

Aymestrey Parish Council

Councillors are summoned to attend the scheduled meeting of the Parish Council on
Wednesday 25 March 2020 at 7.30pm in Aymestrey Parish Hall
The Press & Public are cordially invited to attend.

AGENDA

1. **Apologies:** to receive apologies for absence.
2. **Declarations of Interest:**
 - 2.1. To receive declarations of interest from Members.
 - 2.2. To receive requests for dispensations.
3. **Open Discussion:**
 - 3.1. To receive brief oral report from Ward Cllr Carole Gandy
 - 3.2. To hear views of local residents on parish matters.
 - 3.3. Update on parish matters from Chairman.
 - 3.4. Reports from Councillors.
4. **Minutes:** To approve minutes of the scheduled meeting held on 26 February 2020.
5. **COVID-19**
 - 5.1. To consider extending the delegation of Council decisions to the Clerk during any period of restricted activity declared by the Government in respect of the Covid-19 virus. Such delegation to enable the Council to fulfil its responsibilities to its residents; including the delegation of powers to the Clerk to comment on planning applications between meetings when circumstances occur which, in the Chairman's discretion, prevent face to face meetings.
 - 5.2. To confirm and/or increase delegated powers under Financial Regulation 4.1, and note that payments made against specific items in the budget, which have been identified in the budget when setting the precept, are lawful.
 - 5.3. To consider the Parish Council's response to Covid-19, and potential parish initiatives to assist those in isolation.
6. **Planning. To consider responses to the following:**
 - 6.1. [P200222/F - Planning Permission](#) Land adjacent to Village Hall Aymestrey Leominster Herefordshire
Proposed variation of condition 2 of planning permission 173692. *Deadline 27 March 2020.*

6.2. Town and Country Planning Act 1990 Appeal Under Section 78

Application No & Site Address:	182072 - Land Adjacent to the Village Hall - Plot 1a, Aymestrey, Leominster, Herefordshire,
Description:	Self-build 2 bedroom bungalow and garage
Appellant:	Miss I Probert
Appeal Reference:	APP/W1850/W/20/3246248
Appeal Start Date:	25 February 2020
Website Link:	https://www.herefordshire.gov.uk

Deadline 31 March 2020.

7. Financial Matters

7.1. To note payments made between meetings:

20/02/20 Direct Debit £18.17 including VAT to PlusNet, for broadband.

7.2. To receive report from Finance Group and note / agree the following:

7.2.1. Internal controls have been reviewed in accordance with [Financial Regulations](#) 1.5 and in preparation for completion of the Annual Governance and Accountability Return.

7.2.2. Recommendation made by the Internal Auditor 2018-19 ([section D.](#)) has been followed.

7.2.3. Draft Asset Register 2020 and suitability of the Risk Management Policy and Speed Indicator Risk Assessment have been checked, in readiness for adoption at the Annual Meeting of the Parish Council.

7.2.4. The Clerk's payslip has been checked and found to be accurate.

7.2.5. A VAT reclaim has been made and £516.41 received.

7.2.6. An online Banking Policy has been drafted and is recommended for immediate approval.

7.3. To note balances and approve payments:

Balance at 18 March 2020	Lloyds Bank	£ 13,503.12	
Ringfenced funds:	For Traffic Calming Schemes	£	3,381.58
	Parish initiatives	£	936.00
	Election Fund	£	500.00
	Reserve Fund	£	3,000.00
	General Revenue Reserve	£	1,465.71
	TOTAL ringfenced	£	9,283.29
	Un-ringfenced funds available:	£	4,219.83
Payments for approval		Amount inc. VAT	VAT
	D & B Williams Inv 196 - Lengthsman	£	288.00 48.00
	Clerk's pay for 2 months - 1 February to 31 March 2020	£	536.60 -
	Clerk's expenses March **	£	41.24 2.52
	Total Payments	£	865.84 £ 50.52
	Un-ringfenced balance after March Payments:	£	3,353.99

** Mileage £16.20, Hi Vis waistcoats £7.18, hard hats £7.96, protective gloves £7.98, stamps £1.92

8. Vacancy on Parish Council. To co-opt one Parish Councillor.

9. To consider response to Settlement Hierarchy Questionnaire. *Deadline 3 April 2020*

10. Lengthsman

10.1.1. To note works completed by the Lengthsman.

10.1.2. To consider works to be undertaken by the Lengthsman.

10.1.3. To agree return of Annual Maintenance Plan to Balfour Beatty.

11. To note contents of Information Sheet.

12. To confirm date of the next meeting, scheduled for Wednesday 25 April 2020.

Maggie Brown

Mrs Maggie Brown
Clerk to the Council

clerk@aymestrey.org

19 February 2020
Tel 07398 222 310