

**LITTLE BIRCH PARISH COUNCIL –PARISH COUNCIL MEETING HELD ON
Wednesday 6th December at 7.00pm – at Little Birch Village Hall**

Minutes

PRESENT: Councillors; (ND) Nick Deacon (TP) Tom Palfrey (CA) Chris Atkinson (SC) Steven Coles

ALSO: Neil Barrington (NB) (Parish Clerk), Toni Fagan (TF) (Ward Councillor) Terry Griffiths (TG) (Lengthsman)
Chris Fowler (CF) (Footpath Officer) and 1 member of the public

Meeting Opened: 7.00pm

1.	Open Session for members of the Public: Member of the public expressed an interest in becoming a Councillor at some stage.
2.	To accept apologies for absence: None received
3.	Clerk correspondence: NB stated he'd had correspondence over the notice board, interest in joining the council and the newsletter contribution.
4.	To receive declarations of interest: None declared
5.	Reports: 5.1 Ward Councillor: (TF) commented on the community governance review. She highlighted section 106 meetings. TF encouraged the council to think of creating a "wish list" over any possible future 106 money. There is a budget consultation currently in progress. TF articulated the Wye restoration projection, which has farmers participation, the business tourism fund and skills training funds. Finally. she discussed the new Zipper buses in Hereford and informed that there is a meeting of full council on Friday 8 Dec. 5.2 Balfour Beatty: Report received. 5.3 Police Update: Newsletter report received. 3 priority report completed and actioned. SC will now be Police contact 5.4 Footpath Officer report: (CF) reported that he'd completed work in various parts of the parish. Installation of posts and way markers. He stated he'd attended the footpath officer meeting and it had a positive turnout and engagement. There is currently a public right of way project to allow the footpath officer to be authorised officially. There are stiles that need fixing and Ruff Lane still needs work to be carried out. LB23 has been cleared and he requested that the council consider a request for work on LB21.
6.	To accept minutes of the November 1 2023 Ordinary Council meeting Proposed: ND Seconded: SC All in agreement. It was RESOLVED to accept that the minutes as a true record of the meeting.

7.	Action points from last meeting: Nothing to report
8.	Planning matters: Comment on 233376. Land at Highbury, Parish Lane, Little Birch HR2 8AT. It was RESOLVED to support this application. However, the Council felt they needed to make comments on the access in the application plan and the fact that it was on the border of 2 parishes potentially subject to different Neighbourhood plans.
9.	<p>Finances:</p> <p>Balances:</p> <p>9.1 Lloyd's account (at 01.12.23) £ 6852.58</p> <p>Payments to be agreed: To consider the following outstanding payments.</p> <p>10.2 Clerks Salary as per contract.</p> <p>HMRC £97</p> <p>Expenses £ 9 Petrol £5 Broadband</p> <p>Newsletter (Not included on the agenda) £200</p> <p>Repair of noticeboard next to Castle Inn £274 + VAT</p> <p>Signage for Chapel Pitch not considered</p> <p>Lock for defibrillator discussed later in the minutes</p> <p>Election Expenses £141.50</p> <p>Proposed: TP Seconded: SC</p> <p>All in agreement. It was RESOLVED all payments to be made.</p> <p>Prop ND Sec TP</p> <p>10.3 Receipts – 2nd half of Precept now received £3500</p> <p>VAT refund £303.47, £194.97</p> <p>Lengthsman match funding £400</p> <p>10.4 Requests for financial aid – None.</p>
11.	Lentgthsman: TG discussed work completed so far this year. This includes drainage, grips and culverts. More ditching work will need to be completed. However, TG explained he would need clarification on next tasks to be undertaken

12.	To formalise scheme of delegation on powers for clerk: It was RESOLVED that scheme of delegation document drawn up by ND for Parish clerk would be adopted and published on Website. Prop SC Sec TP

13.	Response to public space protection order survey: NB will respond to document. No impact on Little Birch
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14.	Clerk to inform Herefordshire Council of casual vacancy on parish council: CA gave authority for NB to acknowledge vacancy caused by resignation in October.
15.	Precept discussion on Clerk proposal: It was RESOLVED to accept NB budget proposal for 24/25. Further, NB will request that the document is published on the website. Prop CA Sec ND
16.	Defibrillator: SC stated that there is a considerable cost in maintaining the current defibrillator system. As the equipment will need to be updated. He suggests that there is provision in the precept and to investigate fundraising opportunities
17.	Items for next meeting (No discussion): Consideration of items needed for defibrillator with regards to fundraising, NDP review, Aconbury funding requests. Creation of Parish Wish List
18.	Date of next meeting: Next meeting is January 3, 2024, 7pm at Little Birch Village Hall Meeting closed at 8.35pm

SIGNED:..... CHAIRMAN

Dated:.....

Future Meetings

	Wednesday Jan 3rd 2024	7.00pm
	Wednesday Feb 7th 2024	7.00pm
	Wednesday Mar 6 th 2024	7.00pm
	Wednesday Apr 3 rd 2024	7.00pm
	Wednesday May 1 st 2024	7.00pm
	Wednesday June 5 th 2024	7.00pm