

### To Members of Abberley Parish Council

You are duly required to attend the next meeting of Abberley Parish Council to be held at 7.30pm on Wednesday 18<sup>th</sup> January, 2017 at Abberley Village Hall.

### Agenda

1. **Apologies:** To receive apologies and to approve reasons for absence.
2. **Declarations of Interest:** Guidance Notes Attached
  - a. Register of Interests: Councillors are reminded of the need to update their register of interests.
  - b. To declare any Disclosable Pecuniary Interests in items on the agenda and their nature.
  - c. To declare any Other Disclosable Interests in items on the agenda and their nature.
  - d. Written requests for the council to grant a dispensation (S33 of the Localism Act 2011) are to be with the clerk at least four clear days prior to a meeting.

Councillors who have declared a Disclosable Pecuniary Interest, or an Other Disclosable Interest which falls within the terms of paragraph 12(4) (b) of the code of conduct, must leave the room for the relevant items. Failure to register or declare a Disclosable Pecuniary Interest may be a criminal offence.

3. **Scheduled Adjournment (Public Question Time)**

**The meeting will be adjourned for Public Question Time**

The time allocated is at the discretion of the council/chairman. Residents are invited to give their views and question the parish council on issues on this agenda, or raise issues for future consideration at the discretion of the chairman. Members of the public may not take part in the parish council meeting itself. This period is not part of the formal meeting; brief notes will be appended to the minutes as an aide memoire.

4. **Minutes:** To consider the approval of the minutes of the last meeting of the council.
5. **Progress reports:** for information
  - a. Neighbourhood Plan Steering Group (Cllr Ms. Andrew or delegate)
  - b. Abberley Parish Council Website (Cllr Mr Compton or delegate)
  - c. Audit appointments update (Cllr Mr Eden or delegate)
  - d. Invite to Chair of the Board of Governors, Abberley Parochial V C Primary School (Clerk)
  - e. BT Withdrawal of Public Phone Box WR6 6AA (Clerk)
6. **Planning:**
  - a. Report from the Planning sub-committee
    - i. Holyacre Farm, Suffolk Lane, Abberley WR6 6BE (16/01537/HOU). Proposal, Single Storey extension. Applicant, Mr Peter Jack. Planning sub-committee recommends approval.
  - b. To **note** advice received from Malvern Hills District Council, Planning Department.
    - i. Five Ways, Stockton Road WR6 6AS (16/01532/CLE) Lawful Development Certificated, Granted.

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7. **Highways:**

- a. Highways Reports Update (Supplementary Information Sheet 1)

8. **District and County Councillors' reports:** for information (any items raised for decision will appear on the agenda for the next meeting).

9. **Finance:**

- a. To confirm payments made during December, 2016 (Supplementary Information Sheet 2).
- b. To **consider** payments to be made (Supplementary Information Sheet 2).
- c. Report from the Precept Sub Committee and recommendations for the 2017-18 Precept (Cllr Goodman). (Supplementary Information Sheet 2).

10. **Councillors' reports and items for future agenda:** Councillors may use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas.

11. **Date of next meeting:** To confirm the date of the next meeting as Wednesday 15<sup>th</sup> February, 2017 7.30pm, Abberley Village Hall

Signed

*Kym Wild*

Clerk to Abberley Parish Council

15<sup>th</sup> January, 2017

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**Supplementary Information Sheet 1**

**7. Highways:**

b. Highways Reports Update

Highways Report ID	Brief Description	Status
238649	Shrubbery obstructing footpath (Abberley Park downhill to village shop/up to junction B4202 Clows Top Road)	Open Cllr Andrew to supply name and address of absent property owner.
247475 and BT Openreach ID WM1ERB49	Flooding, Brickyard Corner/B4202 → Pensax  Land Drainage Officer visited site requested Highways be notified.  BT = Exposed cable ducting on opposite side of road.	Open  Highways notified  BT Openreach have inspected cable ducting, advising they will take no action at present to re-bury cable, because of the ongoing problem opposite.
248515	Flooding, Jacobs Well, Suffolk Lane.	Open Land drainage officer has inspected entire area, advising that existing drainage insufficient. Requested that matter be referred to Highways.  Matter referred to Highways.
250909	Abberley Common Potholes	Open / Updated. Clerk has received notification that the work is scheduled for the February Half Term, weather permitting.  Additionally, the Clerk has also received a copy of the Public Notice Temporary Closure Order, detailing the planned closure of 2 days duration commencing 20 <sup>th</sup> February, 2017, ahead of its publication.
238648	Replenishment of all Grit Bins	Closed. Completed.

