Rob Soutar, seconded by Kevin Hewison. Agreed by all.

vii. Review of insurance policies

Before September when the insurance policy will need renewing, the Clerk will review prices of other providers and update the PC.

viii. Review of subscriptions

Hereford and Gloucestershire Canal: All agree happy to continue with the subscription at £25 per annum.
HALC: Chair recommended to continue with the subscription to this, unanimously agreed

ix. To remind Councillors to update their Notice of Registrable Interests.

Duly noted.

Meeting Closed at 7.45pm

Withington Group Parish Council Meeting

Meeting started at 7.46

In attendance: Paul Bainbridge, Alison Bainbridge, Colin Stone-Fewings, Jonathan Beech, Tom Nellist, Kevin Hewison, Shelly Ford, Helen Jones, Jim Callow, Ralph Barber, Steve Scotcher, Rob Soutar, Simon Dent; **Also:** Sophie Glover (Clerk) Cllr Dave Greenow

1. Apologies

Rachael Leake; Wallace Brown

2. Declarations of Interest

None.

3. Open Discussion/Public Forum

3.1 Report from local police Sent by e mail, the Chair commented on the increase of household oil being stolen.

Report from Ward Councillor – Concerned that the animal welfare budget has been cut, and is worried how this might affect the market etc.

3.2 Explained that he was still in discussions with the Council about making the section of road one way as the PC had requested.

3.3 Finally he noted that Westhild estate have put a lane too close to an individuals property

Public Comments /questions – None

Park and share – Chair moved that Hereford Council put an article in Parish Magazines to publicise the opportunity.

Clerk to follow this up.

4. Acceptance of Minutes of last parish Council Meeting

Proposed: Alison Bainbridge, **Seconded** : Kevin Hewison
Agreed Unanimously.

Draft Core Strategy

5. The Chair responded to the 18% growth figure applied to Withington, still to hear a reply. Ralph Barber fed back from the Neighbourhood Planning meeting, describing how the process might be a way for the Parish to manage the development in the area. The Chair suggested that the Parish 'express an interest'

Clerk to add subject to next agenda.

RB to call a meeting with the NP group to include looking at the funding support

in putting together a plan, which was agreed unanimously. RB to lead this group, with Jonathan Beech and Helen Jones assisting. The group would cover all of WGPC's parishes. *available.*

6. Community Led Plan.

Deferred whilst the Neighbourhood Plan is being considered.

Update on Withington Fields –

7. There has been little progress due to the weather, but the lights are now in situ, and we are waiting for a window in the weather to put down the tarmac. RS is confident that the budget set aside for the works will be utilised.

Clerk to chase up the oak tree and the plaque.

8. Bin on Veldo Lane

Needs to be located and purchased, then the lengthsmen can fit it.

Clerk to address

Bus stop on Withies Rd

9. Clerk contacted Amey who 'thought that the job should be done in this financial year'

Clerk to keep chasing.

Financial Security

10. Clerk identified financial security procedures that WGPC has in place, and drew attention to the Internal Auditors report on the same matter. RB suggested keeping back up disks in a secure location.

Clerk to back up data more regularly.

To note comments from the information sheets:

11. Noted

Matters Financial

12. Balances as at 4th April : Yorkshire Bank: £7,846.23

a. 16th April: Lloyds Bank : £66,002.29

Confirmed by Paul Bainbridge.

Payments to be agreed:

b.

Clerks salary	£ 712.08
Clerks expenses	£ 51.82
Countrywide Grounds maintenance (April)	£ 193.20
Countrywide Grounds maintenance (May)	£ 193.20
Clerk for managing lengthsmen	£ 218.00
HALC training Clerk attended (Fun with finance)	£ 30.00
R Rawlinson (Internal Audit)	£ 200.00
Proposed: Rob Soutar Secoded: Alison Bainbridge.	

Payments Already Made

Richard Morgan (Lengthsman)	£ 774.20
Payment Authorised	
Countrywide Grounds maintenance (PCC grass cutting)	£ 157.20

Receipts

c.

Land Registry overpayment	£ 40.00
Hereford Council (for Lengthsman services)	£ 1237.10
Hereford Council (Precept)	£ 7500.00

d.

Request for financial aid

Village School, would like £250 towards fire works for a display in November – Chair met with the school, clarified the location of the firework display, and

requested that the neighbours support should be sought by the school. The PC agreed in principal, but await clarification of payment details.

13. **Planning** - as per the information sheet.

14. **Receive Items for the next agenda:**

None

Future meetings

15.	Future dates:	18 July	(7.30 pm start)
		19 September	(7.30 pm start)
		14 November	(7.30 pm start)
		16 January 2014	(7.30 pm start)
	Added Date:	20 March	(7.30 pm start)

There being no further business the meeting closed at 9.01 pm

SIGNED:..... CHAIRMAN

Dated:.....