

AVENBURY PARISH COUNCIL

**Minutes of a meeting held on Tuesday 28th November 2023
at 7pm in The Public Hall, Bromyard**

Members Present: Cllrs Gill Churchill (Chairman), Ian Jones, George Churchill, and Mark Berry.

In Attendance: Jennifer Eva (Parish Clerk), PCSO Toby Stephenson and 1 member of the public.

1. To receive, consider and approve apologies for absence.

Apologies for absence were received from Cllr. Yvonne Berry (illness) and Ward Cllr. Chowns (another meeting).

2. Disclosable Interest Dispensations

To receive declarations of interest and written requests for dispensation.
None.

3. Declarations of Interest

To receive declarations of interest in respect of items on the agenda.
None.

4. To receive and approve the minutes of the previous meeting held on 19th September 2023.

It was **RESOLVED** to approve and sign the Minutes of the last meeting.

5. Public participation

5.1 Verbal update from Ward Cllr. Ellie Chowns – not available – *(see item 2)*.

5.2 Questions from residents on parish matters – none.

5.3 Safer Neighbourhoods Team (SNT) update from PCSO Stephenson.

- Reports of “lamping” on land around Avenbury – no arrests.
- Out building break-ins – no arrests.
- Avenbury Lane – several drivers parked in laybys near Avenbury Lane have been stopped concerning different vehicle offences.

PCSO Stephenson left the meeting at 7:11pm.

6. Traffic Regulation Order (TRO) Consultation

Members considered a scheme to introduce a 30mph speed limit through Munderfield. The process to reduce speeding through Munderfield was first initiated by the Parish Council in 2020, with support from a local resident and Ward Cllr. Chowns.

7. Planning – to comment on applications for determination by H'fordshire Council.

Re-consultation - 163932 - Land at Hardwick Bank, Bromyard, Herefordshire for outline planning application for a sustainable urban extension comprising up-to 250 dwellings; open space, allotments, and landscaping; school expansion land; areas of children's play; sustainable urban drainage infrastructure; internal roads; and associated infrastructure. Detailed approval is sought for principal means of access and layout with all other matters reserved.

Signature/Initial

This application is not within the Avenbury Parish boundary so was only noted.

8. Water Supply Issues

Members considered what action to take regarding water supply issues to homes in Munderfield and other parts of the Parish.

It was RESOLVED for the Parish Council to write to Welsh Water regarding the water supply issues that affects a large population of the Parish.

9. Finance Report

9.1 Invoices for online or cheque payment

Reference	Payee	Amount £	VAT	Goods/Service
91590392	HC	145.16	-	Election re-charge fees
12194	Autela	48.32	9.66	Payroll Q2
	Clerk	-	-	Salary Oct / Nov 2023

It was RESOLVED to approve the above invoices for payment.

9.2 Receipts

Members noted £4.83 interest deposited into the Business Reserves AC on 29.09.2023.

9.3 Confirmation of Balances

Members noted the confirmation of balances for both accounts, as follows.

- Current AC = £7,787.83 (19.10.2023)
- Business Reserves AC = £4,200.33 (29.09.2023)

9.4 Bank reconciliation as of 21.11.2023

Members noted the bank reconciliation for both accounts, as follows.

- Current AC = £7,787.83
- Business Reserves AC = £4200.33

10. Budget Monitoring Report

Members considered a budget monitoring report, as of 21.11.2023. It was noted that the Council is currently within budget, but members expect a slight overspend in some areas, i.e. insurance fees and subscription increases.

It was RESOLVED to accept the budget monitoring report as presented.

11. Financial Reserves Policy

Members considered whether to adopt a financial reserves policy, as highlighted in the last internal audit report (2023). After consideration, members agreed that the Council already monitors and manage its reserves on a regular occasion to ensure that there is a healthy balance available for planned and unplanned expenditure.

It was RESOLVED not to adopt a Reserves Policy at this time.

12. Pre-budget Considerations

Members considered prebudget requirements for 2024/25 i.e. Precept requirement, current expenditure, future expenditure, and the Council's goals for the upcoming financial year.

Several projects, including the purchase of a parish defibrillator and possible formation of a parish plan, were identified for more consideration at the budget meeting in January.

13. Risk Register

Members considered the risk register and whether any updates were required.

It was RESOLVED to accept the risk register as presented with no changes required. The Council will review it again before the end of 2023/24.

14. Groundsman

Members considered any additional winter work required by the groundsman.

It was RESOLVED to ask the Groundsman to trim back vegetation from road signs in the Parish.

15. Items for Information

Members noted the following information.

- HALC – Information Corner.
- Elections Office – Legislation changes to absent voters' application.
- HC Street Works WC 20.11.2023.
- BBLP Public Realm Round-Up – October 2023.

16. Correspondence

None.

17. Items for the next agenda

Precept/budget 2024/25.

18. Date of the next meeting – Tuesday 16th January 2024, at 7pm in The Public Hall, Bromyard.

With no further business, the meeting closed at 8pm.

Signed Dated

Signature/Initial