

Much Birch Parish Council

Minutes of the Ordinary Meeting of
Much Birch Parish Council held at
Much Birch Community Hall
on Thursday 7th July 2011

No MBPC/MW/002

Councillors Present

Councillor Mrs. Alison M. Cook Vice-Chairman
Councillor Mr. Glen P. Sims
Councillor Mr. Stephen M. Turner

Acting Clerk Mr. Malcolm Walker

Also Present

Ward Councillor Mr. Russell B. Hamilton and twelve further members of the public

**The Ordinary Meeting of the Parish Council
was formally opened by the Vice-Chairman at 7.40pm**

1.0 Apologies

A letter of Resignation had been received by Councillor Mrs. Alison M. Cook Vice-Chairman from Mrs. Menna Swift.

Correspondence had been sent to Mr. John Jones Electoral Services, declaring a Vacancy and a Notice of Vacancies in the office of Parish Councillor had been received and displayed on the Parish Council Notice Board

The Parish Council **Resolved Unanimously** to accept apologies from Councillor Mr. David L. Davies Chairman and CSO Fiona Witcher

2.0 Declarations of Interest

There were no Declarations of Interest made

3.0 Minutes

The Minutes of the Parish Council Meeting MBPC/MW/001 held on 7th June 2011 and the Confidential Minutes MBPC/MW/001 (Item 16.0 Page 2011-004) of 7th June 2011 were confirmed as a true record and signed by the Vice-Chairman.

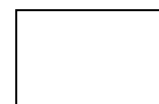
**The Parish Council resolved to change the order of business and to deal with
Item 9 of the Agenda at this point**

9.0 Planning Applications for Consideration

9.1

Site	Hillcroft, Much Birch, Hereford HR2 8HU
Description	Replacement dwelling incorporating existing two storey element
Application No	DMS/111098/FH
Grid Ref	OS350824, 230201
Application Type	Full Householder

Much Birch Parish Council at meeting No MBPC/MW/002 on 7th July 2011
Resolved Unanimously to support the application as presented.



9.2

Site Wayside Cottage, Wigglesbrook, Herefordshire HR2 8AW
Description Erection of single detached dwelling and a new vehicular and pedestrian access on land at Wayside Cottage
Application No DMS/111281F
Grid Ref OS349991, 231900
Application Type Planning Permission

The Parish Council **Resolved Unanimously** at meeting No MBPC/MW/002 on the 7th July 2011 **NOT to support the application** *Appendix 1*

Planning Result

9.3

Site Court Farm, Much Birch, Herefordshire HR2 8HT
Description Installation of solar photovoltaic (solar pv) panels on seven existing chicken sheds
Application No DMS/111072/F
Grid Ref OS350356, 229873
Application Type Planning Permission

Planning Permission Granted 21st June 2011

**The Parish Council continued with the correct order of business
Item 4 of the Agenda at this point**

4.0 Financial Report

Correspondence dated 15th June 2011 had been sent to Mazars LLP External Auditors explaining the late approval of the accounts.

Much Birch Parish Council Asset Register 2008/2009 *Appendix 2*

4.1 The Annual Governance Statement was read to the Parish Council and **Unanimously Approved** and signed by the Vice-Chairman

4.2 The Vice-Chairman signed the **Annual Audit Return Form** as did the Acting Clerk / RFO

All available documentation had been collated for submission to Mazars LLP in connection with the Additional Information Required for the Intermediate and 5% Spot Check Audits.

