

Longdon, Queenhill & Holdfast Parish Council

DRAFT

Minutes of a meeting of the Parish Council held on **Monday 7th November 2016 at 7.30pm**
in the **Village Hall, Longdon**

Present: Chairman Cllr. R. Thatcher, Cllrs. B. Mansbridge, Mrs. J. Beswick, W. Austin, G. Inchbald, C. Taylor-Hall.

Attending: No members of the public attended.

161107SEC – Secretary: Cllr. G. Inchbald was appointed Secretary to the meeting, no votes against.

161107MES – Meeting status: Council affirmed the actions of Cllr. G. Inchbald as an unpaid temporary Proper Officer in preparing and circulating the Notice, Summons and Agenda for the meeting.

161107AAD – Apologies for Absence & Declarations of Interest: Apologies were received from Cllrs. J Unwin and Mrs. N. Inchbald. No declarations of interest were received.

161107ADP – Adoption of Minutes: Council agreed and adopted the minutes of the Meeting of the Parish Council held on Monday 19th September 2016.

161107MISC – Miscellaneous:

- a) **Footpaths:** Council noted the temporary closure of a bridleway and associated bridges for reinstatement. Council noted the poor state of the footway alongside Longdon Church and the County Council's stated intent, communicated by Cllr. Austin, to address the issue.
- b) **Upton Car Park:** It was unanimously agreed to support a petition calling for the reopening of the rear vehicle entrance. Cllr. G. Inchbald to action.
- c) **Memorial tree:** A walnut tree has been obtained, as a memorial to Robert Jenkins' long service to the Council and its parishioners. The planting ceremony is to take place on the Village Green at 10:30 am on Saturday 3rd December 2016.

161107ADM – Administration:

- a) The Clerk to the Council has resigned after a short tenure. Cllrs Austin and Taylor-Hall agreed to administer the invitation of applications for a replacement. Closing date for applications to be Friday 6th January 2017.
- b) Council approved the appointment of a new lengthsman, Ben Perry.
- c) Notice boards were deferred pending further information on cost options.
- d) Play equipment options are to be displayed for public consultation on the evening of Monday 6th February 2017.
- e) Council agreed to return the CALC grant, received for Transparency compliance, due to obsolescence of the detailed spending requirement. A future re-application is not ruled out.
- f) Cllr. G. Inchbald agreed to be the point of contact, in the absence of any paid Proper Officer, to be advertised on the web site. The partial state of the previous update to the Clerk's contact details was noted.

- g) Council agreed to follow a standard format for document titles on the web site, based on YEAR MONTH/DAY SUBJECT format.
- h) Council agreed to provide names and Council email addresses for all Councillors, but no other personal contact details, on the web site. The presence of code bugs, including hidden personal information, was noted.

161107FIN – Accounts and Financial Matters:

- a) Payment of accounts presented was agreed as follows:
H. Ebrey, Maintenance & Lengthsman, Inv:.....
:.....
- b) A grant to the Village Hall of £275 was agreed, for necessary maintenance.
- c) The budget for 2017/18 was presented and agreed. There will be no change to the precept.

161107DNM – Next Meeting: The next meeting was agreed to take place on Monday 9th January 2017, subject to any need for Working Party or Interim Parish Council meetings. Cllr. Beswick was authorised to act as unpaid Proper Officer in advertising the meeting.