

UNADOPTED

LINTON PARISH COUNCIL Bromsash Gorsley and Linton

Minutes Of The Annual Meeting Held On Monday May 8th 2006
In Linton Village Hall At 7:30 p.m.

Present:

Cllr Jean Foley, Chairman
Cllr John Wheble, Vice Chairman
Cllr Rob Crawford
Cllr Ken Downham
Cllr John Foley
Cllr Margaret Pearce
Annette Steele (Clerk)

4 Parishioners attended.

Minute Item	Action
1	
1.1	Election of Chairman for the period 2006 to 2007 Proposed by Cllr John Wheble, seconded by Cllr Margaret Pearce and approved unanimously, IT WAS AGREED that Cllr Jean Foley be elected.
2	
2.1	Chairman to Sign Declaration of Acceptance of Office Cllr Jean Foley signed the declaration.
3	
3.1	Election of Vice Chairman for the period 2006 to 2007 Proposed by Cllr Ken Downham, seconded by Cllr Jean Foley and approved unanimously, IT WAS AGREED that Cllr John Wheble be elected.
4	
4.1	To appoint members of Working Parties: Finance; Planning; Allotments; Footpaths & Trees; Highways Working Parties will continue unchanged until there are new Councillors.
5	
5.1	To appoint representatives to other organisations Gorsley Village Hall.-To be decided at a later date Governor for Gorsley Goffs School-To be decided at a later date Cllr Ken Downham to Linton Village Hall.
6	
6.1	Apologies None
7	
7.1	Declarations of Interest None
8	
8.1	Minutes of the Meeting Held on 10th April 2006 Proposed by Cllr Ken Downham, seconded by Cllr Rob Crawford and approved unanimously, IT WAS AGREED that these be adopted unchanged and they were duly signed by the Chairman.

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9	Matters arising therefrom not covered in the Agenda	
9.1	Seasonal Workers Caravans-The Clerk read out an e-mailed reply from CHDC saying that there is no requirement for registration of workers. The only planning control is that the caravans have to be required for seasonal agricultural use on the land concerned. The caravans in these cases do not require a site licence from the Council's Environmental Health Officer. The Health & Safety Executive may be able to exercise some control over the issues that have been raised.	
10	Review of Financial Regulations.	
10.1	Proposed by Cllr John Wheble, seconded by Cllr Margaret Pearce and approved unanimously, IT WAS AGREED that the words "With the sole exception of confirming a balance, neither telephone nor internet banking services shall be used by the RFO" are changed to "The RFO shall only transfer amounts between Linton Parish Council accounts by telephone after minuted agreement. Internet banking services shall not be used by the RFO." The Clerk will amend the Financial Regulations and send to all Cllrs.	The Clerk
11	Resignation and co-option of Councillors	
11.1	Cllr Jean Foley read out Cllr Keith Summer's resignation. Notification of his resignation will be put on the Parish notice boards. The Clerk will advertise vacancies in The Chimes and on the notice boards.	The Clerk
12	Parish Plan	
12.1	To be carried over to the next meeting.	
13	Proposal to change the Parish Plan Implementation strategy	
13.1	To be carried over to the next meeting.	
14	The Future of Linton Quarry	
14.1	Cllr John Foley will do letters to residents re fly-tipping.	Cllr John Foley
14.2	The Lengthsman will divert the fence around the stile at the Quarry Lane end.	
14.3	Cllr John Foley will contact CHDC to arrange for clearance of rubbish at the quarry.	Cllr John Foley
14.4	The Lengthsman will quote for cutting the trees. Cllr John Foley will get two more quotes.	Cllr John Foley
15	Lengthsman Project	
15.1	The Clerk confirmed that discussions were continuing with CHDC regarding their error in calculating the Lengthsman's grant for 2006/7. Their legal department is looking into the problem.	
15.2	Cllr Jean Foley will speak to the Lengthsman's Administrator and Jim Smith at CHDC regarding problems at Burrups Lane.	Cllr Jean Foley
16	Renewal of Insurance Policy	
16.1	The Clerk confirmed that the premium had increased from £354.66 to £368.81 for 2006/7. Proposed by Cllr Jean Foley, seconded by Cllr John Wheble and approved unanimously, IT WAS AGREED to accept the premium.	
16.2	The Clerk will get up-to-date quotes for replacing all assets insured to ensure that they are adequately insured.	The Clerk
17	Update of emergency plan	
17.1	The Clerk was asked to change the main contact from Cllr Richard Smith to Cllr Jean Foley and to send the amended details to CHDC, both village halls and all Cllrs.	The Clerk

