**LITTLE BIRCH PARISH COUNCIL**

**Minutes of a Parish Council held on Wednesday 9 September held in Little Birch Village Hall at 7.30pm**

**Present:** Councillors: Mike Morley (Chairman), Elaine Godding, Annette Wissler, Steve Naylor, Ben Roberts.

**In attendance:** 4 members of the public, Paul Crumpton (Neighbourhood Watch), Ward Cllr David Harlow, David Atkinson (Localities Officer, Balfour Beatty), Sophie Glover – Outgoing Parish Clerk, Christine Rees – Incoming Parish Clerk.

1. **To accept apologies for absence**: There were none.
2. **To receive Declarations of interest:** There were none.
3. **To accept appointment of new clerk:** BR proposed and SN seconded the appointment of Christine Rees, all other members of the Council in agreement. It was therefore unanimously RESOLVED to appoint Christine as the new clerk.
4. **Open discussion, public forum:**
	1. Presentation from Paul Crumpton, Neighbourhood Watch. Paul spoke to the meeting regarding the benefits of setting up a Neighbourhood watch scheme and how to take actions accordingly.
	2. Police update from CPSO (electronic): Not discussed.
	3. Ward Councillors report. Ward Cllr Harlow gave an update on King’s Thorn bus shelter and the Core Strategy for Herefordshire.
	4. Public comments/questions. Issue raised regarding The Castle – to be discussed at minute 9.
	5. Presentation from David Atkinson, Localities Officer, Balfour Beatty. Chevron signs have been ordered for Barrack Hill and the drainage issue by the Chapel has been noted. Cllr Morley to discuss areas of knotweed with David outside of this meeting.
	6. i) **Acceptance of Minutes of the Parish Council meeting held on 8th**

 **July 2015:**

 It was RESOLVED to agree and sign these.

ii) **Acceptance of Minutes of the Extra Ordinary Parish council meeting**

 **held on Wednesday 5th August 2015:**

Minute 5 was amended and added by hand “ AW proposed sending the letter, but with no seconder it was resolved not to send a letter at this time”. It was then RESOLVED to sign the minutes.

1. i) **To identify new Internal Auditor**: Cllr Roberts to look into finding a quote

 and Cllr Morley to approach Much Birch.

Change bank signatories – new forms sent out to Cllrs.

ii) **Core Strategy Review**: Clerk to write to Ward Cllr Harlow to ask him to

 to clarify whether Little Birch should be RA1 or RA2 village status.

1. **Parish Field:** No matters raised.
2. **Footpaths:** All issues have been reported.
3. **The Castle:** The public house remains closed, but parts of the building continue to be used as a residence. Cllr Gooding asked Ward Cllr Harlow to investigate further.
4. **King’s Thorn Telephone Kiosk:** Mr Norris has moved the telephone kiosk and will store it.
5. **Lenghtsman:** Contract to be signed.
6. **Dobbin Cottage**: Cllr Godding to meet with the Head of Surveying.
7. **Parish Website:** Cllr Roberts has produced a parish website, any comments on this please forward to him.
8. **To note information sheets:**
* Canvassing leaflets
* 2016/17 Precept letter
* WI quiz on 2 October
1. **Finance:** All balances agreed and signed by Cllr Morley.
2. **Planning matters:** There were none. Cllr Morley attended the Planning Seminar on 2 September held by Herefordshire Council and gave a short update.
3. **To receive agenda items for the next PC meeting**: None received.
4. **To notes date of next scheduled Parish Council meeting:** Wednesday 4 November 2015.

**Dates of future meetings: All meetings to commence at 7.30pm**

4 November 2015

6 January 2016

2 March 2016

4 May 2016

6 July 2016

7 September 2016

2 November 2016

Signed ………………………………. Chairman Dated …………………..