The notice of appointment of date for the exercise of electors' rights
Accounts for the year ended 31st March 2011
was posted on the Parish Council Notice Board

4.3 The **Bank Balances** as previous statements (No new ones received)
@ 13th May 2011 HSBC Community Account 037 £12,293.10
@ 13th May 2011 HSBC Community Account 091 £5,000.00
@ 13th April 2011 HSBC Business Money Manager £0.00

Receipts

1st, 2nd, 3rd Quarterly Payments for the Lengthsman Scheme 2011-2012
Reference 4511409 Document Number MBPC 08/06/11 **£654.75**
VAT Repayment Vendor Number 197349
Reference UB9961 22/03/10-22/02/11 **£430.35**

Payments

Advert for Parish Council Clerk Newsletter Kings Thorn, The Birches and Aconbury Invoice 29 (Ref misplaced Invoice 18) Cheque Number 100157	£12.50
Contribution to Newsletter Kings Thorn, The Birches and Aconbury Invoice 28 (Ref misplaced Invoice 15) Cheque Number 100158	£350.00
HALC Emergency Cover May 2011 Invoice Number 790 Cheque Number 100155	£211.27
Draig Joinery Ltd Notice Board Invoice Number 567 Cheque Number 100154	£558.00
Lengthsman Mr. Michael Dyer Invoice Number 37 Cheque Number 100156	£142.00

Resolved Unanimously to approve all payments as presented

- 4.4** The Parish Council **Resolved Unanimously** the re-appointment of Mrs. Wathen of Diamond Cottage, River Bank, Kings Thorn, Herefordshire as Parish Council Internal Auditor

Acting Clerk Mr. Malcolm Walker confirmed that he had registered the Parish Council with HMR&C as an employer for PAYE purposes and a **NIL Declaration** had been submitted for April, May and June 2011 being the 1st Quarter period.

5.0 **West Mercia Police Report**

CSO Fiona Witcher was unable to attend due to work commitments

6.0 **Ward Councillor's Report**

Ward Councillor Mr. Russell B. Hamilton confirmed that he had been appointed to the role of "Cabinet Support" to Councillor Mr. Brain Wilcox who is Cabinet Member for Environment Housing and Planning, gave a résumé of local and county matters

7.0 **Public Transport & Community Transport Consultations**

The Parish Council considered that both these services are paramount to the survival of rural communities and no village should be without some type of public transport.

8.0 **Roadside Winter Salt Bin Purchase**

The Parish Council **Resolved Unanimously** to purchase a Salt Bin for Little Birch Road, to be positioned outside Cherry Tree Bungalow.

The Acting Clerk was instructed to write to the owner Mr. John Caton for written confirmation of permission then once received an order could be placed with Amey Wye Valley Limited.

10.0 **Previous Action Points**

Laminated Maps showing Road and Footpath Numbers had been received and sent to the Chairman, Lengthsman and Footpaths Officer.

Copies were also provided for all Parish Councillors

Annual Audit Return Form and all associated documentation had now been completed ready for posting to Mazars LLP External Auditors.

A **Memory Stick** containing Parish Council information had been received from the previous Clerk Mrs. Kath Greenow.



A Notice advertising the Parish Council **Casual Vacancy** was to be displayed on the Parish Council Notice Board.

Land Rent Contracts and Invoices to be produced for next meeting

Specific location of **Hedge Cutting** required at Penalt Farm

11.0 Correspondence

No correspondence received

(“Application Form for Clerk’s Training Bursary Scheme” for future Clerk’s attention)

12.0 Parish Roads & Footpaths

Amey C1263 and Junction of Car Park No 113867

Holly Bush U71605 to Junction No 111450

U71603 – 71609 - 71607 Pot Holes No 113866

U71606 opposite Community Centre and Church No 112994

MB 20 Hand Clear, P3 Grant Footpath Officer

MB 23 Hand Clear P3 Grant Footpath Officer

13.0 Matters Relayed to the Clerk for Agenda of Next Meeting

Consider Re-Valuation of Parish Land

Parish Council Vacancy

14.0 Confirmation of the Next Meeting Time, Date & Venue

The next meeting will be the Ordinary Meeting of Much Birch Parish Council and is to be held on Thursday 1st September 2011 in The Much Birch Community Centre to commence at 7.30pm.

Meeting closed at 9.15pm

Signed.....

Councillor Mr. David L. Davies Chairman.....

Date 1st September 2011