

2<sup>nd</sup> December 2014

## **MORETON ON LUGG PARISH COUNCIL**

### **To all members of the Council**

You are hereby summoned to attend a meeting of Moreton-on-Lugg Parish Council to be held at Moreton-on-Lugg Village Hall on Tuesday 9<sup>th</sup> December 2014 at 7.30p.m.

**Clerk** : Lesley Hay - Clerk. Tel: 01568 720 092

### **AGENDA**

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF INTEREST AND WRITTEN APPLICATIONS FOR DISPENSATIONS by Parish Councillors.**
- 3. TO RECEIVE A REPORT FROM THE LOCAL POLICE OFFICER**
- 4. OPEN DISCUSSION – with local residents present at meeting.**
  - 4.1 *Report from Councillor Guthrie* - update on black bins
- 5. FOLLOW UP ON *Enhanced* LENGTHSMAN SCHEME – sign contracts.**
- 6. TO APPROVE MINUTES OF PARISH COUNCIL MEETING –**  
4<sup>th</sup> November 2014 To confirm decision re Parish Newsletter – printing of minutes – costs/future grant.
- 7. CLERK’S REPORT AND TO DO LIST –**
  - 7.1 Update on SID – following liaison with S &A and Balfour Beatty
  - 7.2 Pied Piper quote
  - 7.3 Update on Locality Steward’s visit
  - 7.4 Update on Mrs Day and her fall
  - 7.5 Update on Precept letter for distribution
  - 7.6 Insurance cover for Cllr Browne
  - 7.7 Wellbeing Fund
- 8. TO RECEIVE REPORTS:**
  - 8.1 Village Hall Report – discuss progress on re-establishing a committee.
  - 8.2 Update on Grants for Village Hall
  - 8.3 Footpaths – Footpath Officer
- 9. TO RECEIVE AN UPDATE FROM THE PLAY PARK WARDEN:**  
Swings installation and payment – reclaim grant via Village Hall.  
Ross Tree Services - payment for Phase 3 (£1700) plus pollarding avenue (£320) = £2020.
- 10. TO DISCUSS BANK STANDING ORDERS**
  - 10.1 Sign letter to discontinue standing order :  
Litter Contract / Church Parish Magazine
- 11. TO RECEIVE THE TREASURER’S REPORT - circulated**

Lesley Hay – Clerk Bank Croft, Monkland Leominster Herefordshire HR6 9DB  
Tel: 01568 720092

2<sup>nd</sup> December 2014

**Please note: 12.5** *To agree - Laptop repair £60 (see receipt) to be divided three ways – Clerk personal; Hope under Dinmore Parish and Moreton on Lugg Parish = £20 each*

## **12. TO CONSIDER PAYMENT OF ACCOUNTS:**

### **To note the following:**

12.1	A. Parry	£ 120.00	(standing order)
12.2	St Andrews Church	£ 20.00	(standing order)
12.3	Clerks Nov salary (20hours x £10.30)	£ 208.40	(£223.00)
12.4	HRMC	£ 14.60	Clerk to pay
12.5	Expenses inc. Laptop repair/printing precept letter	£ 60.29	
12.6	Balfour Beatty Mark out Football pitch	£ 180.12	(£150.10 + vat £30.02)
12.6	Ross Tree Phase 3 invoice shows:	£ 1700.00	(**invoice shows £1800)
12.7	Ross Tree Services – pollarding avenue	£ 320.00	

## **13. TO RECEIVE CORRESPONDENCE / UP DATE**

## **14. TO CONSIDER PLANNING MATTERS – none received to date**

## **15. TO DISCUSS : Webtek – re: website**

## **16. TO CONSIDER MATTERS RAISED BY MEMBERS FOR NEXT AGENDA (not for discussion)**

## **17. DATE OF NEXT MEETING –**

**Next monthly meeting provisional date: Tuesday 3<sup>rd</sup> February 2014 at 7.30p.m.**

Lesley A Hay  
Parish Clerk  
2<sup>nd</sup> December 2014

2<sup>nd</sup> December 2014

## **INFORMATION SHEET –9<sup>th</sup> December 2014**

### **Correspondence Circulated:**

Moreton Pavements

Election charges – 12/11

Information Corner 12/11

SID Moreton

Any Grants 24/11

Affordable warmth – 1/12

Hereford Locality Briefing 28 November 2014

Loneliness Conference January 31st 2015 – 1/12

General Rubbish Bin - Fortnightly Collections -1/12

[Wellbeing Innovation Fund](#)

### **Explanation - Agenda Items :**

**Item 4** – Ward 7.Councillor Guthrie’s Report – will be circulated if available prior to meeting

**Item 5** – Lengthsman - update on enhanced scheme and sign contracts

**Item 6** – To clarify decision made on printing costs/grants and printing of future minutes in Parish Newsletter.

**Item 7**

- 7.1 SID – liaise with S &A and Balfour Beatty
- 7.2 Pied Piper quote
- 7.3 Locality Steward’s visit
- 7.4 Update on Mrs Day and her fall
- 7.5 Precept letter for distribution
- 7.6 Insurance cover for Cllr Browne

Good afternoon

Many thanks for providing your contact details., we will update our records accordingly.

We are able to confirm that providing all employees and volunteers will be working at the sole request of and under the sole control of the Parish Council, using tools materials and equipment provided by the Parish Council that the existing Public and Employers Liability Sections of the policy would apply.

Please find attached a delegated functions leaflet which provided details of what employees/volunteers of the council are covered for and guidelines to follow.

We hope this is of use and clarifies your queries.

Kind regards

**Local Council Team**

0845 753 7070

Lesley Hay – Clerk Bank Croft, Monkland Leominster Herefordshire HR6 9DB  
Tel: 01568 720092

2<sup>nd</sup> December 2014

[localcouncils@aon.co.uk](mailto:localcouncils@aon.co.uk)

## **Item 8**

**8.1** Discuss progress on re-establishing Village Hall Committee

**Item 9.** Update from Park Warden – discuss Ross Tree Services quote; Swings installation and payment. To consider post-dating a cheque rather than wait till February meeting for signing.

**Item 10** – Sign letter to discontinue standing orders –standing order for November £120 paid. Invoice book – filled out from April – to date. Mr Parry to sign. Leave standing order in place to avoid delay in payment due for December work as no January meeting. Discuss Mr Parry’s duties/hours outlined on the monthly invoice. Leave standing order in place for £20 towards printing as no meeting in January.

**Item 11 –Treasurer’s report** - circulated with Agenda. To consider postdating cheques for Swing installation and Clerk’s December salary which has to be processed with PAYE in December and as no meeting in January for signing. To agree a third of payment towards laptop repairs.