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**Supplementary Information Sheet 2**

**9. Finance**

a. To confirm payments made during December 2016-January 2017

Minutes	Item	Description	Payee	Amount
13.12.2016	12.b.2	Lengthsman Claim November 2016	Chris Jones	£204.00
13.12.2016	12.b.3	Parish Clerks Salary 05.12.2016 to 05.01.2017	Kym Wild	£287.60
13.12.2016	12.b.4	Parish Clerks Expenses – 1 <sup>st</sup> November to 31 <sup>st</sup> December 2016	Kym Wild	£64.02

b. To consider payments to be made as follows

Minutes	Item	Description	Payee	Amount
	9.b.1	Hire of Village Hall by Parish Council (September 2016 to January 2017 inc.)	Abberley Village Hall	£38.00
	9.b.2	Hire of Village Hall by Neighbourhood Plan Committee (November 2016 to January 2017 inc.)	Abberley Village Hall	£28.50
	9.b.1	Lengthsman Claim December 2016 (11 hours)	Chris Jones	£132.00
	9.b.2	Parish Clerks Salary 06.01.2017 to 05.02.2017	Kym Wild	£277.86
	9.b.3	Parish Clerks Expenses – January 2017	Kym Wild	£41.64
	9.b.4	Parish Clerk Reimbursement for electronic payment to HMRC in respect of PAYE Quarter Day as at January 2017 (Tax deductions for October, November, December 2016).	Kym Wild	£69.60

c. Precept 2017/18. Recommendation from the Precept Sub-Committee.

- appears on next page.

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**Abberley Parish Council Proposed Precept (Budget) 2017-2018**

INCOME	Previous Years				Proposal 2017-2018
	2013-2014	2014-2015	2015-2016	2016-2017	
Balance B/F (3xAcc) / FIH	8547	10290	9356	4192	4,039.00
VAT	0	0	430	100	-
Interest	7	8	9	5	5.00
Lengthsman reimbursement	2178	2628	2131	2100	2,100.00
Precept	8000	8250	8500	<b>8500</b>	<b>8,700.00</b>
TOTAL	18732	21176	20426	14897	14,844.00
<b>EXPENDITURE</b>					
Lengthsman	2208	1884	2070	2200	2,200.00
Staff costs (salary & expenditure)	3912	4006	4484	4640	5,000.00
Subscriptions	294	291	475	320	565.00
VAT	110	106	125	100	100.00
Audit	100	100	100	100	100.00
Training	0	0	0	200	200.00
Website	146	137	0	180	200.00
Insurances	405	407	407	475	450.00
Grants (Nora Parsons Day Centre)	147	301	1023	650	100.00
PCC (Churchyard Upkeep)	500	520	550	600	600.00
Village Green (Insurance)	450	600		650	400.00
Establishment & General Exp	170	129	96	400	150.00
Election Costs 5/5/11-5/5/15	0	0	0	0	-
Contingency fund	0	0	0	500	1,000.00
Village Green Footpath Allocation (Jubilee)	0	0	0	200	200.00
Car Park Fund Allocation	0	0	0	500	500.00
TOTAL	8442	8481.00	9330	11715	11,765.00
BALANCE B/F	8547	10290	9356	4192	4,039.00
PLUS TOTAL INCOME	10185	10886	11070.26	10705	10,805.00
LESS PAYMENTS + ALLOCATION	-8442	-8481	-9330	-11715	<b>-£11,765.00</b>
Closing Balance	10290	12695	11097	<b>3182</b>	3,079.00
Allocation Neighbourhood Plan	<b>1312</b>	<b>1312</b>	<b>1312</b>	<b>1312</b>	<b>1312</b>
Allocation P3 Scheme	<b>131</b>	<b>131</b>	<b>131</b>	<b>131</b>	<b>131</b>
Allocation Car Park & Footpath Fund	<b>6500</b>	<b>7200</b>	<b>7200</b>	<b>8600</b>	<b>8600</b>