

PIXLEY & DISTRICT PARISH COUNCIL

Minutes of the Parish Council Meeting
Held in Munsley WI Hall
On Monday 17th June 2024

Chairman **K Lynch**

Councillors **A Mawby**
 C Smart

A Riga
B Sugden

Also Present **D Baldwin**

Clerk to the Council

18. Apologies for absence –Apologies were received and accepted for Councillor S Swaithes

19. To receive Declarations of Interest

No Declarations of Interest were received at this point in the meeting.

20. Public Participation

No members of the public present.

21. Minutes

The minutes of the Annual Parish Council meeting held on the 21st May 2024, were approved as a correct record of that meeting and signed by the Chairman.

22. Planning

Planning Decisions Received

Greytree Aylton: Approved

Oasis Lodges: Pending

Tipsgrove Farm Pixley: Pending

23. Highways

23.1 Footpaths

Councillor Smart presented the Footpath Officers report as follows:

Haygrove requested more footpath signs, Wye Independent Media are taking photos using drones, The owner of land that footpath LM3 Little Marcle to Aylton crosses would like to replace the stile with a gate.to be installed by the Lengthsman.

The Footpath Officer requested a piece of cutting equipment to help clear pathways of vegetation on AL2.

RESOLUTION: That the Clerk request a gate from PROW, the purchase of a brush cutter be approved up to a value of £50 and that the Footpath report be noted

23.2 Grit Bins

Councillor Riga reported he had spoken to the Ashperton Parish Council Clerk and was waiting to hear back on scheduling a meeting with a representative. In the meantime, it was suggested that the Council go ahead and purchase a new yellow grit bin

RESOLUTION: That the Clerk arrange the purchase of a yellow grit bin up to the value of £200

23.3 Lengthsman

The Clerk reported that the Parish Council had been awarded a sum of £240 plus £120 for match fund for the Lengthsman scheme from Herefordshire Council.

Councillors considered the application of Robert Badham for the position of Lengthsman to the Parish. It was agreed to accept his application on receipt of a copy of his insurance. It was agreed to ask him to provide the Parish Councillors with a quote for fitting the gate and the grit bin,

RESOLUTION: That the appointment of Robert Badham as the Parish Lengthsman be approved and request, he provide a quote to fit the stile and the grit bin.

23.4 Footpath Working Group

The Footpath working group presented their report as follows:

The chairman presented a proposed letter to send to the landowner of Footpath LM9. It was felt that the definitive statement should be inspected first and amendments made if needed before the letter is sent.

RESOLUTION: Pending the results of the definitive statement the proposed letter be sent to the landowner to open up discussions.

24. Munsley WI Hall

Councillor Lynch presented his report of the meeting on the 14th June with the main points being:

The structural appraisal report concluded that the building was sound but strengthening work was needed for the roof timbers and roof replacement. The WI are keen to carry out this work, but would prefer not to go ahead during the winter months. It was decided to wait until summer 2025. Meanwhile to seek avenues for appropriate grants. The Chairman has passed on the contact details to the WI for 4 possible funding streams with the help of HVOSS.

RESOLUTION: That the report be noted.

25. Ashperton Railway Bridge

Councillor Lynch reported that a meeting has been arranged with the Structural Engineers from Network Rail along with the Highways Department on Thursday 27th June 2024. Councillors Lynch and Riga will attend and report back at the next meeting.

26. Sandbags

Councillors considered the collection of bulk sand and a possible storage site. It was felt that an investigation into the types of sandbags and prices needed to be established first.

RESOLUTION: That the different types of sandbags and prices be sought for reporting at the next meeting.

27. Cider Press

Councillors considered the use of the Cider Press for reporting on the Councils actions. It was felt that the Cider Press was a good source to provide information to the parishioners and Council continue to support the publication.

RESOLUTION: That the Parish Council continue to support the Cider Press publication and to investigate the deadline dates for submission of the Councils report.

28. Councillor vacancies

Councillors considered ways to advertise the vacancies on the Parish Council and how to encourage applicants. It was felt that the Parish Council Website and the Cider Press covered the parish and reached the greatest number of parishioners.

RESOLUTION: That a campaign to recruit new members to serve on the Parish Council be posted on the Parish Council website and into the next edition of the Cider Press.

29. Parish Council Website

The Clerk reported that the quote for the potential Website designer had not been received.

RESOLUTION: That the clerk chase for the quote or look for alternative website builders.

30. Financial Items

30.1 Annual Internal Audit

The Clerk presented the Internal Auditors report for 2023/24 and witnessed the completed signed Internal Auditors form.

RESOLUTION: That the Internal Audit be approved.

30.2 Annual Governance Statement

Councillors reviewed the Annual Governance Statement 2023/24.

RESOLUTION: That the Annual Governance Statement be approved and signed by the Chairman and Clerk.

30.3 Accounting Statements

Councillors considered the Accounting Statements for 2023/24.

RESOLUTION: That the Accounting Statements be approved and signed by the Chairman and Clerk.

30.4 Exemption Certificate

Councillors approved and witnessed the signing of the Exemption Certificate in line with the Audit regulations for Small Authority with an income under £25,000.

RESOLUTION: That the Exemption Certificate be signed by the Chairman and Clerk for submission to the External Auditors.

17.06.2024

30.5 Invoices for Payment

Councillors considered the payment of the invoices for:

Staff Salaries June 2024	£350.71
Internal Audit	£60.00
PAYE to 05.07.2024	£262.80

RESOLUTION: That the payment of the invoices as above be approved.

31. Correspondence

Councillors considered the list of Correspondence received: Locality Report, Street works.

RESOLUTION: That the list of Correspondence received be accepted.

32. Matters to be raised for the next meeting

Ashperton Railway Bridge, Sandbags, Munsley Hall, Lost Footpaths working group, Lengthsman, New Clerk

33. Date of Next meeting

The next meeting is currently scheduled for the 23rd July 2024.

Meeting closed 8.57pm.

Signed _____

Date _____

Chairman