

# UNADOPTED

## LINTON PARISH COUNCIL

### Bromsash Gorsley and Linton

**Minutes Of The Meeting Held On November 10th 2008  
In Linton Village Hall at 7:30 pm**

**Present:**

Cllr Ken Downham, Vice-Chairman  
Cllr Michael Cluley  
Cllr Jackie Gough  
Cllr Max Gough  
Cllr Lin Billinger  
Cllr Laura Cluley  
Cllr Andrew Gardner  
Cllr Barry Clark

Annette Steele (Clerk)

5 Parishioners & Jessica Donaldson from Hfds & Worcs Earth Heritage Trust attended.

**Before the meeting a minutes silence was observed in memory of Jade South**

Minute Item	Action
<b>1</b> 1.1 <b>Apologies</b> Cllr Jean Foley, Chairman & CSO Paul Leighton	
<b>2</b> 2.2 <b>Declarations of Interest</b> None	
<b>3</b> 3.1 <b>Minutes of the Meeting Held on 13<sup>th</sup> October 2008</b> These were accepted and duly signed by the Vice-Chairman.	
<b>4</b> 4.1 <b>Matters arising therefrom not covered in the Agenda</b> None	
<b>5</b> 5.1 <b>Community Support Officer</b> The Clerk advised that there is now a new <u>non-emergency</u> contact number for the Police 0300 333 3000. All emergencies should continue to be reported via 999.	
<b>6</b> 6.1 <b>Update re removal of BT Phone Boxes</b> The Clerk has applied to BT re the red Linton Telephone Box to “Adopt a Kiosk” which would mean that the box is kept without the phone. The Parish Council will be advised of the outcome when the consultation period between BT and Herefordshire Council ends.	
<b>7</b> 7.1 <b>Linton Quarry</b> <b>Tree Maintenance</b> -The approved tree work has now been carried out and the necessary correspondence sent to Natural England.	
7.2 <b>Champions Project</b> -Jessica Donaldson advised that a management plan for the Champions project at Linton Quarry has now been produced.  She distributed copies of a job description for a “Champion” and asked anyone who might be interested to get in touch with the Clerk or Jessica Donaldson. The Clerk will put the	The Clerk

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details on the Parish Notice boards and on the website.

- 8**
- 8.1 **Allotments Maintenance**-The spraying has been carried out, hedges cut back and the grass flailed.
- 9**
- 9.1 **Resolution re Clerk's Internet Expenses**  
Proposed by Cllr Mike Cluley, seconded by Cllr Laura Cluley, IT WAS AGREED that the Clerk may purchase computer consumables and ant-virus software via the internet using her personal credit card on behalf of the Parish Council. Ref Legal Topic D2005.
- 10**
- 10.1 **To Approve Budget for 2009/10**  
Proposed by Cllr Jackie Gough, seconded by Cllr Mike Cluley, IT WAS AGREED to approve the budget. Copy of budget attached to the minutes.
- 11**
- 11.1 **To Agree Precept for 2009/10**  
Proposed by Cllr Andrew Gardner, seconded by Cllr Lin Billinger, IT WAS AGREED to set the precept at £5800.00 for 2009/10. The Clerk will advise CHDC. The Clerk
- 12**
- 12.1 **Street Signage**  
The Clerk was asked to contact CHDC requesting a review of streets signs using Upton Bishop as an example. The Clerk
- 13**
- 13.1 **Parish Website**  
The Parish website needs updating and Cllr Andrew Gardner has agreed to liaise with the Clerk and ex-Linton Parish Councillor Keith Summers. Cllr Andrew Gardner/The Clerk
- 14**
- 14.1 **Accounts, Treasurer's Report and Authorisation of Payment of Accounts**  
£1100.00 has been transferred from Alliance & Leicester to Lloyds TSB to cover this month's payments.
- 14.2 Proposed by Cllr Lin Billinger, seconded by Cllr Jackie Gough and approved unanimously, IT WAS AGREED to pay the following invoices and the cheques were duly signed.
- |       |   |        |
|-------|---|--------|
| AP507 | Allotments-Hedge cutting, topping and strimming | 152.75 |
| AP508 | Tree Surgery-Linton Quarry                      | 340.75 |
| AP509 | Allotments-Spraying herbicides                  | 188.00 |
| AP510 | Clerk's Salary for October 2008                 | 285.00 |
| AP511 | Clerk's Expenses for October 2008               | 88.02  |
- 14.3 The following income has been received since the last meeting:  
Alliance & Leicester Community Instant Reserve Interest £33.49 Nov  
Interest from £63.20 2.5% consolidated Stock 31p
- 14.4 Proposed by Cllr Max Gough, seconded by Cllr Andrew Gardner, IT WAS AGREED to reimburse the Clerk 3 yrs computer usage and depreciation at a rate of £4.00 per month.
- 15**
- 15.1 **Working Party Reports**  
FOOTPATHS
- 15.1.1 Footpaths Officers not present.
- 15.2 PLANNING