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- 18 Accounts, Treasurer's Report and Authorisation of Payment of Accounts**
- 18.1 Proposed by Cllr Jean Foley, seconded by Cllr Ken Downham and approved unanimously, IT WAS AGREED to adopt the tabled accounts for 2005/2006. The Clerk will contact the internal auditor, Max Gough. The Clerk
- 18.2 Proposed by Cllr Jean Foley, seconded by Cllr Rob Crawford and approved unanimously, IT WAS AGREED to increase the Clerk's salary from £8.50 to £8.75 per hour.
- 18.3 Proposed by Cllr John Wheble, seconded by Cllr Ken Downham and approved unanimously, IT WAS AGREED to open an Instant Access Account with Lloyds TSB and for the Clerk to transfer excess funds into the new account. The interest rate is 2% for balances up to £10,000. A letter to Lloyds TSB was duly signed by Cllr Jean Foley and Cllr John Wheble. The Clerk
- 18.4 Proposed by Cllr Margaret Pearce, seconded by Cllr Rob Crawford and approved unanimously, IT WAS AGREED to open an Instant Reserve Account with Alliance & Leicester. The interest rate is 4%. The Clerk will get the appropriate application forms from Alliance & Leicester and will complete them ready for signatories, Cllrs Jean Foley, John Wheble, Margaret Pearce and Rob Crawford to produce their ID at the Post Office. The Clerk
- 18.5 The Clerk tabled another Lloyds TSB signatory form for the addition of Cllr Rob Crawford and the removal of Cllr Keith Summers. This was duly signed by Cllrs Jean Foley and Margaret Pearce. Cllr Rob Crawford will take the form and his ID to Lloyds TSB in Worcester. Cllr Rob Crawford
- 18.6 The Clerk confirmed that Cllrs John Wheble and Margaret Pearce are now signatories on the Lloyds TSB current and 30 day notice accounts.
- 18.7 The Clerk will do letters for signature by Cllrs Jean Foley and John Wheble, advising Lloyds TSB and Alliance & Leicester that they are only to allow telephone transfers between accounts in the name of Linton Parish Council. The Clerk
- 18.8 Proposed by Cllr Ken Downham, seconded by Cllr John Foley, IT WAS AGREED to pay the following accounts and the cheques were duly signed. Cllr John Wheble objected to the signing of the Lengthsman's cheque for £1598, which includes £1030 for drainage work which was not completed in Burrups Lane.
- | | | |
|-------|--|---------|
| AP344 | Lengthsman for February | 284.00 |
| AP345 | Lengthsman for March | 284.00 |
| AP346 | Drainage work JCB | 1030.00 |
| AP347 | Lengthsman Administrator's Fee-Drainage work | 103.00 |
| AP348 | Community First Subscription | 34.00 |
| AP349 | Clerk's Salary for April 2006 | 254.23 |
| AP350 | Clerk's Expenses for April 2006 | 64.51 |
| AP351 | Insurance for 2006/2007 | 368.81 |
- 19 Working Party Reports**
- 19.1 Footpaths:**
Cllr John Foley reported that the footpath committee met on April 19th and is due to meet again on May 17th.
The footpaths are to be surveyed to determine where gates would improve access for persons who find stiles difficult. Regular walkers are to be questioned to see if there is a demand for wider ranging activities.
There is a midsummer walk planned for June 21st 2006 and a Parish walk on Saturday, May 13th starting from Linton Village Hall at 11.00 am.
- 19.2 Planning:**
- 19.2.1 P177. DCSE2006/0104/F. Two storey extension and alterations. Chapel Mill Cottage, Bromsash, HR9 7PL. Permission granted on 15/03/06.

