

Bishopstone Group Parish Council  
Minutes of meeting  
Thursday 8<sup>th</sup> January 2015

**Present:** Cllr John Macklin (Chair), Cllr Sue Hubbard (Vice) Cllr Catherine Draper, Cllr Muriel Holmes, Cllr Serena Crump, Cllr John Verry, Cllr Rosemary Morgan, Cllr Penny Redshaw and R Plant (clerk).

**Members of the Public: 1**

1. Apologies: Ward Cllr Adrian Blackshaw.
2. To receive declarations of interest and written requests for dispensations and non DPI. None received. **Resolved**
3. The minutes of the meeting held on 13<sup>th</sup> November were approved and agreed to be a true record. They will be signed at the meeting in March (Clerk mislaid minutes). All notes to be destroyed once minutes have been signed.
4. The death of Cllr Hunt was announced and a minutes silence held. **Resolved.**
5. Open session- reports from:
  - 5.1.1 West Mercia Police Officer. Not available. **Resolved**
  - 5.1.2 Ward Councillor. Not available. **Resolved**
  - 5.2 To receive comments from local residents. None available. **Resolved**
6. Flag Station planning application P141024/F – planning conditions to be monitored. **Resolved**
  - 6.1 Core Strategy – To be sent in February for assessment. **Resolved**
7. Finance
  - 7.1.1 Clerks salary. November/December
  - 7.1.2 Mileage/ expenses
  - 7.1.3 Cllr Draper £12.65 – refreshments Neighbourhood Plan day (pd retrospectively)
  - 7.1.4 John Finch Computer repair £30 Pd retrospectively (pd by clerk – refunded to clerk)
  - 7.1.5 Information Commissioner (Data Protection) £35 pd retrospectively
  - 7.1.6 NBCC PC Meeting and N Plan meeting £28 pd retrospectively
  - 7.1.7 Pip Printing Draft neighbourhood Plan £135.75 pd retrospectively
  - 7.1.8 Pip Printing Newsletter £125.50 pd retrospectively
  - 7.1.9 Cilca Registration £250 (payment approved Sept 2014 meeting)
  - 7.1.10 NBCC Neighbourhood Planning meeting £28 to pay
  - 7.1.11 Herefordshire Flower Studio payment received £20 Newsletter Ad.
  - 7.1.12 Bridge Sollars Garage £20 pd directly to bank, newsletter ad.
  - 7.1.13 Refund £318.74 to be made in respect of monies not spent by 31/12/2014 for Neighbourhood Plan.  
All payments were approved by Councillors. **Resolved**
8. Neighbourhood Plan Update. Report from Cllr Hubbard.

We have reached the end of the funding period and I have sent off the End of Grant Report, stating that we have spent £928.26 of the grant that we received from the Community Development Foundation.

After analysing and consulting on the questionnaire results, the steering group completed a leaflet setting out possible options for policies to be included in our Draft Neighbourhood

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Plan. This was given to every household and displayed at the Community Centre at an afternoon event on December 13<sup>th</sup> 2014, together with maps and background material. As a result we have received further useful comments from residents. The steering group is grateful to all residents who have taken part in consultation during the year.

We now have to do further work on the policies and collect additional background and technical information that is required before we can begin to write a Draft Plan. Once the draft is written there will be further consultation with residents before it can be sent to Herefordshire Council, to check for conformity with local and national policies. Herefordshire hearings are scheduled to take place in February.

If you would like to see examples of what we are trying to produce there are six submitted draft plans on the Herefordshire Council website, including one for Staunton On Wye.

- 9. Internet Banking – payments are now able to be made directly into the bank. **Resolved**
- 10. Mail received as per information plus the NALC pay scale increase for clerks as from 1<sup>st</sup> April 2015. The pay rate was approved by all Councillors. **Resolved**

Items for next agenda: Neighbourhood Plan, Clerk contract.

The meeting closed at 8.20pm.

Signed: .....

Designation: .....

Date: .....