

**LITTLE BIRCH PARISH COUNCIL –PARISH COUNCIL MEETING HELD ON  
Wednesday 3<sup>rd</sup> October 2018 at 7.30pm - At Little Birch Village Hall**

**MINUTES**

**PRESENT:** Councillors; (BR) Ben Roberts (Chair); (MM) Mike Morley; (JG) Janet Gwinnett; (AW) Annette Wissler ;  
(AM) Angela Middleton (footpaths officer)

**ALSO:** Sophie Glover (Parish Clerk), Mike Leigh (until 7.50pm).

**Meeting Opened: 7.30pm**

**A 10 minute period from 7.30 p.m. was allocated, before the meeting opened, to enable members of the public to address the Parish Council**

AM asked about the bike racks at Kingsthorne. The clerk will try Much Dewchurch PC again and also try approaching HC to see if they can assist with this.

1.	<b>Apologies - Ward Councillor (DH) David Harlow</b>	<i>ACTIONS</i>
2.	<b>Declaration of interest</b> None.	
3.	<b>To accept minutes of the September Parish Council meeting</b> Proposed: BR            Seconded: MM  All in agreement. It was resolved to accept that the minutes as a true record of the meeting.	
4.	<b>Action points from previous PC meeting</b> All addressed, or on the agenda. MM was to approach Ben Mason (with a cllr from Much Birch) to check if he is prepared to continue gritting the village.	<i>MM to address this at the MBPC meeting tomorrow.</i>
5.	<b>Ward Cllr report (Cllr Dave Harlow)</b> MM was concerned about the answer that DH had received about Little Birch Rd. It was felt that the PC should take this issue to Much Birch PC to make a combined attempt to get this re looked at. It was felt that the 'new' BB ap was a complete waste of money.  <b>Police update</b> Nothing sent. MM reminded the meeting that many Herefordshire police officers were being shipped to other counties  <b>Dave Atkinson, Balfour Beatty</b> - Reports sent weekly.	
6.	<b>Neighbourhood Plan:</b> Our NDP has been submitted for Reg 16 consultation. ML asked for an idea of the timing for the next phase of the NDP and the Chair went through HC's paper 'a guide to NDP procedures' so that all present were clear.	<i>Clerk to check that our on line status is changed to Reg 16.</i>
7.	<b>Planning applications;</b> None for consideration. Although the land at Shirley Cottage planning application has been withdrawn and is now up for sale. The question was raised why the letter of withdrawl was not on the web site, it is listed by it is not the actual letter.	<i>Clerk to approach planning about this.</i>

	Should the planners be minded to approve the 'land adjacent to castle pool cottage' application, please can the ward cllr take it to committee.	<i>Clerk to contact DH</i>
<b>8.</b>	<b>Footpaths officer;</b> AM wanted to put maps on the parish website, with the footpaths numbered on them. She will also put some walk ideas on to the site. She is leading a parish walk on Saturday in conjunction with Little Dewchurch.	<i>BR to do this. Clerk to link her up with the FO organisation.</i>
9.	<b>Code of Conduct:</b> Some questions were raised about this. Particularly the depth of information required.	<i>Clerk to recirculate the code and add this to the next agenda.</i>
<b>10.</b>	<b>Dobbin Cottage:</b> The neighbour has been given the key to the padlock on the outside gate.	
<b>11.</b>	<b>To note the contents of the information sheet and take any comments from that.</b> The clerk told the meeting that following the last meeting, cllr Steve Naylor had tendered his resignation, and the elections office have posted the Notice of Vacancy paperwork.	<i>Clerk to add cllr vacancy to next agenda.</i>
<b>12.</b>	<b>Finance</b>	
<b>12.i</b>	<b>Balances:</b> HSBC account (at 4.9.18)            £ 4,172.28	
<b>12.ii</b>	<b>Payments to be agreed:</b> <b>Parish Acct</b> Clerks Salary :                        £ 208.86 PAYE (HMRC) :                        £ 10.20 Clerks Expenses:                      £ 36.49  Proposed: BR    Seconded: MM All in agreement. Payments to be made.	
<b>12.iii</b>	<b>Receipts</b> – Second half of the precept : £ 2,750.00	
<b>12.iv</b>	<b>Requests for financial aid</b> – None	
<b>13.</b>	<b>Lengthsman – jobs to be done</b> Still has some outstanding jobs to do for the footpaths officer. Clerk to confirm that he will be filling our grit bins shortly.	
<b>14.</b>	<b>To Receive Agenda items for the next PC meeting</b> Communitiy Asset. Vacancy. Code of Conduct. Bike racks. Winter gritting.	
<b>15.</b>	<b>To note date of next scheduled PC meeting –</b> Wednesday Nov 7 <sup>th</sup> .	
	Meeting closed at 8.33pm	

SIGNED:..... CHAIRMAN

Dated:.....

Future Meetings

	Wednesday Nov 7 <sup>th</sup>	7.30
	Wednesday Jan 9 <sup>th</sup>	7.30
	Wednesday Feb 6 <sup>th</sup>	7.30
	Wednesday March 6 <sup>th</sup> .	7.30