

**Minutes of the Regular Meeting of Dilwyn Parish Council
held in Cedar Hall, Dilwyn on Tuesday 1st March 2016 at 7.30 pm**

	Agenda Item		Action																						
		<table border="1"> <tr> <td>Present:</td> <td>Apologies:</td> </tr> <tr> <td>Cllr. R. Brown</td> <td>Cllr. D Brown</td> </tr> <tr> <td>Cllr. I Brown</td> <td>Cllr. J Hall</td> </tr> <tr> <td>Cllr. S. Thomas</td> <td></td> </tr> <tr> <td>Cllr. E Stilwell</td> <td></td> </tr> <tr> <td>Cllr. T Kyles</td> <td></td> </tr> <tr> <td>Cllr. P. Kyles</td> <td></td> </tr> <tr> <td>Cllr. J. Lewis</td> <td></td> </tr> <tr> <td>Cllr. P Stilwell</td> <td></td> </tr> <tr> <td>Cllr J Gerrish</td> <td></td> </tr> <tr> <td>Cllr. A Brown</td> <td>Cllr. Mark Cooper</td> </tr> </table>	Present:	Apologies:	Cllr. R. Brown	Cllr. D Brown	Cllr. I Brown	Cllr. J Hall	Cllr. S. Thomas		Cllr. E Stilwell		Cllr. T Kyles		Cllr. P. Kyles		Cllr. J. Lewis		Cllr. P Stilwell		Cllr J Gerrish		Cllr. A Brown	Cllr. Mark Cooper	
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		<p>In Attendance: Mr Gwilym Rippon</p> <p>There was one member of the public present</p> <p>Chairman welcomed Councillors and the member of the public who was in attendance.</p>																							
029-2016	1.	<p>Apologies: Apologies for absence were accepted from Cllr. J. Hall, and D Brown</p>																							
030-2016	2.	<p>Declarations of Interest: All Councillors had an interest in the Crown Public House as the Council was the owner of the said Public House In addition, the following declarations were made.</p> <table border="1"> <thead> <tr> <th>Name</th> <th>Item</th> <th>Personal</th> <th>Prejudicial</th> </tr> </thead> <tbody> <tr> <td>R. Brown</td> <td>13 The Crown</td> <td style="text-align: center;">✓</td> <td style="text-align: center;">✓</td> </tr> <tr> <td>A. Brown</td> <td>13 The Crown</td> <td style="text-align: center;">✓</td> <td style="text-align: center;">✓</td> </tr> </tbody> </table>	Name	Item	Personal	Prejudicial	R. Brown	13 The Crown	✓	✓	A. Brown	13 The Crown	✓	✓											
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031-2016	3.	<p>Written request for dispensation: The Clerk reminded members that he had received a written dispensation from all Councillors in respect of the Crown Public House as the Council corporate was the owner. Without the dispensation the number of persons prohibited by section 31(4) from participating in any particular business would be so great a proportion of the body transacting the business as to impede the transaction of business.</p>																							
032-2016	4.	<p>a. To receive the police report (if any). PCSO Allford gave an overview of crime and antisocial behaviour in and around Dilwyn.</p> <p>b. To receive the Ward Councillor's report (if present). The Ward member was unable to be present; the Chair gave his report in his absence.</p> <p>c. To receive questions from members of the public One member of public Maddy Spinks gave an overview on the Neighbourhood Plan process</p>																							

033-2016	5.	To approve the minutes of the last Parish Council meeting held on Tuesday 2 nd February 2016. The above minutes following minor amendments were confirmed as a true record and signed by the Chair.																																	
034-2016	6.	Information arising from the minutes. ➤ There was nothing to report under this heading																																	
	7.	Neighbourhood Plan This was discussed as a result of the presentation and it was agreed that Dilwyn would commence its Neighbourhood Plan.																																	
035-2016	8.	Financial matters. a. To note the bank balances for October 2015. The clerk reported the following <table style="margin-left: 40px;"> <tr> <td>Current Account</td> <td style="text-align: right;">£1713.09</td> </tr> <tr> <td>Deposit Account</td> <td style="text-align: right;">£2002.82</td> </tr> <tr> <td>Hub Account</td> <td style="text-align: right;">£2170.00</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">£3715.91</td> </tr> </table> b. To discuss and decide invoices for payment. The schedule for payment was agreed. The Clerk was instructed <table border="1" style="margin-left: 40px;"> <thead> <tr> <th></th> <th>PAYABLE TO</th> <th>FOR</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>HMRC</td> <td>PAYE 2015.</td> <td style="text-align: right;">68.80</td> </tr> <tr> <td>2.</td> <td>G.J. Rippon</td> <td>Expenses</td> <td style="text-align: right;">55.60</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td>Total</td> <td></td> <td style="text-align: right;">£124.40</td> </tr> <tr> <td></td> <td>Expenditure</td> <td></td> <td></td> </tr> </tbody> </table> to pay these invoices c. Appointment of Internal Auditor RESOLVED It was agreed that Keith Pointon be appointed as the Internal Auditor for the year 2015-2016 d. External Auditor's update The clerk reported that he was having issues with obtaining information from the previous clerk for the report.	Current Account	£1713.09	Deposit Account	£2002.82	Hub Account	£2170.00	Total	£3715.91		PAYABLE TO	FOR	AMOUNT	1.	HMRC	PAYE 2015.	68.80	2.	G.J. Rippon	Expenses	55.60						Total		£124.40		Expenditure			
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036-2016	9.	Highways matters. a. Balfour Beatty. There was a need for a number of grips to be opened up to prevent flooding which needed reporting																																	
037-2016	10.	Planning matters 1. P160481/FH Application for proposed erection of a garden room to replace conservatory to rear of property at Kierandra, Dilwyn, Herefordshire, HR4 8HS, This application was discussed at length; it was felt that there was a need to visit this property. RESOLVED That this application be deferred until April pending a site visit. An extension was requested. 2. P160485/F Application for proposed erection of two self-build residential dwellings and ancillary garages Land adjacent to Orchard																																	

		<p>Cottage, Dilwyn, Herefordshire. This application was discussed at length; it was felt that there was a need to visit this property.</p> <p>RESOLVED</p> <p>That this application be deferred until April pending a site visit. An extension was requested.</p>	
038-2016	11.	<p>Dilwyn Show</p> <p>The contents of the letter from Dilwyn show were agreed</p>	
039-2016	12.	<p>Items for the next meeting:</p> <p>Neighbourhood plan</p>	
040-2016	13.	<p>*Confidential items</p> <p>RESOLVED</p> <p>It was agreed that the liaison group meet with the Manager and report back at the next meeting, also that there was a need for a financial update. Also a rime scale when there would be funds payable.</p>	
041-2016	14.	<p>Date of the next meeting</p> <p>5th April 2016</p>	

Signed:..... Date: