

AVENBURY PARISH COUNCIL

Minutes of a meeting held on Tuesday 15th November 2022 at 7pm in The Public Hall, Bromyard

Members Present: Cllrs Gill Churchill (Chairman), I Jones & G Churchill.
In Attendance: J Eva (Parish Clerk).

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

Apologies were accepted from Cllrs. Y Berry & E Chowns.

2. Disclosable Interest Dispensations

None.

3. Declarations of Interest None

4. Minutes

It was RESOLVED to approve and sign the Minutes of the Extraordinary Meeting of the Parish Council held on Monday 27th June 2022.

5. Co-option

No applications for co-option to fill one vacancy were received.
It was RESOLVED that this seat will be filled via the May Elections.

6. Questions /Issues, from members of the public present

None.

6.1 Ward Councillors Report

Cllr. Chowns was unable to attend the meeting.

6.2 Questions from other members of the public – none.

7. Planning

[P223197/RM](#) - Land to the south of Rose Cottage, Munderfield ON HOLD DUE TO PHOSPHATES - Application for approval of reserved Matters following outline approval 191886 (Removal of Condition 7 of P183456/O (Outline planning application for the erection of up to 3 no. dwellings and associated works with all matters reserved).

This information was noted by members.

8. Highways / Footpaths / Greenspaces

8.1 Highways Issues

The following issues on the B4214 will be reported to Herefordshire Council;-
missing cat's eyes, slow drainage and degrading white lines.

8.2 Footpaths Issues

Members noted that the Footpaths Officer has arranged for a new footpath sign to be installed at the end of the drive, in Avenbury Lane, of the Upper Venn Farm.

Members noted that the sign for footpath 1A is broken and needs to be repaired.

9. Financial Report

9.1 Members noted bank reconciliation and confirmation of balances.

Current account £7,156.70 (statement dated 30.09.2022)

Reserves account £4,158.70 (statement dated 30.09.2022)

Signature/Initial

9.2 Invoices for payment

It was RESOLVED to approve payment of the Clerk's salary for November 2022.

9.3 Receipts received = £2,725.00 2nd part of the annual precept received on 16th September 2023.

9.4 Members noted payments made between meetings under the clerk's delegated authority.

Ref	Payee	Goods/Service	Amount £	VAT £
	J. Eva	Clerk's salary Jun 21, Jun, Jul, Aug, Sep, Oct 22		
	HMRC	PAYE Q1	£161.00	
Inv. 9007	Autela	Payroll Services	£55.27	
Inv. H1524	HALC	Internal audit	£220.00	£44.00
Inv. 9844	Autela	Payroll Services	£44.40	£8.88
	HMRC	PAYE Q2	£161.00	

10. Budget 2023/24

Members considered the budget in detail for 2023/24.

It was RESOLVED to approve the draft budget.

11. Precept 2023/24

Members considered the precept for 2023/24.

It was RESOLVED to increase the precept to £6,450.00.

12. Correspondence

Members noted the general correspondence received, i.e Weekly Locality Updates and Talk Community Newsletters, which have been circulated via email.

13. Meeting dates 2023

Members confirmed the meeting dates for 2023; 17th January, 21st March, 16th May, 18th July, 19th September and 21st November.

With no further business the Chairman closed the meeting at 7:45pm.

Signed Dated

Signature/Initial

Bank reconciliation to 14th November 2022

Bank Reconciliation 30.09.2022 - 14.11.2022					
Opening Balance 01/04/22	NatWest		£3,883.02	£4,156.25	
			Current Account	Reserves Account	TOTAL
Opening balance			£3,883.02	£4,156.25	£8,039.27
(+) Receipts			£5,450.00	£2.45	£5,452.45
TOTAL			£9,333.02	£4,158.70	£13,491.72
(-) Payments			£2,176.32	£0.00	£2,176.32
Balance			£7,156.70	£4,158.70	£11,315.40
			30.09.2022	30.09.2022	TOTAL
Bank Statement			£7,156.70	£4,158.70	£11,315.40
<i>o/s cheques</i>					
	548	£53.28			
	549	£214.85			
	550	£161.00			
	551	£214.65			
			£643.78		£0.00
			£6,512.92	£4,158.70	£11,315.40

Draft budget 2023/24

INCOME	Budget 2021/22	Actual 2021/20	Budget 2022/23	LIVE 2022/23	Budget YE 31.03.2024	2023-24 Assumptions
HMRC VTR	£30.00		£260.00		£0.00	
Precept	£4,740.00	£5,450.00	£5,450.00		£6,000.00	
Total Income	£4,770.00	£5,450.00	£5,710.00	£5,452.45	£6,000.00	
EXPENDITURE	Budget 2021/22	Actual 2021/22	Budget 2022/23	LIVE 2022/23	Budget YE 31.03.2024	
Salary (inc. PAYE)	£2,700.00	£3,026.01	£3,200.00	£1,669.50	£3,219.80	
Clerk Expenses	£20.00	£0.00	£0.00	£0.00	£0.00	
Clerk's home working allowance	£100.00	£0.00	£0.00	£0.00	£0.00	
Website Expenses	£50.00	£0.00	£50.00	£0.00	£0.00	
Payroll Services	£200.00	£172.50	£180.00	£57.07	£180.00	
Insurance	£340.00	£338.46	£340.00	£394.70	£394.70	
Lengthsman	£400.00	£356.00	£370.00	£0.00	£370.00	
Audit fees	£70.00	£60.00	£200.00	£0.00	£220.00	
Subscriptions	£340.00	£296.45	£300.00	£0.00	£300.00	HALC
Training	£50.00	£0.00	£0.00	£0.00	£0.00	
General Admin	£80.00	£43.20	£50.00	£0.00	£50.00	
Election Expenses	£0.00	£0.00	£200.00	£0.00	£500.00	To save as allocated reserves
Council Assets	£100.00	£0.00	£100.00	£0.00	£0.00	
Meeting room hire	£70.00	£0.00	£0.00	£0.00	£0.00	
Contingency / Other	£200.00	£0.00	£200.00	£0.00	£300.00	
Legal Fees	£0.00	£0.00	£0.00	£0.00	£0.00	
VAT Paid	£50.00	£164.99	£170.00	£55.05	£170.00	
Speed Indicator Device	£0.00	£0.00	£0.00	£0.00	£0.00	
Traffic Regulation Order	£400.00	£0.00	£0.00	£0.00	£0.00	
Defibrillator	£0.00	£0.00	£0.00	£0.00	£500.00	To save as allocated reserves
Total Expenditure	£5,170.00	£4,457.61	£5,360.00	£2,176.32	£6,204.50	

Signature/Initial