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- 15.2.1 P240-DCSE2008/2209/F-Single and two storey extensions. Hartleton Lodge, Bromsash HR9 7SB. Permission refused on 15/10/08.
- 15.2.2 P241-DCSE2008/2210/F-Convert existing garage to study with new attached garage and provide first floor extension over existing sunroom/conservatory. 14 Ivy House Estate, Gorsley HR9 7SN. Permission granted on 14/10/08.
- 15.2.3 P242-DCSE2008/2225/F-Conversion of outbuilding to form annexed accommodation and rebuilding of existing link extension. Hill Crest, Gorsley HR9 7SW. Permission granted on 16/10/08.
- 15.2.4 P244-DCSE2008/2387/F-Proposed two storey extension. The Marshalls, Gorsley HR9 7SE. Permission granted on 03/11/08.

## 16 Chairman's Announcements

- 16.1 The Vice-Chairman asked that a card and flowers be sent to the Chairman as she has just undergone a hip replacement operation. The Clerk
- 16.2 The joint meeting with Gorsley & Kilcot PC & Aston Ingham PC is to be postponed until the new year. The Clerk will contact all Cllrs regarding a suitable date. The Clerk
- 16.3 John Foley has raised over £200.00 after completing his charity bike ride.
- 16.4 The Gorsley Quiz will be held at the Village Hall on December 6<sup>th</sup>.
- 16.5 Gorsley Village Hall-Flicks in the sticks-  
The Other Boleyn Girl (12a) Thursday, November 13<sup>th</sup> at 7:30pm  
Mama Mia (PG) Thursday, December 11<sup>th</sup> at 7:30pm

## 17 Correspondence

- 17.1 The following correspondence was tabled.

D2523	14/10/2008	Affordable Housing-A guide for Parish Councils	CHDC
D2524	16/10/2008	Schedule 3 to the Commons Act 2006	CHDC
D2525	29/10/2008	G&K PC Agenda-05/11/08	G&KPC
D2526	29/10/2008	G&K PC Minutes-04/09/08	G&KPC
D2527	29/10/2008	G&K PC Extraordinary Minutes-18/09/08	G&KPC
D2528	30/10/2008	Code of conduct local authority members and employees-a consultation	Communities & Local Govt
D2529	02/11/2008	Police non-emergency telephone number change to 0300 333 3000	West Mercia Constabulary
D2530	30/10/2008	Earth Heritage Trust News	Earth Heritage Trust
D2531	05/11/2008	Newsline Magazine	
D2532	01/11/2007	List of Documents sent for storage-October 2007	Hfds Records Office
D2533	04/11/2008	PACT Meetings-Ross November 19th at The Larruperz	
D2534	05/11/2008	Letter requesting dates for hire of Gorsley Village Hall	Gorsley Village Hall
D2535	05/11/2008	Clerks & Councils Direct	
D2536	08/11/2008	Covering letter from Parish Liaisons Officer	CHDC
D2537	08/11/2008	Guidance on signs, advertising boards & display of goods on Highways	CHDC
D2538	08/11/2008	November Funding Opportunities	CHDC
D2539	10/11/2008	Your-Community website newsletter	
D2540	10/11/2008	Letter from Gorsley Village Hall re request for funding	Gorsley Village Hall
D2541	10/11/2008	Information Corner-06/11/08	Halc
D2542	10/11/2008	Course-Local Leadership 2020 28/11/08	Halc
D2543	10/11/2008	Draft contact details for notice boards as suggested by Halc	Halc
D2544	10/11/2008	Course-Power of Wellbeing 03/03/09	Halc
D2545	10/11/2008	Course-Public Rights of Way 12/03/09	Halc
D2546	10/11/2008	Course-Clerks & Chairperson's Informal Evening 17/02/09	Halc
D2547	10/11/2008	Course-Roles & Responsibilities and Law 17/01/09	Halc
D2548	10/11/2008	Course-Leading Lights 27/01/09-How to be an effective Parish Councillor	Halc
D2549	10/11/2008	Course-Procedures & Finance 07/02/09	Halc

