

**LITTLE BIRCH PARISH COUNCIL –PARISH COUNCIL MEETING HELD ON
Wednesday 7th February 2018 at 7.30pm - At Little Birch Village Hall**

MINUTES

PRESENT: Councillors; (BR) Ben Roberts (Chair); (MM) Mike Morley; (AW) Annette Wissler
ALSO: Sophie Glover (Parish Clerk), (AM) Angela Middleton (footpaths officer).

Meeting Opened: 7.33pm

A 10 minute period from 7.30 p.m. was allocated, before the meeting opened, to enable members of the public to address the Parish Council.

No points were raised for the PC.

1.	Apologies - (SN) Steve Naylor; Ward Councillor (DH) David Harlow	<i>ACTIONS</i>
2.	Declaration of interest None	
3.1	Police update Nothing had been sent. Clerk has asked the PCSO for a local police report.	
3.2	Ward Cllr report (Cllr Dave Harlow) No report sent.	
3.3	Dave Atkinson, Balfour Beatty - Reports sent weekly.	
4.	To accept minutes of the January PC meeting AW questioned item 7, the last paragraph. Her concern was more that footpaths are not being used as just footpaths, vehicular access was being used more and more. MM thought that the minutes accurately reflected what had been said at the meeting, and it was resolved to accept that the minutes as a true record of the meeting. Proposed: MM Seconded: BR	
5.	Action points from previous PC meeting (Jan) All addressed, or on the agenda:	
6	Planning applications 174578 – Shirley Cottage – passed	
7.	Footpaths officer/tree warden Angela had led a walk last weekend where 15 parishoners walked around the parish led by her. A discussion ensued about further parish walks, perhaps each season, and Angela was happy to do this. She also discussed the idea of refreshments being offered from Little Birch Church. The PC were happy to support this idea. Angela, Mike, Sandra and Alison met and went through all the paths in the parish that were regularly used but not registered as footpaths. We have a few years yet to register these paths, but the working group gave a presentation on these paths.	<i>Clerk to approach Dave A to arrange a meeting to start the registration process.</i>

	<p>1: is up from the village hall up to Aconbury. The bottom of AC21, where there is a well used path, but it needs to be registered.</p> <p>2: from LB1 to Athelstan Wood, again a well used path, but not registered.</p> <p>3: From Higgins Well there are three paths, none of them are registered as anything. These need considering to think what we want them registered as. The path from Yew Tree Cottage into the wood certainly needs registering as well as the sunken lane that runs off it.</p> <p>4: Copse Lane off school lane</p> <p>5: LB28 at New Mills farm, foot path just stops.</p>	
8.	<p>Neighbourhood Plan – update</p> <p>There was the Reg 14 open day on Saturday, where we had about 10 members of the public who came to ask questions of the steering group and David Nicholson our consultant. We have had a number of comments forms in, clerk is holding them to pass on to DN at the end of the consultation period. DN has asked for a couple of weeks from the end of this period to look through any comments forms that have come in and to assimilate a brief verbal report for the steering group based on these findings.</p>	
9.	<p>Community Assets</p> <p>The Castle Inn</p> <p>The Clerk had been advised by the Community Asset (CA) team at Herefordshire Council to wait until the current 'CA' listing had expired before reapply for it to be listed.</p>	
10.	<p>To note the contents of the information sheet and take any comments from that.</p> <p>All duly read and agreed to.</p> <p>The clerk read out EG's resignation letter. The chair thanked her for her lengthy service and wished her well for the future.</p> <p>The notice of vacancy for the post is on the notice board, and the pc will decide how to proceed at the end of the notice period.</p>	<p><i>Clerk to write a thank you letter.</i></p> <p><i>Clerk to check the process if we have 2 or more people to consider for co-option</i></p>
11.	<p>Finance</p> <p>Balances:</p> <p>HSBC account (at 4.1.18) £ 5,901.65</p> <p>Barclays Accounts: Closed</p> <p>ii Parish Acct</p> <p>Clerks Salary : £ 160.07</p> <p>PAYE (HMRC) : £ 32.38</p> <p>Clerks Expenses & NDP : £ 104.67</p> <p>T Griffiths P3 inv 245 £ 48.00</p> <p>T Griffiths P3 inv 278 £ 300.00</p> <p>DJN Planning NDP: £ 135.10</p> <p>ICO Data Protection £ 35.00</p> <p>Proposed: BR Seconded: MM</p> <p>All in agreement. Payments to be made.</p> <p>iii Receipts – None</p> <p>iv Requests for financial aid – None</p>	<p><i>Clerk to make payments.</i></p>

12.	Dobbin Cottage Clerk had been sent an e mail from a nursing home asking about the ownership of Dobbin Cottage. We have not responded and do not intend to do so, feeling that this might infringe data protection laws.	
13.	Village Litter Pick The Chair has had a number of discussion with parishoners and the feeling was there was not much rubbish, so he felt that we did not need to do this – although it was agreed to keep an eye on it.	
14.	Lengthsman – jobs to be done Salt bins to be filled up. Branches and twig on verges particularly at the bottom of Crows Nest Lane.	<i>Clerk to inform the L'man</i>
15.	To Receive Agenda items for the next PC meeting All the usual, including the footpaths discussion from this meeting. Paths, Data Protection, Co-option of cllrs, clerks appraisal, SLCC.	
16.	To note date of next scheduled PC meeting – March 7th	
Meeting closed at 8.40pm		

SIGNED:..... CHAIRMAN Dated:.....

Future Meetings

	Wednesday March 7 th	7.30
	Wednesday April 4 th	7.30
	Wednesday May 2 nd (Annual Meeting)	7.00
	Wednesday June 6 th	7.30
Please	Wednesday July 11 th	7.30
Note	Wednesday Sept 5 th	7.30
New	Wednesday Oct 3 rd	7.30
dates	Wednesday Nov 7 th	7.30