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- 19.2.2 P180. DCSE2006/0179/O. Site for erection of detached dwelling with double garage. Land adjacent to Moorcroft, Gorsley. HR9 7SJ. Outline permission granted on 12/04/06.
- 19.2.3 P181. DCSE2006/0385/F. Construction of a new four bedroom house in large garden area to west of Rose Cottage. Rose Cottage, Gorsley. HR9 7SL. Permission refused on 03/04/06.
- 19.2.4 P182. DCSE2006/0442/F. Erection of a single storey conservatory. Lyndale, Gorsley. HR9 7SH. Permission granted on 03/04/06.
- 19.2.5 P183. DCSE2006/0460/F. Conversion of garage to holiday accommodation. New garage/access and turning. Eastview, Bromsash. HR9 7PN. Permission granted on 12/04/06.
- 19.2.6 P185. DCSE2006/0567/O. Erection of 6 holiday chalets. Ross-on-Wye Golf Club, Gorsley. HR9 7UT. Permission refused on 19/04/06.
- 19.2.7 P191. DCSE2006/1234/F. New garage and associated works. Igls, Quarry Lane, Gorsley. HR9 7SJ. Council supports.
- 19.2.8 P192. DCSE2006/1036/F. Ground and first floor extensions. The Cottage by the well, Linton. HR9 7RU. Council made the following comments "Footpaths **LTR38B & LTR38C** these are historic paths from Linton Ridge to Talbot's Well, both pass through or close to the land on which this extension is planned. The paths are **not** shown on the site plan submitted with the application. If planning consent is given for the extension the integrity of these footpaths should be guaranteed as part of that consent."

20 Web-site maintenance

- 20.1 Cllr Jean Foley read out an e-mail from Keith Summers saying that he will upgrade the website.
- 20.2 The Clerk said that a web-site called The Local Channel now has a direct link to the Parish Council's web-site. This is free of charge.

21 Chairman's Announcements

- 21.1 A letter has been received from Ursula Stewart-Linton Village Hall Committee, regarding the 2003 Licensing Act. This legislation highlights the need to look at all areas of health & safety. They would appreciate any comments/advice/information regarding these issues. Any incident at the Village Hall requiring hospital attendance must be reported to CHDC. Please report any incident to Janet Hill 720315, Ursula Stewart 720766 or Peter Attenborough 720746. The Clerk was asked to reply advising that the letter had been read out.

The Clerk

22 Correspondence

- 22.1 The following correspondence was tabled:

D1826	Information sheet	Halc
D1827	Section 137-Local Government Act 1972	Halc
D1828	Basic Charity Law-Local Councils & Trustees	Halc
D1829	Trade Laminators-Maps	Halc
D1830	Letter replying to query re Lengthsmans grant for 2006/7	CHDC
D1831	KC3 Newsletter	KC3
D1832	Gorsley & Kilcot Parish Newsletter	G&KPC
D1833	Letter re planning Application DCSE2006/0804/O Pithouse Farm-Linton	
D1834	Lengthsmans Grant advice letter 2006/7-Amount queried see D1830	CHDC
D1835	Casual vacancy notices/Declaration of acceptance of Office	CHDC
D1836	Police service restructuring	West Mercia Constabulary
D1837	Application form for Clerks' training Bursary Scheme	NTS Training Bursary Scheme

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D1838	Clerks & Councils Direct		
D1839	Halc Southern Area meeting -30/01/2006 Minutes	HALC	
D1840	Housing needs surveys during 2006/7-Request for dates of meetings	CHDC	
D1841	Casual Vacancy notices-Keith Summers (For 9/5/06)	CHDC	
D1842	Statement of Community Involvement for Herefordshire-Notification	CHDC	
D1843	Local Authority Byelaws in England-A discussion paper	Office of the Deputy Prime Minister	
D1844	Parish Plan questionnaire-reply by 18/5/06	community first	
22.2	D1844-Cllr Jean Foley will complete the questionnaire and return.		Cllr Jean Foley
22.3	Community Access Points-Cllr Jean Foley read out a letter from Upton Bishop Parish Council regarding accessibility of computers for parishioners. Cllr Jean Foley will reply.		Cllr Jean Foley
23	Councillor's Submissions, including Village Events None		
24	Public Submissions None		
25	Items for Consideration at the Next Meeting Allotments & Housing Needs Survey. Cllr Harry Bramer is to attend.		
26	Date of the Next Meeting June 12 th 2006 at 7:30 p.m. in Gorsley Village Hall.		

The Meeting Finished At 10:30 p.m.