**Minutes of the Regular Meeting of Dilwyn Parish Council**

**held in Cedar Hall, Dilwyn on Thursday 6th February 2018 at 7.30 pm**

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|  | **Agenda Item** |  | | **Action** |
|  |  | **Present:** | **Apologies:** |  |
| Cllr. S. Thomas | Cllr. E Stilwell |
| Cllr. P. Kyles |  |
| Cllr. R. Brown |  |
| Cllr. P Stilwell |  |
| Cllr J Gerrish |  |
| Cllr. I Brown |  |
| Cllr. A Brown |  |
| Cllr. J. Hall |  |
| Cllr. D. Brown |  |
| Cllr. T Kyles |  |
| Cllr. J. Lewis |  |
|  |  | **In Attendance:**  Parish Clerk, Mr Gwilym Rippon  Ward Councillor, Cllr. Mark Cooper  The Tree Warden, Mr. Tony McQueen  There were three members of the public present.  The Chairman welcomed Councillors who were in attendance and also the members of the public. | |  |
| **017-2018** |  | **Apologies:** There were apologies from Cllr. E. Stilwell | |  |
| **018-2018** |  | **Declarations of Interest**: All Councillors had an interest in the Crown Public House as the Council was the owner of the said Public House. | |  |
| **019-2018** |  | **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. | |  |
| **020-2018** |  | **Public Participation:**   * 1. To receive the Police report.   There was no police officer present.   * 1. To receive the Ward Councillor’s report.   The Ward Councillor gave a verbal report. A copy of this report has been placed on the Parish Council Website.   * 1. To receive questions from members of the public.   A member of the public asked why the Lengthsman had not undertaken any work in the area. It was explained that if any work was needed it would be best to e-mail the Clerk directly. Fresh instructions would be issued to the Lengthsman regarding necessary work.  Another member of the public asked if the Council was planning anything for litter day (3rd March). It was pointed out that litter- collection in the village was well looked-after by certain members of the community.  A third questioner asked about food at the Crown; he was told that every effort was being made to resolve the problem. | |  |
| **021-2018** |  | **Minutes:**  To approve the Parish Council meeting held on Thursday, 4th January 2017. It was agreed that the following be added to the previous minutes:  *The authorised signatories in the mandate for the current Crown Inn account should be changed to include Cllr. P. Stilwell.*  **RESOLVED**  The minutes of the Council meeting on Thursday, 4th January 2018 were approved as amended. | |  |
| **022-2018** |  | **Information arising from the minutes.**  The Clerk was requested to write to residents of Probert Crescent regarding the December minute suggesting that:  *‘they include both Probert Crescent and Penrose in their address, to avoid confusion to delivery drivers. If there are any further problems they might get better service from Herefordshire Council than from Dilwyn Parish Council.*  The Clerk was requested to purchase 2 extra grit bins. | |  |
| **023-2018** |  | **Correspondence received:** There was nothing to report under this heading. | |  |
| **024-2018** |  | **Finance:**   1. To note the bank balances for December 2017.   The Clerk reported the following  Current Account £ 7873.45  Deposit Account £ 45.64  Hub Account £ 6965.17  Total £14884.26  The bank balances as circulated were noted.   1. The Clerk reported the findings of the External Auditor. The complete report will be placed on the website. 2. To discuss and approve invoices for payment.  |  |  |  |  | | --- | --- | --- | --- | |  | **PAYABLE TO** | **FOR** | **AMOUNT** | | 1. | HMRC | Salary | 148.92 | | 2. | G.J. Rippon | Expenses | 124.80 | | 3. | NDP | Data Orchard | 2139.72 | | 4. | Groundworks | Repayment of part of grant | 28.30 | | 5. | Richard Mills | Lengthsman | 214.20 | |  |  |  |  | |  | **Total Expenditure** |  | **£2655.22** |   The Clerk was instructed to pay all invoices. | |  |
| **025-2018** |  | **Highway matters**.  Burnt House, the roadway is falling away.  Tump Ash to the Haven: the ditches are blocked.  High Elms: the road is potholed.  There are road signs needing f repair: at The Firs, at the crossroads sign - Leominster end of the by-pass | |  |
| **026-2018** |  | **Planning matters**  There was nothing to report under this heading. | |  |
| **027-2018** |  | **Update on the Neighbourhood Plan:**  It was reported that there was concern that matters were moving very slowly. It was pointed out that there were issues with the time that members have available to devote to progressing matters. | |  |
| **028-2018** |  | **Items for the next agenda:**   * NDP * Contract | |  |
| **029-2018** |  | Cllr. Thomas gave a full financial update in relation to the Crown Inn.  It was requested that the accounts be placed on the Parish Council Website; this will be done.  The Clerk reported that he had been in touch with Paul Kenyon who stated that he was still interested in taking on the redundant building and stated that he would produce a report for the March meeting. | |  |
| **030-2018** |  | Date of the next meeting  **6th March 2018, in St. Mary’s School** | |  |

Meeting was concluded at 21.10hrs

Signed:………………………………………… Date: ………………………………………………….