

PUTLEY PARISH COUNCIL

Parish Clerk – Mrs C Stallard Daniels, Donnington Court, Ledbury, HR8 2HX,
Tel 01531 890273, email Putleyclerk@gmail.com

Minutes of the Parish Council meeting on Tuesday 16th May 2023 At 7.30 in Putley Village Hall

Present: Councillors Booth, Webster, Denman, Herbst and Griffin. Also in attendance were two members of the public.

1. To elect a Chairman and Vice Chairman.
Councillor Griffin was elected Chairman and Councillor Daly Vice Chairman, proposed Councillor Booth and seconded Councillor Webster.
2. To complete Declarations of Office
All Councillors completed the Declaration of Office.
3. To receive apologies for absence.
Apologies were received and accepted from Councillor Daly,
4. To record any Declarations of Interest and consider any Requests for dispensations.
Councillor Webster declared a pecuniary interest in item 9.
5. Public participation: Members of the public may speak about items on the agenda.
A request was made for the Council to support an application by the Church for a lottery grant. Clerk will liaise to effect.
6. To approve the minutes of the Parish Council Meetings held on 21st March 2023
The minutes were approved.
7. Finance:
 - a. To consider payment of outstanding accounts and note payment between meetings:
Clerks' salary May & June
 - b. To note payments between meetings:
 - c. Zurich Insurance £257.60
 - d. To receive and approve the audited accounts for the year 2022/2023
 - e. To complete the Annual Governance statement.
 - f. To complete the Accounting Statement.
 - g. To note the balances at the bank.
The current account balance is £10,118.23 and reserve account £11,116.44
 - h. To approve the year end accounts.
 - i. To complete the Certificate of Exemption.
RESOLUTION: Payments were approved, the annual statements were completed and the bank balances noted.

8. Planning:

To consider planning application 231020, Mill Cottage, Putley: Proposed further single storey extension facing east, replacement of 7 windows to front & rear, provide insulation and below floor heating to the original cottage and install air source heat pump (part retrospective).

Discussion on this item was adjourned until the end of the meeting, Councillor Wester left the meeting at that point.

RESOLUTION: Council voted to support the application.

9. To approve and accept the new Code of Conduct for Councillors.

RESOLUTION: The Code of Conduct was approved and accepted.

10. To receive a report from the Footpath Officer.

Councillor Denman reported that the most used footpaths are in good condition but the lesser used are more overgrown.

11. To receive a report from the Lengthsman Coordinator.

Councillor Herbst reported that some routine work has been done and that emergency work was responded to very quickly.

12. To receive an update on the Parish Emergency Plan.

There is no further progress at the moment

13. To receive an update on the Website.

There are recurring problems with the website, Councillor Bodger will liaise with the website provider.

14. To receive a report from the Tree Warden.

Councillor Webster reported that the bid for Woodland Trust fruit hedging was successful and will be delivered in November. Help will be required for planting. A specimen crab apple tree was suggested to commemorate the Coronation once a suitable site has been located.

15. To receive an update on the Play Area.

Platform housing check the equipment on a regular basis and repair any damage.

16. To consider content for the Cider Press.

Councillor Booth has submitted an update of Council elections for the next publication.

17. To discuss the parking and littering at Durlow Common.

Councillor Booth will continue to monitor, it would appear to be regular vehicles involved in the littering.

18. To discuss area the Council could help with investment in the Community

Clerk will follow up the requirement for a licence to put a bench at Putley Common.

19. To discuss the verge cutting arrangements.

20. Balfour Beatty advised that it is mandatory for the verges on C roads and at road junctions to be mown twice during the year but the U roads will only be cut in the Autumn this year. Should this create problems it can be reviewed for next season.

21. To note the date of the next meeting, Tuesday 18th July 2023.