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D2550	10/11/2008	Course-Planning & Community Action 28/02/09	Halc
D2551	10/11/2008	Planning and the code of conduct	Halc
D2552	10/11/2008	Planning matters-leaflet	Halc
D2553	10/11/2008	Halc Rural Housing Seminar-25/09/08	Halc
D2554	10/11/2008	Good Practice-selection of candidates being co-opted to a Local Council	Halc
D2555	10/11/2008	Suggested welcome notice for Parish Council Meetings	Halc
D2256	10/11/2008	Getting involved in Local Issues	LINK Herefordshire

- 17.2 D2548-Cllrs Max Gough, Jackie Gough & Lin Billinger would like to attend. The Clerk will book places at a cost of £20.00 per Cllr. The Clerk
- 17.3 D2547/9 & 2550-The Clerk would like to attend these courses. Proposed by Cllr Lin Billinger, seconded by Cllr Laura Cluley IT WAS AGREED that the Clerk can attend. The Clerk will book a place on each course at a cost of £30.00 per course. There is a credit with Halc for £30.00 so a total of £60.00 will be due. The Clerk will also attend the course D2546 but there is no charge for this. The Clerk
- 17.4 D2540-Letter from Gorsley Village Hall applying for funds for 2009/10. The Clerk was asked to contact the village hall asking them to supply estimates for the next meeting so that this can be discussed. The Clerk

## 18 Councillors' Submissions, including Village Events

- 18.1 Cllr Max Gough said that Gorsley Goffs School is to be supplied with a speed camera. The Community Support Officer has advised that they can't stop people parking outside the school on the yellow hatched area as these are advisory markings and not mandatory. The Clerk was asked to contact Andrew Lee-Jones at CHDC to ask if an inspection can be carried out and advice given as to what measures can be taken. The Clerk
- 18.2 Cllr Lin Billinger advised that she is continuing with her campaign against speeding through Bromsash and that she met with Cllr Paul Keetch at a recent surgery. She has asked that the road markings be replaced following recent re-surfacing. The Clerk
- 18.3 Cllr Andrew Gardner said that there was major road subsidence opposite Yew Tree Cottage in Linton and that this is potentially very dangerous. The Clerk will contact CHDC. The Clerk
- 18.4 The Clerk was asked to contact CHDC detailing all issues that have been raised recently but have not been addressed. The Clerk will contact Cllr Harry Bramer. The Clerk

## 19 Public Submissions

- 19.1 Parishioner Gwynn Rowley asked if Cllr Harry Bramer could be contacted and asked to attend the next Parish Council meeting in December. Items include Potholes, overgrown hedges and the Quarry Lane Bus Stop. The Clerk will contact Cllr Bramer. The Clerk

## 20 Items for Consideration at the Next Meeting

- 20.1 Updating Standing Orders  
Village Hall Funding-2009/10  
Attendance at Parish Council meetings

## 21 Date of the Next Meeting

- 21.1 The next Parish Council meeting will be held on Monday December 8th at 7:30 pm in Gorsley Village Hall.

**The Meeting Finished At 9:15 p.m.**

## 22 Employment Matters

- 22.1 Proposed by Cllr Ken Downham, seconded by Cllr Lin Billinger IT WAS AGREED that a resolution be passed to exclude the public because of the employment nature of the business to be discussed. Employment matters were discussed and the Clerk's Contract of Employment was reviewed. The Clerk was asked to update the contract as discussed and to distribute to all Cllrs before the next meeting so that it can be finalised. The Clerk

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- 22.2 Proposed by Cllr Mike Cluley, seconded by Cllr Laura Cluley IT WAS AGREED that the Clerk's salary be set at scale point SCP25. This will be back-dated to April 1<sup>st</sup> 2008. All items on the additional schedule dated November 10<sup>th</sup> were agreed. (Copy will be attached to adopted minutes) An appraisal is to be carried out on an annual basis.