

WHITBOURNE PARISH COUNCIL

Thursday 31st December 2015

Dear Councillor,

You are summoned to a meeting of the Whitbourne Parish Council to be held on
THURSDAY 7th JANUARY 2016 at Whitbourne Village Hall at 7.30pm.

Yours sincerely



Mary Seldon M.Ed, FLCM, MILCM
Member of the International Institute of Municipal Clerks
Clerk/RFO 01885 482543/07723 423354 – whitbournepcclerk@gmail.com

AGENDA

01/16 To accept **apologies for absence**

02/16 To receive **Declarations of Interest**

03/16 To approve **Minutes of the Meetings:**

Thursday 5th November 2015

Thursday 26th November 2015

Thursday 17th December 2015

To note unofficial record of the Meeting:

Thursday 21st May 2015

04/16 Clerk's Report: Update on discussions from the November and December meetings and other matters for information only:

- Whitbourne Parish Newsletter
- Village Signs and Maps
- Oak Acre – Oak Tree

05/16 To receive the **Ward Councillor's Report**

06/16 **Financial Matters:**

a) To approve accounts for payment:

Mary Seldon (Salary) 09 10	348.06
HMRC PAYE 09 10	87.00
Mary Seldon expenses incurred (07/07/15 – 07/01/16) + stationery	33.00
BCTC printing expenses (VAT cost only)	2.00
M Williams (NDP)	39.98
C White (NDP)	110.72
Derek Williams – grass cutting	64.00

b) To approve Bank Reconciliation to 7th January 2016

c) To approve Income and Expenditure to 7th January 2016

d) To receive a short report from the First Responder with reference to the Parish Council offer of a donation

e) To consider grass cutting contract for 2016/17 and hand-man contract

f) To consider the purchase of a new seat outside the village cemetery

g) To formulate a wish-list for developers and Herefordshire Council to agree for the distribution of funds under Section 106 of the Town and Country Planning Act.

07/16 To receive an update on the **Neighbourhood Development Plan**

08/16 To receive brief verbal reports:

- a) **School Buildings**
- b) **Rosemoor Grange**
- c) **The Village Hall**
- d) **Playing Fields**
- e) **War Memorial**

09/16 **Public Question Time** – the public are allowed 10 minutes to address the council

10/16 To report **matters of concern** within the village

***NEXT MEETINGS:
Thursday 3rd March 2016
Thursday 5th May 2016***

MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND OUR MEETINGS